

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
JANUARY 15, 2009

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Besancon at 7:26 p.m. on Thursday, January 15, 2009, in the Career Center.

ROLL CALL

Roll Call showed members Mr. James Barnard, Mr. Frank Besancon, Mr. Christopher Crawford, Mrs. Tammy Cruise, Mr. Philip Keener, Mrs. Susie Lawson, Mrs. Susan Marlar, Dr. Gregory Roadruck, Mr. Earl Rupp, Mr. Philip Schlabach, Mr. Doug Stuart, and Mrs. Sue Williams in attendance.

Mrs. Janice Grim was unable to attend the meeting.

Mr. Besancon led the Pledge of Allegiance to the flag.

PUBLIC BUDGET HEARING

Mr. Besancon noted this was the time for the Public Budget Hearing.

The Treasurer provided the following information:

The General Fund Budget is based on receiving appropriately \$100,000 less in receipts due to less interest income and some reductions in state reimbursements. At this point state foundation is estimated to remain the same with property taxes also remaining approximately the same. Projected expenses consider salaries increasing per the negotiated increase plus "step" increases and offset somewhat by at least three retiring employees with benefits increasing approximately 9% for the year. Other budget items remain at near the same cost with a small increase in the cost of purchased services (utilities). Any news from the state that affects this budget will be reflected in a Five Year Forecast update and adjusted prior to appropriations being adopted for the FY10 Fiscal Year.

Budgets for our other funds remain practically the same as last year with the exception that the Adult Education Fund 012 may need adjusted before appropriations are adopted in July or August, 2009. Some funds are being reduced due to state cuts and a change in monies being accounted for through the Ohio Board of Regents. Also, there is a big increase in overall budget due to the OSFC Building Funds.

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PUBLIC BUDGET HEARING – (Con't)

A motion by Mrs. Lawson was seconded by Mrs. Cruise to close the Public Budget Hearing and proceed with the January Regular Meeting.

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, Mr. Keener, Mrs. Lawson, Mrs. Marlar, Dr. Roadruck, Mr. Rupp, Mr. Schlabach, Mr. Stuart, and Mrs. Williams – all say yes.

The motion was carried.

BOARD MINUTES

A motion by Mr. Stuart was seconded by Mr. Crawford to approve the minutes from the December 17, 2008, Regular Board Meeting with a change in the minutes showing “Mrs. Cruise” rather than “Mr. Cruise”.

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, Mr. Keener, Mrs. Lawson, Mrs. Marlar, Dr. Roadruck, Mr. Rupp, Mr. Schlabach, Mr. Stuart, and Mrs. Williams – all say yes.

The motion was carried.

SUPERINTENDENT’S REPORT

A motion by Mrs. Cruise was seconded by Mr. Crawford to approve the Superintendent’s Report as follows:

1. Director’s Report
2. Principal’s Report
3. OSFC Update

The Superintendent will give a brief update on new information and meetings regarding the OSFC renovation project.

4. Ohio Board of Regents

Starting January 1, 2009, the Adult Education Division now reports to the Ohio Board of Regents instead of the Ohio Department of Education. All adult and career workforce development and adult literacy education have been transferred over. Kip serves as a member (as President of Ohio Association of Career and Technical

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SUPERINTENDENT'S REPORT – (Con't)

Superintendents) on the Adult Career-Technical Transfer Implementation Advisory Council. They have been meeting on an on-going basis over the past year and a half preparing for this transfer. The next meeting is January 22, 2009, at the Riffe Tower in Columbus.

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, Mr. Keener, Mrs. Lawson, Mrs. Marlar, Dr. Roadruck, Mr. Rupp, Mr. Schlabach, Mr. Stuart, and Mrs. Williams – all say yes.

The motion was carried.

TREASURER CONSENT AGENDA

A motion by Mr. Barnard was seconded by Mr. Crawford to approve the Treasurer Consent Agenda as follows:

1. Finance

- a. Approve the list of purchase orders for the month.
- b. Approve the Financial Reports for December 2008.
- c. Approve Administrators and Managers to be reimbursed for lodging and meals at the rates established in Policy Number 3440A – Job Related Expenses.
- d. Approve change in prior approval to establish Fund Numbers 011 9008 OSFC Local Share and 011 9009 OSFC State Share to correct numbers 010 9008 and 010 9009 respectively.
- e. Approve the following transfers of appropriations within Funds for the FY09 School Year:

General Fund

From:

001 2700 600	Capital Outlay – Permanent Improvements	\$30,000.00
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TREASURER'S CONSENT AGENDA – (Con't)

To:

001 2400 400	Purchased Services	\$30,000.00
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Lunchroom Fund 006

From:

006 3100 500	Supplies	\$1,000.00
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To:

006 3100 400	Services	\$1,000.00
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Adult Education Workfirst Fund 012 9790

From:

012 2500 400 9790	Fiscal Services	\$ 500.00
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To:

012 1300 500 9790	Inst Supplies	\$ 500.00
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- f. Approve Fund Transfer of \$290,716 from the 003 Permanent Improvement Fund into the 034 Maintenance Fund.

This is the first of ten payments to the Maintenance Fund from our Ten Year Permanent Improvement Levy.

- g. Approval to receipt interest income into the 004 LFI Fund, 010 Local and State Share Funds, and 034 Maintenance Fund based on month end balances and specific investments.

Board Policy does not note these funds as eligible to receive interest income.

- h. Agreement with Information Design, Inc. to provide School Payment Solution services, specifically on-line payments using the EZpay program. Cost of services is 1.5% of revenue for processing and 2.5% of revenue for Merchant account transactions to be absorbed by the school district.

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TREASURER CONSENT AGENDA – (Con't)

- i. Notice that the Budget Hearing with the County Budget Commission will be on February 2, 2009, at 3:30 p.m. at the County Administration Building.
- j. Approve the revisions to the following SAA budget accounts:
 - 1) SAA Budget 980A – Landscape and Plant Technologies Account
Student Activity Expense Added Charitable Contributions \$200.00
 - 2) SAA Budget 954A – Precision Machining 1&2
Student Activity Expense 1 Added Donation/Charity \$350.00
 - 3) SAA Budget 924A – Animal Care & Management
Student Activity Expense Added Donation/Charity \$100.00
 - 4) SAA Budget 999A – Practical Nursing Seniors
Student Activity Expense Added Donation/Charity \$ 50.00

Roll call vote on the motion was as follows: Mr. Barnard, yes; Mr. Besancon, yes; Mr. Crawford, yes; Mrs. Cruise, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mrs. Marlar, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Schlabach, yes; Mr. Stuart, yes; and Mrs. Williams, yes.

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

A motion by Mr. Keener was seconded by Mrs. Cruise to approve the Superintendent's Consent Agenda as follows:

1. Certified Employment
 - a. Employment of the following persons as substitutes in the area(s) indicated for the 2008-09 school year pending receipt of BCI/FBI background checks:
 - 1) Michael Blevens – Technology
 - 2) Matt Carr – Intervention Specialist
 - b. It is recommended that the Board approve the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2008-2009 year:

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 1) Tamara Jackson, Instructor, ABLE, Step 9, \$15.00 hourly
 - 2) Tamara Johnson, Public Safety Services Instructor, Step 1, \$16.00 hourly
- c. Resignation of the following persons for the purpose of retirement:
- 1) Barbara DeSantis, Junior Cosmetology Instructor, effective at the end of the day February 27, 2009.
 - 2) Gary Bonowitz, Auto Collision Instructor, effective at the end of the day February 27, 2009.
- d. Correction: Karen Leedy to work up to but not to exceed seventy days at seven hours per day from January 7, 2009, until June 30, 2009. Mrs. Leedy will be paid per time sheet at the hourly rate of \$30.13. Mrs. Leedy will work with the OSFC building renovation team to compile and document the inventory, and coordinate the selection and purchase of equipment and furnishings.
2. Consultant Contracts
- a. Approve the following Consultant Contracts:
- 1) Counseling Center, Assertiveness Training, on or about March 4, 2009, \$90.00.
 - 2) Counseling Center, Assertiveness Training, on or about May 13, 2009, \$90.00.
 - 3) Roger Daugherty, Keys to Help Your Business Grow, on or about February 2 - February 25, 2009, \$157.50 per student - not to exceed 20 students
 - 4) Bonnie Krueger, Organize Everything, on or about March 13, 2009, \$70.00.
 - 5) Liberty Center Connections, Effect of Violence on Children, on or about April 13, 2009, \$70.00.
 - 6) Liberty Center Connections, Effect of Parents Divorce on Children, on or about February 23, 2009, \$70.00.
 - 7) Diane Ohlsen, Guiding Children - Ages 6 to 12 Years, on or about March 26, 2009, \$70.00.
 - 8) OSU Extension Service, ABC's of Child Care, on or about February 19, 2009, \$70.00.
 - 9) OSU Extension Service, Health & Safety in Family Child Care, on or about March 12 & 19, 2009, \$210.00.
 - 10) OSU Extension Service, Health & Safety in Family Child Care, on or about May 14 & 21, 2009, \$210.00.
 - 11) David Pickett, Reducing Your Taxes, on or about January 27, 2009, \$42.50.
 - 12) David Pickett, Reducing Your Taxes, on or about February 17, 2009, \$42.50.

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 13) Kerry Pickett, Basic Financial Planning for Women, on or about March 3, 2009, \$85.00.
 - 14) Kerry Pickett, Investing Made Simple, on or about February 24, 2009, \$85.00.
 - 15) Jeff Stewart, We Gather & Stand Together: Immigrant Worker Project, on or about February 2009, \$1,000.00.
 - 16) Jeromy Straub, First Aid Basics, on or about January 21 & 27, 2009, \$210.00.
 - 17) Jeromy Straub, First Aid Basics, on or about February 4 & 11, 2009, \$210.00.
 - 18) Jeromy Straub, First Aid Refresher, on or about February 18, 2009, \$105.00.
 - 19) United States Coast Guard Auxiliary 09-02, Boating Skills & Seamanship, on or about February 2 - March 30, 2009, \$35.00 per student - not to exceed 25 students.
 - 20) United Way, Child Development - Birth to 36 Months, on or about February 26, 2009, \$70.00.
 - 21) United Way, Child Development - Ages 3 to 6 Years, on or about April 27, 2009, \$70.00.
 - 22) United Way, Design Your Day: Play with Purpose, on or about March 24, 2009, \$70.00.
 - 23) Forest Wilson, Living Debt Free in the 21st Century, on or about February 2, 2009, \$25.20 per student - not to exceed 20 students.
- b. Approve hiring state network agency trainers/consultants as needed; the individual consultant contract would be submitted at the board meeting just prior to or immediately after the training.

3. Reduction in Force

- a. Approve a Reduction in Force within the Adult Education Work First Program due to financial reasons – a reduction in program services and funding from Goodwill Industries. The following part-time position will be eliminated:

Case Manager/Instructor

Name: Susan Morris

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Crawford, yes; Mrs. Cruise, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mrs. Marlar, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Schlabach, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mr. Barnard, yes.

The motion was carried.

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GRANTS AND AGREEMENTS

A motion by Mrs. Cruise was seconded by Mr. Crawford to approve the following Grants and Agreements:

- a. To enter into a Technical Services Agreement with BBC&M Engineering, Inc. to perform subsurface investigation and construction testing services associated with the OSFC project for a total of \$4,995.00.
- b. To enter into an Agreement with the YMCA of Wooster, Wellness Center for Exercise Science and Sports Medicine class 1-16-09 to 3-13-09 for a total of \$287.50 (\$12.50 per student).
- c. To enter into an Agreement with The University of Akron Wayne College to use Boyer Gym for the Friday, May 15, 2009, WCSCC Annual Awards Ceremony from 6-9pm for a total of \$260.00.
- d. To enter into an Agreement with Midland Council of Governments for Internet access from July 1, 2009, and ending June 30, 2010 for a total of \$10,279.32.
- e. To apply for a grant with United Way of Wayne and Holmes Counties for funds in the amount of \$20,000 for the Even Start program.
- f. To Approve of WCSCC Board Membership as an Ohio ACTE Educational Institutional Member for FY09 for a total of \$750.00.

Roll call vote on the motion was as follows: Mr. Crawford, yes; Mrs. Cruise, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mrs. Marlar, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Schlabach, yes; Mr. Stuart, yes; Mrs. Williams, yes; Mr. Barnard, yes; and Mr. Besancon, yes.

The motion was carried.

DOCUMENTS AND MATERIALS

A motion by Dr. Roadruck was seconded by Mrs. Lawson to approve the following documents and materials:

- a. Approval of the following overnight field trip requests:

<u>DATE</u>	<u>STAFF</u>	<u>TYPE OF TRIP</u>
1/18/09-1/23/09	Pam Vorkapich	SkillsUSA Regional Officer Training

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DOCUMENTS AND MATERIALS – (Con't)

2/19/09-2/20/09	Deb McDonald Kim Huffman	Leadership Career Center Tours
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- b. Approval of the 2009-10 School Year Budget as presented.

The FY10 General Fund Budget is in line with the Five Year Forecast approved by the Board in October, 2008 in the total amount of \$11,932,500. This is a small increase of 2% over the FY09 Budget. The total Budget request is \$35,014,555 and the major increase from prior years is budgeting monies into the OSFC Funds.

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, Mr. Keener, Mrs. Lawson, Mrs. Marlar, Dr. Roadruck, Mr. Rupp, Mr. Schlabach, Mr. Stuart, and Mrs. Williams – all say yes.

The motion was carried.

EXECUTIVE SESSION

A motion by Dr. Roadruck was seconded by Mrs. Williams to go into Executive Session at 8:00 p.m. for the purpose of discussing personnel and evaluations of the Superintendent and Treasurer.

Roll call vote on the motion was as follows: Mrs. Cruise, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mrs. Marlar, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Schlabach, yes; Mr. Stuart, yes; Mrs. Williams, yes; Mr. Barnard, yes; Mr. Besancon, yes; and Mr. Crawford, yes.

The motion was carried.

Mr. Besancon called the Board back into Regular Session at 8:15 p.m.

ADJOURNMENT

A motion by Mr. Crawford was seconded by Mr. Barnard to adjourn the January Regular Board Meeting at 8:16 p.m.

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ADJOURNMENT – (Con't)

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, Mr. Keener, Mrs. Lawson, Mrs. Marlar, Dr. Roadruck, Mr. Rupp, Mr. Schlabach, Mr. Stuart, and Mrs. Williams – all say yes.

The motion was carried.

President

Treasurer