

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

December 16, 2009

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by Vice President Williams at 7:31 p.m. on Wednesday, December 16, 2009, in the Career Center.

Mrs. Williams assumed the chair in the absence of Mr. Besancon.

ROLL CALL

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

Mr. Frank Besancon entered the meeting at 7:39 p.m. during Student Recognition and assumed the chair.

Mr. Doug Stuart was unable to attend the meeting.

Michelle Rickey, Norwayne, Animal Care & Management and Andrea Stahl, Norwayne, Printing Technologies, led the Pledge of Allegiance to the flag.

STUDENT RECOGNITION

The Board of Education recognized the achievements of the following students:

Allison Cole, Interactive Media, WCSCC Student of the Month from Chippewa.

Kristen Crocker, Engineering Technologies, WCSCC Student of the Month from Chippewa.

Emily Smith, Medical Assisting, WCSCC Student of the Month from Waynedale.

Ashley Bellamy, Early Childhood Education & Care, WCSCC Student of the Month from Waynedale.

Leah Frase, Medical Assisting, WCSCC Adult Ed Student of the Month.

OUTSTANDING BUSINESS PARTNER

Dunlap Family Physicians was recognized as an Outstanding Business Partner.

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HOME SCHOOL PARTNER RECOGNITION

The Board of Education recognized Chippewa Local School District and Southeast Local School District. Jack Higgins, Superintendent, Chippewa Local Schools, Randy Roth, Principal, Waynedale High School, and Michael Shreffler, Superintendent, Southeast Locals Schools attended the meeting.

BOARD MINUTES

A motion by Mrs. Cruise was seconded by Mr. Barnard to approve the minutes from the November 18, 2009, Regular Board Meeting.

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

The motion was carried.

EXECUTIVE SESSION

A motion by Mrs. Lawson was seconded by Mrs. Cruise to go into Executive Session at 7:58 p.m. for the purpose of discussing personnel and pending litigation.

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

The motion was carried.

President Besancon called the Board back into Regular Session at 8:12 p.m.

SUPERINTENDENT'S REPORT

A motion by Mr. Crawford was seconded by Mr. Barnard to approve the Superintendent's Report as follows:

1. Director's Report
2. Principal's Report

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SUPERINTENDENT'S REPORT – (Con't)

3. OSFC Update

A brief update on new information and meetings regarding the OSFC renovation project was given.

4. Important Dates

Christmas vacation is from Monday, December 21st through Friday, January 1st.
School reconvenes on Monday, January 4th.

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

The motion was carried.

TREASURER'S CONSENT AGENDA

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

1. Finance

- a. Approve the list of purchase orders for the month.
- b. Approve the Financial Reports for November 2009.
- c. Approve the following transfer of appropriation within funds for the 2009-10 School Year:

Adult Education Workforce Program

From:

012 1300 100 9770 Salaries \$5,000.00

To:

012 1300 400 9770 Services \$5,000.00

- d. Approve the FY09 GAAP Report as received from Rea and Associates.

Copies were available at the meeting for review.

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TREASURER'S CONSENT AGENDA – (Con't)

- e. Approve agreement with Phlebotomy Certification Examination requiring payment in advance for students required to take the exam. Adult Education students pay for the exam as part of their tuition requirement.
- f. Approve the following Purchase Orders over \$5,000:
 - 1) WCSCC Adult Ed/Pell, Pell Grant Awards transferred for education costs for January 2010 (FY10), \$75,000.00.
 - 2) Steven Fox, Early Retirement Incentive Program 2006, \$11,187.70.
 - 3) Steve Miller, Early Retirement Incentive Program 2006, \$10,493.35.
 - 4) CIM Technology Solutions, student response systems, \$36,820.00.
- g. Accept the following donations:
 - 1) 10,000 pounds of ½” x 4” steel bar from Gerdau Ameristeel Bright Bar/Mr. Gary Lenhart to be used in our Welding program, \$1,200.00.
 - 2) Donations for the WCSCC Open House door prize drawings on Thursday, December 3, 2009:

Business Name	Address	Items donated	Dollar Value	Received
Accurate Office	2714 Akron Rd Wooster OH 44691	Office supply items	\$20.00	delivered 11/12
Applebee's	3989 Burbank Rd Wooster OH 44691	\$10 gift card	\$10.00	picked up 11/5
Beall Ave. Car Wash & Detail Center	347 Beall Ave. Wooster, OH 44691	2 gift certificates for one full service car wash	\$30.00	Picked up 11/9
Bishop's	34 Wadsworth Rd Orrville OH 44667	\$10 gift certificate	\$10.00	picked up 12/2
Buchanan Place Smithville	877-1/2 W. Main St Smithville, OH 44677	\$10 gift certificate	\$10.00	picked up 12-1
Dairy Queen	225 W High St Orrville OH 44667	10" Ice Cream Cake	\$20.00	picked up 11-3
El Rancho Grande	117 W. Liberty St. Wooster, OH 44691	2 gift certificates for 1 lg. two item pizza	\$32.00	Mailed to us 11/09

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Hartzler's Dairy & Café	5454 Cleveland Rd. Wooster, OH 44691	Mug, candy, and \$5 gift certificate	\$15.00	Brought in 12/1
Jake's The Place for Steak	344 Riffel Rd. Wooster, OH 44691	\$10 gift certificate	\$10.00	picked up 12/1
JM Smucker Co	Strawberry Lane, Orrville OH 44667	Gift Basket	\$50.00	picked up 11/23
Kaleidoscope	4347 Cleveland Road, Wooster OH 44691	gift basket or certificate	\$50.00	picked up 12/2
Mackenzie's Silver & Gold	147 E. Liberty Wooster, OH 44691	Bracelet for guys, earrings	\$42.00	picked up 12/11
Muddy Waters	146 E Liberty St, #10, Wooster OH 44691	\$10 - 2 gift cards	\$20.00	picked up 11/6
Putt N Stuff	134 S Kansas Rd Orrville	15 activity coupons	\$90.00	picked up 11/19
Red Lobster	3805 Burbank Rd. Wooster, OH 44691	\$25 gift certificates - 5 for \$5 each	\$25.00	Picked up 11/5
Riceland Golf Course	11977 E Lincoln Way Orrville OH 44667	Golf basket	\$15.00	brought in 11/19
Sam & Stan's	149 E Liberty St Wooster OH 44691	\$20 Gift certificate	\$20.00	picked up 11/6
Sam's Pizza & Heroes	637 E. Main St. Smithville, OH 44677	5 Free Pizza Buffets	\$25.00	picked up 11/5
Sheer Professionals	2912 Cleveland Rd Wooster OH 44691	gift basket	\$50.00	pick up 12/2
Shreve Pizza Parlor	236 N Main St Shreve OH 44676	2 1-topping Large Pizzas	\$23.00	received 12/2
Starbucks	3872 Burbank Rd. Wooster, OH 44691	Coffee and 2 mugs	\$35.00	picked up 12/1
The Pines	PO Box 308, 1319 N Millborne Rd. Orrville OH 44667	2 - 18 holes of Golf	\$58.00	Mailed to us 11/20/09
The University of Akron Wayne College	1901 Smucker Rd Orrville OH 44667	Tote bag, 2 stadium seats, travel mug, calculator	\$25.00	brought to event 12/3

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Toscana's	3860 Cleveland Rd Wooster OH 44691	\$15 gift certificate	\$15.00	pick up 12/2
US Army Recruiting Station	3995 Burbank Rd, Wooster	2 T shirts	\$20.00	brought in 12/1
Wayne County Schools Career Center		8 mugs, shirts and jump drives	\$108.00	Donated 12/3
Wayne County Schools Career Center Carpentry/Construction Tech		1 Cornhole set	\$120.00	Brought in 12/2
Wayne County Schools Career Center Landscape & Plant Technologies		2 poinsettias	\$16.00	brought in 12/2
TOTALS – 28 donors - 52 prizes			\$964.00	

- h. Approval to dispose of the following inventory:
 - 1) Various scrap items to a local scrap yard.
- i. Approval to accept the additional 2009-2010 Student Activity Budgets as proposed:
 - 1) SAA Budget 906A – Junior Carpentry
 - 2) SAA Budget 914A – Early Childhood FCCLA
 - 3) SAA Budget 949A – Auto Technologies
 - 4) SAA Budget 964A – Building and Grounds
 - 5) SAA Budget 972A – National Honor Society
- j. Approval to accept \$2,100 for the disposed copiers and duplicators as listed on the November Board Agenda. The original agreed amount was \$2,400 but upon inspection, Wulff Enterprises, Inc. adjusted the amount to \$2,100.

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

The motion was carried.

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SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

- a) Employment of the following as Mentors for 2009-2010 year paid at 3% each per the negotiated agreement:

Beth Gagnon	Kimberly Huffman
Jill Parker	Liala Zimmerman
Jamie Collins	Shelly Perry
Scott Brown	

- b) Supplemental for Lynette Boggs as Dean of Students for 2009-2010 year paid at 8% pro-rated from Thursday, December 17, 2009 through Friday, June 4, 2010 per the negotiated agreement.

- c) It is recommended that the Board approve the employment of the following certified personnel for Adult & I Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2009-2010 year:
 - 1) Donald Sweigert, Public Safety Services Instructor, Step 2, \$17.00 hourly.
 - 2) Melody Martell, Instructor, MOMS, Step 7, \$14.00 hourly.

- d) It is recommended that the Board approve the employment of the following certified personnel for School Nurse Substitutes, effective 2009-2010 year:
 - 1) Mary Pawlicki, Medical/Nursing Instructor Hourly schedule, RN/BSN, Step 1, \$23.00 an hour.
 - 2) Janel Wilson, Medical/Nursing Instructor Hourly schedule, RN/AD, Step 1, \$22.00 an hour.

- e) Approval of the following Certified individual to serve as an unpaid volunteer tutor in both the SAC and AAA pending verification of BCI/FBI background checks:
 - 1) Tom Battles

- f) Approval of the following Certified individuals to substitute in area(s) indicated. All approvals are pending receipt of certification and BCI/FBI background checks.

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

Certified

LICENSURE	LAST NAME	FIRST NAME
Vocational	Akins	Brittany
AYA	Geiser	Zach
AYA	Ickes	James
Intv. Spec.	Ingles	Alison
Vocational	Leatherman	Jacki
Health	McKee	Jessica
AYA	Schwarzer	Stuart

2. Classified Employment

- a. Approval of a work hour reduction as requested by Andrea Neff, Adult & Community Education Administrative Assistant – Administrative Team. She has requested a temporary reduction from 40 to 30 hours full time for the calendar dates from November 30, 2009 to January 27, 2010. She will return to 40 hour full time on February 1, 2010. The Wayne County Joint Vocational School District Education Association recognizes that this is a one time situation and this agreement will not set precedence.
- b. Approval of the following Classified individuals to substitute in area(s) indicated. All approvals are pending receipt of BCI/FBI background checks.

Classified

AREA	LAST NAME	FIRST NAME
Secretary	Boyd	Gloria

- c. It is recommended that the Board approve the employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2009-2010 year:
 - 1) Bea Nadelin, Food Service, MOMS, FLT, ABLE, Step 14, \$10.10 hourly

3. Contracts

- a. Approve the following Consultant Contracts:
 - 1) Charity Kowalczyk, hearing impaired interpreting services during Open House for an 8th grade student, \$112.50.

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 2) Molly Hastings, Birth Control/STD's presentation for MOMS program on or about January 15, 2010, \$35.00.
- 3) Jeff Stewart, We Gather & Stand Together: Immigrant Worker Project, on or about January 2010, \$1,000.00.
- 4) Tri-County ESC, Nurturing Parent Program presentation for Families Learning Together program, on or about January 2010, \$140.00.
- 5) Your Human Resource Center, Drug & Alcohol Assessments & Job Skills Behavior Group for MOMS program, on or about January 2010, \$285.00.

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approved renewal of WCSCC Board Membership as an Ohio ACTE Educational Institutional Member for FY10 for a total of \$1,000.00.
- b. Approve a facility and equipment use agreement with Clinton Township Fire Department and Dalton Fire Department for Emergency Medical Services Training.
- c. Approve an agreement with Eagle Vending and Concessions to provide coin-operated vending machines in the adult lounge and staff lounge through December 31, 2010.

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

The motion was carried.

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DOCUMENTS AND MATERIALS

A motion by Dr. Roadruck was seconded by Mr. Keener to approve the following documents and materials.

Approval of the following overnight field trip request:

<u>DATE</u>	<u>STAFF</u>	<u>TYPE OF TRIP</u>
1/26-1/27/10	Gregg Gillespie	State FFA Landscape/Nursery Competition and Career Development Event. Greater Columbus Convention Center.

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

The motion was carried.

FURNITURE RESOLUTIONS

A motion by Mr. Crawford was seconded by Mrs. Lawson to approve Resolution #09-31, accepting the lowest responsible and responsive bid of Martin Public Seating, Inc. for the Educational and Media Center Furniture/Metal Shelving Contract in the amount of \$367,779.73.

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

The motion was carried.

A motion by Mrs. Cruise was seconded by Mr. Barnard to approve Resolution #09-32, accepting the lowest responsible and responsive bid of APG Office Furnishings for the Office Furniture Contract in the amount of \$58,969.00.

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

The motion was carried.

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ADJOURNMENT

A motion by Mr. Barnard was seconded by Mr. Crawford to adjourn the December Regular Board Meeting at 8:39 p.m.

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

The motion was carried.

President

Treasurer