

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
DECEMBER 17, 2008

Prior to the start of the meeting, Mr. Philip Schlabach was given the Oath of Office by the Treasurer. Mr. Schlabach was appointed to complete the term of Mr. Dennis Finley, Dalton Local School District.

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Grim at 7:30 p.m. on Wednesday, December 17, 2008, in the Career Center.

ROLL CALL

Roll Call showed members Mr. Frank Besancon, Mr. Christopher Crawford, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Susie Lawson, Dr. Gregory Roadruck, Mr. Earl Rupp, Mr. Philip Schlabach, Mr. Doug Stuart, and Mrs. Sue Williams in attendance.

Mr. James Barnard, Mrs. Tammy Cruise, and Mrs. Denise Parker were unable to attend the meeting.

Brittney Shoup (WCSCC Practical Nursing Student from Chippewa) and Lauren Besancon (WCSCC Medical Office Management Student from Smithville) led the Pledge of Allegiance to the flag.

STUDENT RECOGNITION

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

Bruce Raber, Industrial Maintenance, Adult Education Student of the Month.

Lauren Besancon, Medical Office Management, WCSCC Student of the Month from Smithville.

Leigha Evans, Early Childhood Ed & Care, WCSCC Student of the Month from Smithville.

EMPLOYEE RECOGNITION

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

Grace Miller, Administrative Assistant – Health Technologies.

OUTSTANDING BUSINESS PARTNER

The Board of Education recognized Orthodontic Specialists of Wooster, Inc. as the December's Outstanding Business Partner.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

OUTSTANDING BUSINESS PARTNER – (Con't)

Also, given Board Recognition was Linda Hall, Wooster Daily Record, for her outstanding reports on schools and board meetings.

HOME SCHOOL PARTNER RECOGNITION

The Board of Education recognized Green Local School District and Mr. Larry Brown, Superintendent, attended the meeting.

BOARD MINUTES

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve the minutes from the November 19, 2008, Regular Board Meeting.

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

The motion was carried.

SUPERINTENDENT'S REPORT

A motion by Dr. Roadruck was seconded by Mr. Keener to approve the Superintendent's Report as follows:

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

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

4. Open House

Over 750 community members, students, and parents attend the Open House held on Thursday, December 4th from 5:00–7:00 p.m.. Guests toured the building, spoke with staff, and learned about our student organizations and opportunities at the WCSCC.

5. Board and Administrative Goals

As several board members requested, this goal has been moved to the exhibits and will be only sent electronically unless requested.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S REPORT – (Con't)

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

The motion was carried.

TREASURER'S CONSENT AGENDA

A motion by Mrs. Lawson was seconded by Mrs. Williams 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 2008.
- c. Approved the following transfer of appropriation within Funds for the 2008-09 School Year:

From:

001 1300 500	Career and Tech Inst Supplies	\$	1,000.00
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To:

001 1100 500	Academic Supplies	\$	1,000.00
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- d. Approve the following Fund Transfers per the OSFC Project Agreement:

From:

003	Permanent Improvement Fund	\$1,155,203.66
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To:

004	LFI Fund	\$568,779.00
010	Local OSF Project Fund	\$586,424.66

Total Transfers In		\$1,155,203.66
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Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

- e. Approve the FY08 GAAP Report as received from REA and Associates. Copies will be available during the meeting for review.
- f. Approve the following Purchase Orders over \$5,000:
 - 1) School Datebooks for 2008-09 Student Handbooks, \$5,870.40.
 - 2) Squires, Sanders & Dempsey addition to PO #1719 for legal services, \$5,092.67.
 - 3) Gault Family Learning & Development Center for third floor rent for GFLC for ABLE, Even Start, MOMS, WF and Adult Education programs for January, February & March 2009, \$18,387.38.
 - 4) Stephen Fox for Early Retirement Incentive Program 2006, \$11,187.70.
 - 5) Steve Miller for Early Retirement Incentive Program 2006, \$10,493.35
 - 6) Gault Family Learning Center, January-March 2009 rent for third floor classrooms for ABLE, Even Start, ESL Civics, MOMS, WorkFirst, and Adult Education programs, \$18,387.38
 - 7) WCSCC Pell Grant Account for Pell Grant Awards transferred for January 2009, \$50,000.00.
 - 8) WCSCC Pell Grant Account for Pell Grant Awards transferred for February 2009, \$50,000.00.
 - 9) WCSCC Pell Grant Account for Pell Grant Awards transferred for March 2009, \$50,000.00.
- g. Approve the addition of the following inventory:
 - 1) Replacement Adult Education copier per the maintenance agreement that WCSCC currently has with Accurate Office Equipment. Canon IR6000, Main Unit Serial #: NSN0263, Top Feeder Unit: DA61193, Sorter Unit: F254200 XCJ93591.
- h. Approve the disposal of the following inventory:
 - 1) Removal of the Old Adult Education copier per the maintenance agreement that WCSCC currently has with Accurate Office Equipment. Canon IR5000, WCSCC tag: 13170, Main Unit Serial #:NRF03694, Top Feeder Unit: DA08767, Sorter: F139100XCJ13290.
- i. Approve the following donations:
 - 1) Repair parts and labor to the Landscape & Plant Technologies electric cart from The Pines Golf Club/Matt Hewitt, 1319 N. Millborne Rd. Orrville, OH 44667.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

- 2) 10 cases of Bottled Water valued at \$85.46 from the Pepsi-Cola Company, Ohio, 1999 Enterprise Parkway Twinsburg, OH 44087 to be used during Sophomore Visitations.
- 3) Wound vac from Deb Snyder for use in the Practical Nursing program. Approximate value is \$3,000.00.
- 4) Wound ostomy supplies (unknown value) for Practical Nursing program from Lola Hatfield.

Roll call vote on the motion was as follow: Mr. Besancon, yes; Mr. Crawford, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, 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 Mrs. Lawson was seconded by Mr. Schlabach to approve the Superintendent's Consent Agenda as follows:

1. Certified Employment

- a. The following involuntary reassignments to be effective November 19, 2008 until the end of the school year:
 - 1) Anita Hawkins to Secondary Placement Coordinator at 7 hrs. per day.
 - 2) Kathie Kister to Home School Partner Liaison
- b. 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 \$25.99 based on the minimum teacher's salary schedule. 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.
- c. 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:

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 1) Ginger Preston, Adult Practical Nursing Instructor, BSN, Step 13, \$25.25 hourly
- d. It is recommended that the Board approve extended days for the following certified personnel for FY09:
 - 1) Melissa Schrock, Career Transitions & Career Development Specialist, 8 extended days for Adult Education.
 - 2) Jackie Shrock, Adult Practical Nursing Instructor, 3 extended days for Adult Education
2. Classified Employment
 - a. Resignation of the following person for the purpose of retirement:
 - 1) Brenda Anderson, Custodian, effective at the end of the day December 31, 2008.
3. Consultant Contracts
 - a. Approve the following Consultant Contracts:
 - 1) Counseling Center, Practical Nursing Life Skills, on or about January 14, 2009, \$70.00.
 - 2) Molly Hastings, STD's / Birth Control presentation for MOMS program, on or about January 23, 2009, \$35.00.
 - 3) Bonnie Krueger, Organize Everything, on or about January 12, 2009, \$70.00.
 - 4) OSU Extension Service, Health & Safety in Family Child Care, on or about January 8 & 15, 2009, \$210.00.
 - 5) OSU Extension Service, Practical Nursing Life Skills, on or about January 14, 2009, \$52.50.
 - 6) Jeff Stewart, We Gather & Stand Together: Immigrant Worker Project, on or about January 2009, \$1,000.00.
 - 7) Jeromy Straub, Adult, Child & Infant CPR, on or about January 13, 2009, \$140.00.
 - 8) Your Human Resource Center, Drug & Alcohol Assessments & Job Skills Behavior Group presentation for MOMS program, on or about January 2009, \$285.00.
4. Reduction in Force
 - a. Approve a Reduction in Force within the Adult Education MOMS Program due to Financial Reasons: A reduction in program services and approximately \$130,000

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

in funding from the Wayne County Department of Job and Family Services in their MOMS Program Contract with the Wayne County Joint Vocational School District. The following five part-time positions will be eliminated:

Job Skills / Placement Specialist	Name: John Robison
Child Development Educator	Name: Bonnie Lucas
Three Child Care Aides	Names: Angela Frary, Laura Haines, Sandy Martin

These positions will be eliminated at the close of business on December 23, 2008. These people will remain on other contracts to work on an as needed basis.

5. Textbooks

- a. Approval of General Science AGS Publishing, copyright 2004, ISBN #0-7854-3646-4 for Life Skills Science.

6. Volunteers

- a. Approve the following volunteers for Adult Basic & Literacy Education (ABLE) & English for Speakers of Other Languages (ESL):

Chris Bowen	Wadsworth-Rittman Hospital employee
Sarah Dodds	Malone University student
Ellen Euclide	Centro San Jose employee
Bill Nagy	Previous tutor at Franklin University
Taylor Singleton	University of Denver graduate
Jessica Slaughter	Malone University student
Marlys Walch	Rea & Associates, Inc. employee
Alyssa Westfall	Malone University student & Centro San Jose employee

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

The motion was carried.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

MAINTENANCE FUND 034

A motion by Mr. Crawford was seconded by Mrs. Williams to approve Resolution #08-14 authorizing the school district board to earmark dollars to the maintenance fund (fund 034).

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

The motion was carried.

PROJECT AGREEMENT

A motion by Mr. Crawford was seconded by Mr. Keener to approve Resolution #08-15 authorizing the execution of a project agreement between this Board and the Ohio School Facilities Commission.

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

The motion was carried.

PROGRAM PROJECT AGREEMENT

A motion by Mr. Crawford was seconded by Mrs. Williams to approve Resolution #08-16, A Vocational Facilities Assistance Program Project agreement required by section 3318.08 of the revised code in order to proceed with the release of state funding.

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval to enter into an Agreement with TCCSA in the amount of \$4,570.00 for staff professional development through the services of an Educational Technologist for July 1, 2008 – June 30, 2009.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

GRANTS AND AGREEMENTS – (Con't)

- b. Approval to enter into an Agreement with Eagle Vending and Concessions to provide coin-operated vending machines in the adult lounge and staff lounge through December 31, 2009.
- c. Approval of the Wayne County ABLE program's collaboration with Region 9 ABLE Collaborative Implementation Plan.
- d. Approval to extend the Articulation Agreement with the University of Northwestern Ohio/College of Technologies.
- e. Approval to enter into an Agreement from January 1, 2009, through December 31, 2009, with Smithville Village to provide a resource officer at the school district at a cost of \$2,700.00.

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

The motion was carried.

DOCUMENTS AND MATERIALS

A motion by Dr. Roadruck was seconded by Mr. Crawford to approve this Wayne County Schools Career Center 2009-2010 school calendar, second option, as recommended by the Superintendent.

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

The motion was carried.

A motion by Mr. Crawford was seconded by Mrs. Lawson to approve the following Documents and Materials:

- a. Wayne County Schools Career Center 2009-2010 School Calendar.
- b. OSFC Document Approval Process.
- c. Board Policy for reimbursement of 3440A – Job Related Expenses.
- d. Board of Education Policy Updates.
- e. Seeking approval of the following overnight field trip requests.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

DOCUMENTS AND MATERIALS – (Con't)

<u>DATE</u>	<u>STAFF</u>	<u>TYPE OF TRIP</u>
2/12/09-2/14/09	Wayne Barter	Agriculture Convention, Kentucky
1/27/09-1/28/09	Gregg Gillespie	State FFA CDE, job fair, & OSU course
4/16/09-4/17/09	Deb McDonald Mindy Hartzler	FCCLA State Competition

- f. Administrator Handbook.
- g. School and Community Relations Coordinator Job Description.

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

The motion was carried.

OSFC SWING SPACE BUILDING

A motion by Mr. Crawford was seconded by Mr. Rupp to use the City Multi System for the swing space building.

Roll call vote on the motion was as follow: Mr. Rupp, yes; Mr. Schlabach, no; Mr. Stuart, no; Mrs. Williams, no; Mr. Besancon, no; Mr. Crawford, yes; Mrs. Grim, no; Mr. Keener, yes; Mrs. Lawson, yes; and Dr. Roadruck, no.

The motion failed.

A motion by Mr. Besancon was seconded by Mrs. Lawson to tie the three options together; traditional heating and air system plus sewage system and sprinkler system.

Roll call vote on the motion was as follow: Mr. Schlabach, yes; Mr. Stuart, yes; Mrs. Williams, yes; Mr. Besancon, yes; Mr. Crawford, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Dr. Roadruck, yes; and Mr. Rupp, no.

The motion was carried.

OLD SCHOOL HOUSE BUILDING

A motion by Mrs. Lawson was seconded by Mr. Keener to use the Old School House for swing space as needed during the OSFC renovation process and then converting it to administrative offices.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

OLD SCHOOL HOUSE BUILDING – (Con't)

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

The motion was carried.

OHIO COALITION FOR EQUITY AND ADEQUACY

A motion by Mr. Crawford was seconded by Mrs. Williams to consider board membership in the Ohio Coalition for Equity and Adequacy for FY09, the cost would be \$790.45 ADM times \$.50 = \$395.23.

Roll call vote on the motion was as follow: Mr. Stuart, yes; Mrs. Williams, yes; Mr. Besancon, no; Mr. Crawford, yes; Mrs. Grim, no; Mr. Keener, yes; Mrs. Lawson, yes; Dr. Roadruck, no; Mr. Rupp, yes; and Mr. Schlabach, abstain.

The motion was carried.

DISCUSS COMMUNICATIONS WITH HOME SCHOOLS

At this time, the Board and Administration discussed communications with the Home Schools. No action was taken.

EXECUTIVE SESSION

A motion by Mrs. Williams was seconded by Dr. Roadruck to go into Executive Session at 9:25 p.m. for discussion of personnel and evaluations of Superintendent and Treasurer.

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

The motion was carried.

Mrs. Grim called the Board back into Regular Session at 10:11 p.m.

ADJOURNMENT

A motion by Mrs. Grim was seconded by Mr. Besancon to adjourn the December Regular Board Meeting at 10:11 p.m.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

ADJOURNMENT – (Con't)

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

The motion was carried.

President

Treasurer