

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
FEBRUARY 25, 2010

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Williams at 7:30 p.m. on Thursday, February 25, 2010, in the Career Center.

Prior to the start of the meeting, Mrs. Cruise was given the Oath of Office.

ROLL CALL

Roll Call showed members Mr. James Barnard, Mr. Frank Besancon, Mrs. Tammy Cruise, 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. Christopher Crawford entered the meeting at 7:40 p.m. during Student Recognition.

Mrs. Janice Grim and Mrs. Susan Marlar were unable to attend meeting.

Amanda Bruce, Student Ambassador – Triway, Computer Networking, led the Pledge of Allegiance to the flag.

STUDENT RECOGNITION

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

Ben Ault, Engineering Technologies, WCSCC Student of the Month from Smithville.

Kayela Nettleton, Early Childhood Education & Care, Student of the Month from Smithville.

Jennifer Warner, Medical Office Billing & Coding Specialist, WCSCC Adult Education Student of the Month.

BOARD MINUTES

A motion by Mr. Besancon was seconded by Mr. Stuart to approve the minutes from the January 14, 2010, Organizational Meeting and the January 14, 2010, Regular Board Meeting.

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BOARD MINUTES – (Con't)

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, 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. Stuart to approve the Superintendent's Report as follows:

1. Director's Report

2. Principal's Report

3. OSFC Update

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

- a. Harris Day Architects presented color selections for the project.
- b. Additional Architect Fee Request.
- c. Administration Building.

4. Important Dates

Parent-Teacher conferences took place on Thursday, February 11, 2010. Students did not have school on Friday, February 12, 2010. There was no school on Monday, February 15, 2010, due to observance of President's Day. Dinner with the Teacher will be April 13th. Please plan to attend and RSVP to Kip or Jeff.

5. Data Team Report

Dr. Crain will present data concerning enrollment, withdraw, extra help, etc.

6. Calamity Days

Information has been forwarded to the Ohio Department of Education seeking the approval of January 8, 2010, February 9, 2010, February 10, 2010, and February 16, 2010, as calamity days.

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SUPERINTENDENT'S REPORT – (Con't)

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, 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 Mr. Crawford was seconded by Mrs. Cruise 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 January 2010.
- c. Amend our FY10 Certificate of Estimated Resources as follows:

<u>Certificate of Estimated Resources:</u>	<u>Amend</u>	<u>Total Resources</u>
413 Full Service Center	+ 5,000.00	\$ 25,000.00
440 Entry Year Grant	- 5,000.00	\$ -0-
451 OneNet	- 3,000.00	\$ -0-
452 SchoolNet Grant	- 2,500.00	\$ -0-
461 HSTW Grant	- 1,000.00	\$ 5,821.97
499 Other State Grants	- 14,010.35	\$ 16,794.00
501 ABLE Federal Grant	- 39,085.74	\$ 235,914.26
524 Vocational Ed Grant	+ 12,148.77	\$ 428,914.26
572 Evenstart Federal Grant	- 59,131.31	\$ 45,110.29
573 Chapter 2 Federal Grant	- 1,000.00	\$ 569.01
584 Drug Free Schools Grant	- 15.93	\$ 2,833.45
590 ITQ Grant	+ 2,476.71	\$ 6,810.94
010 OSFC Fund	+ 1,750,000.00	\$ 7,000,000.00

Total Amendment +1,644,882.15

Total Estimated Receipts \$23,728,645.01
Total Amount Available including Beginning Balances \$42,196,247.38

- d. Amend the following Appropriations for FY10:

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TREASURER’S CONSENT AGENDA – (Con’t)

<u>Fund</u>	<u>Amend</u>	<u>Total Appropriations</u>
413 Full Service Center Grant	+ 7,000.00	\$ 25,000.00
432 EMIS Grant	+ 5,000.00	\$ 5,000.00
501 ABLE Grant	- 27,774.28	\$ 247,225.72
524 CTPD Grant	+ 12,148.77	\$ 412,148.77
572 Evenstart Grant	- 59,131.31	\$ 10,868.69
573 Chapter 2 Grant	- 1,000.00	\$ -0-
584 Drug Free Grant	- 15.93	\$ 1,484.07
590 ITQ Grant	+ 2,476.71	\$ 4,976.71
Total Amendment	- 61,296.04	
Total FY10 Appropriations		\$ 33,500,655.60

This is the first amendment to the Certificate of Estimated Resources and reflects the difference between estimated grants and the actual amount to be received for FY10. I also believe the State will release another drawdown for the OSFC Renovations Project to be deposited in the OSFC 010 State Fund prior to June 30, 2010.

- e. Approve the FY09 Audit Report as received from Rea and Associates. A copy of the report was available on the back table.

This audit indicates the district is in compliance with all state and federal laws, regulations, and accounting requirements. This speaks highly of all our staff members especially during the OSFC Renovation Project and considering last year’s budget was over \$35,000,000. Lisa Contini, Auditor in Charge, said that we should be especially proud of this audit and thanks the district for the exceptional support.

- f. Approval to extend the contract with Rea and Associates for GAAP Report services in the amount of \$8,000.00 per year for a three year period.

This is an increase of \$400.00 per year mainly due to OSFC Project contracts, increases in values, and identifying payables at June 30th.

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TREASURER'S CONSENT AGENDA – (Con't)

- g. Approve the following Purchase Orders over \$5,000:
 - 1) University of Akron Office of Student Financials, tuition for Engineering students 09-10, \$6,000.00.
 - 2) WCSCC Adult Ed/Pell, Pell Grant Awards transferred for education costs for March 2010, \$75,000.00.
 - 3) Mast-Lepley Silo, Inc., Steiner tractor, power turbine blower and front loader, \$21,863.34.
 - 4) Academic Superstore, Adobe CS4 software, \$19,274.00.
 - 5) Patterson Dental, replacement equipment for Dental Assisting, \$10,038.00.

- h. Accept the following donations:
 - 1) 10,000 pounds of ½" x 4" bar stock from Gerdau Ameristeel Bright Bar/Mr. Gary Lenhart to be used in our Welding program, \$1,200.00.

- i. Approval for Smithville schools to take possession of the following items that were removed from inventory per the April 23, 2009 board agenda:
 - 1) 1 Magnavox 60" television, tag #01546 and 10500.
 - 2) 1 Toshiba 52" television, tag #13661.

- j. Approval to offer the following package of surplus items from the Auto Collision program to other Career Centers at a total cost of \$6,000.00.
 - 1) 1 - 2 ft. floor jack
 - 2) 1 Millermatic 35 mig welder
 - 3) 2 Lincoln Ideal sp-200 welders
 - 4) Misc. body shop fasteners
 - 5) 1 Hercules paint gun washer
 - 6) 1 XtraX upholstery cleaner
 - 7) 1 Brut sandblaster
 - 8) 10 Misc. vise grips/welding clamps
 - 9) Misc. body tools
 - 10) 35 body hammers
 - 11) 35 body files
 - 12) 16 used air sanders
 - 13) 12 new air sanders
 - 14) 2 new cut off tools
 - 15) 1 new air drill
 - 16) 2 angle drills
 - 17) 1 spot welder

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TREASURER'S CONSENT AGENDA – (Con't)

- 18) Misc. sand papers and tape supplies
- 19) 7 paint guns
- 20) Totes of P.A.P.R. respirators
- 21) 2 desks
- 22) 1 sun color paint matching gun
- 23) Misc. body shop manuals and classroom books
- 24) 1 Black Hawk auto lift – 6,600# capacity
- 25) Black Hawk frame straighter with accessories
- 26) Misc. fabric cleaners
- 27) 3 file cabinets

k. Approval to dispose of the following inventory:

- 1) Various scrap items from the Precision Machining program to a local scrap yard.

l. Approval to accept \$179.00 per ton for the scrap items in k.1 above from a local scrap yard.

m. Approval to accept the additional 2009-2010 Student Activity Budget as proposed.

- 1) SAA Budget 9801 – Practical Nursing

n. Approve the following new change funds:

Superintendent's Office	\$50
Director of Building and Ground's Office	\$50

Both offices back up student fee collection and will be used to make change.

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; 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 Dr. Roadruck was seconded by Mr. Crawford to approve the Superintendent's Consent Agenda as follows:

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

1. Certified Employment

- a) Employment of the following as Peer Reviewers for 2009-2010 year, paid at \$25.00 each per review, per the negotiated agreement:

Keri Merickel	Michelle Bower
Elizabeth Miller	Deb McDonald
Alan Zimmerman	

- b) Approval that certified substitutes can be used for Educational Classroom Aides and, if used, will be paid at the appropriate sub rate effective January 27, 2010.
- c) Resignation of Robert Bercaw, Senior Culinary Arts Instructor, for the purpose of retirement as of the end of the day May 28, 2010.
- d) Resignation of Jennifer Koladin, ABLE Instructor, effective February 9, 2010.
- e) Approval of the following: If the decision to close WCSCC high school classes is made by the Superintendent after 7:00AM, any certified substitute pre-scheduled for that day who reports to the WCSCC prior to the scheduled start time will receive ½ the pay that would have been earned that day. This is effective January 7, 2010.
- f) Approval of the following Certified individuals to serve as after-school tutors as needed at Class 1, Step 0 paid at the hourly rate of \$18.60 per the negotiated agreement:
- 1) Sarah Stahl
 - 2) Dawn Kapas
- g) Approval of the following Certified individuals to substitute in area(s) indicated. All approvals are pending receipt of certification and BCI/FBI background checks.

Certified

LICENSURE/AREA	LAST NAME	FIRST NAME
Health	Myers	Colin
Academic	Patterson	Jim
Cosmetology Sub	Kapas	Dawn

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

2. Classified Employment

- a. Approval that classified substitutes can be used for Educational Classroom Aides and, if used, will be paid at the appropriate sub rate effective January 27, 2010.
- b. Approval for Andrea Neff to extend the 30 hour full time work schedule through June 30, 2010. She will return to 40 hour full time on July 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. Note: Andrea Neff has requested and was granted a temporary reduction from 40 to 30 hours full time from November 30, 2009 through January 29, 2010.
- c. Approval of the following: If the decision to close WCSCC high school classes is made by the Superintendent after 7:00AM, any classified substitute pre-scheduled for that day who reports to the WCSCC prior to the scheduled start time will receive ½ the pay that would have been earned that day. This is effective January 7, 2010.
- d. 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
Aide	Goodrich	Rhonda
Secretary	Neer	Theda
Aide	Martinez	Stephanie
Cashier	Ware	Tonya

- e. 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) Linda Roberts, Child Care Aide, FLT, Step 9, \$9.10 hourly.

3. Contracts

- a. Approve the following Consultant Contracts:
 - 1) STEPS, Fetal Alcohol Syndrome presentation for MOMS Program, on or about March 10, 2010, \$35.00.

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 2) Jeff Stewart, We Gather & Stand Together: Immigrant Worker Project, on or about March 2010, \$1,000.00.
- 3) Tri-County ESC, Nurturing Parent Program for Families Learning Together, on or about March 2010, \$175.00.
- 4) Tri-County ESC, Once Upon a Time – Literacy Standards, on or about March 11, 2010, \$70.00.
- 5) Tri-County ESC, Early Experiences Shape the Future – Infant/Toddler Program Standards (Birth to 36 Months), on or about May 6, 2010, \$70.00.
- 6) Tri-County ESC, The Great Outdoors as a Great Classroom, on or about May 13, 2010, \$70.00.
- 7) Your Human Resource Center, Drug & Alcohol Assessments & Job Skills Behavior Group for MOMS Program, on or about March 2010, \$285.00.

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval to enter into an agreement with the Wayne County Chapter of the American Red Cross to use the Wayne County Schools Career Center as a mass care shelter.
- b. Approval of an additional service request/AE fee request in which the district, the OSFC PA and Harris/Day have agreed in principal on the amounts.
- c. Approval to renew the WCSCC annual membership to the Wooster Area Chamber of Commerce for \$345.00.
- d. Approval of a Facilities Use Agreement with The University of Akron Wayne College to use the Boyer Gymnasium on Friday, May 21, 2010 through Saturday, May 22, 2010 for the WCSCC Annual Awards Ceremony from 6-9PM on Friday, May 21, 2010.
- e. Approval for Adult & Community Education to have a North Central Accreditation (NCA) Review on April 19-21, 2010.

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GRANTS AND AGREEMENTS – (Con't)

- f. Approval to advertise for bids for the Electrical Contract and HVAC Contract in connection with the renovation of the Culinary Arts Building to Administrative Offices as part of the OSFC Program Project.
- g. Approval to appoint Kip Crain, Superintendent and Lynn Moomaw, Director of Operations as Title IX Coordinators and Sexual Harassment Officers for the Wayne County Schools Career Center at 518 W. Prospect St., Smithville, OH 44677 (330-669-7000) high school and Adult Education programs.

Roll call vote on the motion was as follows: Mr. Crawford, yes; Mrs. Cruise, yes; Mr. Keener, yes; Mrs. Lawson, 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.

COOPERATIVE PURCHASING ACT RESOLUTION

A motion by Mrs. Lawson was seconded by Mr. Keener to approve the following Resolution #10-1.

WHEREAS, Ohio's Cooperative Purchasing Act. (AM Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for public authorities including school districts to participate in contracts distributed by the State of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

BE IT RESOLVED, that the Wayne County Joint Vocational School District hereby requests authority in the name of the Board of Education to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment, and certain other materials pursuant to Revised Code Section 125.04.

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COOPERATIVE PURCHASING ACT RESOLUTION – (Con't)

BE IT FURTHER RESOLVED, that the Treasurer of the Wayne County Joint Vocational School District is hereby authorized to agree to and be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes and requirements established by ORC 125.04.

Cost is \$100.00 per year.

Roll call vote on the motion was as follows: Mrs. Cruise, yes; Mr. Keener, yes; Mrs. Lawson, 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.

DOCUMENTS AND MATERIALS

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

- a. Approval of the 2009-2010 Classified Substitute Handbook.
- b. Approval of the following statement to be added to existing student handbooks and the website:

Evening classes will be held unless a closing is announced. The decision will be made as early as possible. The district offices are not staffed during school closings, please monitor the stations listed below.

Two stations will be used to broadcast this information. They are WKVX-AM 96 and WQKT-FM 104.5. In addition, the following television station will be used to report school closings: FOX 8 WJW. On the internet, you can check the following link: Cleveland Fox Channel 8.

- c. Approval of the revised EEOC policy as follows:

AN EQUAL OPPORTUNITY EMPLOYER

The Wayne County Schools Career Center complies with Title II, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, American with Disabilities Act and the Age Discrimination in Federal Assisted Program Act, in its policies and practices of non-discrimination and harassment against students and employees on the basis of religion, race, color, national origin, sex, disability, military status, ancestry, or age.

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DOCUMENTS AND MATERIALS – (Con't)

In student and employee handbooks please add the following statement:

Direct inquiries or complaints regarding discrimination or denial of equal access to: Dr. Kip Crain, Superintendent

EEOC 4 7 08

d. Approval of the following overnight field trip requests:

<u>DATE</u>	<u>STAFF</u>	<u>TYPE OF TRIP</u>
3/11-3/12/10	Deb McDonald Danielle Connelly Kathie Kister	SLC Student Ambassadors Ambassador and Student Leadership Networking Pioneer CTC and Eastland Career Center Shelby, OH and Groveport, OH
4/5-4/16/10	Deb McDonald Mindy Hartzler	FCCLA FCCLA State Competition Ohio State Fairgrounds Columbus, OH
4/29-4/30/10	Deb McDonald	Early Childhood Education Conference The Early Childhood Education Conference Columbus, OH

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

The motion was carried.

ADJOURNMENT

A motion by Dr. Roadruck was seconded by Mr. Keener to adjourn the February Regular Board Meeting at 8:56 p.m.

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

The motion was carried.

President

Treasurer