

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

APRIL 20, 2011

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 Wednesday, April 20, 2011, in the Career Center.

ROLL CALL

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

Mr. Frank Besancon entered the meeting at 7:38 p.m. during Adult Education Staff Recognition.

Tanner Hostetler and Josh Steiner led the Pledge of Allegiance to the flag.

STUDENT RECOGNITION

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

Tanner Hostetler, Telecommunications/Power Transmission, WCSCC Student of the Month from Orrville.

Samantha Schmale, Practical Nursing, WCSCC Student of the Month from Orrville.

Josh Steiner, Ag Mechanics/Power Technologies, WCSCC Student of the Month from Rittman.

Zachary Kupfner, Electronics & Computer Technologies, WCSCC Student of the Month from Rittman.

EMPLOYEE RECOGNITION

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

Brad Tietz, Math Instructor, WCSCC Staff Excellence Award.

Shannon Hornacek, Science Instructor, WCSCC Staff Excellence Award.

Dan Holderman, Trade & Industry Instructor, WCSCC AE Staff Excellence Award.

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HOME SCHOOL PARTNER RECOGNITION

The Board of Education recognized Rittman Exempted Village and Orrville City Local School District.

BOARD MINUTES

A motion by Mr. Stuart was seconded by Mr. Barnard to approve the minutes from the March 16, 2011, Regular Board Meeting.

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

The motion was carried.

EXECUTIVE SESSION

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

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

The motion was carried.

President Williams called the Board back into Regular Session at 8:23 p.m.

SUPERINTENDENT'S REPORT

A motion by Mr. Keener was seconded by Mrs. Grim 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.

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4. Important Date

- a. Senior Recognition Ceremony will be on Tuesday, May 24th at 7 p.m. at the University of Akron Wayne College.
- b. Staff Recognition Ceremony will be on Thursday, May 26th at 3:00 p.m. in the Commons.

Voice call vote on the motion was as follows: Mr. Barnard, Mr. Besancon, Mr. Crawford, Mrs. Cruise, Mr. Denning, Mrs. Grim, Mr. Keener, Mrs. Lawson, Mrs. Marlar, Dr. Roadruck, Mr. Rupp, 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. Cruise 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 March 2011.
- c. Amend the following Appropriation Transfers within the funds for the FY11 School Year:

General Fund

From:

001 1300 600	New Equipment	\$50,000.00
001 2500 600	Fiscal Equipment	3,000.00
Total Transfers Out		\$53,000.00

To:

001 1300 500	Instructional Supplies	\$50,000.00
001 2500 800	Fiscal Other Expenses	3,000.00
Total Transfers In		\$53,000.00

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TREASURER'S CONSENT AGENDA – (Con't)

- d. Amend the current agreement with Rea and Associates for GAAP Services to reduce the cost by \$2,000 per year.
- e. Approval to accept a donation of \$2,531.36 from the Wayne County Community Foundation for annual contribution for equipment.
- f. Approval to accept the following donation to the Lynn Welker Memorial Fund:

\$125.00 from Church of the Cross United Methodist
- g. Approval for amendments to the following Student Activities Accounts:
 - 1) Principal's Account #903A – addition to fundraising activities to include Community Donations in the amount of \$500.
 - 2) Diversity Account #960A – addition to expenditures to include Fundraising Expenses in the amount of \$150.
 - 3) National Honor Society Account #972A – addition to expenditures to include Charitable Donations in the amount of \$40.
- h. Approve the following Purchase Orders over \$5,000:
 - 1) WCSCC Adult Education/Pell Grant Awards transferred for education costs for May 2011, \$25,000.
 - 2) WCSCC Adult Education/Pell Grant Awards transferred for education costs for June 2011, \$60,000.
 - 3) WCSCC Adult Education/Direct Loan Awards transferred for education costs for May 2011, \$30,000.
 - 4) WCSCC Adult Education/Direct Loan Awards transferred for education costs for June, 2011, \$30,000.
 - 5) McDougal, Little Inc., new Literature books, \$10,516.10.
 - 6) Apple, Inc., Printing Technologies and IT Media iMacs, etc., \$97,141.45.
 - 7) Promote Your Team, LLC, jump drives preloaded with student handbook, \$6,925.50.
 - 8) DakTech, computers and accessories, \$25,865.
 - 9) ComputerMixx, HP Probooks and CarePacks, \$37,705.50.
 - 10) TravelTyme, Inc., students attending National Convention for SkillsUSA, \$10,000.

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TREASURER'S CONSENT AGENDA – (Con't)

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

- a. Resignation of Vallie Tew, Computer Networking Instructor, for the purpose of retirement effective at the end of the day on May 31, 2011.
- b. Resignation of Janet Palm, GRADS Coordinator, for the purpose of retirement effective at the end of the day on May 31, 2011.
- c. Resignation of Tracy Todich, School Nurse, effective at the end of the 2010-11 school year.
- d. Resignation of Joyce Hocking, Intervention Specialist Assistant, effective at the end of the 2010-11 school year.
- e. Resignation of Lori Arnold, Family and Consumer Science Teacher, effective at the end of the 2010-11 school year.
- f. Resignation of Sara Fox, Adult Education & Literacy Education (ABLE) Instructor, effective May 31, 2011, for the purpose of retirement.
- g. Employment of the following persons as Certified Personnel for the 2011-2012 school year as per Board Policy and negotiated agreement:

	2012
NAME	CONTRACT
Abrecht, Amber	New 2
Adams, Sue Ann	17th 1 (184 days)
Anderson, Janice	C

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

Arko, Andy	C
Bartel, Lori	C
Bartter, Wayne	C
Becker, Deb	5th 1 (184 days)
Boggs, Lynette	C
Boggs, Michael	2 of 2
Boyan, Chris	C
Brown, Scott	C
Cahill, Beverly	9th 1 (125 days)
Calderone, Kelly	New 2
Casteel, Jennifer	3rd 1
Chmura, Theresa	C (172 days @ 6.25 hrs)
Collins, Jamie	C
Connelly, Danielle	New 2
Davis, Dan	New 2
Davis, Karen	10th 1 (125 days)
Ehlert, Donna	C
Gagnon, Beth	C
Gerber, Mark	2 of 2
Gillespie, Gregg	2 of 2
Gough, Brett	2 of 2
Grimes, Rich	C
Hanna, Kathy	New C
Harlan, Jim	C
Hartzler, Melinda	2 of 2
Hawkins, Anita	C (172 days @ 6.25 hrs)
Hedberg, Michelle	8th 1 (172 days @ 6.25 hrs)
Hessey, Brian	New C
Hoefges, Betty	C
Hornacek, Shannon	New 2
Huffman, Kimberly	C
Kanne, Joan	6th 1 (162 days)
Knight, Catherine	6th 1 (120 days)
Koehler, Cheryl	C
Layfield-Bower, Michelle	C
Lisic, Mary Lou	C
Martell, Rod	C
McDonald, Debra	C
Menchaca, Julia	C
Merickel, Keri	C

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Miller, Aaron	New 2
Miller, Elizabeth	C
Miller, John	C
Miller-Plumb, Martha	C
Morabito, Mike	2 of 2
Morgan, Theresa	C
Nester, Leslie	2 of 2
Nichols, Barb	C
Nicholson, Andrew	C
Parker, Jill	C
Perry, Shelly	C
Plank, Deb	2 of 2
Plybon, Linda	C
Redfern, Cheryl	C
Ritchey, Helena	New 2
Rogers, Robbin	C
Schrock, Melissa	26th 1 (184 days @ 6.25 hrs)
Seal, Chris	3rd 1
Shetler, Richard	2 of 2
Shrock, Jackie	20th 1 (184 days)
Stahl, Sarah	3rd 1
Stebbins, Sandra	C
Stecz, Catina	New 2
Steiner, Bruce	New 2
Sullivan, Clarence	C
Sweitzer-Zona, Lisa	C
Tabellion, Joann	New 2
Tietz, Amy	C
Tietz, Brad	C
Tresch, Dawn	7th 1 (125 days)
Vickers, Terry	New 2
Vorkapich, Pamela	C
Weaver-Kranz, Josi	5th 1 (145 days)
Wellert, Craig	C
Wilson, Robert K.	C
Wimer, Gary	C
Woodruff, Bruce	C
Young, Jim	4th 1 (192 days)
Zimmerman, Alan	C
Zimmerman, Liala	C

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- h. Non-renewal of Karen Hughes for the 2011-2012 school year: Karen's limited contract will not be renewed/we will not re-employ for the 2011-2012 school year and direct the treasurer to give written notice on or before April 30, 2011.
- i. Employment of Kathie Kister, for Placement, hourly per time sheets, not to exceed 120 hours for the 2010-2011 school year at a rate of \$29.23 per hour.
- j. Employment of Craig Wellert, Bus Mechanic, part-time/as needed/per time sheets/per schedule, Step 7, \$18.00 per hour, for the remainder of the 2010-2011 school year.
- k. Approval of contracts for the following persons:
 - 1) Cheryl Boyer, IT Manager, new 3-year contract, effective August 1, 2011.
 - 2) Matt Brown, Student Services Supervisor, new 3-year contract, effective August 1, 2011.
- l. Approval of hourly rates for part-time coordinators, instructors, casual labor and child care aides/food service with Adult Education contracts between July 1, 2011 and June 20, 2012:
 - 1) Adult Education part-time coordinator rate: no increase with a cap of \$27.00 per hour.
 - 2) Adult Education part-time hourly instruction rate: no increase with a cap of \$21.00 per hour.
 - 3) Apprentice, Fire, EMS, and Law Enforcement hourly instruction rate: no increase with a cap of \$25.00 per hour.
 - 4) Casual labor scale: no increase with a cap of \$13.00 per hour.
 - 5) Child Care Aides/Food Service Rates: no increase with a cap of \$10.10 per hour.
 - 6) Adult Education medical/nursing part-time hourly instruction rate: no increase.
 - 7) 120+ Adult Education Salary Schedule: no increase.
- m. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2010-2011 year:
 - 1) Robert Wright, Public Safety Services Instructor, Step 2, \$17.00 hourly

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

- n. Employment of the following individual to substitute in area indicated. Approval is pending receipt of BCI/FBI background checks:

Last Name	First Name	Sub Area
Christman	Robbin	Early Childhood
Mills	Carol	Integrated Business

2. Classified Employment

- a. Resignation of Dawn Kapas, Cosmetology Aide, effective March 29, 2011.
- b. Approval of the following persons as Classified Personnel for the 2011-2012 school year as per Board Policy and negotiated agreement:

NAME	POSITION	CONTRACT	DAYS
Abrecht, Amber	Animal Care/Feeding	New C	Hrly/time shts as needed
Bartter, Wayne	Gr. Crew Equip Maint	C	Hrly/time shts as needed
Booker, Charles	Detention/Cafeteria Monitor	New C	Hrly/time shts as needed
Bottomley, Matthew	Custodian	C	12 month
Bumgardner, Kathy	Admin Assistant	C	215 days + 10 holidays
Cline, Robert	Culinary Arts Aide	New 2	Hrly/time shts as needed
Cooper, Diana	Admin Assistant	New C	12 month
Dalessandro, Chris	IT Specialist	New C	220 days + 11 holidays
Dutter, Sandy	Admin Assistant	C	12 month
Fields, Kevin	Auto Tech Aide	New 2	Hrly/time shts as needed
Forren, Linda	Custodian	C	12 month
Gillespie, Gregg	Greenhouse Maintenance	New C	Hrly/time shts as needed
Goodrich, Carolyn	Adult Ed Office Sec’y	C	239 days + 11 holidays
Granger, Adam	Ag Mechanics Aide	New 2	Hrly/time shts as needed
Grzybowski, Ed	IT Specialist	C	220 days + 11 holidays
Haley, Jason	TOR Monitor	C	182 days + 10 holidays @ 7 hrs/day
Hatfield, Lola	Admin Assistant	C	190 days + 10 holidays
Houmard, Barbara	Student Act’y Liaison	C	190 days + 11 holidays
Ickes, Vicki	Cook	C	182 days + 10 holidays @ 6 hrs/day
Jackson, Cole	Maint/Custodian	New C	12 month
Jackson, Donna	Acct Clerk	C	12 month
Jacobs, Regina	Admin Assistant	C	210 days + 10 holidays
Leisure, Sharon	Adult Ed Office Sec’y	C	239 days + 11 holidays

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Long, Stephanie	Animal Care Aide and Animal Care/Feeding	New 2	Hrly/time shts as needed
Markley, Brenda	Acct Clerk	C	12 month
Martin, Shelly	Admin Assistant	2nd 1	225 days + 11 holidays
Maximovich, Kristi	Admin Assistant	New 2	184 days + 10 holidays @ 5.75 hrs/day
Mills, Carol	Admin Assistant	2 of 2	225 days + 10 holidays
Neer, Theda	Café Cashier	C	Hrly/time shts as needed
Neff, Andrea	Adult Ed Sec’y	C	229 days + 11 holidays @ 6 hrs/day
Oser, Brenda	Acct Clerk	C	245 days + 11 holidays
Peters, Loretta	Custodian	C	12 month
Pumphrey, Tammy	Admin Assistant/Recep	C	190 days + 10 holidays
Ragins, Regina	Admin Assistant	C	210 days + 10 holidays
Ramseyer, Myrna	Cook	C	182 days + 10 holidays @ 6hrs/day
Schwanger, Penny	Admin Assistant	C	205 days + 10 holidays
Sears, Kathryn	Adult Ed Receptionist	C	200 days + 11 holidays @ 7.25 hrs/day
Shields, Bonnie	Café Monitor	C	Hrly/time shts as needed
Smith, Tom	Custodian	2 of 2	12 month
Tackett, Dale	Admin Assistant	C	228 days + 11 holidays
Tackett, Sharon	Custodian	C	12 month
Tarleton, Pam	Head Cook	C	187 days + 10 holidays @ 7 hrs/day
Vickers, Terry	Vehicle Maint.	C	Hrly/time shts as needed
Waggy, Pam	Nursery School Aide	C	69 days + 6 holidays @ 5.5 hrs/day, 75 days + 1 holiday @ 7 hrs/day, 35 days + 3 holidays @ 4 hrs/day
Waggy, Pam	Grocery Shopping/Field Trip Monitor/Pre-School Orientation and Conferences	C	Hrly/time shts as needed for a maximum of 60 hours

3. Contracts

a. Approve the following Consultant Contracts:

- 1) Jason Black, Fight or Flight, on or about March 22, 2011, \$60.
- 2) Bonnie Krueger, Organize Everything, on or about March 15, 2011, \$70.
- 3) Bonnie Krueger, Organize Everything, on or about May 19, 2011, \$70.
- 4) Your Human Resource Center, Drug & Alcohol Assessments & Job Skills Behavior Group for MOMS Program, on or about May 2011, \$285.
- 5) Your Human Resource Center, Drug & Alcohol Assessments & Job Skills Behavior Group for MOMS Program, on or about June 2011, \$285.

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- 6) Doris Weaver Catering, food for FCCLA Banquet, on or about May 16, 2011, not to exceed \$3,000.

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval of a Memo of Understanding between the Wayne County Schools Career Center and University Systems of Ohio Talent Development Network and open enrollment membership to WorkKeys.
- b. Approval of a Clinical Training Agreement between the Wayne County Schools Career Center and Summa Wadsworth-Rittman Hospital.
- c. Approval for payment for six OAACE memberships for ABLE staff as allowed per the grant and using grant funds.
- d. Approval for Adult Education to apply for supplemental grants for program enhancement and operation up to a maximum of \$10,000 each, as needed, for the 2011-2012 school year.
- e. Approval to receive a United Way Grant in the amount of \$77,903.78 for the Families Learning Together Program & Adult Basic & Literacy Education.
- f. Approval of the addendum to the Akron Children's Hospital clinical agreement.
- g. Approval of an EMS Web Based Testing Agreement with the Ohio Department of Public Safety, Division of Emergency Medical Services in order to continue to administer state firefighter examinations.
- h. Approval of a waiver and release form from The Ohio State University for WCSCC adult firefighter students to participate in Live Burn training at the Wooster Branch of OSU.

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GRANTS AND AGREEMENTS – (Con't)

- i. Approval of a building usage agreement between the Wayne County Schools Career and Smithville United Methodist Church in order to conduct classes for the Wayne Adult School of Practical Nursing on April 12, 2011 during the hours of 8:30 a.m. and 3:30 p.m. at a rate of \$60 per day.

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

The motion was carried.

FIVE YEAR FORECAST

A motion by Mr. Crawford was seconded by Mrs. Cruise to approve the update to the Five Year Forecast plus Assumptions showing the most recent information.

The Ohio Office of Budget Management reports the new State Budget will reduce our Tangible Personal Property Tax Reimbursement by \$225,578 and Utility Tax Loss Reimbursement by \$70,366 for a total tax loss reimbursement of \$295,944 in FY12. In FY13, the Tangible Personal Property Tax Loss will be reduced by an additional \$225,578 for a total tax loss reimbursement over the two years of \$817,456. It is forecasted that all of the tax loss reimbursement will be cut by FY15 losing over \$1,000,000 per year from this revenue source.

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

The motion was carried.

DOCUMENTS AND MATERIALS

A motion by Mr. Barnard was seconded by Mr. Stuart to approve the following documents and materials:

- a. Approval of the course of study for Business Maintenance Technology, Adult Education.
- b. Approval of the course of study for Industrial Maintenance Technology, Adult Education.

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DOCUMENTS AND MATERIALS – (Con't)

- c. Approval of the course of study for Precision Machining Technology, Adult Education.
- d. Approval of the course of study for Welding Technology, Adult Education.
- e. Approval of the course of study for Construction Technology (Carpentry).
- f. Approval of the revision to Guideline #9190, Customer Service.
- g. Approval of the revised High School LPN Student Handbook.
- h. Approval of the revised Pre-nursing Student Handbook.
- i. Approval of the following overnight field trip requests:

<u>DATE</u>	<u>STAFF</u>	<u>TYPE OF TRIP</u>
4/29/11-4/30/11	Pam Vorkapich &/or Scott Brown	SkillsUSA Ohio State Championship Ohio State Fairgrounds and Expo Center Columbus, OH
5/4/11-5/8/11	Janice Anderson	Business Professionals of America (BPA) BPA National Leadership Conf/Competition Omni Shoreham and Washington Hilton Washington, DC

- j. Approval to increase tuition for the Adult Education Phlebotomy program from \$1613 to \$2000 effective July 1, 2011.
- k. Approval to decrease tuition for the NATCEP program from \$726 to \$700 effective July 1, 2011.
- l. Approval of the following Adult Education tuition rates for the 2011-2012 school year for adult programs and services:
 - 1) Office Training Programs \$5.75 per hour
 - 2) Licensed Practical Nursing Programs/NATCEP \$7.37 per hour
 - 3) Medical Assisting \$6.00 per hour
 - 4) Industrial Training Programs \$6.25 per hour
 - 5) Customized Training \$95 per hour
 - 6) Short Term Courses \$6.00 - \$20.00 per hour

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DOCUMENTS AND MATERIALS – (Con't)

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

The motion was carried.

ADJOURNMENT

A motion by Dr. Roadruck was seconded by Mrs. Cruise to adjourn the April Regular Board Meeting at 8:45 p.m.

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

The motion was carried.

President

Treasurer