

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

MAY 22, 2008

Prior to the start of the meeting, the District Records Commission met to consider district records. The Records Commission is the Board President, Superintendent, and Treasurer.

The Board first attended the Student Recognition of State Winners in the Wayne County Schools Career Center's Cafeteria at 7:30 p.m. Electing to do roll call and the regular meeting after returning to the board room F-23.

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Grim at 8:15 p.m. on Thursday, May 22, 2008, in the Career Center. Recognition of Students, Staff, and Outstanding Business Partner was held in the cafeteria.

ROLL CALL

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

Mr. James Barnard, Mrs. Denise Parker, and Mrs. Sue Williams were unable to attend the meeting.

PUBLIC PARTICIPATION

Mr. Ken Eng had registered with the School District Treasurer 7 days in advance of the board meeting. Mr. Eng addressed the board on "Fair Hiring Practices".

STUDENT RECOGNITION

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

State Winners from various WCSCC Student Organizations.

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EMPLOYEE RECOGNITION

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

Ellen Hockenberry, Practical Nursing Instructor, Adult & Community Education Staff
Member of the Month.

OUTSTANDING BUSINESS PARTNER

The Board of Education recognized Perky Davis, Perky's World of Children,
Outstanding Business Partner.

BOARD MINUTES

A motion by Dr. Roadruck was seconded by Mr. Crawford to approve the minutes from
the April 24, 2008, Regular Board Meeting.

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

The motion was carried.

TREASURER'S CONSENT AGENDA

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

- A. Approve the list of purchase orders for the month.
- B. Approve the following Appropriation Transfers within funds for the FY2008 School
Year:

General Fund

From:		
001 1300 600	New Equip	\$125,000.00
001 1300 700	Replacement Equip	50,000.00
Total Transfers Out		\$175,000.00

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TREASURER'S CONSENT AGENDA – (Con't)

To:

001 1300 400	Inst Services	\$ 75,000.00
001 1300 500	Inst Supplies	35,000.00
001 2100 500	Support Supplies	3,000.00
001 2400 400	Admin Services	29,000.00
001 2500 500	Fiscal Supplies	1,000.00
001 2500 800	Fiscal Other Exp	7,000.00
001 2700 600	Permanent Imp	25,000.00
Total Transfers In		\$175,000.00

This transfer moves weighted funding from instructional equipment to instructional services and supplies. We also need additional monies for legal services and plan to pay the construction management services prior to the P.I. Levy approval from the General Fund. The Fiscal Other Expense is to cover the cost of the November Election.

The Treasurer noted that he had been contacted by the Ohio School Facilities Commission and the Construction Manager Services noted above can be paid through the P.I. Fund and will be co-funded. The additional General Fund monies moved to 001-2700-600 will not be used in the FY08 school year.

Permanent Improvement Fund

From:

003 5500 600	Building	\$35,000.00
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To:

003 2500 800	Fiscal Services	\$35,000.00
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Permanent Improvement Fiscal Services represents the cost the County Auditor charges to collect taxes.

Adult Education Fund – WorkFirst Fund

From:

012 2200 400 9790	Support Services	\$ 500.00
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TREASURER'S CONSENT AGENDA – (Con't)

To:

012 2700 400 9790 Maint Services \$ 500.00

Adult Education Fund – MOMS Fund

From:

012 1300 500 9791 Inst Supplies \$ 100.00

To:

012 1300 600 9791 Inst Equipment \$ 100.00

C. Approve the Financial Reports for April 2008.

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

The motion was carried.

EMPLOYMENT

A motion by Mr. Crawford was seconded by Mrs. Lawson to approve the staff changes:

A. Resignation of the following:

1. Mary Headings, Adult Basic Literacy Education Coordinator, for the purpose of retirement, effective June 30, 2008.
2. Pamela Vogt, Even Start Instructor, effective June 30, 2008.
3. Karen Leedy, Technology Supervisor, for the purpose of retirement, effective September 26, 2008.

B. Employment of the following persons as Certified Personnel for the 2007-08 school year as per Board Policy and negotiated agreement:

1. Lisa Sweitzer-Zona, VOSE Coordinator, 8 extended days.

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EMPLOYMENT – (Con't)

C. Employment of the following personnel as instructors for summer school (2008) contingent upon adequate enrollment and subject to all appropriate program guidelines, contract provisions, and deductions for 120 hours at \$20.00 per hour (with the exception of physical education which will be 60 hours @ \$20.00 per hour):

1. Bud Yoder, Health
2. Jeff Bowen, High School History-Social Studies
3. Kim Charton, Middle School Language Arts
4. Clesta Ulle, Middle School Language Arts
5. Julie Nestor, High School Science
6. Elizabeth Yoder, High School English or Middle School
7. Anita Pope, High School Math
8. Kelly Rosenberger, High School English
9. Megan Stryker, Physical Education

D. Employment of the following persons as Classified Personnel for the 2008-09 school year as per Board Policy and negotiated agreement:

1. Matt Miller, part-time as needed in the IT Department, up to 29 hours per week at Step 1 of the Casual Labor Wage.
2. Diana Cooper, Administrative Assistant, be placed at Class III instead of Class IV that was approved at the April 24, 2008, Board Meeting.
3. Pam Waggy, grocery shop for Early Childhood Education, at \$11.17 per hour up to 60 hours instead of 60 days that was approved at the April 24, 2008, Board Meeting.

E. Employment of the following persons as substitutes for summer school (2008):

1. Tom Battles, \$20.00 per hour.
2. Julia Menchaca, \$20.00 per hour.
3. Jill Swander-Reed, \$20.00 per hour.

F. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2007-08 year:

1. Thomas Gasser, Public Safety Services Coordinator, AE, CTPD, Step 7, \$19.00 hourly – maximum hours not to exceed 75 per remainder of fiscal year.
2. Michelle Holston, Instructor, MOMS, ES, PAT, Step 5, \$13.00 hourly.

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EMPLOYMENT – (Con't)

G. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2007-08 year:

1. Kathy Shields, Adult Education Part Time Secretary/Receptionist, Step 9, \$9.00 hourly.

H. Employment of the following persons as Certified Personnel for the 2008-09 school year:

1. Dan Davis, Step 3, Class IV
2. Beth Hart, Step 0, Class VI
3. Shannon Hornacek, Step 1, Class IV

I. Employment of the following persons as IT Department student workers for June, July, and August, 2008:

1. Anthony Mollohan
2. Jacob Mollohan

J. Employment of the following persons as part-time IT Department workers:

1. Corey Questel, part-time as needed, for June, July, and August, 2008 up to 40 hours a week at Step 0 of the Casual Labor Wage Scale.
2. Clairice Shook, part-time as needed for July and August, 2008 up to 40 hours a week at Step 0 of the Casual Labor Wage Scale.

K. Employment of ten District Student Helpers, part-time as needed per the Casual Labor Salary Scale for the 2008-2009 school year.

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

The motion was carried.

SUPERINTENDENT'S REPORT

A motion by Mrs. Lawson was seconded by Mrs. Cruise to approve the Superintendent's report as follows:

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SUPERINTENDENT REPORT – (Con't)

- A. Director's Report
- B. 2008-2009 HR Chart.
- C. 2008 All-Ohio Career, Technical and Adult Education Conference with Board of Education Luncheon on Friday, August 8.
August 6-8, 2008
Columbus, Ohio
Hyatt Regency
- D. OSFC Project Update
The Superintendent gave a brief update on any new information on the OSFC renovation project.
- E. Student Organization Contest Winners
- F. Marketing Committee
Working with Mark Perna, the Wayne County Schools Career Center's Marketing Committee has been busy. We have developed our organizational copy points and are currently working on the individual program copy points. Once finalized, the copy points can be used in letters and brochures to provide students a clearer understanding of Wayne County Schools Career Center and the programs we offer. In addition, new designs for the "Fast Face Cards" and the "Career Center Information Brochure" are being created. We have also begun work on the Enrollment Retention Funnel and will continue to build upon our current marketing and retention plan for both High School and Adult Education.

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

The motion was carried.

QUANDEL CONTRACT

A motion by Mr. Crawford was seconded by Mr. Keener to approve the consulting agreement with The Quandel Group, Inc.

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QUANDEL CONTRACT – (Con't)

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

The motion was carried.

GRANTS AND AGREEMENTS

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

A motion by Mrs. Cruise was seconded by Mrs. Lawson to amend the motion by removing the first two sentences in Item 5.

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

The motion was carried.

1. Approval for Smithville Boy Scout Troup 73 to use room F-23 on Sunday, August 3, 2008, for an Eagle Scout ceremony. An administrator will unlock and lock the building so there will be no cost to the district for staffing.
2. Approval to seek bids for dairy and bread products for the 2008-2009 school year.
3. Approval to allow to have the SkillsUSA Car Show in conjunction with the Community Appreciation Day on Saturday, September, 20, 2008, from 11:00 a.m. – 3:00 p.m.
4. Approve agreement with Tools for Schools, Mark Perna, to create 30 program banners.
5. The revision is in the distribution. Annual Health Fair expenses have been reduced to \$3,600.00 from \$4,000.00. A line was then added for the \$400.00 to purchase a canopy that will be used for various Wellness events i.e. Relay for Life and Health Fair.
6. Motion to approve application for a grant called Love's Cradle. Your Human Resource Center will serve as a fiscal agent for the grant which is funded by Children's Defense Fund at Family First. The approximate amount of the grant is \$10,000.00.

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GRANTS AND AGREEMENTS – (Con't)

7. Motion to approve application for a grant in the approximate amount of \$1,900.00 with the Children's Defense Fund at Family First. This grant will allow Family Learning Together Centers to do outreach to the low income population by providing book events.

Roll call vote on the motion as amended: Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Stuart, yes; Mr. Besancon, yes; Mr. Crawford, yes; Mrs. Cruise, yes; and Mr. Finley, yes.

The motion was carried.

DOCUMENTS AND MATERIALS

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

1. Please recommend the Board approve revisions of Policies 2260, 3122, 4122, 3430.01, 4430.01, 7420. All updates are a result of adding "military status" and "ancestry" to prohibited classes of discrimination and Jarod's Law. This will also require revision of all documents that include the EEOC statement such as employment applications, student and staff hand books, and job postings.
2. Job Descriptions
 - a. Adult Ed AA Evening Receptionist
 - b. Educational Technologist
 - c. GRADS Coordinator
3. Curriculum Map for Chippewa Computer Applications Satellite Program.
4. Welding Books.
5. Textbook United States Government, Jane Wilcox Smith & Carol Sullivan, AGS Publishing, 2005, ISBN 0-7854-3871-8.
6. Textbook United States History, Wayne E. King & John L. Napp, AGS Publishing, 2005, ISBN 0-7854-3859-9.

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

The motion was carried.

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PURCHASE ORDERS

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve the following purchase orders over \$5,000.00:

1. Tools for Schools, Perna (Program Banners) \$12,020.00

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

The motion was carried.

DONATIONS

A motion by Mr. Crawford was seconded by Dr. Roadruck to approve the following donations:

1. 2000 Chrysler Cirrus LXI Sedan, to Auto Technologies, from Leland S. Flox (approx. value \$3,435.00).
2. 2 new RPI Steel Hoppers, to Welding, from Kelly's Welding (approx value \$1,000.00).
3. Gateway Laptop, to Computer Networking, from Judith Peters (approx value unknown).

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

The motion was carried.

VOLUNTEERS

A motion by Mr. Crawford was seconded by Dr. Roadruck to approve the following Adult Education ABLE & ESOL Volunteers:

1. Kendra Lee Hull College of Wooster Student
2. Linda Jaquet Orrville Public Library Employee
3. Anita Schmotzer Portage County Educational Services Center Retiree
4. Ruth Shambaugh Ida Sue School Retiree

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

The motion was carried.

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EXECUTIVE SESSION

A motion by Dr. Roadruck was seconded by Mr. Crawford to go into Executive Session at 9:14 p.m. for the purpose of discussing personnel and negotiations.

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

The motion was carried.

Mrs. Grim called the Board back into Regular Session at 10:22 p.m.

ADJOURNMENT

A motion by Mrs. Cruise was seconded by Mr. Stuart to adjourn the May Regular Board Meeting at 10:22 p.m.

The next board meeting is a Special Board Meeting on June 3, 2008, for further discussion on the renovation project beginning at 7:00 p.m. in room F-23 at the Career Center.

If Negotiations proceed as planned, the Treasurer will call a Special Board Meeting on June 12, 2008 beginning at 7:30 p.m. to consider approving the negotiated agreement.

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

The motion was carried.

President

Treasurer