

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

JUNE 26, 2008

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 Thursday, June 26, 2008, in the Career Center.

ROLL CALL

Roll Call showed members Mr. James Barnard, Mr. Christopher Crawford, Mrs. Tammy Cruise, Mr. Dennis Finley, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Denise Parker, Dr. Gregory Roadruck, Mr. Earl Rupp, and Mr. Doug Stuart in attendance.

Mrs. Sue Williams entered the meeting at 7:38 p.m. during the motion to approve the minutes.

Mr. Frank Besancon entered the meeting at 7:43 p.m. during the Treasurer's Consent Agenda.

Mrs. Susie Lawson was unable to attend the meeting.

President Grim led the Pledge of Allegiance to the flag.

BOARD MINUTES

A motion by Mr. Barnard was seconded by Mr. Crawford to approve the minutes from the June 12, 2008, Special Board Meeting with one correction as noted.

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

The motion was carried.

TREASURER'S CONSENT AGENDA

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

- A. Approve disbursing the following Rotary Funds to 018 Student Scholarship Fund to provide scholarships to graduating students:

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TREASURER'S CONSENT AGENDA – (Con't)

To:

006 3100 200	Benefits	\$1,000.00
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Adult Education Fund

From:

012 1300 500	Supplies	\$ 47,500.00
012 2200 400	Services	3,000.00

Total Transfers Out	\$50,500.00
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To:

012 1300 100	Salaries	\$ 47,500.00
012 2200 200	Benefits	3,000.00

Total Transfers In	\$50,500.00
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Adult Education Workfirst Fund

From:

012 1300 400 9790	Services	\$500.00
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To:

012 1300 200 9790	Benefits	\$500.00
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Transfers of Appropriations for FY08

General Fund

From:

001 2500 700	Fiscal Equipment	\$3,883.00
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TREASURER'S CONSENT AGENDA – (Con't)

011 Customer Service Funds	+7,500.00
012 Adult Education	-60,000.00
022 Trust Funds	-2,500.00
Total Amendment	\$+1,277,295.69

Total Certificate of Estimated Resources for FY08 \$16,451,966.54

A summary of all funds including Resources and Appropriations was passed out.

The General Fund Amendment of \$530,820.69 was a mistake on the original certificate that was mailed to the County Budget Commission in July, 2007. The Tax Loss reimbursement was not included. However, this amount was included on the Five Year Forecast and other estimates.

- F. Approve the following list of Cash Advances to funds where State or Federal monies are not received in total but monies needed to be expended before June 30, 2008.

413 9815 Full Service Center FY08	\$ 8,675.71
499 9870 HSTW FY08	1,163.60
501 9874 ABLE FY08	27,675.66
524 9805 Adult CTPD Grant FY08	7,380.82
524 9871 CTPD Grant FY08	100,569.00
572 9872 EvenStart FY08	67,972.44
573 9873 Chapter 2 Grant FY08	1,849.19
584 9875 Safe Schools Grant FY08	822.08
590 9865 ITQ FY08	2,523.47
Total Cash Advances	\$218,631.97

Plus the following two cash advances if the Ohio Department of Education does not release the Project Cash Request prior to July 1 in the following grants:

501 9874 ABLE FY08	\$64,494.15
501 9874 EL/Civics FY08	9,517.44
Possible Grand Total	\$292,643.57

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TREASURER'S CONSENT AGENDA – (Con't)

- G. Approve to adjust a total of \$1,129.42 in salaries and \$147.45 in benefits paid from the HSTW State Grant FY08 to the General Fund. The total HSTW Grant FY08 of \$4,400 did not cover the cost of the HSTW Supplemental Contracts to be paid from the grant per Negotiated Agreement.
- H. Short review of the Five Year Forecast – Estimated versus Actual amounts through 6/17/08:

Property Tax	Estimated \$3,900,000	Actual \$3,898,268	- 1,732
Tangible Tax	Estimated \$ 560,000	Actual 570,701	+10,701
Note: There may be one more payment from the Wayne County Auditor			
State Grants	Estimated \$5,573,000	Actual \$5,612,300	+39,300
Note: Includes State Foundation monies			
Tax Rollbacks	Estimated \$1,087,000	Actual \$1,120,580	+33,580
Other Local	Estimated \$ 280,000	Actual \$ 297,205	+17,205
Note: Includes approximately \$275,000 in interest income. This amount will be less next year.			
Total Receipts	Estimated \$11,400,000	Actual \$11,499,054	+99,054
Salaries	Estimated \$6,455,000	Actual \$6,476,844	+ 21,844
Benefits	Estimated \$2,430,000	Actual \$2,327,539	-102,461
Note: There is \$176,022 in open purchase orders for benefits. This expense is normally charged or paid at the end of the month after the last payroll of the month.			
Services	Estimated \$ 775,000	Actual \$692,942	-82,058
Note: There is \$167,371 in open purchase orders for services.			
Supplies	Estimated \$565,000	Actual \$523,041	-41,959
Note: There is \$87,928 in open purchase orders for supplies.			
Equipment:	Estimated \$500,000	Actual \$333,832	-166,168
Note: There is \$86,935 in open purchase orders for equipment.			
Other	Estimated \$132,500	Actual \$132,492	- 8
Total Expenses	Estimated \$10,857,500	Actual \$10,486,690	-370,810

A total of \$516,256 remains in open purchase orders. Many of these will be paid by July 1.

The Final SF-3 for the 07-08 School Year. Final student funding count is 736.8. It will take a funding count of over 800 students to get off the guarantee. Final Transitional Aid Guarantee for this year was \$607,323.00.

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TREASURER'S CONSENT AGENDA – (Con't)

The ODE Weighted Fund Certification Letter showing our weighted funding was calculated at \$1,374,619 with the requirement that \$1,030,964 be spent on instructional services, supplies, and equipment (no salaries).

A newspaper article from a nearby county where the anticipated increase in Real Estate values ended in a decrease in values.

Conclusion: It is hard to forecast additional local tax receipts or state receipts. We know local income will be reduced at least \$200,000 in interest income. On the other hand, each expenditure class will see increases due to one factor or another.

I. First review of the Treasurer and Superintendents' Survey.

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

The motion was carried.

EMPLOYMENT

A motion by Mr. Keener was seconded by Mr. Stuart to approve the staff changes:

A. Resignation of the following:

1. Jennifer Lendon, Child Care Aide at GFLC, effective May 22, 2008.
2. Brad Watson, Trade & Industry Apprenticeship Instructor, effective June 30, 2008.
3. Stephanie Palm, Administrative Assistant to the Superintendent, effective July 17, 2008.
4. Diana Cooper, Administrative Assistant to the Technology Supervisor, effective July 14, 2008.

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

1. Sharon Leisure, move from Class IV Step 15 to Class V Step 13, effective July 1, 2008.
2. Diana Cooper, Administrative Assistant to the Superintendent, Step 10, for 242 days + 10 holidays included through June 30, 2009, start date July 14, 2008.

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EMPLOYMENT – (Con't)

C. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2008-09 school year:

1. Mark Burns, Public Safety Services Instructor, Step 1, \$16.00 hourly.
2. Kathryn Bruno, Adult Practical Nursing Instructor, BSN, Step 9, \$24.75 hourly.
3. Beverly Cahill, Adult Practical Nursing Instructor, AE1, Step 16, \$30.27 hourly, maximum days not to exceed 46 per fiscal year – Supplemental.
4. Roger Clark, Public Safety Services Instructor, Step 3, \$18.00 hourly.
5. Karen Davis, Adult Practical Nursing Instructor, AE3, Step 16, \$35.08 hourly, maximum days not to exceed 51 per fiscal year – Supplemental.
6. Mark Delpropost, Public Safety Services Instructor, Step 9, \$24.00 hourly.
7. Valerie Gibson, Assessment Technician, AE, CTPD, Step 20, \$21.00 hourly – Supplemental.
8. Dick Glessner, Public Safety Services Instructor, Step 6, \$21.00 hourly.
9. Michelle Hedberg, Business Education Instructor, \$24.55 hourly – Supplemental.
10. Ellen Hockenberry, Adult Practical Nursing Instructor, RN, Step 21, \$25.25 hourly – Supplemental.
11. Ellen Hockenberry, Adult Practical Nursing Instructor, \$34.57 hourly, maximum hours not to exceed 120 per fiscal year – Supplemental.
12. Valerie Ison, Adult Practical Nursing Instructor, BSN, Step 21, \$26.25 hourly.
13. Joan Kanne, Adult Practical Nursing Instructor, BSN, Step 21, \$26.25 hourly – Supplemental.
14. Joan Kanne, Adult Practical Nursing Instructor, \$27.41 hourly, maximum hours not to exceed 120 per fiscal year – Supplemental.
15. Catherine Knight, Adult Practical Nursing Instructor, MBA, Step 21, \$27.25 hourly – Supplemental.
16. Catherine Knight, Adult Practical Nursing Instructor, \$31.46 hourly, maximum hours not to exceed 120 hours per fiscal year – Supplemental.
17. Bernadine Mast, Adult Practical Nursing Instructor, BSN, Step 13, \$25.25 hourly.
18. Donna Moeller, Adult Practical Nursing Instructor, BSN, Step 16, \$25.75 hourly.
19. Katherine O'Brien, Adult Practical Nursing Instructor, BSN, Step 9, \$24.75 hourly.
20. Violet O'Dell, Adult Practical Nursing Instructor, RN, Step 21, \$25.25 hourly.
21. Brian Peterman, Public Safety Services Instructor, Step 1, \$16.00 hourly.
22. Ardeta Romanchik, Public Safety Services Instructor, Step 2, \$17.00 hourly.
23. Gary Romanchik, Public Safety Services Instructor, Step 10, \$25.00 hourly.
24. Jim Shriver, Public Safety Services Instructor, Step 8, \$23.00 hourly.
25. Denise Taylor, Adult Practical Nursing Instructor, RN, Step 16, \$24.75 hourly.
26. Dawn Tresch, Adult Practical Nursing Instructor, RN, Step 16, \$24.75 hourly – Supplemental.

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EMPLOYMENT – (Con't)

27. Dawn Tresch, Adult Practical Nursing Instructor, \$29.56 hourly, maximum hours not to exceed 120 per fiscal year – Supplemental.
28. Pamela Vorkapich, Adult Practical Nursing Instructor, BSN, Step 21, \$26.25 hourly – Supplemental.
29. Josi Weaver-Kranz, Business Education Instructor, \$28.13 hourly – Supplemental.
30. Lois Welch, Public Safety Services Instructor, Step 1, \$16.00 hourly.
31. Jerry Winkler, Public Safety Services Instructor, Step 2, \$17.00 hourly.

D. Employment of the following persons as Certified Personnel for high school Medical/Nursing Instructors & School Nurse Substitutes, hourly, effective 2008-09 school year:

1. Kathryn Bruno, Medical/Nursing Instructor & Substitute School Nurse, BSN, Step 9, \$24.75 hourly.
2. Ellen Hockenberry, Medical/Nursing Instructor & Substitute School Nurse, RN, Step 21, \$25.25 hourly.
3. Bernadine Mast, Medical/Nursing Instructor & Substitute School Nurse, BSN, Step 13, \$25.25 hourly.
4. Katherine O'Brien, Medical/Nursing Instructor & Substitute School Nurse, BSN, Step 9, \$24.75 hourly.
5. Denise Taylor, Medical/Nursing Instructor & Substitute School Nurse, RN, Step 16, \$24.75 hourly.
6. Dawn Tresch, Medical/Nursing Instructor & Substitute School Nurse, RN, Step 16, \$24.75 hourly.
7. Pamela Vorkapich, Medical/Nursing Instructor & Substitute School Nurse, BSN, Step 21, \$26.25 hourly.
8. Sheryl White, Medical/Nursing Instructor & Substitute School Nurse, BSN, Step 21, \$26.25 hourly.

E. Employment of the following persons as Classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed/regularly scheduled, effective 2008-09 school year:

1. Robert Napier, Classroom Assistant, Step 9, \$12.60 hourly.
2. Andy Pea, Classroom Assistant, Step 9, \$12.60 hourly.
3. James Perry Jr., Classroom Assistant, Step 9, \$12.60 hourly.
4. Amanda Raymond, Classroom Assistant, Step 9, \$12.60 hourly.
5. Mike Raymond, Classroom Assistant, Step 9, \$12.60 hourly.
6. Deborah Steiner, Classroom Assistant, Step 9, \$12.60 hourly.
7. Jonathan Stull, Classroom Assistant, Step 9, \$12.60 hourly.

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EMPLOYMENT – (Con't)

8. David Welch, Classroom Assistant, Step 9, \$12.60 hourly.
9. Mary Yoss, Classroom Assistant, Step 9, \$12.60 hourly.

F. Employment of the following Certified Personnel for the 2008-09 school year:

1. Beth Hart, Step 0, Class VII.

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

The motion was carried.

INSURANCE PACKAGE

A motion by Mr. Crawford was seconded by Mr. Barnard to continue Health Care Coverage through the Stark County COG for FY09 and accept new rates equal to a 6.75 per cent increase in cost.

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. Parker, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mr. Barnard, yes.

The motion was carried.

A motion by Mr. Crawford was seconded by Mr. Barnard to pay the employee's share of the July increase only due to delay in notice of the Premium Holiday.

Approximate cost to the Board is \$6,000.00 and will be paid from savings from the "holiday".

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. Parker, yes; Dr. Roadruck, yes; Mr. Rupp, yes; Mr. Stuart, yes; Mrs. Williams, yes; Mr. Barnard, yes; and Mr. Besancon, yes.

The motion was carried.

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SATELLITE PROGRAMS

A motion by Mr. Barnard was seconded by Mr. Crawford to approve the following Board Resolution #08-2 dealing with the transfer of Satellite Foundation Programs at Chippewa Local School District:

WHEREAS, the Chippewa Local Board of Education recognizes the expertise Wayne County Schools Career Center (WCSCC) can provide in supporting, Family and Consumer Sciences and Technology Education programs, and

WHEREAS, the facilities meet the requirements and standards of WCSCC; and

WHEREAS, the administration has assured enrollment to provide 14-15 FTEs in each program,

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education approves the receivership of Family and Consumer Sciences and Technology Education Foundation programs from Chippewa High School for a term of three school years, 2008-09, 2009-10 & 2010-11.

Roll call vote on the motion was as follow: Mrs. Cruise, yes; Mr. Finley, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Parker, 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.

ADULT EDUCATION HOURLY RATES

A motion by Mr. Crawford was seconded by Mr. Barnard to approve the following rates for instructors with Adult Education medical/nursing part-time contracts and 120+ salary contracts between July 2, 2008 and June 30, 2009:

1. Adult Education medical/nursing part-time hourly instruction rate – no increase.
2. 120+ Adult Education salary schedule – no increase.

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

The motion was carried.

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DOCUMENTS AND MATERIALS

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

1. Course of Study for Cosmetology.
2. Beaman, Nina (2008). *Pharmacology Clear & Simple: A Drug Classifications & Dosage Calculations Approach*. Philadelphia, PA: F.A. Davis Company. (student purchased).
3. The following job descriptions:
 - a. Associate School Partner Liaison
 - b. Marketing and Retention Coordinator
 - c. Student Intervention and Activities Associate
4. The following dual enrollment textbooks:
 - a. DeVito, Joseph A (2008). *Interpersonal Messages: Communications & Relationship Skills*. Pearson Education Inc.
 - b. Allyn & Bacon. *Principles of Public Speaking, 16th edition*.
 - c. Sullivan, Michael (2008). *College Algebra, 8th edition*. Prentice-Hall
 - d. Ratti & McWaters (2008). *Pre-Calculus*. Addison-Wesley
5. Guffey, Mary Ellen. *Business English-Annotated Instructor, 9th edition*. Thompson South-Western.
6. Wild, John J, Larson, Kermit D, & Chiappetta, Barbara. *Fundamental Accounting Principals, 18th edition*. McGraw-Hill Irwin.

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

The motion was carried.

GRANTS AND AGREEMENTS

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

1. Agree to renew contract with Whitaker Myers Insurance Group for the Pre-School Accident Insurance, \$330.20, for the 2008-09 school year.
2. Agree to accept a \$2,500.00 Tech Prep Grant from Akron University to cover the cost of Business Tech Prep students to do a presentation in Cincinnati.
3. Agree to renew contract with Pitney-Bowes for 60 months to lease the mail machine at \$262.00 per month beginning July 1, 2008.

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GRANTS AND AGREEMENTS – (Con't)

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

The motion was carried.

EXECUTIVE SESSION

A motion by Mr. Crawford was seconded by Mrs. Cruise to go into Executive Session at 8:15 p.m. to discuss the compensation of an employee.

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

The motion was carried.

Mrs. Grim called the Board back into Regular Session at 9:35 p.m.

ADJOURNMENT

A motion by Mr. Stuart was seconded by Dr. Roadruck to adjourn the June Regular Board Meeting at 9:36 p.m.

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

The motion was carried.

President

Treasurer