

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

July 23, 2009

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Besancon at 7:30 p.m. on Thursday, July 23, 2009, in the Career Center.

ROLL CALL

Roll Call showed members Mr. Frank Besancon, Mrs. Tammy Cruise, 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. Christopher Crawford entered the meeting at 7:40 p.m. during Board Committee Reports.

Mr. James Barnard and Mrs. Susan Marlar were unable to attend the meeting.

Mr. Besancon led the Pledge of Allegiance to the flag.

BOARD MINUTES

A motion by Dr. Roadruck seconded by Mr. Stuart to approve the minutes from the June 29, 2009, Regular Board Meeting with a change that the Financial Statements approved were May not April as listed on the agenda.

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

1. Director's Report
2. Principal's Report

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SUPERINTENDENT'S REPORT – (Con't)

3. OSFC Update

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

4. Convocation Day

Convocation Day will be Thursday, August 20, 2009, with refreshments at 7:30 a.m. and the welcome and guest introductions at 8:00 a.m. All Board members are invited and encouraged to attend this morning meeting. Morning presentations will be done by 9:15 a.m.

5. Data Review and District Goal Setting

Data Review and District Goal Setting will be August 10 & 11, 2009. All Board members are requested to attend both days if possible, but August 11th is preferred if you can only attend one day. We will begin at 7:30 a.m. and conclude by 4:00 p.m.

6. Student/Parent Orientation

Student/Parent Orientation will be held on Wednesday, August 19, 2009, from 1-7 p.m. All Board members are invited to attend.

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Crawford, Mrs. Cruise, 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 Mr. Crawford 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 June 2009.
- c. Approve entering into a Depository Agreement with the Wayne County Community Credit Union beginning August 1, 2009 to December 7, 2010.

Note: All our Depository Agreements expire on December 7, 2010 and will need to be renewed at that time.

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TREASURER'S CONSENT AGENDA – (Con't)

- d. Motion to approve Permanent Appropriations for the 2009-10 School Year in the total amount of \$33,677,462.

Last year's total amount was \$18,992,752.

Note: Permanent Appropriations are being requested now in order to put amounts into our OSFC Project Funds. General Fund Appropriations are based on being almost "flat" funded. Should the approved State Budget change that assumption, appropriations can be amended at a later date if necessary.

Where will the money come from? General Fund Estimated Receipts:

1. Local Property Taxes	\$4,050,000	35.4%
(Voters approved 4.1 mills. Real Estate Taxes are now collected at 2 mills. A separate ten year .75 mill permanent improvement levy was approved by the voters in November 2007 to renovate the Career Center.)		
2. Interest/Miscellaneous	75,000	.7%
3. State Foundation/Grants	5,650,000	49.5%
4. Rollback & Homestead/ Tangible Tax Reimbursement	1,500,000	13.1%
5. Return of Advances	150,722	1.3%
Total General Fund Estimated Receipts	\$11,425,722	100%

Where will the money go? General Fund Estimated Expenses:

1. Salaries	\$6,600,000	57.8%
2. Employee Benefits	2,635,000	23.1%
(Total percent of Budget for Salaries and Benefits = 80.9%)		
3. Purchased Services	810,000	7.1%
4. Supplies	575,000	4.8%
5. Equipment	475,000	4.2%
6. Building Improvements	50,000	.5%
7. Other	282,500	2.5%
Total General Fund Appropriations	\$11,427,500	100%

Total of all appropriations for FY10 - \$33,677,462 which in addition to the General Fund includes: Adult Education \$1,815,000, State and Federal Grants \$1,103,500, Customer Service \$90,000, Lunchroom \$252,000, Student Activities \$127,500 and OSFC Renovation Funds \$16,000,000.

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- e. Approve the following Purchase Orders over \$5,000:
 - 1) ATI/Educational Resources, PN total testing ½ payment, \$8,550.00.
 - 2) B&H Photo and Video, 25 Canon ZR-960 mini-DV Camcorders, \$5,875.00 and B&H Photo and Video, 25 each of various accessories for camcorders, \$3,053.60.
 - 3) WCSCC Adult Education/Pell, Grant Awards transferred for education costs for August 2009, \$25,000.

- f. Accept the following donations:
 - 1) 2009-2010 Scholastic Planners for every full time staff member from the Wayne County Community Federal Credit Union, approximately \$158.00.
 - 2) Quartet Idea Share Board including a printer (original cost \$2,460.00) to the ABLE program.
 - 3) One box of outdated syringes from the Wooster Cleveland Clinic for use in the Practical Nursing Program (no value assigned).

- g. Approval to dispose of the following inventory:
 - 1) 5,000 regular envelopes with the old WCSCC logo.
 - 2) Linen envelopes with old WCSCC logo, one box white & one box ivory.
 - 3) Elmer's glue-all, one partial bottle.
 - 4) Faded construction paper, approx. 30 sheets.
 - 5) Faded "to do list" pads, 3.
 - 6) Report covers, 7.
 - 7) Plastic card file, 1.
 - 8) Rotex 440 3/8, ½ dual track label maker and tape.
 - 9) Well used folders, several.
 - 10) Four boxes of 6-3/4" Matrix window envelopes.
 - 11) Nine cassette tapes from National Seminars, Inc.
 - 12) Green over-sized drawer dividers, approx. 12.

- h. Approval to donate the following:
 - 1) Three dozen rocks to the Smithville Historical Society for their gardens.

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

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SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

a. Employment of the following person as a Certified Substitute in the area indicated for the 2009-2010 school year:

1) Barb Fisher - Academics

b. Resignation of the following person:

1) Bonnie Sander, Even Start and MOMS Coordinator, for the purpose of retirement, effective August 31, 2009.

2. Classified Employment

a. It is recommended that the Board approve Diana Cooper to work hourly, as needed, for up to six weeks for up to a maximum of 60 hours at her normal hourly rate of pay while on Family Medical Leave.

b. It is recommended that the Board approve the employment of the following classified cosmetology aide instructor, Dawn Kapas, on the Casual Labor Scale, Step 0, \$9.00 hourly x 5.75 hours per day/time sheet.

c. Employment of the following person as a Classified Substitute in the area indicated for the 2009-2010 school year:

1) Lori Weinman – Cafeteria or Secretary

3. Contracts

a. Approve the following Consultant Contracts:

1) STEPS, Fetal Alcohol Syndrome presentation for MOMS program, on or about August 19, 2009, \$35.00.

2) Jeff Stewart, We Gather & Stand Together: Immigrant Worker Project, 100 hours of English Instruction in August 2009 in the Orrville area, \$1,000.00.

3) Your Human Resource Center, Drug & Alcohol Assessments & Job Skill Behavior Group for MOMS program, on or about July 2009, \$285.00.

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- 4) Your Human Resource Center, Drug & Alcohol Assessments & Job Skill Behavior Group for MOMS program, on or about August 2009, \$285.00.

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

GRANTS AND AGREEMENTS

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

- a. Agree to enter into contract with WQKT/WKVX for advertising during high school football game broadcasts (10 games, 4-6 playoffs, 6 state championships) for a total of \$1,760.00.
- b. Approve the bread bid from Nickles Bakery and the milk bid from Smith Dairy for purchase of products for the school lunch program during the 2009-2010 school year. These were the only bids received.
- c. Approve the eTech Ohio Review three year plan which meets all state and federal technology planning requirements.
- d. Adult Basic & Literacy Education (ABLE) - \$176,967, an adjustment from \$196,007.
- e. Adult Basic & Literacy Education English Literacy & Civics Education - \$41,400, an adjustment from \$46,470.
- f. Approve Adult & Community Education to apply for supplemental grants for program enhancement and operation up to a maximum of \$10,000 each as needed, for the 2009-2010 school year.

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

The motion was carried.

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NATURAL GAS SALES AGREEMENT

A motion by Mrs. Cruise was seconded by Mr. Crawford to approve Resolution #09-15 to approve the Ratification of the Stark County Schools Council of Governments Natural Gas Sales Agreement.

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

The motion was carried.

034 MAINTENANCE FUND

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve Resolution #09-16 to acknowledge the use of the 034 Maintenance Fund:

WHEREAS, as part of the Maintenance Business Plan for the Wayne County Joint Vocational School District the Board of Education is required to acknowledge the following uses of the 034 Maintenance fund;

NOW THEREFORE, the Board of Education does acknowledge the following uses:

1. Allowable uses of the Maintenance Fund shall be the maintenance and repair of the facility, including preventive maintenance, periodic repairs, and the replacement of facility components;
2. Routine janitorial and utility costs, equipment, supplies, and personnel associated with daily housekeeping and site upkeep per normal and customary standards are not allowable;
3. The actual use of the maintenance fund according to the terms of the approved maintenance is subject to audit;
4. A five (5) year capital plan should be updated on an annual basis, while the complete maintenance plan should be updated every five (5) years and approved by the Board.

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

The motion was carried.

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DOCUMENTS AND MATERIALS

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

- a. Approval of the 2009-2010 WCSCC Student/Parent Handbook.
- b. Approval of the High School Pre-Nursing Program: Nurse Aide Training, Competency and Evaluation Program Student Handbook for 2009-2010.
- c. Approval of the Adult Practical Nursing Student Handbook for 2009-2010.
- d. Approval of the revisions to the 2009/2010 Adult Education Career Training Student Handbook.
- e. Job description for the following position:
 - 1) AE MOMS Coordinator
 - 2) AE ABLE Teacher

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Crawford, Mrs. Cruise, 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 EMPLOYMENT

A motion by Mrs. Lawson was seconded by Mrs. Grim to accept the Retirement of Jeffrey T. Slutz on July 31, 2009, and reemploy as Treasurer effective August 1, 2009, for a new three year period to July 31, 2012, under terms of employment per contract.

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

The motion was carried.

OSBA CAPITAL CONFERENCE

1. Appoint the Delegate and Alternate to the OSBA Capital Conference.

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OSBA CAPITAL CONFERENCE – (Con't)

2. A reminder that the Career Center will register all Board Members for the Capital Conference.

Dr. Roadruck was appointed the delegate and Mr. Stuart alternate to the OSBA Capital Conference.

EXECUTIVE SESSION

A motion by Dr. Roadruck was seconded by Mr. Stuart to go into Executive Session at 8:35 p.m. to discuss personnel.

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

The motion was carried.

Mr. Besancon called the Board back into Regular Session at 8:46 p.m.

ADJOURNMENT

A motion by Mrs. Cruise was seconded by Mr. Stuart to adjourn the July Regular Board Meeting at 8:47 p.m.

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Crawford, Mrs. Cruise, 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