

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

AUGUST 17, 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, August 17, 2011, in the Career Center.

ROLL CALL

Roll Call showed members Mrs. Tammy Cruise, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Robert Reynolds, Mr. Earl Rupp, Mr. Doug Stuart, Mrs. Sue Williams, and Mr. Douglas Zook in attendance.

Mr. Frank Besancon entered the meeting at 7:36 p.m. during Board Committee Reports.

Mr. Curt Denning, Mrs. Susan Marlar, and Dr. Gregory Roadruck were unable to attend the meeting.

Mrs. Williams, led the Pledge of Allegiance to the Flag.

BOARD MINUTES

A motion by Mrs. Lawson was seconded by Mr. Stuart to approve the minutes from the July 20, 2011, Regular Board Meeting and the August 2, 2011, Special Board Meeting.

Voice call vote on the motion was as follows: Mrs. Cruise, Mrs. Grim, Mr. Keener, Mrs. Lawson, Mr. Reynolds, Mr. Rupp, Mr. Stuart, Mrs. Williams, and Mr. Zook – all say yes.

The motion was carried.

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

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S REPORT – (Con't)

3. OSFC Update

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

4. Convocation Day

Convocation Day will be Thursday, August 18th with refreshments at 7:30 a.m. and welcome and guest introductions at 8 a.m. All Board members are invited and encouraged to attend this morning meeting. The morning presentation will be done by 9 a.m.

5. Student/Parent Orientation

Student/Parent Orientation was held on Wednesday, August 17th from 12 to 8 p.m. All Board members were invited to attend. Please note this was the night of our Regular Board Meeting.

Voice call vote on the motion was as follows: Mr. Besancon, Mrs. Cruise, Mrs. Grim, Mr. Keener, Mrs. Lawson, Mr. Reynolds, Mr. Rupp, Mr. Stuart, Mrs. Williams, and Mr. Zook – all say yes.

The motion was carried.

TREASURER'S CONSENT AGENDA

A motion by Mr. Besancon 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 July 2011.

c. Approval to accept the following donations:

1) \$30 donation from Richard and Sandra Dutter to the Kay Myers Scholarship Fund.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

- d. Approve the following Purchase Orders over \$5,000:
- 1) G&L Supply, Advance Warrior Walk-Behind Floor Scrubber, \$10,450.
 - 2) WCSCC Adult Education/Direct Loan Awards, Direct Loan awards transferred for education costs for September 2011, \$20,000.
 - 3) WCSCC Adult Education/Pell Grant Awards, Pell Grant awards transferred to education costs for September 2011, \$20,000.

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

- a. Employment of Kathie Kister, for assistance with enrollment and retention, part-time/hourly/as needed/per time sheets, not to exceed 200 hours, for the 2011-2012 school year at a rate of \$29.23 per hour.
- b. Sarah Stahl, Cosmetology Instructor, moved to Class IV, Step 3 due to the completion of required coursework/semester hours and certification/licensure requirements per the negotiated agreement.
- c. Aaron Miller, Construction Technologies Instructor, moved to Class II, Step 11 due to the completion of required coursework/semester hours and certification/licensure requirements per the negotiated agreement.
- d. Employment of Vallie Tew, for instructor assistance with Computer Networking, part-time/hourly/as needed/per time sheets, not to exceed 456 hours, for the 2011-2012 school year at a rate of \$29.23 per hour.

Minutes of the Regular Meeting of the Wayne County
 Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

- e. Resignation of Josi Weaver-Kranz, Customized Office Skills Training (COST) Coordinator & ABLE/Applied Academics Instructor, for the purpose of accepting the Career Services Coordinator position.
- f. Resignation of Glenda Stephens, Families Learning Together Instructor, effective August 4, 2011.
- g. Approval of the following personnel as Extra Help Tutors for the 2011-2012 school year on an as needed basis, per time sheets, pay based on appropriate placement on the Certified Salary Schedule for Teacher Assistants/Tutors per the negotiated agreement:

	Step	Hourly Rate
Barb Nichols	3 Masters	\$23.54
Jill Parker	8 Masters	\$28.97
Donna Ehlert	7 Masters	\$27.78
Lori Bartel	2 Bachelors	\$20.23

- h. Employment of the following Nursing/Medical individuals to substitute in area(s) indicated. All approvals are pending receipt of necessary certifications and BCI/FBI background checks:

Last	First	Position	Salary	Step	Degree
Ritz	Debora	Practical Nursing	\$25.50	6	BSN

- i. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2011-2012 year:
 - 1) Carrie Wellert, Adult Education Instructor, Step 20, \$21.00 hourly – supplemental.
- j. Employment of the following individuals to substitute in area(s) indicated. All approvals are pending receipt of necessary certifications and BCI/FBI background checks:

Minutes of the Regular Meeting of the Wayne County
 Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

Last Name	First Name	Teaching Area
Mills	Carol	Business
Burris	Mark	AYA
Schwarzer	Stuart	AYA
Christman	Robbin	AYA

- k. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, effective 2011-2012 year:
- 1) Connie Barnes, Instructor, FLT Rotary, Step 11, \$16.00 hourly.
 - 2) Marianne Bricker, Instructor, AE, ABLE, Adult Literacy, Work First, MOMS, Step 18, \$19.50 hourly.
 - 3) Donald Clement, Instructor, ABLE, ESL Civics, Adult Literacy, Step 13, \$17.00 hourly.
 - 4) Denise Edington, Instructor, ABLE, Adult Literacy, AE, Step 11, \$16.00 hourly.
 - 5) Rhonda Edgerton, Instructor, ABLE, Adult Literacy, Step 9, \$15.00 hourly.
 - 6) Cheryl Fields, Adult Practical Nursing Instructor, RN, Step 3, \$23.00 hourly.
 - 7) Sara Fox, Instructor, ABLE, Adult Literacy, Step 13, \$17.00 hourly.
 - 8) Thomas Gasser, Public Safety Services Coordinator, Step 11, \$23.00 hourly, maximum hours not to exceed 1100 per fiscal year.
 - 9) Larry Gigax, Instructor, ABLE, Adult Literacy, Work First, Step 13, \$17.00 hourly.
 - 10) Emily Hartzler, Instructor, ABLE, ESL Civics, Adult Literacy, Step 8, \$14.50 hourly.
 - 11) Karen Hughes, State Tested Nurse Aide Instructor, BSN, Step 9, \$27.00 hourly.
 - 12) Shirley Hummel, Instructor, ABLE, Adult Literacy, Step 13, \$17.00 hourly.
 - 13) Julie Kastner, AE, ABLE Coordinator, ABLE, Adult Literacy, ESL Civics, Work First, Step 15, \$27.00 hourly.
 - 14) Norma Mast, Instructor, ABLE, Adult Literacy, Step 13, \$17.00 hourly.
 - 15) Keri Merickel, Adult Education Instructor, Step 20, \$21.00 hourly – supplemental.
 - 16) Keri Merickel, Medical Assisting Coordinator, Step 15, \$27.00 hourly – supplemental.
 - 17) Melanie Miller, Adult Education Instructor, Step 16, \$18.50 hourly.
 - 18) John Norris, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly.
 - 19) Merri Pycraft, Instructor, ABLE, Adult Literacy, Step 10, \$15.50 hourly.
 - 20) John Robison, Instructor, ABLE, Adult Literacy, MOMS, Step 13, \$17.00 hourly.
 - 21) Linda Roberts, Instructor, ABLE, Adult Literacy, Step 11, \$16.00 hourly.
 - 22) Bobbie Shope, Adult Education Instructor, Step 20, \$21.00 hourly.
 - 23) Mary Sue Slack, Coordinator, Adult Literacy, FLT Rotary, Step 7, \$19.00 hourly.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 24) Mary Sue Slack, Instructor, ABLE, Adult Literacy, Step 12, \$16.50 hourly.
- 25) Jody Widmer, Adult Practical Nursing Instructor, BSN, Step 5, \$25.00 hourly.

2. Classified Employment

- a. Resignation of Theda Neer, Cafeteria Cashier, effective August 2, 2011 for the purpose of accepting the position of Inventory, Records and Purchasing Clerk.
- b. Resignation of Adam Granger, Ag Mechanics Aide, effective at the end of the day May 27, 2011.
- c. Employment of Theda Neer, Inventory, Records and Purchasing Clerk, Step 10 of the Casual Labor Wage Scale, part time/hourly, as needed/regularly scheduled, up to 5-3/4 hours per day and a maximum of 207 days for the 2011-2012 school year plus 10 holidays, effective Monday, August 22, 2011.
- d. Employment of Christine Hobbs, Study Hall Monitor, part time/hourly/as needed/per time sheets/regularly scheduled, up to 5.75 hours per day, \$9 per hour per the Casual Labor Wage Scale, pending receipt of BCI/FBI background checks.
- e. Employment of Dianna Pindell, Study Hall Monitor, part time/hourly/as needed/per time sheets/regularly scheduled, up to 5.75 hours per day, \$9 per hour per the Casual Labor Wage Scale, pending receipt of BCI/FI background checks.
- f. Employment of William Tiano, Truck Mechanics Aide, per the 2011-2012 Classroom Aides Salary Schedule, Step 0, \$9.98 per hour, part time/hourly/as needed/per time sheets/regularly scheduled for the 2011-2012 school year.
- g. Employment of Timothy Ritchey, Ag Mechanics Aide, per the 2011-2012 Classroom Aides Salary Schedule, Step 0, \$9.98 per hour, part time/hourly/as needed/per time sheets/regularly scheduled for the 2011-2012 school year.
- h. Approval for Bonnie Shield's (cashier) request for an unpaid leave of absence through October 21, 2011.
- i. Employment of Darlene Shelly, Cashier, part time/hourly/as needed/per time sheets/regularly scheduled, up to 3.5 hours per day, \$9 per hour per the Casual Labor Wage Scale, pending receipt of BCI/FBI background checks.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

- j. Employment of the following classified personnel, part-time, as needed, per time sheets, per schedule, for the 2011-2012 school year:
 - 1) Terry Bumgardner, Bus Driver, Step 14, \$13.15 hourly
 - 2) Nancy Brown, Bus Driver, Step 20, \$15.09 hourly
 - 3) Esther Justice, Bus Driver, Step 15, \$13.38 hourly
 - 4) Chester Mullett, Bus Driver, Step 6, \$10.32 hourly
 - 5) Aaron Miller, Bus Driver, Step 3, \$9.35 hourly

- k. Employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, effective 2011-2012 year:
 - 1) Melnee Benfield, Child Care Aide, FLT Rotary, Step 11, \$9.50 hourly.
 - 2) Therese Clevenger, Part Time Office, ABLE, Adult Literacy, FLT Rotary, Work First, Step 10, \$13.00 hourly.
 - 3) Rhonda Goodrich, Child Care Aide, FLT Rotary, Step 5, \$8.30 hourly.
 - 4) Judy Harland, Program Aide, FLT Rotary, Step 7, \$11.80 hourly.
 - 5) Danielle Johnston, Child Care Aide, FLT Rotary, Step 5, \$8.30 hourly.
 - 6) Brenda Porter, Child Care Aide, FLT Rotary, Step 11, \$9.50 hourly.
 - 7) Sharon Reichert, Part Time Office, ABLE, FLT Rotary, Adult Literacy, MOMS, Work First, Step 10, \$13.00 hourly.
 - 8) Jamie Shaw, Child Care Aide, FLT Rotary, Step 2, \$7.70 hourly.
 - 9) Joy Stoller, Child Care Aide, FLT Rotary, Step 5, \$8.30 hourly.

- l. Employment of the following individuals to substitute in the area(s) indicated. All approvals are pending receipt of necessary certifications and BCI/FBI background checks:

Last	First	Sub Area
Anderson	Brenda	Custodian
Brown	Tammy	Cashier
Kearney	Michelle	Cashier
Weinman	Lori	Cashier
Zimmerly	Lora	Cashier

- m. Approval by the Board to purchase uniforms for classroom aides under the same guidelines as found in the Certified Negotiated Agreement for CTE lab instructors.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

3. Contracts

a. Approve the following Consultant Contracts:

- 1) Ashley Ekey, floral design consultant for Landscape and Plant Technologies, \$1,200.
- 2) Jason Black, Fight or Flight, on or about August 15 or 16, 2011, \$52.50.
- 3) Counseling Center, Stress Control Strategies, on or about August 15 or 16, 2011, \$70.
- 4) OSU Extension Service, Live Well On Less, on or about August 15 or 16, 2011, \$52.50.

4. Volunteers

- a. Approval for Tom Battles to volunteer in AAA during the 2011-2012 school year pending receipt of BCI/FBI background checks.

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval for the Families Learning Together Program (FLT) to apply for an Orrville United Way grant in the amount of \$30,000.
- b. Approval for a Sports Training Facility Lease Agreement between the Wayne County Schools Career Center and the Wooster City School District for 9 months of classroom rent at \$525 per month (\$4,725 total) for Exercise Science and Sports Medicine for the 2011-2012 school year.

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

The motion was carried.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

DOCUMENTS AND MATERIALS

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

a. Approval of the following job descriptions:

- 1) AA Guidance
- 2) AA Principal

Voice call vote on the motion was as follows: Mr. Besancon, Mrs. Cruise, Mrs. Grim, Mr. Keener, Mrs. Lawson, Mr. Reynolds, Mr. Rupp, Mr. Stuart, Mrs. Williams, and Mr. Zook – all say yes.

The motion was carried.

ADJOURNMENT

A motion by Mr. Keener was seconded by Mrs. Lawson to adjourn the August 2011, Regular Board Meeting at 8:01 p.m.

Voice call vote on the motion was as follows: Mr. Besancon, Mrs. Cruise, Mrs. Grim, Mr. Keener, Mrs. Lawson, Mr. Reynolds, Mr. Rupp, Mr. Stuart, Mrs. Williams, and Mr. Zook – all say yes.

The motion was carried.

President

Treasurer