

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

**July 19, 2023**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by Vice President Don Noble at 7:30 p.m. on Wednesday, July 19, 2023, held in the Career Center.

Call to Order – Pledge of Allegiance – Moment of Silence.

**ROLL CALL**

Roll Call showed members Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Ann Tschantz were in attendance.

TJ DeAngelis was unable to attend.

**APPROVAL OF AGENDA CORRECTIONS / ADDITIONS / DELETIONS**

Roll Call Vote to Approve the July 19, 2023 Regular Board Meeting Agenda and Addendum (if there is one) as presented/amended.

**V. SUPERINTENDENT’S CONSENT AGENDA (ROLL CALL)**

**A. Certified Employment**

***Addition to 1 and Revision to 1.*** Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Danielle Starlin	School & Community Relations Coordinator	Resignation	8/6/23 <i>(was 7/31/23)</i>
Anna Phillips	AE Career Services	Resignation	8/4/23

***Revision of 6.*** Removal of the employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year, as they were already board approved on 6/28/23:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
<del>Kim Schreiber</del>	HS Nursing	<del>IV</del>	20	\$41.81	<del>7/19/23</del>
<del>Jody Widmer</del>	HS Nursing	<del>IV</del>	22	\$41.81	<del>7/19/23</del>

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**Addition to 7.** Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Terez Bilinovich	Adult Education Certified Cosmetology Instructor	II	9	\$23.50	7/17/23
Anna Phillips	Adult Education Certified Career Services	IV	11	\$32.05	8/5/23
Anna Phillips	Adult Education Certified Assessments	II	0	\$18.24	8/5/23
Anna Phillips	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	11	\$22.28	8/5/23

**Addition of 8.** Ryley Poling, Math Instructor/Intervention Specialist, moved to Class II, Step 3 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year

**Addition of 9.** Suzette Best, Medical Assisting Instructor, moved to Class V, Step 12 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year.

VI. NEW BUSINESS (ROLL CALL)

**Addition of A.** Approval of the Ag Mechanics/Power Technologies agreement between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for X-Option

**Motion to approve Item A. (Roll Call)**

**Addition of B.** Approval of the Graphic Design and Photography agreement between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for X-Option

**Motion to approve Item B. (Roll Call)**

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APPROVAL OF AGENDA CORRECTIONS, ADDITIONS/DELETIONS – (Con't)

**Addition of C.** Approval of the Memorandum of Understanding between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for Cosmetology preparation period during school “0 Period”

**Motion to approve Item C. (Roll Call)**

**Addition of D.** Approval of the Memorandum of Understanding between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for School and Community Relations Coordinator Position to have 184 days spread throughout the calendar year

**Motion to approve Item D. (Roll Call)**

**VIII. EXECUTIVE SESSION**

**Revision of A.** Executive Session (for the purpose of discussing the employment of a public employee)

Motion by Mike Davis, second by Jody Starcher

Motion Carried

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Ann Tschantz

**PUBLIC PARTICIPATION/INTRODUCTION OF GUEST**

Deb McDonald.

**Public Participation:**

1. 30 total minutes for Public Participation (or 10 people for 3 minutes each)
2. 3 minutes maximum per person
3. Participants shall be professional and speak no more than one at a time.
4. Participants shall address no one other than Board President or Superintendent.

**The following addressed the Board:**

Melissa Skrant, Adult Education Cosmetology Student, 7992 Prouty Rd, Lodi addressed changes and concerns regarding the Adult Education Cosmetology Program.

Jasmin Gravius, Adult Education Cosmetology Student, 2707 Sparr Lane, Wooster addressed changes and concerns regarding the Adult Education Cosmetology Program.

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**BOARD MINUTES**

Motion and then Voice Vote to Approve the Minutes from the June 28, 2023, Regular Meeting

Motion by Zachary Bolinger, second by John Smith

Motion Carried

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Ann Tschantz

**SUPERINTENDENT’S REPORT**

- A. Director’s Report
- B. Principal’s Report
- C. Updates on Superintendent’s Advisory Committees
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
In-Service Day	8/16/23	W	WCSCC	8:00 a.m. – 3:00 p.m.
Student Orientation	8/17/23	Th	WCSCC	3:00 p.m. – 6:00 p.m.
Convocation Day	8/18/23	F	WCSCC	8:00 a.m. – 3:00 p.m.
First Day of School for 2 <sup>nd</sup> Year Students	8/21/23	M	WCSCC	
Frist Day of School for 1 <sup>st</sup> Year Students	8/22/23	T	WCSCC	
WCSCC Board of Education Meeting	8/16/23	W	G101/Board Room	7:30 p.m. Regular Meeting
Labor Day – No School	9/4/23	M		
Fair Day – No School	9/11/23	M		
Waiver Day – No School	9/12/23	T		

Motion and then Voice Vote to approve the Superintendent’s Report Items A-D

Motion by John Smith, second by Ann Tschantz

Motion Carried

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Ann Tschantz

Doug Stuart entered the meeting at 7:48 p.m. and presided over the meeting.

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**TREASURER’S CONSENT AGENDA**

A. Finance

1. Approval of the list of purchase orders and budgetary check register for June 2023
2. Approval of the Financial Reports for June 2023
3. Approval of the following fund transfer

From:

001 General Fund \$1,000

To:

018-9600 Board/ADM Scholarship Fund \$1,000

Motion and Roll Call Vote Approve Item A.

Motion by Susie Lawson, second by Sandra Cerniglia

Motion Carried

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

**SUPERINTENDENT’S CONSENT AGENDA**

NOTES:

- Items under the Superintendent's Consent Agenda are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board Member requests and item be clarified or even removed from the agenda for separate action.
- All employee hires are pending BCI/FBI background checks, appropriate licensure, and any other required documentation.

A. Certified Employment

1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Danielle Starlin	School & Community Relations Coordinator	Resignation	8/6/23
Zachary Thilo	Audlt Education Cosmetology Instructor	Resignation	7/10/23

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

Breanne Welty	Marketing Coordinator - Adult Education	Resignation	7/31/23
Anna Phillips	AE Career Services	Resignation	8/4/23

2. Employment of the following person(s) as full-time Certified Personnel for the 2023-2024 school year per Board Policy and the negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Bradley Nyholm	Graphic Design & Photography Instructor	New 1	185	5	10	8/1/23

3. Natthaphon Bunphithak, Math Instructor, moved to Class IV, Step 18 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year.
4. Employment of the following for the 2023-2024 school year for supplemental positions per the negotiated agreement:

<b>CTSO</b>		
Educators Rising Advisor	2.0%	Deb McDonald
FFA Advisor	3.5%	Alexandria DeWitt
SkillsUSA Advisor	3.5%	Warren Caskey
SkillsUSA Assistant	1.5%	Jessica Immel
BPA	1.5%	Jennifer Rue
HOSA Advisor	3.0%	Andy Nicholson
<b>DEPARTMENT CHAIRS</b>		
Business, Technology/Engineering, Construction, Mfg. & Mechanics	6.0%	Alexandria DeWitt
Health, Education & Public Services	6.0%	Angela Ramsay
Special Education	6.0%	Mat Schaefer
Student Services	6.0%	Michelle Bower
Mathematics	6.0%	Jennifer Majka
Science	6.0%	Dan Davis
Social Studies	6.0%	Kimberly Huffman
English	6.0%	Brad Tietz
<b>STUDENT CLUBS</b>		
Key Club	2.5%	Beverly Squirrel
National Honor Society	2.5%	Jennifer Majka
Student Leadership Council	5.0%	Kimberly Huffman

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

<b>OTHERS</b>		
MSW Leader	6.0%	Theresa Morgan
MSW Assistant	2.0%	Lori Bartel
Resident Educator Coordinator	7.0%	Deb McDonald
LPDC Chair	1.5%	Jennifer Rue
Parking Lot Monitor	\$20/hr	Jeff Mehling
Weekday School Monitor	\$20/hr	Brad Tietz
Dean of Students	8.0%	Bruce Woodruff
Banquets	\$200/event	Peter Kerling
Banquets	\$200/event	Mikayla Hawkins
Banquets	\$200/event	Kathy Hanna
Yearbook Advisor	2.5%	Jennifer Rue
Class Act Award Coordinator	1.0%	Heather Lessiter
EPEC Chair	1.5%	Kimberly Huffman
Curriculum Development	2.5%	Bruce Steiner

5. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

<b>NAME</b>	<b>SUBSTITUTE TEACHING AREA(S)</b>	<b>EFFECTIVE DATE</b>
C Ermal Allen	HS Academic/Career Tech Teacher	7/19/23
Jessica Artrip	HS Academic/Career Tech Teacher	7/19/23
Jeffrey Aultz	HS Academic/Career Tech Teacher	7/19/23
Terez Bilinovich	HS Career Tech Teach – Cosmetology Only	7/19/23
Wilma Cheatham	HS Academic/Career Tech Teacher	7/19/23
Robbin Christman	HS Academic/Career Tech Teacher	7/19/23
Hannah Getz	HS Academic/Career Tech Teacher	7/19/23
Jesse Hamman	HS Academic/Career Tech Teacher	7/19/23
Tory Hardman	HS Academic/Career Tech Teacher	7/19/23
William Landers	HS Academic/Career Tech Teacher	7/19/23
Brent Miller	HS Academic/Career Tech Teacher	7/19/23
John Miller	HS Academic/Career Tech Teacher	7/19/23
Jennifer Most	HS Academic/Career Tech Teacher	7/19/23
Nancy Neldon	HS Academic/Career Tech Teacher	7/19/23
William Rutter	HS Academic/Career Tech Teacher	7/19/23
Michael Whitman	HS Academic/Career Tech Teacher	7/19/23

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6. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Darcy Cicconetti	HS Nursing	III	21	\$37.17	7/19/23
Jacquelyn Glendinning	HS Nursing	V	18	\$43.80	7/19/23
Angela Howard	HS Nursing	IV	16	\$37.15	7/19/23
Keri Hughes	School Nurse	IV	12	\$33.02	7/19/23
	HS Nursing	IV	12	\$33.02	7/19/23
Wanda Pfahler	HS Nursing	IV	22	\$41.81	7/19/23
Karen Wamback	HS Nursing	V	13	\$37.79	7/19/23

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
April Post	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$19.02	7/18/23
Terez Bilinovich	Adult Education Certified Cosmetology Instructor	II	9	\$23.50	7/17/23
Anna Phillips	Adult Education Certified Career Services	IV	11	\$32.05	8/5/23
Anna Phillips	Adult Education Certified Assessments	II	0	\$18.24	8/5/23
Anna Phillips	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	11	\$22.28	8/5/23

8. Ryley Poling, Math Instructor/Intervention Specialist, moved to Class II, Step 3 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year.
9. Suzette Best, Medical Assisting Instructor, moved to Class V, Step 12 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year.



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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

B. Classified Employment

1. Approval of the reimbursement of \$75 for ODE bus driver annual re-certification expenses per submitted paid invoice report form Med Pro Group for Ohio Department of Education required physical exam and audiogram for the following:

Holly Bowman  
 Jerry Gasser  
 Jessica Gasser

2. Employment of the following person(s) as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2023-2024 school year:

NAME	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Holly Bowman	Bus Driver	5	\$27.00	8/21/23
Nancy Brown	Van Driver	6	\$27.60	8/21/23
Shannon Champer	Bus Driver	1	\$24.60	8/21/23
Shawn Champer	Bus Driver	1	\$24.60	8/21/23
Jerry Gasser	Bus Driver	8	\$28.80	8/21/23
Jessica Gasser	Bus Driver	4	\$26.40	8/21/23
Kathy Keener	Bus Driver	7	\$28.20	8/21/23
Rod Martell	Bus Driver	3	\$25.80	8/21/23
Dave Paridon	Bus Driver	5	\$27.00	8/21/23
Alan Ross	Bus Driver	9	\$29.40	8/21/23
Elonit Saucedo	Bus Driver	1	\$24.60	8/21/23
Jim Spurlock	Van Driver	6	\$27.60	8/21/23

3. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 year:

NAME	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Melnee Benfield	Aide/Monitor	1	\$15.00	7/19/23
	Cashier/Cook	3	\$15.80	7/19/23
	Admin. Asst.	6	\$17.00	7/19/23
Michelle Ehrmantrout	Aide/Monitor	4	\$16.20	7/19/23
	Cashier/Cook	4	\$16.20	7/19/23
Katherine Mullins	Aide/Monitor	1	\$15.00	7/19/23
	Cashier/Cook	3	\$15.80	7/19/23
	Admin. Asst.	6	\$17.00	7/19/23

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4. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Joy Welch	School Nurse	III	5	\$23.86	7/19/23

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory (none)

F. Approval of the following donations:

1. 54 gallons of CNC machine coolant from Master Fluid Solutions for use in the Machining Technologies/CNC program, with an approximate value of \$2,082.98

Motion and then Roll Call Vote to approve Items A-F of the Superintendent’s Consent Agenda.

Motion by John Smith, second by Zachary Bolinger

Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

**Regular Agenda**

**Grants and Agreements**

1. Approval of the 2023-2024 Employment Services Contract with the Tri-County Educational Service Center
2. Approval of the 2023-2024 Educational/Special Services Contract with the Tri-County Educational Service Center

Motion and then Roll Call Vote to approve Items 1-2 in Grants and Agreements

Motion by Susie Lawson, second by Doug Stuart

Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

**Resolutions**

None

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**Documents and Materials**

1. Approval of the revised Adult & Community Education Law Enforcement Training Academy Student Handbook Program Addendum
2. Approval of the Adult & Community Education Practical Nursing 2023-2024 Student Handbook Addendum
3. Approval of the revised 2023-2024 Staff Resource Manual
4. Approval of the following job descriptions:
  - a. AA Front Office
  - b. AA Principal
  - c. AA Student Services

Motion and then Voice Vote to approve Items 1-4 in Documents and Agreements

Motion by Susie Lawson, second Doug Stuart  
Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

**New Business**

- A. Approval of the Ag Mechanics/Power Technologies agreement between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for X-Option

Motion and then Roll Call Vote on Item A. in New Business

Motion by Susie Lawson, second by Sandra Cerniglia  
Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

- B. Approval of the Graphic Design and Photography agreement between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for X-Option

Motion and then Roll Call Vote on Item B. in New Business

Motion by Doug Stuart, second by Jody Starcher  
Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

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NEW BUSINESS – (Con't)

- C. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for Cosmetology preparation period during school “0 Period”

Motion and Roll Vote to approve Item C. in New Business

Motion by Susie Lawson, second by Don Noble

Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

- D. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for School and Community Relations Coordinator Position to have 184 days spread throughout the calendar year.

NEW BUSINESS – (Con't)

Motion and then Roll Call Vote on Item D. of New Business

Motion by Doug Stuart, second by Zachary Bolinger

Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

**Items of Discussion**

- A. The Board appointed Ann Tschantz as OSBA Capital Conference Delegate, and Doug Stuart as Alternate
- B. The Board discussed the Ohio ACTE Conference that was held on July 24-26, 2023.

**Executive Session**

Motion by Susie Lawson was seconded by Zachary Bolinger to go into Executive Session at 8:05 p.m. for the purpose of discussing the employment of a public employee.

Dr. Kip Crain was present from 8:05 p.m. till 8:25 p.m.

Lynn Moomaw was present from 8:05 p.m. till 8:25 p.m.

Mary Workman was present from 8:05 p.m. till 8:36 p.m.

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EXECUTIVE SESSION – (Con't)

Motion and then Roll Call Vote to approve the Executive Session

Motion Susie Lawson, seconded by Zachary Bolinger

Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble,  
Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

President Doug Stuart called the meeting back to order at 8:55 p.m.

**Motion to Adjourn**

Motion and then Voice Vote to Adjourn at 8:56 p.m.

Motion by Jody Starcher, second by Zachary Bolinger

Motion Carried.

Yes: Zachary Bolinger, Mike Davis, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble,  
Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

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President

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Treasurer