

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

**June 22, 2022 Regular Board Meeting (Wednesday, June 22, 2022)***Generated by Andrea Roman on Thursday, June 23, 2022*

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

**Meeting called to order at 7:30 PM**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President TJ DeAngelis at 7:30 p.m. on Wednesday, June 22, 2022 in the Career Center.

Call to Order - Pledge of Allegiance - Moment of Silence

**Roll Call**

Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

Mike Davis and Philip Keener were unable to attend.

Some members attended by zoom communications

**Motion to Approve the June 22, 2022 Agenda - Corrections - Additions - Deletions**

Motion and then Roll Call to Approve the June 22, 2022 Board Agenda as presented/amended.

**SUPERINTENDENT'S CONSENT AGENDA**

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

NAME	POSITION	REASON	EFFECTIVE
Bruce Steiner	AE Industrial Trng. Coord.	Resignation	8/10/22

*Revision of 2.* Employment of the following person(s) as full-time Certified Personnel for the 2022-2023 school year as per Board Policy and the negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Bruce Steiner	RAMTEC Machining Technologies Instructor	New 2 (was C)	185	4	17	8/11/22

Motion by Kurt Steiner, second by Dan Stavnezer.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

**Public Participation/Introduction of Guests**

Deb McDonald and Kim Huffman

**BOARD MINUTES**

Motion and then Voice Vote to Approve the May 18, 2022 Regular Meeting minutes.

Motion by Dan Stavnezer, second by Doug Stuart.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

**SUPERINTENDENT'S REPORT**

A. Director's Report

B. Principal's Report

C. Career Tech Program Board Reports

D. Updates on Superintendent's Advisory Committees

E. Update on Construction Projects - Superintendent and/or Director

F. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
July 4th Holiday	7/4/22	M		
WCSCC Board of Education Meeting	7/20/22	W	G101/Board Room	7:30 p.m. Meeting

Motion and then Voice Vote to approve Superintendent's Report Items A.-F.

Motion by Dan Stavnezer, second by Kurt Steiner.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

### **TREASURER'S CONSENT AGENDA**

A. Approval of the Financial Reports for May 2022

B. Approval of the List of Purchase Orders and Budgetary Check Register for May 2022

C. Approval of the FY22 Amended Appropriations

D. Approval of the FY23 Temporary Appropriations

E. Approval of the following Fund Transfers

From:

001 General Fund                                 \$9,250

To:

018-9814 WCSCC Drug Free                 \$9,250

From:

001 General Fund                                 \$164,757

To:

034 OSFC Maintenance Fund                 \$164,757

F. Approval to accept the Health Care Coverage rates through the Stark County COG beginning July 1, 2022

G. Approval to accept the proposal for property, fleet, and liability insurance with Ohio School Plan as presented

Note: The new premiums are \$64,463, plus the excess crime coverage at \$2,228, for a total of \$66,691. Ohio School Plan is endorsed by the OSBA, OASBO, and BASA

H. Approval of the Change Funds for the 2022-2023 school year.

#### 2022-2023 Change Funds

Treasurer's Office	\$100.00
Adult Education Office	\$100.00
Dale Tackett - Student Fees	\$75.00
Crystal - Student Fees	\$75.00
Dale Tackett - Customer Service Change	\$250.00
Sandra Elliott - Cosmetology Adult Ed.	\$75.00
Pam Tarleton	\$450.00
Cafeteria (\$300.00)	
Snack Shack (\$150.00)	
Pete Kerling - Grass Roots Cafe	\$350.00
Amber Long - Animal Care	\$50.00
Alex Dewitt - Agribusiness and Production	\$100.00
Angela Ramsay - Cosmetology High School	\$150.00

Kathy Hanna - Hospitality Career Cafe	\$100.00
Ken Carraway - Ag Mechanics	\$100.00
Rich Shetler - Auto Tech	\$150.00
Jeff Mehling - Welding	\$50.00
Ben McConahay - Truck Mechanics	\$50.00
Rod Martell - Carpentry	\$50.00
Marty Stoller - Precision Machining	\$50.00
Kayla Carraway - Graphic Design	\$50.00
Garage Sale	\$100.00
Tammy Pumphrey	\$20.00

Motion and then Roll Call Vote to approve Items A.-H. of the Treasurer's Consent Agenda.

Motion by Doug Stuart, second by Susie Lawson.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

### **SUPERINTENDENT'S CONSENT AGENDA**

#### A. Certified Employment

##### 1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Crispina Mayes	AE PN Instructor	Resignation	7/14/22
Marty Stoller	RAMTEC Machining Technologies Instructor	Resignation	6/30/22
Bruce Steiner	AE Industrial Trng. Coord.	Resignation	8/10/22

##### 2. Employment of the following person(s) as full-time Certified Personnel for the 2022-2023 school year as per Board Policy and the negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Erin Baker	Intervention Specialist	New 1	185	5	11	8/11/22
Emily Caldwell	Intervention Specialist - Classroom Teaching	New 1	185	5	4	8/11/22
Alyssa Sleutz	Intervention Specialist	New 1	184	3	4	8/12/22
Bruce Steiner	RAMTEC Machining Technologies Instructor	New 2	185	4	17	8/11/22

##### 3. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2022: Administrators, Managers, Coordinators, Key Club Advisors, and School Board Members

##### 4. Approval for certified substitutes to attend Substitute Orientation Training annually and to be paid at half the daily rate

##### 5. Approval of the following Certified Personnel for extended time for the 2022-2023 school year per the negotiated agreement:

DAYS	NAME
11	Charlotte Allen, Special Education Coordinator
11	Jenny Baechle, Special Education Coordinator
15	Michelle Bower, School Counselor
10	Alexandria DeWitt, Agribusiness and Production
4	Tracy Ferguson (Hackworth), School Nurse
11	Dawn Gummo, Special Education Coordinator
8	Betty Hoefges, School Counselor
11	Michael McMorrow, Special Education Coordinator
3	Jeff Mehling, Welding Technologies Instructor
1	Bill Peters, Engineering Technologies Instructor
15	Samantha Skelley, School Counselor
<b>100 TOTAL DAYS</b>	

\*All work completed outside regularly contracted work hours for extended days allotted MUST be completed on campus in person. Hours must be logged and submitted to staff member's supervisor for approval in a minimum of 7 hour (1 day) increments on the Extended Time Report available on the WCSCC Staff Intranet between July 1, 2022 and June 30, 2023.

6. Revision to the employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2021-2022 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Joan Kanne	AE Certified - Supplemental Nursing Manager	215 Day Mgr Schedule	28	\$49.52	8/1/21 (was 4/20/22)

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2021-2022 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Joann Tabellion	AE Certified - Supplemental Medical Assisting Instructor	IV	16	\$35.89	6/1/22

8. Revision to the employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2022-2023 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Todd Hinton	Adult Education Certified - T&I Instructor	V (was IV)	7	\$30.57 (was \$27.51)	7/1/22

9. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2022-2023 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Tammy Auble	Adult Education Certified - Assessments	IV	8	\$28.34	7/1/22
Michael Barnhouse	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	3	\$18.50	7/1/22
Kody Brenning	Adult Education Certified - T&I Instructor	IV	3	\$24.45	7/1/22
Daniel Davis	AE Certified - Supplemental T&I Instructor	V	10	\$33.41	7/1/22
Amy Duda	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	9	\$21.50	7/1/22
Denise Edington	Instructor, Aspire, Adult Literacy Literacy Ed	Bachelors	15	\$22.50	7/1/22
Denise Edington	Adult Education Certified - Applied Academics	IV	7	\$27.51	7/1/22
Sandra Elliott	AE Certified - Supplemental AE Supervisor	AE/Admin	9	\$53.15	7/1/22
Charlene Engle	Adult Education Certified - Prof. Dev. Instructor	IV	0	\$22.74	7/1/22
Leslie Fox	Adult Education Certified - Prof. Dev. Instructor	V	4	\$27.98	7/1/22
Angela Howard	Adult Education Certified - Nursing Instructor	IV	16	\$35.89	7/1/22
Angela Howard	Adult Education Certified - Nursing Tutor	II	1	\$17.92	7/1/22
Joan Kanne	AE Certified - Supplemental Nursing Manager	215 Day Mgr Schedule	29	\$50.34	7/1/22
Crispina Mayes	Adult Education Certified - Nursing Instructor	V	14	\$37.60	7/1/22
Crispina Mayes	Adult Education Certified - Nursing Tutor	II	0	\$17.62	7/1/22
Ben McConahay	AE Certified - Supplemental T&I Instructor	IV	11	\$30.97	7/1/22
Jeff Mehling	AE Certified - Supplemental T&I Instructor	III	18	\$33.85	7/1/22
Jonathan Moore	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	3	\$18.50	7/1/22

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Angela Ramsay	AE Certified - Supplemental Cosmetology Instructor	IV	11	\$30.97	7/1/22
Helena Ritchey	AE Certified - Supplemental T&I Instructor	IV	5	\$25.94	7/1/22
Daniel Sheipline	Adult Education Certified - T&I Instructor	II	11	\$24.08	7/1/22
Mary Sklodowski	Adult Education Certified - LETA Instructor	II	9	\$22.71	7/1/22
Florence Steiner	Adult Education Certified - Nursing Instructor	IV	16	\$35.89	7/1/22
Florence Steiner	Adult Education Certified - Nursing Tutor	II	0	\$17.62	7/1/22
Wendy Stoller	Adult Education Certified - Spanish Instructor	IV	1	\$23.04	7/1/22
Joann Tabellion	AE Certified - Supplemental Nursing Instructor	IV	16	\$35.89	7/1/22
Rebecca Thornton	Adult Education Certified - Nursing Instructor	III	20	\$35.91	7/1/22
Rebecca Thornton	Adult Education Certified - Nursing Tutor	II	0	\$17.62	7/1/22

#### B. Classified Employment

##### 1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Robert Beaucock	P/T Evening IT	Resignation	6/9/22

- Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2022: Executive Assistant to the Superintendent and Communications & District Events Specialist
- Approval of the payment of classified substitutes and aides to attend Substitute Orientation Training annually and to be paid at an hourly rate
- Approval for all part-time bargaining unit staff who attend Convocation Day on August 16, 2022 to receive up to 5.75 hours of pay at their regular rate of pay, per time sheets, for Public School Works Training, working in labs, and morning sessions
- Approval to employ up to 12 student workers for the 2022-2023 school year part-time/hourly/as needed/per time sheets, not to exceed 29.5 hours per week, per the Student Worker Pay Scale
- Employment of Kristi Maximovich to provide Account Clerk/Administrative Assistant support at \$20.70 per hour from July 1, 2022 through June 30, 2023, part-time/hourly/as needed/per time sheets
- Employment of the following person(s) as part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and the negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2022-2023 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Jackie Hamilton	Aide/Monitor	2nd 1	Hrly/time shfts/reg sched/ as needed up to 29.5 hrs/wk	I	5
Brandon Mihelic	IT Evening Specialist	New 1	Hrly/time shfts/reg sched/ needed up to 29.5 hrs/wk	I	2

- Employment of the following person(s) as part-time/hourly/per time sheets/as needed, per Casual Labor Pay Scale, with a maximum of 29.5 hours per week (unless specifically noted) for the 2022-2023 year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Seth Meade	IT Summer Help through 8/31/22	New 1	Hrly/time shfts/reg sched/ as needed up to 29.5 hrs/wk	I	0

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Scott Viator	IT Summer Help through 9/30/22	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	0

C. Consultant Contracts (None)

D. Volunteers (None)

E. Approval to Remove from Inventory (None)

F. Approval of Donations

- 12 cases of Pure Life water (40 bottles/case) from Mancan for use in Adult & Community Education, with an approximate value of \$220.20
- DR Field & Brush mower with repair parts from Elizabeth Blackman for use in the Buildings & Grounds program, with an approximate value of \$800
- Swisher trail mower with repair parts from Elizabeth Blackman for use in the Buildings & Grounds program, with an approximate value of \$350
- Cub Cadet LT1050 riding mower with repair parts from Elizabeth Blackman for use in the Buildings & Grounds program, with an approximate value of \$400
- 500 pounds of stainless steel from AT&F for use by the Welding program, with an approximate value of \$640
- \$1,500 from HSTW Northeast Region for the purchase of student crisis kits
- Ice cream cups from Schaeffler Transportation Systems, LLC for WCSCC's annual Senior Celebration, with an approximate value of \$440
- Donations from the following businesses for the Veterans Flag Park Project:

DONOR	AMOUNT
Albright Welding	\$100
The Wooster Brush Company	\$2,500
Wooster Nazarene	\$500
<b>TOTAL</b>	<b>\$3,100</b>

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

Motion by Ann Tschantz, second by Dan Stavnezer.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

## **REGULAR AGENDA**

A. Grants and Agreements

- Approval of an Affiliation Agreement with Danbury Senior Living Millersburg, for the purpose of providing a clinical component for the nursing program (paper copies available at the meeting or see attachments)
- Approval of a Memorandum of Understanding for Local Workforce Area 7/Workforce Innovation and Opportunity Act (WIOA) with OhioMeansJobs and other partners (copies available at the meeting or see attachments)
- Approval to accept a Short-Term Certificate Program grant from the Ohio Department of Education, for FY23 for students enrolled in a program that may be completed in less than one year, in the amount of \$32,161.46 (copies available at the meeting or see attachments)
- Approval of an Affiliation Agreement with University Hospitals Health System for clinical training (copies available at the meeting or see attachments)
- Approval of a Memorandum of Understanding with the Ohio Talent Development Network (OTDN) to serve as the conduit for job profiling, job matching, consultation, assessments, certifications, etc. (copies available at the meeting or see attachments)
- Approval to accept a renewal grant in the amount of \$155,800 from the Ohio Department of Higher Education (ODHE) for the Aspire Program

7. Approval to accept a renewal grant in the amount of \$28,000 from the Ohio Department of Higher Education (ODHE) for the Integrated English Literacy & Civics Education Program
8. Approval of an Affiliation Agreement with Crystal Care Center for clinical training (copies available at the meeting or see attachments)
9. Approval of the use of the Commons, and other areas as needed, for the Farm Bureau Dinner Meeting on Thursday, August 25th from 2:30-10:00 p.m. or an alternate date if it would need to be rescheduled

Motion and then Roll Call Vote to approve Items 1-9 in Grants and Agreements.

Motion by Dan Stavnezer, second by Don Noble.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

B. Resolutions (None)

C. Documents and Materials

1. Approval of the following revised/new/deleted board policies:

NUMBER	STATUS	TITLE
po 8550	Revised	Competitive Food Sales

2. Approval of the following job description:

- a. Work Based Learning Manager
- b. Mental Health Counselor
- c. Safety and Security Monitor

3. Approval of the revised Adult & Community Education Student Handbook

4. Approval of the revised Medical Assisting Student Handbook Program Addendum

5. Approval of the Certificate of Records Disposal

Motion and then Voice Vote to approve Items 1-5 in Documents and Materials.

Motion by Susie Lawson, second by Dan Stavnezer.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

### **NEW BUSINESS**

- A. Approval of the list of student fees for the 2022-2023 school year

- B. Approval to reimburse the David Leatherman, Automotive Technologies Instructor, up to \$4,500 for tuition, books, and fees for summer coursework for career technical instructor education

Motion and then Roll Call Vote to approve Items A.-B. in New Business.

Motion by Kurt Steiner, second by Dan Stavnezer.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

### **ITEMS OF DISCUSSION**

- A. Board Workshop Planning - August 17, 2022

- B. Review Draft of Student Recognition Schedule

- C. Board Discussion

### **EXECUTIVE SESSION**

A motion by Dan Stavnezer was seconded by Kurt Steiner to go into Executive Session at 7:59 p.m. for the purpose of employment of a public employee.

Kip Crain was not present.

Motion and then Roll Call Vote to approve the Executive Session

Motion by Dan Stavnezer, second by Kurt Steiner.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

President TJ DeAngelis called the meeting back to order at 8:13 p.m.

**MOTION TO ADJOURN**

Motion and then Voice Vote to Adjourn. 8:13 p.m.

Motion by Dan Stavnezer, second by Greg Roadruck.

Motion Carried

Yes: Brent Brown, TJ DeAngelis, Lisa Gwin, Sue Herman, Susie Lawson, Don Noble, Greg Roadruck, Dan Stavnezer, Kurt Steiner, Doug Stuart, Ann Tschantz

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President

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Treasurer