



Kip Crain, Superintendent
Mary A. Workman, Treasurer
Matt Brown, Principal

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

Wednesday, April 22, 2015
7:30 p.m.
Agenda (Exhibit A)

I. OPENING

- A. Call to Order – Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Motion to approve the April 18, 2015 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Outstanding Business Partner
 - 1. Morrison Welding
- F. Student and Staff Recognition
 - 1. Sarah Andrasik, English Instructor, WCSCC Staff Excellence Award
 - 2. Lindsey Adkins, Medical Assisting, WCSCC AE Exceptional Student of the Month
 - 3. Michelle Kollert, Computer & Accounting Office Specialist, WCSCC AE Exceptional Student of the Month (March Student of the Month)
 - 4. Katelynn Williams, Administrative Office Student, WCSCC AE Most Dedicated Student of the Month
 - 5. Melissa Myers, Dental Assisting, WCSCC Student of the Month from Triway
 - 6. Amanda Shellhorn, Graphic Design & Photography, WCSCC Student of the Month from Triway
 - 7. Tia Tobias, Patient Care Technologies, WCSCC Achievement Award from Triway
 - 8. Augusta Strouse, Truck Mechanics, WCSCC Perseverance Award from Triway
 - 9. Clayton Krichbaum, Interactive Media, WCSCC Student of the Month from Wooster

10. Savannah Flinner, Early Childhood Education & Care, WCSCC Student of the Month from Wooster
11. Mercedes Howell, Patient Care Technologies, WCSCC Achievement Award from Wooster
12. Casey Followay, Interactive Media, WCSCC Perseverance Award from Wooster

G. Janice Grim, Board Member, 30 Years of Service

H. Motion to approve the minutes from the March 18, 2015 Regular Meeting (**Exhibit B**) (**Voice**)

I. Board Committee Reports (**Exhibit C**)

1. Communications, Community Relations & Retention Committee

Chair: Janice Grim
Asst. Chair: Sue Williams
Staff Liaison: Kip Crain

2. Curriculum Committee

Chair: Susie Lawson
Asst. Chair: Janice Gallagher
Staff Liaison: Jeff Schleich

3. Facilities Committee

Chair: Frank Besancon
Asst. Chair: Curt Denning
Staff Liaison: Lynn Moomaw

4. Finance and Legislative Committee

Chair: Susie Lawson
Asst. Chair: Doug Stuart
Staff Liaison: Mary Workman

5. Personnel Committee

Chair: Greg Roadruck
Asst. Chair: Kurt Steiner
Asst. Chair: Doug Stuart
Staff Liaison: Matt Brown

6. Student Services Committee

Chair: Douglas Zook
Asst. Chair: Philip Keener
Staff Liaison: Matt Brown

7. Technology and Assessment Committee

Chair: Don Noble
Asst. Chair: Larry Acker
Staff Liaison: Cheryl Boyer

J. Executive Session (if needed) (**Roll Call**)

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report (**Exhibit D**)
- B. Principal’s Report (**Exhibit E**)
- C. Important Upcoming Dates and Times

EVENT	DATE	LOCATION	TIME
FCCLA State Competition (ECE)	4/22/15-4/24/15	Ohio State Fairgrounds	
Ag Mechanics FFA Banquet	4/23/15	Ag Mechanics Lab	6:00 p.m.
Spring Advisory Committee Meetings	4/28/15	WCSCC	5-7:00 p.m.
Wooster Chamber of Commerce Breakfast	5/7/15	Wooster Country Club	7:30 a.m.
BPA Walk-a-Thon (rescheduled from 4/10/15)	5/8/15	WCSCC – outside if weather permits	tbd
Medical Assisting Pinning Ceremony	5/11/15	Commons	6:00 p.m.
Adult Education Job Fair	5/12/15	Commons	
Staff Recognition Ceremony	5/13/15	Commons	2:35 p.m.
Senior Recognition Ceremony	5/19/15	Wayne College-Boyer Gymnasium	7-9:00 p.m.
May Board of Education Meeting-Student Recognition	5/20/15	Commons and then to G101	7:00 p.m. Reception/ 7:30 p.m. Meeting
HS PN Pinning Ceremony	5/21/15	Commons	7:00 p.m.
Last Day for Seniors	5/22/15	WCSCC	
Last Day for Juniors	5/27/15	WCSCC	
Teacher Check Out Day	5/28/15	WCSCC	

Motion to approve Superintendent’s Report (Voice)

III. TREASURER’S CONSENT AGENDA (ROLL CALL)

NOTE: Items under the 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 an item be clarified or even removed from the agenda for separate action.

The Treasurer recommends the following actions:

- A. Finance
 - 1. Approval of the list of purchase orders and budgetary check register for March 2015 (**Exhibit F**)

2. Approval of the Financial Reports for March 2015 (**Exhibit G**)
3. Approval of the FY15 Amended Appropriations (**Exhibit H**)
4. Approval to enter into an agreement with CompManagement, Inc. as part of the 2016 Worker’s Compensation Group Rating Program. The estimated annual premium is \$28,790 with estimated savings of \$8,340. The annual enrollment fee is \$640. CompManagement, Inc. is endorsed by OSBA and OASBO (copies available).
5. Approval to accept the following donations:
 - a. 1998 Dodge Caravan from Eric Bowles for use in the Auto Technologies program, valued at approximately \$2,460
 - b. \$250 from Beaver Wholesale Meats, Inc. to the Culinary Arts Student Activities Account
 - c. \$250 from Buehler’s Fresh Foods to the Culinary Arts Student Activities Account
 - d. \$250 from The J.M. Smucker Company to the Culinary Arts Student Activities Account
 - e. \$1,000 from Spurgeon Chevrolet for Perfect Attendance Incentive

Motion to approve the Treasurer’s Consent Agenda (Roll Call)

IV. SUPERINTENDENT’S CONSENT AGENDA (ROLL CALL)

NOTES:

- Items under the 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 an 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.

The Superintendent recommends the following actions:

A. Certified Employment

1. Resignation of Sonya Kurfiss, AE Nursing Instructor, effective at the end of the day on May 29, 2015
2. Approval of the employment of Lynette Boggs, CT Supervisor, 230 days at Step 5, new 3- year contract effective August 1, 2015 through July 31, 2018
3. Approval of the employment of Matt Brown, Principal, 253 days at Step 10, new 3-year contract effective August 1, 2015 through July 31, 2018
4. Employment of the following persons as full-time Certified Personnel for the 2015-2016 school year as per Board Policy and negotiated agreement:

NAME	CONTRACT	CLASS	STEP
Andrasik, Sarah	3rd 1	2	6
Arko, Andy	C	2	24
Baechle, Jenny	2nd 1	5	3

Bartel, Lori	C	4	16
Brown, Scott	C	4	31
Bunphithak, Natthaphon	2nd 1	2	10
Calderone-Davis, Kelly	C	5	11
Caskey, Warren	3rd 1	2	12
Chmura, Theresa	C (50% HS/50% AE)	7	26
Davis, Dan	New 2	4	11
Ehlert-Mowery, Donna	C	6	15
Elliott, Sandy	2 of 2	5	13
Engman, Connie	2nd 1 AE2 (188 days @ 8 hrs/day)	AE2	4
Fernandes, Ryan	2nd 1	5	2
Gerber, Mark	C	5	19
Gillespie, Gregg	C	5	23
Gough, Brett	2 of 2	4	18
Grimes, Rich	C	2	23
Gummo, Dawn	2 of 2	5	4
Hanna, Kathy	C	3	19
Harlan, Jim	C	7	27
Hartzler, Emily	2nd 1 (120 days)	AE3	1
Hartzler, Melinda	2 of 2	5	17
Hawkins, Anita	C	4	31
Hedberg, Michelle	12th 1 (184 days at 6.25 hrs)	AE1	13
Hoefges, Betty	C	6	21
Hornacek, Shannon	New 2	4	9
Huffman, Kimberly	C	5	19
Kanne, Joann	10th 1 (162 days)	AE3	18
Layfield-Bower, Michelle	C	5	19
Long, Amber	New 2	4	10
Majka, Jennifer	2 of 2	5	8
Martell, Rod	C	2	17
McDonald, Debra	C	5	22
Mehling, Jeff	New 2	1	6
Menchaca, Julia	C	4	21
Merickel, Keri	C	4	37
Miller, Aaron	New 2	4	15
Morabito, Mike	2 of 2	5	29
Morgan, Theresa	C	5	17
Mowrey, Amanda	3rd 1	3	4
Nicholson, Andrew	C	6	19
Nussbaum, Liz	New 2	4	4
Perry, Shelly	C	2	31

Peters, William	New C	7	17
Plybon, Linda	C	5	33
Power, Luke	New 2	5	3
Ramsay, Angela	2nd 1	3	8
Repp, Ashley	New 1	4	7
Ritchey, Helena	New 2	4	8
Ritchey, Timothy	2nd 1 (184 days)	AE3	3
Romano, Lauren	3rd 1	2	3
Rue, Jennifer	3rd 1	5	2
Seal, Chris	2 of 2	1	8
Shetler, Richard	2 of 2	4	19
Shrock, Jackie	24th 1 (184 days)	7	26
Smucker, John	3rd 1	1	12
Squirrel, Beverly	2nd 1	7	11
Starlin, Danielle	New 2	1	9
Stebbins, Sandra	C	5	20
Stecz, Catina	New 2	4	10
Steiner, Bruce	New 2	4	10
Sullivan, Clarence	C	4	30
Sweitzer-Zona, Lisa	C	7	22
Tabellion, Joann	New 2	4	20
Tietz, Amy	C	5	13
Tietz, Brad	C	5	15
Tresch, Dawn	11th 1 (143 days)	AE1	19
Vorkapich, Pamela	C	5	27
Weaver-Kranz, Josi	9th 1 (184 days)	AE1	17
Wellert, Craig	C	4	22
Wilson, Robert K.	3rd 1 (184 days)	AE1	21
Wimer, Gary	C	5	31
Woodruff, Bruce	C	5	23
Zimmerman, Liala	C	7	24

5. Approval of the following part-time Certified Teaching Assistants for the 2015-2016 school year per Board Policy and the negotiated agreement:

NAME	CONTRACT	CLASS	STEP
Fields, Kevin	3rd 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk)	Bachelors - \$20.65/hr	2
Krites, Lesa	3rd 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk)	Bachelors - \$20.65/hr	2
Martell, Melody	2nd 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk)	Bachelors- \$23.26/hr	6
Mennell, Tiffany	2nd 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk)	Bachelors- \$19.78/hr	1

Schemrich, Helen	2nd 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk)	Bachelors-\$18.99/hr	0
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6. Approval of the current Daily Rates Adult & Community Education salary schedule (no changes) effective July 1, 2015.
7. Approval of the current Hourly Rates Adult & Community Education schedule (no changes) effective July 1, 2015:
8. Employment of the following certified individuals to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	LONG-TERM SUBSTITUTE TEACHING AREA(S)	EFFECTIVE CONTRACT DATE
Miller	John	Academics and Career Tech	April 13, 2015

B. Classified Employment

1. Resignation of Linda Forren, Custodian, for the purpose of retirement effective at the end of the day on May 29, 2015
2. Resignation of Julie Welty, School Nurse Assistant, effective at the end of the day on June 5, 2015
3. Approval of the employment of Sean Havalotti, Maintenance Manager, 240 days at Step 4, new 3-year contract effective August 1, 2015 through July 31, 2018
4. Employment of the following persons as full time Classified Personnel for the 2015-2016 school year as per Board Policy and negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Becker, Deb	Acct Clerk	New C	12 month	II (7/11)	16
Bottomley, Matthew	Custodian	C	12 month	3	27
Bumgardner, Kathy	Admin Assistant	C	215 days + 10 holidays	3	23
Cooper, Diana	Admin Assistant	C	12 month		17
Dalessandro, Chris	IT Specialist	C	220 + 11 holidays	6	18
Goodrich, Carolyn	Adult Ed Office Sec'y	C	239 days + 11 holidays	3	24
Grzybowski, Ed	IT Specialist	C	220 + 11 holidays	6	13
Haley, Jason	Safety & Security Monitor	C	182 days + 10 holidays @ 7 hrs/day	6	13
Hornfeck, Stacey	Admin Assistant	2nd 1	225 + 11 holidays	5 (7/11)	6
Houmard, Barbara	Student Act'y Liaison	C	190 days + 10 holidays	6	27
Leisure, Sharon	Adult Ed Office Sec'y	C	239 days + 11 holidays	5	20
Lingle, Don	Custodian	2nd 1	12 month	3 (7/11)	8
Markley, Brenda	Acct Clerk	C	12 month	I	20
Martin, Shelly	Admin Assistant	C	12 month (8.20.14)	(7/11)	9
Musser, Alisha	Admin Assistant	New 2	190 days + 10 holidays	3 (7/11)	4

Neer, Theda	AA	C	Hrly/reg sched/as needed up to 5.75 hrs/day for a max of 212 days + 11 holidays	I	14
Neff, Andrea	Adult Ed Sec'y	C	229 days + 11 holidays @ 6 hrs/day	4	28
Oser, Brenda	Acct Clerk	C	245 days + 11 holidays	II	26
Peters, Loretta	Custodian	C	12 month	4	32
Pumphrey, Tammy	Admin Assistant/Recep	C	190 days + 10 holidays	4	19
Ragins, Regina	Admin Assistant	C	210 days + 10 holidays	4	27
Sears, Kathryn	Admin Assistant	C	12 month	4 (7/11)	13
Smith, Tom	Maintenance/Custodian	C	12 month	4 (7/11)	13
Tackett, Dale	Admin Assistant	C	228 days + 11 holidays	4	22
Tackett, Sharon	Custodian	C	12 month	4	18
Tarleton, Pam	Head Cook	C	187 days + 10 holidays @ 7 hrs/day	4	18
Waggy, Pam	Aide	C	72 days + 4 holidays @ 5.5 hrs/day, 75 days + 2 holidays @ 7 hrs/day, 36 days + 4 holidays @ 4 hrs/day	I	13

5. Employment of the following persons part-time/hourly/per time sheets/regularly scheduled/as needed, with a maximum of 29.5 hours per week (unless specifically noted) for the 2015-2016 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Anderson, John	Aide/Monitor	New 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	5
Beery, Norman	Aide/Monitor	New C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	5
Decker, Lori	Casual Labor	2 of 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	2
Douglass, Crystal	Casual Labor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	2
Griffith, Allen	Maint/IT	New 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	3
Hobbs, Christine	Aide/Monitor	C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	3
Keener, Kathy	Aide/Monitor	2 of 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	7
Lessiter, Heather	Aide/Monitor	2 of 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	2
O'Hearn, Celia	Aide/Monitor	2 of 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	4
Peck, Michelle	Aide/Monitor	2 of 2	Part time/hrly/reg sched/per time sheets up to 29.5 hrs/wk	I	2
Rutter, Christina	Aide/Monitor	New 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	6
Shaffer, Margaret	Aide/Monitor	New 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	7

Shelly, Darlene	Cashier	C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	4
Smith, Rocky	Aide/Monitor	2 of 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	3
Smith, Rocky	Casual Labor	New 2	Part time/hrly/as needed/per time sheets up to 29.5 hrs/wk	I	1
Spangler, Brian	Cashier	2 of 2	Part time/hrly/reg sched/per time sheets up to 29.5 hrs/wk	I	2
Woodruff, Lisa	Cook/Cashier	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	4
Yarman, Trina	Aide	New C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	5

6. Approval of the employment of the following persons part-time/hourly/as needed/per time sheets, with a maximum of 29.5 hours per week (unless specifically noted) for the 2015-2016 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Gillespie, Gregg	Greenhouse Maintenance	C	Hrly/time shts as needed	I	14
Haley, Jason	Casual Labor	2 of 2	Part time/hrly/as needed/per time sheets	I	3
Johnson, Corey	Casual Labor	2 of 2	Part time/hrly/as needed/per time sheets up to 29.5 hrs/wk	I	3
Long, Amber	Animal Care/Feeding	C	Hrly/time shts as needed	I	11
Waggy, Pam	Grocery Shopping/Field Trip Monitor/Pre-School Orientation and Conferences	C	Hrly/time shts as needed for a maximum of 60 hours	I	13

7. Employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Linz	Anastasia	Adult Education Classified	I	10	\$13.10	4/13/15

8. Employment of the following persons to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE
Baker	Dakota	Classified Sub-Custodian	9	\$12.72	3/20/15

C. Consultant Contracts (none)

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

Motion to approve the Superintendent's Consent Agenda (Roll Call)

V. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. Approval of the following contracts through the Tri-County ESC, for the purpose of employment for the 2015-2016 school year:
 - a. Placement Coordinator
 - b. Evaluation and Support Coordinator
 - c. Part-time Career Assessment Specialist
 - d. Part-time Special Ed. Aide
 - e. School Nurse
 - f. School Nurse Assistant (split costs with Green Local)
 - g. Educational Technologist (split costs with Adult Education)
 - h. Special Education Intervention Specialists (3 positions)
2. Approval of the following contract through Green Local Schools, for the purpose of employment for the 2015-2016 school year:
 - a. Special Education Consultant (50/50 split of costs with Green Local)
3. Approval for the Pan Ohio Bike Ride (benefits American Cancer Society) to use the Wayne County Schools Career Center parking lot for a water stop on or about July 23, 2015

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions (Roll Call) (none)

C. Documents and Materials (Voice)

1. Approval of the following overnight field trip requests (copies available):
 - a. SkillsUSA
Approximately (tbd) students and (tbd) advisors to attend
SkillsUSA National Conference and Competition
KEC Freedom Hall – Louisville, KY
6/21-6/27/15
 - b. FCCLA - Family, Career and Community Leaders of American
Approximately 4 students and 1 advisor to attend
FCCLA National Leadership Meeting and Competition
Walter E. Washington Convention Center – Washington, DC

7/4-7/10/15

- c. HOSA - Health Occupations Students of America
Approximately 3 students and 2 advisors to attend
National Leadership Conference
Hilton Anaheim– Anaheim, Ca
6/23-6/28/15

- 2. Approval of the following job descriptions (copies available):
 - a. School Nurse
 - b. School Nurse Assistant
 - c. EMIS/E-rate Assistant
- 3. Approval of the 2015-2016 School Year Calendar (**Exhibit I**)
- 4. Approval of the revisions/additions to the 2015-2016 Student Parent Handbook (copy available)
- 5. Approval of the revised Adult & Community Education Student Handbook (copy available)
- 6. Approval of the following textbook:
 - a. Consumer Mathematics, 2006, AGS Secondary, ISBN# 978-0785429432

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval of a tuition increase for Adult Education Industrial Programs for the 2015-2016 school year. This increase would be from \$6.25 to \$7.00 per hour.

Motion to approve Item A. (Roll Call)

- B. Approval to purchase a new Chevrolet 3500 dump truck , primarily for snow removal plus scrap disposal and material handling, from Spurgeon Chevrolet for a purchase price of \$18,478 after the \$16,000 trade in of our 2007 Chevrolet 3500 dump truck (copies of quotes available). To be paid out of the OSFC Maintenance Fund (034).

Motion to approve Item B. (Roll Call)

VII. ITEMS OF DISCUSSION

- A. Board discussion

VIII. EXECUTIVE SESSION

A. Executive Session (if needed) **(Roll Call)**

IX. MOTION TO ADJOURN (VOICE)

**NOTE: The next Regular Board Meeting will be held on Wednesday, May 20, 2015.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**