



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

518 West Prospect Street  
Smithville, Ohio 44677

High School: 330-669-7000  
High School Fax: 330-669-7001  
Adult Education: 330-669-7070  
Adult Ed Fax: 330-669-7071  
Website: [www.wcsc.org](http://www.wcsc.org)

**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING**  
**(To be held via Zoom in lieu of the Governors orders restricting meetings of more than 10 people  
during the COVID-19 Pandemic)**

**Wednesday, April 21, 2021**  
**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 21, 2021 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Student and Staff Recognition

- 1. High School Staff Excellence Awards  
Kathy Hanna, Hospitality Instructor  
Susan Stump, Hospitality Aide

IT Staff:

Chris Dalessandro, IT Specialist  
Ed Grzybowski, IT Specialist  
Jacob Haskins, Part-Time IT Specialist  
Robert Horne, Part-Time IT Worker  
Kyle Rosenbaum, Part-time IT Worker

- 2. Orrville Student Recognition  
Ismael Mendoza, Auto Technologies, WCSCC Student of the Month  
Hailey Peters, Exercise Science & Sports Medicine, WCSCC Student of the Month  
Morgan Taylor, Animal Science, WCSCC Perseverance Award  
Heaven Bersch, Buildings & Grounds, WCSCC Achievement Award

- 3. Rittman Student Recognition  
 Jessica Ruffner, Electronics & Computer Networking, WCSCC Student of the Month  
 Michaela Brickey, Early Childhood Education & Care, WCSCC Achievement Award
- 4. Adult Education Staff Excellence Awards  
 Josi Weaver-Kranz, Career Services Coordinator
- 5. Adult Education Student Recognition  
 Sarah Clinton, Manufacturing Technologies, WCSCC Student of the Month

F. Motion to approve the minutes from the March 17, 2021 Regular Meeting **(Exhibit B) (Voice)**

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

**II. SUPERINTENDENT’S REPORT (VOICE)**

- A. Director’s Report **(Exhibit C)**
- B. Principal’s Report **(Exhibit D)**
- C. Safety Protocol Update
- D. Permanent Improvement Levy Renewal
- E. New Career and Tech Teacher Preparation
- F. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Dinner With Your Teacher	4/22/21	Th	Virtual	4:45-7:45 p.m.
WCSCC Board of Education Meeting	5/19/21	W	Zoom/G101	7:30 p.m.

*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 2021 **(Exhibit E)**
  - 2. Approval of the Financial Reports for March 2021 **(Exhibit F)**

3. Approval to enter into an agreement with Sedgwick (was CompManagement) as part of the 2022 Worker's Compensation Group Experience Rating Program. The estimated premium is \$12,289 with an estimated maximum savings of \$3,786 and an estimated maximum assessment of \$8,503. The annual enrollment fee is \$735. Sedgwick is endorsed by OSBA and OASBO. (copies available)

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

**IV. NEW BUSINESS (ROLL CALL)**

- A. Approval of the revision of the 2020-2023 Administrative Handbook (**Exhibit G**)

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

- B. Approval of the Adult & Community Education Grant Funded Program Pay Scale (**Exhibit H**)

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

- C. Approval of the Adult & Community Education Hourly Rates Pay Scale (**Exhibit I**)

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

- D. Approval to reimburse the new Graphic Design and Photography instructor up to \$4,500 for tuition, books, and fees for summer coursework for career technical instructor education

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

- E. Approval of the purchase of a 2007 International Handicap Accessible School Bus from:

Green Local Schools  
PO Box 438  
100 Smithie Dr.  
Smithville, OH 44677

For the purchase price of \$10,000

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

**V. 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. Employment of the following for 2020-2021 school year as a supplemental position:

<b>Student Clubs</b>		
Diversity Advisor	1%	Chris Seal

2. Jessica Immel, Practical Nursing Instructor, moved to Class 7, Step 14 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2021-2022 school year
3. Jennifer Majka, Math Instructor, moved to Class 6, Step 14 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2021-2022 school year
4. Lynette Boggs, CTE Supervisor, new three year contract, August 1, 2021 through July 31, 2024, Step 11, 225 days
5. Matthew Brown, Principal, new three year contract, August 1, 2021 through July 31, 2024, Step 16, 250 days
6. Nathan Gaubatz, Academic Supervisor, new three year contract, August 1, 2021 through July 31, 2024, Step 13, 225 days
7. Sean Havalotti, Maintenance Manager, new three year contract, August 1, 2021 through July 31, 2024, Step 10, 240 days
8. Joan Kanne, Nursing Supervisor, new three year contract, August 1, 2021 through July 31, 2024, Step 28, 215 days
9. Employment of the following persons as Administrative Personnel for the 2021-2022 school year as per Board Policy and Administrative Handbook:

<b>NAME</b>	<b>CONTRACT</b>	<b>DAYS</b>	<b>STEP</b>
Cerniglia, Andrew	3 <sup>rd</sup> of 3 year	225	12
Crain, Kip	1 <sup>st</sup> of 2 year	250	
Elliott, Sandy	2 <sup>nd</sup> of 3 year	225	8
Moomaw, Lynn	1 <sup>st</sup> of 2 year	250	

Schleich, Jeff	2 <sup>nd</sup> of 2 year	225	19
Workman, Mary	3 <sup>rd</sup> of 5 year	255	

10. Employment of Suzette Best as an Instructor, compensated at Class 1, Step 1, with full benefits, with a one year contract for the 2021-2022 school year
11. Employment of Michael Morabito, Graphic Design & Photography Instructor, Class 5, Step 35 for the 2021-2022 school year through the end of the day on September 1, 2021
12. Employment of the following persons as full-time Certified Personnel for the 2021-2022 school year as per Board Policy and negotiated agreement:

NAME	CONTRACT	CLASS	STEP
Andrasik, Sarah	2 of 2	2	12
Arko, Andy	C	2	30
Baechle, Jenny	C	6	9
Bartel, Lori	C	4	22
Bunphithak, Natthaphon	New 2	2	16
Calderone-Davis, Kelly	C	7	17
Carraway, Kayla	New 1	1	2
Carraway, Kenneth	New 2	1	13
Caskey, Warren	2 of 2	5	18
Davis, Dan	C	5	17
DeWitt, Alexandria	3rd 1	5	4
Ehlert-Mowery, Donna	C	6	21
Fernandes, Ryan	3rd 1	5	7
Garver, Krista	New 2	1	11
Gerber, Mark	C	5	25
Gough, Brett	2 of 2	4	24
Grimes, Rich	C	2	29
Gummo, Dawn	C	6	10
Hackworth, Tracy	C	4	20
Hanna, Kathy	C	3	25
Harlan, Jim	C	7	33
Hawkins, Anita	C	4	37
Hendershot, Melissa	3rd 1	1	4
Hoefges, Betty	C	6	27
Huffman, Kimberly	C	7	25
Immel, Jessica	2 of 2	7	14
Irving, Timothy	2nd 1	1	7
Keener, Julie	New 2	7	12
Kerling, Peter	New 2	1	13
Layfield-Bower, Michelle	C	6	25
Lloyd, Kendall	2nd 1	1	1
Long, Amber	New 2	4	16

Majka, Jennifer	C	6	14
Martell, Rod	C	3	23
McConahay, Benjamin	2 of 2	1	11
McDonald, Debra	C	7	28
McMorrow, Michael	3rd 1	5	7
Mehling, Jeff	New 2	2	12
Miller, Kelly	C	7	16
Morgan, Theresa	C	5	23
Nichols, Julia	C	4	27
Nicholson, Andrew	C	6	25
Peters, William	C	7	23
Plybon, Linda	C	5	39
Ramsay, Angela	New 2	4	14
Repp, Audrey	2 of 2	7	16
Ritchey, Helena	<b><i>New C</i></b>	5	14
Romano, Lauren	2 of 2	5	7
Rue, Jennifer	C	7	8
Schaefer, Mathew	New 2	4	8
Seal, Chris	2 of 2	5	14
Seenes, Amanda	<b><i>New C</i></b>	3	10
Shetler, Richard	2 of 2	5	25
Shoup, Lyle	New 2	1	10
Skelley, Samantha	New 2	5	7
Smilan, Jennifer	3rd 1	4	2
Squirrell, Beverly	C	7	17
Starlin, Danielle	New 2	2	15
Stoller, Marty	2 of 2	1	14
Tabellion, Joann	New 2	4	26
Tietz, Amy	C	5	19
Tietz, Brad	C	5	21
Tresch, Dawn	New 2	4	16
Urbach, Liz	<b><i>New C</i></b>	5	10
Woodruff, Bruce	C	5	29
Zimmerman, Liala	C	7	30

13. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2021-2022 year:

NAME	CONTRACT	CLASS	STEP	HOURLY RATE
Auble, Tammy	Adult Education Certified - minimum of 840 hours per fiscal year	IV	7	\$27.51
Best, Suzette	Adult Education Certified - minimum of 840 hours per fiscal year	IV	12	\$31.90
Blackie, Robin	Adult Education Certified - minimum of 840 hours per fiscal year	II	17	\$28.75

Chandler, Greg	Adult Education Certified - minimum of 840 hours per fiscal year	II	19	\$30.51
Spreng, Amy	Adult Education Certified - minimum of 840 hours per fiscal year	IV	12	\$31.90
Welty, Breanne	Adult Education Certified - minimum of 840 hours per fiscal year	IV	6	\$26.71

14. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per calendars, effective 2021-2022 year:

NAME	CONTRACT	CLASS	STEP	HOURLY RATE
Hartzler, Emily	Adult Education Certified - 120 days @ 7 hrs/day	V	6	\$29.68
Phillips, Anna	Adult Education Certified - 184 days @ 7 hrs/day	IV	9	\$29.19
Rodgers, Lorie	Adult Education Certified - 1454.25 hours per calendar	V	11	\$34.40
Steiner, Bruce	Adult Education Certified - 120 days @ 7 hours/day	IV	22	\$40.40
Weaver-Kranz, Josi	Adult Education Certified - 184 days @ 7 hrs/day	IV	23	\$40.40
Wentzel, Leanna	Adult Education Certified - 1255 hours per calendar	V	17	\$41.09

15. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per calendars, effective 2020-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Boggs	Michael	Adult Education Certified	III	14	\$30.08	04/08/21

B. Classified Employment

1. Resignation of Stacey Hornfeck, AA to Principal, effective at the end of the day on March 26, 2021
2. Employment of Kathy Sears to provide Administrative Assistant support training at \$20.60 per hour from March 29, 2021 through June 30, 2021, part-time/hourly/as needed/per time sheets
3. Employment of the following persons as full-time Classified Personnel as per Board Policy and the Non-Bargaining Unit Handbook for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Becker, Deb	Account Clerk II	C	12 month	NB Acct. Clerk II (7/11)	24
Cooper, Diana	Executive Assistant	C	12 month	NB Exec. Asst. Supt	23
Engman, Connie	Admin Assistant	<i>New C</i>	12 month	NB AA Dir. of Op. (7/11)	17
Maximovich, Kristine	Account Clerk I	2 of 2	12 month	NB Acct. Clerk I (7/11)	12
Roman, Andrea	Account Clerk I	2 of 2	12 month	NB Acct. Clerk I (7/11)	11

Turner, Rhonda	Account Clerk II	C	12 month	NB Acct. Clerk II (7/11)	14
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4. Employment of the following persons as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Bottomley, Matthew	Custodian	C	12 month	I	33
Dalessandro, Chris	IT Specialist	C	220 days + 11 holidays	IV	24
Dalessandro, Yvette	Custodian	<i>New C</i>	12 month	I (7/11)	9
Douglass, Crystal	Admin Assistant	<i>New C</i>	225 days + 11 holidays	III (7/11)	9
Griffin, Mikayla	Classified Support Specialist	2nd 1	184 days + 10 holidays @ 8 hrs/day	II (7/11)	4
Grzybowski, Ed	IT Specialist	C	220 days + 11 holidays	IV	19
Haley, Jason	Safety & Security Monitor	C	182 days + 10 holidays @ 8 hrs/day	IV	19
Lessiter, Heather	Communications & District Events Specialist	<i>New C</i>	190 days + 10 holidays	III (7/11)	5
Lingle, Don	Custodian - Lead Afternoon	C	12 month	II (7/11)	14
Marshall, Rebekah	AA Health Technologies	New 2	250 days + 11 holidays @ 8 hrs/day	III (7/11)	12
Martell, Melody	Asst to School Nurse	C	190 days + 10 holidays	IV (7/11)	16
Musser, Alisha	Admin Assistant	C	220 days + 10 holidays	I (7/11)	10
Peters, Loretta	Custodian	C	12 month	II	38
Pumphrey, Tammy	Admin Assistant	C	190 days + 10 holidays	II	25
Ross, Alan	Transportation Specialist	C	184 days + 10 holidays @ 8 hrs/day	IV (7/11)	8
Smith, Tom	Maintenance/Custodian	C	12 month	II (7/11)	19
Tackett, Dale	Admin Assistant	C	233 days + 11 holidays @ 8 hrs/day	III	26
Tackett, Sharon	Custodian	C	12 month	II	24
Tarleton, Pam	Head Cook	C	187 days + 10 holidays @ 7 hrs/day	II	24
Tuttle, Stefanie	AA Attendance/ Receptionist	New 2	200 days + 10 holidays @ 8 hrs/day	III (7/11)	7
Woodruff, Lisa	7 Hour Cook	C	182 days + 10 holidays @ 7 hrs/day	I (7/11)	9
Woodward, Beth	7 Hour Cook	C	182 days + 10 holidays @ 7 hrs/day	I (7/11)	5

5. Employment of the following persons as full-time Classified Personnel for Adult & Community Education as per Board Policy and negotiated agreement for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Ewing, Lucy	AE Admin Assistant	New 2	220 days + 11 holidays @ 8 hrs/day	II (7/11)	11
McGurk, Casey	AE AA Receptionist	New 2	239 days + 11 holidays @ 8 hrs/day	III (7/11)	6
Neff, Andrea	Adult Ed AA	C	229 days + 11 holidays @ 6.5 hrs/day	II	34
Wolf, Taryn	AE AA Financial Aide Clerk	C	239 days + 11 holidays @ 8 hrs/day	III (7/11)	14

C. Consultant Contracts (none)



- D. Volunteers (none)
- E. Approval to remove the following from inventory (none)
- F. Approval to accept the following donations
  - 1. Four tires from Smetzer's tire for use in the Diesel Technology program, valued at approximately \$819.90
  - 2. Welding wire from Hendrickson for use in the Welding Technology program, valued at approximately \$10,000
  - 3. Storage container use from PackShipUSA for use by the Diesel Technology program, valued at approximately \$1,200
  - 4. Miscellaneous wires, automation equipment, and structural items from RS&B Industries for use in the RAMTEC Robotics program, valued at approximately \$7,500

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

**VI. REGULAR AGENDA**

**A. Grants and Agreements (Roll Call)**

- 1. Approval of the Employment Services Contract Addendum with the Tri-County Educational Service Center (copies available)
- 2. Approval of an Affiliation Agreement with Amherst Meadows Care Center for clinical learning experiences (copies available)
- 3. Approval of 2021-2022 Ohio ACTE Organizational membership renewal at a cost of \$4,500
- 4. Approval to accept a Workforce Development Grant in the amount of \$10,013.50 from the United Way of Wayne & Holmes Counties for Fast-Track credentialing programs
- 5. Approval to accept a grant in the amount of \$1,000 from the Employment Resource Fund to support test and transportation scholarships for Aspire

***Motion to approve Grants and Agreements (Roll Call)***

**B. Resolutions (Roll Call)**

- 1. Approval of the resolution authorizing the purchase of competitive retail electric service from the lowest responsible bid submitted for the billing period commencing with the July 2022 billing cycle and terminating no later than the June 2027 billing cycle (**Exhibit J**)

***Motion to approve Resolution 1. (Roll Call)***

2. Approval of the resolution declaring it necessary to renew an existing 0.5-mill tax levy for the purpose of general permanent improvements and requesting the Wayne County Auditor to certify the total current tax valuation of the school district and the dollar amount of revenue that would be generated by that renewal levy, pursuant to sections 5705.03 and 5705.21 of the Revised Code (**Exhibit K**)

***Motion to approve Resolution 2. (Roll Call)***

- C. Documents and Materials (**Voice**) (**none**)

**VII. ITEMS OF DISCUSSION**

- A. First reading of the following revised/new/deleted board policy (copies available):

NUMBER	STATUS	TITLE
1422	Revised	Nondiscrimination and Equal Employment Opportunity
1623	Revised	504/ADA Prohibition Against Disability Discrimination in Employment
1662	Revised	Anti-Harassment
2240	Revised	Controversial Issues
2260	Revised	Nondiscrimination and Access to Equal Educational Opportunity
2260.01	Revised	Section 504/ADA Prohibition Against Discrimination Based on Disability
2266	Revised	Nondiscrimination on the Basis of Sex in Education Programs or Activities
3122	Revised	Nondiscrimination and Equal Employment Opportunity
3123	Revised	Section 504/ADA Prohibition Against Discrimination in employment
3362	Revised	Anti-Harassment
4122	Revised	Nondiscrimination and Equal Employment Opportunity
4123	Revised	Section 504/ADA Prohibition Against Discrimination in employment
4362	Revised	Anti-Harassment
5517	Revised	Anti-Harassment
6144	Revised	Investments
6220	Revised	Budget Preparation
6600	Revised	Deposit of Public Funds: Cash Collection Points
7450	Revised	Property Inventory
7455	Revised	Accounting System for Capital Assets
8450.01	Revised	Protective Facial Coverings During Pandemic/Epidemic Events
8500	Revised	Food Services
8510	Revised	Wellness

- B. Board discussion

**VIII. EXECUTIVE SESSION**

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

**IX. MOTION TO ADJOURN (VOICE)**

**NOTE: The next Regular Meeting will be Wednesday, May 19, 2021 via Zoom.  
The meeting will begin at 7:30 p.m.**