



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

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

Wednesday, August 17, 2016
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 August 17, 2016 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the July 20, 2016 Regular Meeting (**Exhibit B.1**) and August 2, 2016 Special Meeting (**Exhibit B.2**) (**Voice**)
- F. 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

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

II. SUPERINTENDENT’S REPORT (VOICE)

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

EVENT	DATE	DAY	LOCATION	TIME
Convocation Day	8/18/16	Th	WCSCC/Commons	7:30 a.m.-3:00 p.m.
Staff In-Service Day	8/19/16	F	WCSCC/Commons	7:45 a.m.-3:00 p.m.
First Day for Juniors/First Year Students	8/22/16	M	WCSCC	
First Day for All Students	8/23/16	T	WCSCC	
Labor Day – No School	9/5/16	M		
Wayne County Fair Day – No School	9/12/17	M		
Waiver Day – No School for Students	9/13/16	T	WCSCC Commons	7:30 a.m.-3:00 p.m.
Community Appreciation Day	9/17/16	S	WCSCC	12:00 p.m.-3:00 p.m.
WCSCC Board of Education Meeting	9/21/16	W	G101/Board Room	7:00 p.m. reception/ 7:30 p.m. meeting

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 July 2016 **(Exhibit F)**
2. Approval of the Financial Reports for July 2016 **(Exhibit G)**
3. Approval to accept the following donations (none)

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. Richard Shetler, Auto Technologies Instructor, moved to Class V, Step 20 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2016-2017 school year
2. Warren Caskey, Criminal Justice Instructor, moved to Class IV, Step 13 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2016-2017 year
3. Employment of the following personnel as Extra Help Tutors for the 2016-2017 school year as needed, per time sheets, per the negotiated agreement:

LAST	FIRST	STEP	HOURLY RATE
Bartel	Lori	5 Bachelors	\$23.26
Black	Dannielle	2 Masters	\$22.79
Davis	Dan	1 Bachelors	\$19.78
Ehlert-Mowery	Donna	8 Masters	\$29.56

Gerber	Mark	5 Masters	\$26.17
Gillespie	Gregg	6 Masters	\$27.30
Majka	Jennifer	2 Masters	\$22.79
Nichols	Julia	3 Bachelors	\$21.52
Stebbins	Sandy	7 Masters	\$28.43
Squirrell	Bev	1 Masters	\$21.66

4. Employment of the following for 2016-2017 school year supplemental positions per the negotiated agreement:

WSCC RESIDENT EDUCATOR PROGRAM MENTORS	
3.0% (of Class 1, Step 1 Base)	Kimberly Huffman
3.0% (of Class 1, Step 1 Base)	Kelly Miller
3.0% (of Class 1, Step 1 Base)	Jennifer Rue
3.0% (of Class 1, Step 1 Base)	Amy Tietz
3.0% (of Class 1, Step 1 Base)	Liala Zimmerman
DEPARTMENT CHAIR – SCIENCE	
4% (of Class 1, Step 1 Base) + 1 Period	Dan Davis

5. Employment of the following Certified Personnel, part-time/supplemental/hourly, as needed, for the 2016-2017 school year:

LAST	FIRST	POSITION	CLASS	STEP	HOURLY RATE	EFFECTIVE
Hughes	Karen	HS Certified – NATCEP Instructor/Sub	IV	10	\$29.47	08/18/16
Widmer	Jody	HS Certified – PN Clinical Facilitator	IV	1	\$22.59	07/05/16
Widmer	Jody	HS Certified – PN Instructor and Substitute Medical/Nursing Instructor	IV	9	\$28.62	08/18/16

6. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2016-2017 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Edwards	Charles	Adult Education Certified	IV	4	\$24.68	08/18/16
Hildebrand	Terri	Adult Education Certified	II	3	\$18.64	07/25/16
Merickel	Keri	Adult Education Certified	III	14	\$29.49	08/01/16
Perry	Shelly	Adult Education Certified	III	3	\$21.30	08/01/16
Redmond	Amy	Instructor, ABLE, Adult Literacy, Literacy Ed	Masters	3	\$17.00	09/01/16

7. Modification of the following contract for Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2016-2017 year:

LAST	FIRST	AREA	CLASS	STEP	RATE	EFFECTIVE
Moline	Barbara	Instructor, ABLE, Adult Literacy, Literacy Ed	Masters	2 (was 1)	\$16.50 (was \$16.00)	07/01/16

8. Employment of the following certified individuals to substitute in area(s) indicated for the 2016-2017 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Perry	Shelly	HS Career Tech Teacher – Long Term Sub in Dental Assisting Only	08/18/16
Prochazka	Linda	HS Certified Substitute	08/18/16

B. Classified Employment

- Resignation of Regina Ragins, Administrative Assistant, effective at the end of the day on July 31, 2016
- 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 2016-2017 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Spreng, Amy	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	1

- Approval of the employment of the following persons as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2016-2017 school year:

LAST	FIRST	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Brown	Nancy	Van Driver	1	\$17.57	8/18/16
Champer	Shannon	Bus Driver	0	\$17.27	8/18/16
Champer	Shawn	Bus Driver	0	\$17.27	8/18/16
Elser	Deborah	Bus Driver	2	\$18.10	8/18/16
Gasser	Jerry	Bus Driver	1	\$17.57	8/18/16
Gerber	Mark	Van Driver	2	\$18.10	8/18/16
Keener	Kathy	Bus Driver	5	\$19.78	8/18/16
Martell	Rod	Bus Driver	2	\$18.10	8/18/16
Peck	Michelle	Bus Driver	1	\$17.57	8/18/16
Reed	Margaret	Bus Driver	0	\$17.27	8/18/16
Ross	Alan	Bus Driver	2	\$18.10	8/18/16

C. Consultant Contracts (none)

D. Volunteers:

1. Approval of the following volunteers for Adult Basic & Literacy Education (ABLE) and English for Speakers of Other Languages (ESOL) for the 2016-2017 school year:

LAST	FIRST	BACKGROUND INFORMATION
Good	Christopher	College of Wooster student
Hodges	Nicholas	College of Wooster student
King	Cullen	College of Wooster student
Lief	Brian	College of Wooster student
O’Keeffe	Connie	College of Wooster student
Uchida	Hyuga	College of Wooster student
Weyer	Simon	College of Wooster student

- E. Approval to trade a 1992 Lincoln Town Car of scrap condition, serial #1LNLM81W9NY609983, for engines to use in the Auto Technologies program (copies of asset disposal/transfer form available)

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

F. Classified Employment

1. Employment of Lydia Bischoff, Administrative Assistant to Director of Operations & Adult Education, Step 5 of the Non-Bargaining Unit Handbook for New Hires after July 1, 2011, effective August __, 2016 for __ days plus __ holidays (prorated portion of the 260 day, 11 holiday contract)

Motion to approve Item 1. (Roll Call)

V. REGULAR AGENDA

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

1. Approval of an agreement with the Tri-County Educational Service Center to provide Employment Services for the 2016-2017 school year at a cost of up to \$497,411
2. Approval of an agreement with the Tri-County Educational Service Center to provide RAMTEC Employment Services for the 2016-2017, 2017-2018, and 2018-2019 school years at a cost of up to \$224,795 for the 2016-2017 school year
3. Approval of an agreement with the Tri-County Educational Service Center to provide Educational Services for the 2016-2017 school year at a cost of \$5,000 for Career Connections (Net amount to be invoiced 3 times a year – August 40%, December 40%, and June 20%)

4. Approval to apply for a renewal grant in the approximate amount of \$5,000 from the Wayne County Community Foundation for the Families Learning Together program
5. Approval to apply for a renewal grant in the approximate amount of \$40,000 from the Orrville Area United Way for the Adult Basic & Literacy Education and Families Learning Together programs
6. Approval for Adult & Community Education to apply for supplemental grants for program enhancement and operation up to a maximum of \$10,000 each, as needed, for the 2016-2017 school year

Motion to approve Grants and Agreements (Roll Call)

B. Resolution (Roll Call)

1. Approval of a resolution regarding travel related to official duties while serving the Ohio School Boards Association (OSBA) for Susie Lawson (**Exhibit H**)

Motion to approve Resolution 1. (Roll Call)

2. Approval of a resolution regarding travel related to official duties while serving the Ohio School Boards Association (OSBA) for Doug Stuart (**Exhibit I**)

Motion to approve Resolution 2. (Roll Call)

3. Approval of a resolution regarding travel related to official duties while serving the Ohio School Boards Association (OSBA) for Sue Williams (**Exhibit J**)

Motion to approve Resolution 3. (Roll Call)

C. Documents and Materials (Voice)

1. Approval of the AE LPN Student Handbook Program Addendum (copy available)
2. Approval of the ABLE Student Handbook updates (copies available)

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval of the revised list of student fees for the 2016-2017 school year (**Exhibit K**)

Motion to approve Item A. (Roll Call)

VII. ITEMS OF DISCUSSION

- A. Appoint Delegate and Alternate to OSBA Capital Conference
- B. Board discussion

VIII. EXECUTIVE SESSION

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

IX. MOTION TO ADJOURN (VOICE)

**NOTE: The date and time of the next Regular Meeting will be held on Wednesday, September 21, 2016.
The Regular Meeting will begin at 7:30 p.m.**