



Kip Crain, Superintendent
Mary A. Workman, Treasurer
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**

Wednesday, August 16, 2017

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 16, 2017 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the July 19, 2017 Regular Meeting (**Exhibit B**) (**Voice**)
- F. Board Committee Reports (**Exhibit C**)
 - 1. Communications, Community Relations & Retention Committee
Chair: Sue Williams
Asst. Chair: Ann Tschantz
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. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Staff Convocation Day	8/17/17	Th	WCSCC	
Staff In-Service Day	8/18/17	F	WCSCC	
First Day for First Year Students	8/21/17	M	WCSCC	
School Day for ALL Students	8/22/17	T	WCSCC	
Labor Day – No School	9/4/17	M		
Fair Day – No School	9/11/17	M		
WCSCC Board of Education Meeting	9/20/17	W	G101/Board Room	7:00 p.m. Reception/ 7:30 p.m. Regular 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 2017
(Exhibit F)
2. Approval of the Financial Reports for July 2017 **(Exhibit G)**
3. Approval to pay an invoice to Frontline Education for Absence & Substitute Management for the 2017-2018 school year. The purchase order was done after the date of this invoice totaling \$5,391 due to software conversion (copies available).
4. Approval to accept the following donations:
 - a. Lockers and camera system from the University of Akron/Wayne College for use in the AE assessment lab, with an approximate value of \$600
 - b. Various plants and mulch from Cargill, with an approximate value of \$750

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 Karen Hughes, Part-Time AE NATCEP Instructor/Sub, for the purpose of retirement effective at the end of the day on December 31, 2017
2. Void the following contract for Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2017-2018 year, approved at the July 19, 2017 board meeting due to failure of teacher to meet requirements:

LAST	FIRST	AREA	CLASS	STEP	DAYS	EFFECTIVE
Guzman	Nicole	Medical Assisting Director / AE Medical Assisting Instructor	AE1	4	165	7/20/17

3. Warren Caskey, Criminal Justice Instructor, moved to Class V, Step 14 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2017-2018 school year
4. Employment of the following for 2017-2018 school year supplemental positions per the negotiated agreement:

WSCC RESIDENT EDUCATOR/PROGRAM MENTORS	
3.0% (of Class 1, Step 1 Base)	Michelle Bower
3.0% (of Class 1, Step 1 Base)	Amber Long
3.0% (of Class 1, Step 1 Base)	Jennifer Majka
3.0% (of Class 1, Step 1 Base)	Kelly Miller
3.0% (of Class 1, Step 1 Base)	Amy Tietz
3.0% (of Class 1, Step 1 Base)	Bruce Woodruff
3.0% (of Class 1, Step 1 Base)	Liala Zimmerman

5. Employment of the following Certified Personnel for Adult & Community Education, full-time/regularly scheduled, effective 2017-2018 year:

LAST	FIRST	AREA	CLASS	STEP	DAILY RATE	DAYS	EFFECTIVE
Pfahler	Wanda	AE PN Instructor	AE1	10	\$202.20	106 (pro-rated from 120 days)	8/17/17

6. Employment of the following Certified Personnel for Adult & Community Education, full-time/regularly scheduled, effective 2017-2018 year:

LAST	FIRST	AREA	CLASS	STEP	RATE	EFFECTIVE
Roberts	Linda	Instructor, ABLE, Adult Literacy, Literacy Ed	Bachelors	11	\$19.00	8/21/17
Sword	Serena	Instructor, ABLE, Adult Literacy, Literacy Ed	Bachelors	6	\$16.50	8/16/17

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2017-2018 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Clutter	Jason	Adult Education Certified	III	2	\$20.68	8/1/17
Lyons	Debra	Adult Education Certified	IV	9	\$28.62	7/27/17
Swansiger	Michael	Adult Education Certified	IV	7	\$26.97	8/16/17
Wentzel	Leanna	Adult Education Certified	V	7	\$29.97	8/1/17

8. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2017-2018 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Christman	Robbin	HS Academic/Career Tech, Long-term in Business ONLY	7/1/17
Stephenson	Deborah	HS Career Tech, Cosmetology ONLY	7/1/17
Whitman	Michael	HS Academic/Career Tech Teacher	7/1/17

B. Classified Employment

- Resignation of Theda Neer, AA – Inventory, Records, & Purchasing Clerk, effective at the end of the day on Friday, August 4, 2017
- Resignation of Lori Decker, Snack Shack Monitor, effective at the end of the day on June 30, 2017
- Resignation of Deborah Kay Rinehart, Families Learning Together Child Care Aide, effective June 29, 2017
- Revision of the following full time Classified Personnel contract for the 2017-2018 school year, which was originally approved on 6/21/17:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Douglass, Crystal	AA – IT/TRC	New 1	225 days (was 220 days) + 11 holidays (236 total)	IV	7	7/3/17

5. Employment of the following classified individuals to substitute in area(s) indicated for the 2017-2018 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Graff	Lora	Admin. Asst.	5	\$11.30	07/01/17

6. Revision of the following classified substitute contracts for 2017-2018 school year, which were originally approved on 7/19/17:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Johnson	Elizabeth	Admin. Asst.	8 (was 5)	\$12.35 (was \$11.30)	07/01/17
		Aide/Monitor	3 (was 0)	\$10.65 (was \$9.74)	07/01/17
Neuenschwander	Beverly	Admin. Asst.	8 (was 5)	\$12.35 (was \$11.30)	07/01/17
Stephenson	Deborah	Admin. Asst.	6 (was 5)	\$11.64 (was \$11.30)	07/01/17
		Aide/Monitor	2 (was 0)	\$10.34 (was \$9.74)	07/01/17
		Custodian	10 (was 9)	\$13.10 (was \$12.72)	07/01/17

C. Consultant Contracts (**none**)

D. Volunteers (**none**)

E. Approval to remove the following from inventory:

1. Approval to remove books from TRC inventory and donate to AAUW/Kiwanis Book Sale (copies available)
2. Approval to remove computers/laptops from inventory and transfer to students who earned or purchased them for the 2016-2017 school year (copies available)

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

V. REGULAR AGENDA

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

1. Approval of an institutional membership in the Ohio Association for Career and Technical Education (OACTE) for the FY18 school year at a cost of \$1,000
2. Approval to enter into an agreement with the Smithville Police Department for the School Resource Officer Program Manual (copies available)
3. Approval of an agreement for shared services between Green Local Schools and the Wayne County Schools Career Center **(Exhibit H)**
4. Approval of an Authorized Center Agreement with NCS Pearson Inc. so that WCSCC can provide assessments such as GED testing
5. Approval of a Memorandum of Understanding with the Wayne County Justice Center for the purpose of providing Aspire services to eligible students in Wayne County
6. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne & Holmes Counties for the purpose of providing ASPIRE services to eligible adult students in Wayne County
7. Approval of a Memorandum of Understanding with First Presbyterian Church for the purpose of providing Aspire services to eligible adult students in Wayne County
8. Approval of a Memorandum of Understanding with Central Christian Church for the purpose of providing Aspire services to eligible adult students in Wayne County
9. Approval of a Memorandum of Understanding with the Wayne County Schools Career and Wayne County Schools Career Center – Aspire for the purpose of providing Aspire services to eligible adult students in Wayne County
10. Approval to request services, choose vendors, and enter into contracts for Category 1 & 2 services such as managed wireless and Internet access to meet requirements of the Universal Service Fund/School and Libraries Division Program for the next funding year. The program, also known as “E-Rate”, currently provides us with various discounts based on our enrollment, school setting status, and National School Lunch Program data.

11. Approval of an agreement with the Tri-County Educational Service Center to provide Employment Services for the 2017-2018 school year at an estimated cost of \$717,130.49 (copies available)
12. Approval of an agreement with the Tri-County Educational Service Center to provide Educational Services for the 2017-2018 school year at a total cost of \$7,017 for Career Connections (\$5,000) and Forecast5 (\$2,017)
13. Approval to appoint Taryn Wolf, AE Financial Aide clerk, Campus Safety Survey Administrator for the Wayne County Schools Career Center at 518 W. Prospect St., Smithville, OH 44677 (330-669-7000) Adult Education programs

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions **(Roll Call) (none)**

C. Documents and Materials **(Voice)**

1. Approval of the revised Adult Education Employee Handbook (copies available)
2. Approval of the Adult Education 120+ Schedule Staff Handbook Leave Policies Addendum (copies available)
3. Approval of the following revised/new/deleted board policies (copies available):

NUMBER	STATUS	TITLE
6320	Revised	Purchases

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

A. Approval of the revision to the Classified Substitute Hourly Wage Scale **(Exhibit I)**

Motion to approve Item A. (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 Meeting will be held on Wednesday, September 20, 2017.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**