



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, August 15, 2018
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 15, 2018 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the July 18, 2018 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: Dan Stavnezer
Staff Liaison: Jeff Schleich
 - 3. Facilities Committee
Chair: Frank Besancon
Asst. Chair: Lisa Gwin
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: Philip Keener
 Asst. Chair: TJ DeAngelis
 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. Safety and Security Update

- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Staff Convocation Day	8/16/18	Th	WCSCC-Start in the Commons	7:30 a.m.
Staff In-Service Day	8/17/18	F	WCSCC-Start in the Commons	7:45 a.m.
First Day for First Year Students	8/20/18	M	WCSCC	
School Day for All Students	8/21/18	T	WCSCC	
Labor Day – No School	9/3/18	M		
Fair Day – No School	9/10/18	T		
Waiver Day – No School	9/11/18	W		
WCSCC Board of Education Meeting	9/19/18	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 2018 **(Exhibit F)**
2. Approval of the Financial Reports for July 2018 **(Exhibit G)**
3. Approval to accept the following donations:
 - a. Welding materials from Worthington Industries for use for training purposes in the Welding Technology Program, with an estimated value of \$40

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

IV. NEW BUSINESS (ROLL CALL)

- A. Approval of the 2018-2020 Part-Time Staff Negotiated Agreement **(Exhibit H – copies will be distributed at the board meeting, along with a summary sheet)**

Motion to approve Item A. (Roll Call)

- B. Approval of the revision to the Aspire/ESOL/FLT Grant Funded Programs pay scale, effective 7/1/18 **(Exhibit I)**

Motion to approve Item B. (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. Approval for John Miller as Hourly Certified Teaching Assistant for the 2018-2019 school year:

NAME	CONTRACT	CLASS	STEP	EFFECTIVE
Miller, John	3 rd 1 (as needed/per time sheets, not to exceed 200 hrs total AND not to exceed 29.5 hrs/week)	Masters - \$26.32/hr	4	08/20/18

2. Resignation of Andrew Dalessandro, Adult Education Instructor, effective February 4, 2018
3. Revision of the following contract for Adult & Community Education, which was originally approved on May 16, 2018, in order to add Adult Education (AE) as one of his areas:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Gigax	Larry	Instructor, Aspire, Adult Literacy, Literacy Ed, AE	Bachelors	12	\$19.50	07/01/18

4. Revision of the following contracts for Adult & Community Education, per change of schedule/calendar:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Clutter	Jason	Adult Education Certified – New 1 3 days @ 9.5 hrs/day 49 days @ 8.75 hrs/day 2 days @ 7 hrs/day 20 days @ 4.5 hrs/day 30 days @ 3.75 hrs/day 17 days @ 13.25 hrs/day	IV	10	\$29.47	07/01/18
Lovejoy	Bobbi Jo	Adult Education Certified – New 1 12 days @ 9.5 hrs/day 46 days @ 8.75 hrs/day 2 days @ 7 hrs/day 45 days @ 4.5 hrs/day 6 days @ 3.75 hrs/day 7 days @ 13.25 hrs/day 1 day @ 17.5 hrs/day	IV	11	\$30.36	07/01/18
Wentzel	Leanna	Adult Education Certified – New 1 13 days @ 9.5 hrs/day 43 days @ 8.75 hrs/day 2 days @ 7 hrs/day 81 days @ 4.5 hrs/day 27 days @ 3.75 hrs/day 2 days @ 13.25 hrs/day	V	14	\$36.86	07/01/18

5. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2018-2019 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Fox	Leslie	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$16.00	08/15/18
Gorey	Rachael	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	1	\$14.00	08/15/18
Roberts	Stephanie	Adult Education Certified	II	0	\$17.27	08/01/18
Wamback	Karen	Adult Education Certified	IV	11	\$30.36	08/01/18

6. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Allen	C Ermal	HS Academic/Career Tech Teacher	07/01/18

B. Classified Employment

1. Resignation of Connie Engman, AE Administrative Assistant, for the purpose of taking the position of Administrative Assistant to Director of Operations & Adult Education, effective at the end of the day on August 15, 2018
2. Approval of the employment of Connie Engman, Administrative Assistant to Director of Operations & Adult Education, Step 14 of the Non-Bargaining Unit Handbook for New Hires after July 1, 2011, effective August 16, 2018 for 218 days plus 10 holidays (prorated portion of the 260 day, 11 holiday contract)
3. Approval for all part-time bargaining staff who attend Convocation Day on August 16, 2018 for meetings and Public School Works and for new part-time bargaining unit staff to attend two hours of Orientation Training on August 14, 2018 will be paid at their regular rate of pay per the Part-Time Bargaining Unit Negotiated Agreement
4. Resignation of Serena Sword, Families Learning Together Child Care Aide, effective May 24, 2018
5. Revision to the employment contract for the following person part-time/hourly/per time sheets/as needed, with a maximum of 29.5 hours per week (unless specifically noted) for the 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Waggy, Pam	ECE/Preschool Duties	C	Hrly/time shts as needed for a maximum of 60 hours	I	16 (<i>was 15</i>)

6. Employment of the following persons part-time/hourly/per time sheets/as needed, with a maximum of 29.5 hours per week for the 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
O'Hearn, Celia	Animal Care/Feeding	New 2	Part time/hrly/as needed/per time sheets	I	6

7. 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 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Butterbaugh, Shelly	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	0
Krites, Lesa	Aide/Monitor	C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	11
Moffitt, Melinda	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	2

C. Consultant Contracts:

1. Greg Thompson, Adult, Child & Infant CPR, on or about September 12, 2018, \$220
2. Greg Thompson, Adult, Child & Infant CPR, on or about November 14, 2018, \$220
3. Greg Thompson, First Aid Refresher, on or about October 18, 2018, \$150
4. Greg Thompson, First Aid Refresher, on or about December 6, 2018, \$150
5. Greg Thompson, First Aid Basics, on or about September 18 & 19, 2018, \$300
6. Greg Thompson, First Aid Basics, on or about November 20 & 21, 2018, \$300
7. Central Fire District, First Aid & CPR Training for 22 high school nursing students, on August 15, 2018 in the amount of \$75 per student

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 2017-2018 school year (copies available)
3. Approval to remove various items from IT, because they are no longer workable/useable, and send them to Buildings & Grounds for dismantling for disposal/recycling (copies available)
4. Approval to remove computers from inventory for buy-back/trade-in from PowerOn Services, Inc. towards the purchase of replacement computers (copies available)

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

VI. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. Approval of an agreement with the Tri-County Educational Services Center to provide Employment Services for the 2018-2019 school year at an estimated cost of \$911,440.42 plus an estimated \$7,000 for professional development (copies available)
2. Approval of an agreement with the Tri-County Educational Services Center to provide Educational/Special Services for the 2018-2019 school year at an estimated cost of \$6,945 (copies available)
3. Approval of an agreement with The Village Network for truancy issues, effective 12/1/18-6/30/19. Non-TANF eligible students will be serviced at \$17.81 per 15-minute billable unit up to \$5,000 total through the contract period (copies available)
4. Approval of a Memo of Understanding with The Village Network for the provision of mental health services, effective 6/6/18-6/5/19 (copies available)
5. Approval of an Affiliation Agreement with Wayne Durable Medical Equipment (aka Wayne Health) for the purpose of providing an internship component for the Medical Billing & Coding program (copies available)
6. Approval of a Memorandum of Understanding with the Ohio Talent Network (OTN) to serve as the conduit for job profiling, job matching, consultation, assessments, certifications, etc. (copies available)
7. 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.
8. Approval of an Ohio ACTE Organizational Affiliation Agreement with WCSCC for \$4,500
9. Approval of an OSBA Services Agreement for the August 15, 2018 Board of Education Workshop (copies available)

Motion to approve Grants and Agreements (Roll Call)

B. Documents and Materials (Voice)

1. Approval of the 2018-2019 Human Resources Flow Chart with names (**Exhibit J**)
2. Approval of the 2018-2019 Human Resources Flow Chart with positions (**Exhibit K**)
3. Approval of the revised Adult & Community Education NATCEP Student Handbook Program Addendum (copies available)

4. Approval of the revised Adult School of Cosmetology Student Handbook Program Addendum (copies available)
5. Approval of the revised Course of Study for Medical Assisting (copy available)
6. Approval of the following job descriptions (copies available):
 - a. AE Office Administrative Assistant

Motion to approve Documents and Materials (Voice)

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 19, 2018.
The meeting will begin at 7:30 p.m. (Note: No reception prior to the meeting).**