

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

**OCTOBER 17, 2012**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by Vice-President Keener at 7:30 p.m. on Wednesday, October 17, 2012, in the Career Center.

Pledge of Allegiance was given by Emily Manley, Medical Assisting and Tyler Wellman, Engineering Technologies.

**ROLL CALL**

Roll Call showed members Mr. Curt Denning, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Don Noble, Mr. Robert Reynolds, Dr. Gregory Roadruck, and Mr. Douglas Zook in attendance.

Mr. Besancon entered at 7:41 p.m.

Mrs. Williams entered at 8:40 p.m.

Mr. Doug Stuart entered at 8:02 p.m.

Mrs. Marlar and Mr. Steiner were unable to attend.

**PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS**

Introduced Dalton Local School District Superintendent Scott Beatty and Principal Larry Case, and Green Local School District Superintendent Judy Robinson. Also in attendance were Jill Parker, Keri Merickel, Shelly Perry, Greg Gillespie, Deb McDonald, and Scott Brown.

**STUDENT AND STAFF RECOGNITION**

- a. Alisha Wellman, AE Computer Accounting Office Specialist, WCSCC Adult & Community Education Exceptional Student of the Month
- b. Kimberly Coblentz, Landscape & Plant Technologies, WCSCC Student of the Month from Dalton
- c. Emily Manley, Medical Assisting, WCSCC Student of the Month from Dalton
- d. Heather Fox, Dental Assisting, WCSCC Student of the Month from Smithville
- e. Tyler Wellman, Engineering Technologies, WCSCC student of the Month from Smithville
- f. Nic Hamilton, Criminal Justice, WCSCC Extra Help Student of the Month from Dalton
- g. Derek Crosland, Construction Technologies, WCSCC Extra Help Student of the Month from Smithville

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

STUDENT AND STAFF RECOGNITION – (Con't)

- h. Allison Weisgarber, Early Childhood Education and Care, WCSCC Most Improved Student of the Month from Dalton
- i. Kurt Dravenstott, Ag Mechanics/Power Technologies, WCSCC Most Improved Student of the Month from Smithville

Update provided by Green and Dalton Local Schools.

- j. Joann Tabellion, Patient Care Technologies Instructor, WCSCC Staff Excellence Award

**BOARD MINUTES**

A motion by Mrs. Lawson was seconded by Dr. Roadruck to approve the minutes from the September 19, 2012, Regular Board Meeting.

Voice call vote on the motion was as follows: Mrs. Lawson, Dr. Roadruck, Mr. Besancon, Mr. Denning, Mrs. Grim, Mr. Keener, Mr. Noble, Mr. Reynolds, Mr. Stuart, and Mr. Zook – all say yes.

The motion was carried.

**BOARD COMMITTEE REPORTS**

Susie Lawson - Finance and Legislative Committee Reports.

Mr. Stuart sought input on the new financial reports.

Dr. Crain reminded the Board that Advisory Committee Meetings will be held on November 1, 2012.

Outstanding Board Members that were recognized at the Northeast Region Fall Conference were Mr. Doug Stuart and Mr. Curt Denning.

**EXECUTIVE SESSION**

A motion by Mr. Keener was seconded by Dr. Roadruck to go into Executive Session at 8:14 p.m. for the purpose of discussing personnel.

Roll call vote on the motion was as follows: Mr. Keener, yes; Dr. Roadruck, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Mr. Stuart, yes; and Mr. Zook, yes.

The motion was carried.

President Stuart called the Board back into Regular Session at 8:20 p.m.

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

**SUPERINTENDENT'S REPORT**

A motion by Mrs. Grim was seconded by Dr. Roadruck to approve the Superintendent's Report as follows:

Sue Williams entered the meeting at 8:40 p.m.

1. Director's Report
2. Principal's Report
3. Important Upcoming Dates and Times
  - a. Advisory Committee Meetings will be held on Thursday, November 1<sup>st</sup>. Additional information will follow soon
  - b. Sophomore visitations will be November 15<sup>th</sup>, 16<sup>th</sup> and 19<sup>th</sup>
  - c. Thanksgiving Break will be November 22<sup>nd</sup> and 23<sup>rd</sup>
  - d. Open House will take place on Thursday, November 29<sup>th</sup>
  - e. OSBA Capital Conference will be November 11<sup>th</sup> through 14<sup>th</sup>.
4. Update on Board and Administrative Goals

Voice call vote on the motion was as follows: Mrs. Grim, Dr. Roadruck, Mr. Besancon, Mr. Denning, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Mr. Stuart, and Mr. Zook – all say yes.

The motion was carried.

**TREASURER'S CONSENT AGENDA**

A motion by Mr. Besancon was seconded by Mr. Denning to approve the Treasurer's Consent Agenda as follows:

An extension on the GAAP Financial Reports will be requested to the Auditor of the State.

1. Finance
  - a. Approve the list of purchase orders for the month
  - b. Approve the Financial Reports for September 2012
  - c. Approval of Amended Appropriations and Resources
  - d. Approval of the Five Year Forecast

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

- e. Approval of the revisions to the 2012-2013 Student Activity Account Budgets as proposed per the SAA Account Portfolio
  
- f. Approval to reimburse NCLEX-PN test and license fees, to the properly receipted person, for the following students who have had perfect attendance for the NCLEX review: (Nursing test reimbursement for students that come all summer for review sessions. They do not get reimbursed if they miss more than 1 session and do not do a makeup).
  - 1) Jessica Bilinovich
  - 2) Angela Facemire
  - 3) Kaitlin Howard
  - 4) Kendra Jett
  - 5) Seth Lepley
  - 6) Kaitlyn Miller
  - 7) Samantha Schmale
  - 8) Carissa Szwed
  - 9) Mary Tieche
  - 10) Jordan Wheeler
  - 11) Brooke Worstell
  - 12) Katelyn Zacharias
  
- g. Approval of the disposal of 34 boxes of textbooks (boxes numbered 8 through 41)
  
- h. Approval to dispose of the following outdated computers that have had most working parts removed for replacement parts:

<u>Model #</u>	<u>Serial #</u>	<u>Inventory Tag</u>
e4300	0034951917	3283
e4300	0034951928	3548
e4100	0033072577	n\a
e4100	0034345101	n\a
e4300	0035407078	n\a
e4300	0034770130	n\a
e4300	0035039085	2593

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

e4300	0034951984	n\a
e4300	0035039105	n\a
e4100	0033267197	3722
e4100	0033267193	n\a
e4300	0035039131	3900
e4300	035404737	2658
e4300	0035407082	3930
e4300	0035404734	3929
e4300	0034770131	3936
aoc	12452ha00043	2517
aoc	11751ba094913	2312
gateway monitor	qs7340800175c	3488
e4300	0034951957	n\a
e4300	0035039070	3344
e4300	0035039120	3276
e4500	0036717036	3915
e4500	0036717037	3914
e4500	0036717046	3913
e4500	0036717039	2786
e4500	0036717034	n\a
e6100	0032857402	3932
e6100	0032857411	3934
e6100	0032857397	3933
e5400	0020278567	6743
e4000	0029123766	3935
e4500	0036717016	n\a
m285-e	1ta65074433	n\a
e4300	0035039080	n\a
e4300	0034951946	n\a
e4100	0033267183	n\a
e4300	0034951947	n\a
e4300	0035039068	3905
e4300	0035039136	n\a
e4300	0034951988	3280
e4300	0034951956	3324
e4300	0034959088	3901
e4300	0035039137	3277
gateway monitor	mw663b0h06912	2479

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

gateway monitor	mw663b0h06908	2365
gateway monitor	mw663b0h06905	2483
n\a	n\a	3629
hp laserjet 6l	ushb434478	3870
Eeetop PC	15g29e000800	2674

i. Approval to accept the following donations:

- 1) 531 pounds of scrap steel valued at \$95.58 from Ebner Furnaces for use in the Welding Technologies program
- 2) 5 vanilla paraffin wax, 5 pomegranate paraffin wax, and 4 hand mittens for the Mani for the Cure from American International, Ltd. for use in the Cosmetology program

j. Approve the following Purchase Orders over \$5,000:

- 1) Tri-County Computer Services/Midland Council of Governments, WCCC Annual FY13 VOIP Fees, \$33,139.32
- 2) Tri-County Computer Services/Midland Council of Governments, various WCCC Annual Fees, \$29,168.32
- 3) HPS Hospital Purchasing, equipment for Cafeteria Grab 'n Go Room and Cooler units and cashier units for cafeteria kitchen, \$32,716.88
- 4) Ag Mechanics activity: Kentucky Fair & Expo Center, event tickets, \$6,800, National Farm Machinery Show & Tractor Pull \$200.00 each
- 5) Wooster Printing, Adult & Community Education Winter 2012 Catalog, \$11,400
- 6) WCSCC Board Fee Pays, free/reduced lunch fee waiver funds, \$65,266.25, total FY12 71,096.80

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Stuart, yes; and Mr. Zook, yes.

The motion was carried.

**SUPERINTENDENT'S CONSENT AGENDA**

A motion by Mr. Noble was seconded by Mrs. Lawson to approve the Superintendent's Consent Agenda as follows:

1. Certified Employment

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- a) Helena Ritchey, English Instructor, moved to Class IV, Step 5 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement.
- b) Approval of the employment of Jennifer Poorman-Rue, Teacher Assistant for IT Media, effective October 22, 2012, for the 2012-2013 school year, hourly/regularly scheduled, up to 30 hours per week, Step 0, \$18.60 per hour per the certified negotiated agreement.
- c) Resignation of Rhonda Edgerton, Adult Basic & Literacy Education Instructor, effective October 4, 2012.
- d) Approval of the updated Bargaining Unit Members and Full-Time Certified Staff Seniority List effective October 17, 2012.
- e) Approval of X-Option pay for Certified Personnel per list to be provided at the Board meeting due to the fact that calculations have to be made based on count week numbers, and the negotiated agreement requires payment as of the first pay in November.
- f) Approval of pay scale movement for the following personnel on the Extra Help Tutors list for the 2012-2013 school year on an as needed basis, per time sheets. The new and appropriate placement on the Certified Salary Schedule for Teacher Assistants/Tutors per the negotiated agreement is listed due to completion of additional coursework:

<u>Name</u>	<u>Step</u>	<u>Hourly Rate</u>
Gregg Gillespie	2 Masters	\$22.48

- g) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:
  - 1) Philip Carr, Public Safety Services Instructor, Step 5, \$20.00 hourly
  - 2) Richard Coleman, Public Safety Services Instructor, Step 5, \$20.00 hourly
  - 3) John Lindsey, Public Safety Services Instructor, Step 5, \$20.00 hourly
  - 4) Keith Moser, Public Safety Services Instructor, Step 5, \$20.00 hourly
  - 5) Shelly Perry, Adult Education Instructor, Step 20, \$21.00 hourly – Supplemental
  - 6) Brian Peterman, Public Safety Services Instructor, Step 5, \$20.00 hourly
  - 7) Dale Soltis, Public Safety Services Instructor, Step 5, \$20.00 hourly

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

- h) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled as needed per time sheets , effective 2012-2013 year:
- 1) Cynthia Daugherty, Instructor, AE, ABLE, Adult Literacy, Step 7, \$14.00 hourly effective start date October 9, 2012
- i) Approval of the following individuals to substitute in area(s) indicated for the 2012-2013 school year. All approvals are pending receipt of certifications and BCI/FBI:

Last	First	Teaching Area
Allison	Ronald	AYA
Balukas	Andrius	Visual Arts
Bernal	Anthony	GEN
Brunn	Kelly	AYA
Burns	William	AYA
Caperton	Wendy	GEN
Dickerhoof	Becky	AYA
Dulin	Carl	AYA
Fath	Jackie	TECH
Franks	Judy	GEN
Keener	John	GEN
Kerns	Keith	AYA
Kline	Camille	ECE
Miller	Katie	AYA
Moffett	John	AYA
Pickering	Brian	HPE
Radcliffe	Jason	Phys Ed
Reyes	Teresa	GEN
Rutt	Curtis	AYA
Shah	Nirali	AYA
Springstead	Coleen	GEN
Swander-Reed	Jill	Academic
Swartzentruber	Sarah	GEN



Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

Tekaucic	Matthew	AYA
Weimer	Donald	AYA
Zehe	Christopher	GEN

2. Classified Employment

- a. Resignation of Sandy Dutter, Administrative Assistant to the Director of Operations, for the purpose of retirement effective at the end of the day on December 1, 2012
- b. Resignation of Lori Weinman, cashier, effective at the end of the day on October 12, 2012
- c. Approval of the updated Bargaining Unit Members and Full-Time Classified Staff Seniority List effective October 17, 2012
- d. Approval of Carolyn Wilfong, Cafeteria Cashier, effective October 15, 2012, part-time/hourly/as needed/per time sheets/regularly scheduled, not to exceed 29.5 hours per week, \$9 per hour per the Casual Labor Wage Scale, Step 0, pending receipt of BCI/FBI background checks
- e. Employment of the following individuals to substitute in the area(s) indicated for the 2012-2013 school year. All approvals are pending receipt of necessary certifications and BCI/FBI background checks:

Last	First	Sub Area
Bogner	Juanita	AA
Ferguson	Cindy	Aide
Keim	Michelle	Aide
Madden	Amber	Aide
Richards	Deborah	Aide
Taylor	Amy	AA/Aide/Cafeteria
Zimmerman	Wanda	Aide

3. Volunteers

- a. Approval of the following volunteers for Adult Basic & Literacy Education (ABLE):

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

Allison Chin	College of Wooster Student
Emily Chormann	College of Wooster Student
Rebecca Craig	College of Wooster Student
Gabriella Gilfoy	College of Wooster Student
Rachelle Herrin	College of Wooster Student
Kate Hunt	College of Wooster Student
Peter Parisi	College of Wooster Student
Monica Ramstad	College of Wooster Student
Myron Weber	Andreas Furniture
Joseph Wilch	College of Wooster Student

4. Contracts

a. Approve the following Consultant Contracts:

- 1) West Hill Baptist Church – Tony Howman, for sanctuary pinning, set-up, ceremony and tear-down assistance, on July 19 and 20, 2012 for a cost of \$300
- 2) Jody Widmer, IV Arm Instruction, between October and December as available, no charge

Roll call vote on the motion was as follows: Mr. Noble, yes; Mrs. Lawson, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Stuart, yes; Mrs. Williams, and Mr. Zook, yes.

The motion was carried.

**GRANTS AND AGREEMENTS**

A motion by Mr. Zook was seconded by Mr. Besancon to amend item A on the following resolution:

Roll call vote on the motion was as follows: Mr. Zook, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Stuart, yes; and Mrs. Williams, yes.

The motion was carried.

A motion by Mrs. Lawson was seconded by Mrs. Williams to approve the following Grants and Agreements as amended:

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

GRANTS AND AGREEMENTS – (Con't)

- a. Approval to grant all WCSCC Supervisors qualified under State law the authority to suspend a pupil from school for a period of time as specified in the policy of the board of education, not to exceed ten school days
- b. Approval of the FY13 Memorandum of Understanding between High Schools That Work (HSTW) NE Ohio Region/Ohio Department of Education and Wayne County Schools Career Center (WCSCC)
- c. Approval for the annual membership renewal to OACTS (Ohio Association of Career-Technical Superintendents) for a total cost of \$4,325
- d. Approval of an agreement with Pomerene Hospital for Practical Nursing clinicals.
- e. Approval to request services, choose vendors, and enter into contracts for local and long distance telephone service, wireless voice service, and Internet access to meet the requirements of the Universal Service Fund/Schools and Libraries Division Program for the next funding year. The program, also known as “e-rate”, currently provides us with an 80% discount on these services.
- f. Approval of the revised agreement to participate in the Wayne County Discipline Center, sponsored by the Tri-County Educational Service Center, for the 2012-2013 school year at a cost of up to \$18,500 for annual enrollment (revised up from \$18,000), as amended.

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mrs. Williams, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Stuart, yes; and Mr. Zook, yes.

The motion was carried.

**DOCUMENTS AND MATERIALS**

A motion by Mr. Zook was seconded by Mr. Besancon to approve the following documents and materials:

- a. Approval of the following overnight field trip request:

<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
11/1-11/2/12	Pam Vorkapich Rod Martell	SkillsUSA Fall Leadership Conference Hyatt Regency Greater Columbus Convention Center – Columbus, OH

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

DOCUMENTS AND MATERIALS – (Con't)

b. Approval of the following job descriptions:

- 1) AA Student Intervention
- 2) AE AA Account Clerk
- 3) AA Main Office Discipline
- 4) AE ABLE Coordinator
- 5) AA Health Technologies
- 6) AA Principal
- 7) AA Guidance

c. Approval of the following course of studies:

- 1) Interactive Media
- 2) Precision Machining

d. Approval of the revisions to the following handbooks:

1. Adult Education Cosmetology Handbook
2. Adult Education Medical Assisting Handbook
3. Adult Education Phlebotomy Handbook
4. High School Patient Care Technologies Handbook
5. Advisory Committee Handbook

Voice call vote on the motion was as follows: Mr. Zook, Mr. Besancon, Mr. Denning, Mrs. Grim, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, yes; Mr. Stuart, and Mrs. Williams – all say yes.

The motion was carried.

**RESOLUTIONS**

A motion by Mr. Zook was seconded by Mrs. Lawson to add Sequestration Resolution to Agenda.

Roll call vote on the motion was as follows: Mr. Zook, yes; Mrs. Lawson, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Stuart, yes; and Mrs. Williams, yes.

The motion was carried.

A motion by Mr. Zook was seconded by Mrs. Williams to adopt Resolution #12-9 regarding sequestration.

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

RESOLUTIONS – (Con't)

WHEREAS, a world class public education is essential for the future success of our nation and today's schoolchildren; and

WHEREAS, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts to almost all federal programs including education that would become effective January 2, 2013; and

WHEREAS, these across-the-board budget cuts would impact school districts during the 2013-14 school year, with the exception of the Impact Aid program, with which a reduction would become effective this school year; and

WHEREAS, these across-the-board budget cuts, also known as sequestration, would impact education by a reduction in funds of 8.2 percent or more and could result in larger class sizes, fewer course offerings, possible four-day school weeks, and teacher and staff lay-offs; and

WHEREAS, sequestration would impact almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disabilities Education Act (IDEA), English Language Acquisition, Career and Technical Education, 21<sup>st</sup> Century Community Learning Centers, and more; and

WHEREAS, the Wayne County Joint Vocational School District, as well as other public schools, would be impacted nationwide by an estimated \$2.7 billion loss from just three programs alone – Title I grants, IDEA special education state grants and Head Start – that serve a combined 30.7 million children; and

WHEREAS, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011, and state and local funding for education continues to be impacted by budget cuts and lower local property tax revenues; and

WHEREAS, states and local governments have very limited capacity to absorb further budget cuts from sequestration, as the Wayne County Joint Vocational School District has already implemented cuts commensurate to state and local budget conditions;

NOW THEREFORE, BE IT RESOLVED, that the Wayne County Joint Vocational School District urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness.

Minutes of the Special Meeting of the Wayne County  
Joint Vocational School District Board of Education

RESOLUTIONS – (Con't)

Roll call vote on the motion was as follows: Mr. Zook, yes; Mrs. Williams, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; and Mr. Stuart, yes.

The motion was carried.

**ADJOURNMENT**

A motion by Mr. Keener was seconded by Mr. Besancon to adjourn the October Board Meeting at 9:53 p.m.

Voice call vote on the motion was as follows: Mr. Keener, Mr. Besancon, Mr. Denning, Mrs. Grim, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, Mr. Stuart, Mrs. Williams, and Mr. Zook – all say yes.

The motion was carried.

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President

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Treasurer