

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
NOVEMBER 14, 2012

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Stuart at 7:30 p.m. on Wednesday, November 14, 2012, in the Career Center.

Pledge of Allegiance was given by Aaron and Austen Simon.

ROLL CALL

Roll Call showed members Mr. Curt Denning, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Susie Lawson, Mrs. Susan Marlar, Mr. Don Noble, Mr. Robert Reynolds, Dr. Gregory Roadruck, Mr. Kurt Steiner, Mr. Doug Stuart, Mrs. Sue Williams, and Mr. Douglas Zook in attendance.

Mr. Besancon entered at 7:43 p.m.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Introduced Orrville City School Principal Phil Hatton and Rittman Exempted Village Principal Brett Lanz and Southeast Local School Principal Richard Roth. Also in attendance were Danielle Starlin, Pam Vorkapich, Kevin Wilson, Jill Parker, Anita Hawkins, Bruce Woodruff, Rich Shetler, Deb McDonald, and Linda Plybon.

STUDENT AND STAFF RECOGNITION

- a. James Petryszak, Welding Technology Student, WCSCC Adult & Community Education Exceptional Student of the Month
- b. Aaron Simon, Electronics & Computer Networking, WCSCC Student of the Month from Orrville
- c. Sadie Snyder, Early childhood Education & Care, WCSCC Student of the Month from Orrville
- d. Jeff James, Practical Nursing, WCSCC Student of the Month from Rittman
- e. Cassandra Musser, Medical Office Management, WCSCC Student of the Month from Rittman
- f. Katy Slayton, Early Childhood Education & Care, WCSCC Student of the Month from Waynedale
- g. Dustin Hoff, Animal Care & Management, WCSCC Student of the Month from Waynedale
- h. Brandon Hickman, Truck Mechanics, WCSCC Extra Help Student of the Month from Orrville
- i. Kristianna Clynes, Cosmetology, WCSCC Extra Help Student of the Month from Rittman

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STUDENT AND STAFF RECOGNITION – (Con't)

- j. Austen Simon, Animal Care & Management, WCSCC Extra Help Student of the Month from Waynedale
- k. Alex Brannon, Auto Technologies, WCSCC Student Success Award from Orrville
- l. Mike Trowbridge, Auto Technologies, WCSCC Student Success Award from Rittman
- m. Bruce Woodruff, Dean of Students, WCSCC Staff Excellence Award
- n. Rich Shetler, Alternative Day Placement, WCSCC Staff Excellence Award

Susie Lawson was recognized at the OSBA Capital Conference with a Veteran Board Member Award for 25 years of service. Doug Stuart was recognized at OSBA as a 2012 All Ohio School Board Member.

Update provided by Southeast, Orrville, and Rittman local schools.

BOARD MINUTES

A motion by Dr. Roadruck was seconded by Mr. Besancon to approve the minutes from the October 17, 2012, Regular Board Meeting.

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

The motion was carried.

BOARD COMMITTEE REPORTS

Susie Lawson updated the board on meetings she had attended.

The Board discussed the OSBA Capital Conference.

Doug Zook invited the Board to Chippewa for the Blue Ribbon Celebration.

SUPERINTENDENT'S REPORT

A motion by Mr. Besancon was seconded by Mr. Denning to approve the Superintendent's Report as follows:

1. Director's Report
2. Principal's Report
3. A written report was provided to the board on behalf of Kevin Wilson regarding Auto Tech.
4. Superintendent provided an update on the Grab-n-Go Café project for the cafeteria.

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SUPERINTENDENT'S REPORT – (Con't)

5. Important Upcoming Dates and Times

- a. Sophomore visitations will be November 15th, 16th and 19th.
- b. The Ohio State vs. Michigan Tailgate Party will be held Wednesday, November 21st from 11 a.m. to 1:30 p.m.
- c. Thanksgiving Break will be November 22nd and 23rd.
- d. Open House will take place on Thursday, November 29th.
- e. Christmas Break will be Monday, December 24th through Tuesday, January 1st with staff and students returning on January 2nd.

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

The motion was carried.

TREASURER'S CONSENT AGENDA

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

1. Finance

- a. Approve the list of purchase orders for the month
- b. Approve the Financial Reports for October 2012
- c. Approval of Amended Appropriations and Resources
- d. Approval to increase minimum wage to \$7.85 per hour for non-tipped employees on January 1, 2013 per the Ohio Department of Commerce.
- e. Approval of the revisions to the 2012-2013 Student Activity Account Budget for National Honor Society account # 972A as proposed.
- f. Approval to increase evening practical nursing tuition. Hourly rate will be \$10,920/1447 hours = \$7.55/hour.
- g. Approval to accept the following donations:

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TREASURER'S CONSENT AGENDA – (Con't)

- 1) 1,000 pounds of scrap steel valued at \$118 from Wooster Printing and Litho for use by our Precision Machining program.
- h. Approve the following Purchase Orders over \$5,000:
 - 1) Memories Party & Conference Center, meals at prom, \$8,722
 - 2) Kidron Electric, electric work for coffee café, \$14,120
 - 3) Kidron Electric, plumbing for coffee café, \$14,540
 - 4) Squire Sanders LLP, labor matters and construction council, \$16,041.20. Services are from May.
 - 5) WCSCC Board Fee Pays, free/reduced lunch fee waiver, \$57,644.25, corrected from the originally approved amount of \$65,266.25
 - 6) Buehler's, citrus for holiday fundraiser for Ag Mechanics and Power Technologies, \$8,000
 - 7) Bauman Orchard, apples for holiday fundraiser for Ag Mechanics and Power Technologies, \$5,000

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

- a. Approval of the following individual to substitute in the area(s) indicated for the 2012-2013 school year. All approvals are pending receipt of certifications and BCI/FBI:

Last	First	Position	Salary	Step	Degree
Howell	Ellen	School Nurse	23.50	4	RN
Pawlicki	Mary	School Nurse	23.50	2	BSN

- b. Approval of the employment of Amanda Mowrey, English Instructor, compensated at Class III, Step 0, for 124 days, on or about November 12, 2012.

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- c. Resignation of Denise DiScipio, Adult Practical Nursing Instructor, effective October 18, 2012.
- d. Approval of the employment of the following individual as a substitute in the area indicated for the 2012-2013 school year. Approval is pending receipt of certification and BCI/FBI:
 - 1) Lesa Krites, Culinary Arts
- e. Approval of the following additions to the 2012-2013 Supplemental Positions list per the negotiated agreement:

2012-2013 Supplemental Positions Additions

Lola Hatfield	2.0% HSTW Centralized Data
Kelly Calderone-Davis	1.0% HSTW Common Core Co-Chair
Daniel Davis	1.0% HSTW Common Core Co-Chair
Keri Merickel	1.0% HSTW Student Success Co-Chair
Barb Houmard	1.0% HSTW Student Success Co-Chair

- f. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:
 - 1) Daniela Guimaraes, Adult Education Instructor, Step 7, \$14.00 hourly
 - g. 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) Daniela Guimaraes, Instructor, ESL, Step 7, \$14.00 hourly
2. Classified Employment
- a. Resignation of Kristi Maximovich, Administrative Assistant to Guidance, for the purpose of accepting the position of Administrative Assistant to Director of Operations and Adult Education, effective at the end of the day on Friday, November 30, 2012.

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

- b. Approval of the employment of Kristi Maximovich, Administrative Assistant to Director of Operations and Adult Education, Step 8 of the Non-Bargaining Unit Handbook, per the 7/1/11 salary schedule, effective December 3, 2012, 143 days (plus 7 holidays) prorated portion of the 260 day, 11 holiday contract.
- c. Resignation of Donna Jackson, Account Clerk II, for the purpose of retirement, at the end of the day on Thursday, January 31, 2013.
- d. Resignation of Kevin Fields, Aide, effective at the end of the day on Friday, November 2, 2012.
- 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
Bodkins	Michelle	AA/Cafeteria/Custodial
Wellman	Alisha	AA
Wilson	Craig	AA

3. Volunteers

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

Donald Beane Retired from College of Wosoter
Lloyd Boyer Retired Teacher
Douglas Fate Retired from Aircraft Braking Systems

4. Contracts

- a. Approve the following Consultant Contracts:

- 1) Memories Party Center, venue for WCSCC prom, \$28.74 per person.
- 2) Hats Off Entertainment, DJ for prom, \$500.

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

The motion was carried.

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GRANTS AND AGREEMENTS

A motion by Mrs. Lawson was seconded by Mr. Denning to approve the following Grants and Agreements:

- a. Approval for agreements with the following agencies for the purpose of providing fieldwork experience for students enrolled in the Emergency Medical Technician (EMT) program:

Canaan Township Fire Department
Perrysville Fire Department
Prairie Township Fire Department
Department
Rittman EMS

Samaritan Care Ambulance
Western Holmes Fire District
Wooster Township Fire

- b. Approval to apply for Council on Occupational Education (COE) Accreditation for Adult & Community Education.
- c. Approval to renew University Systems of Ohio membership allowing continuation of WorkKeys assessments and Job Profiling.
- d. Approval of the 2013-2014 WCSCC School Calendar.
- e. Approval for an institutional membership in the Ohio Association for Career and Technical Education (OACTE) for the FY13 school year at a cost of \$1,000.
- f. Approval to enter into a contract with WQKT/WKVX for advertising during 28 high school basketball game broadcasts plus extras from December 2012 to March 2013 for a total of \$1,176.

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

The motion was carried.

URGENT NECESSITY RESOLUTION

A motion by Mr. Besancon was seconded by Mr. Keener to approve the following Resolution #12-10 declaring urgent necessity:

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RESOLUTION – (Con't)

A RESOLUTION DECLARING URGENT NECESSITY AND APPROVING CONTRACTS FOR PERFORMING BUILDING MODIFICATIONS FOR THE PURPOSE OF CONSTRUCTING A “GRAB AND GO” FOOD SERVICE CENTER AS PART OF THE DISTRICT’S FOOD SERVICE OPERATION.

WHEREAS, Section 3313.46 of the Revised Code requires boards of education to advertise for bids for a period of two weeks when they determine to make certain repairs and/or improvements to school buildings, the cost of which will exceed \$25,000, and to award contracts to the lowest responsible bidder, except in cases of urgent necessity; and

WHEREAS, the School District’s current food service operation does not serve the District’s adult education students; and

WHEREAS, the School District desires to expand the food service operation by adding a “grab and go” center so that it may provide, by not later than the semester commencing January 2013, service to its adult education students as well as additional healthy varieties its high school students; and

WHEREAS, the modifications must be commenced as soon as possible in order to ensure that the “grab and go” center and expanded food service will be available for use as of the semester commencing in January 2013; and

WHEREAS, this Board finds that such circumstances warrant the declaration of a case of urgent necessity in connection with the procurement of the modifications.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Wayne County Joint Vocational School District, Wayne County, Ohio, that:

Section 1. Finding of Urgent Necessity. For the aforesaid reasons, this Board hereby finds, determines and declares that an urgent necessity exists with respect to the commencement of the modifications referenced in this Resolution, that compliance with the relatively lengthy procedures prescribed by Section 3313.46 of the Revised Code could compromise the educational mission of the District, and that said Section 3313.46 does not apply to the contracts approved under Section 2 herein.

Section 2. Approval of Contract. The President, Vice-President and Treasurer of this Board, and the Superintendent of Schools, each and all, are hereby authorized and directed to enter into contracts with those vendors, in the amounts noted in Exhibit A attached hereto, and to sign any certificates or documents, and to take such other actions as are desirable, advisable, necessary or appropriate, to consummate the transactions contemplated by this Resolution.

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RESOLUTION – (Con't)

Section 3. Prior Acts Ratified and Confirmed. Any actions previously taken by School District officials or agents of this Board in furtherance of the matters set forth in this Resolution are hereby approved, ratified and confirmed.

Section 4. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 5. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 6. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

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

The motion was carried.

DOCUMENTS AND MATERIALS

A motion by Mrs. Lawson was seconded by Mrs. Grim to approve the following documents and materials:

- a. Approval of the following job descriptions:
 - 1) AA Director of Operations and Adult Education
 - 2) AE DIT Coordinator
- b. Approval of the revisions to the following handbook:
 - 1) High School Nursing Handbook

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DOCUMENTS AND MATERIALS – (Con't)

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

The motion was carried.

EXECUTIVE SESSION

A motion by Mr. Besancon was seconded by Dr. Roadruck to go into Executive Session at 8:43 p.m. for the purpose of discussing the Superintendent and Treasurer's evaluations.

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

The motion was carried.

President Stuart called the Board back into Regular Session at 9:22 p.m.

ADJOURNMENT

A motion by Mr. Steiner was seconded by Mr. Denning to adjourn the November Board Meeting at 9:24 p.m.

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

The motion was carried.

President

Treasurer