

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**JANUARY 15, 2013**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Keener at 7:43 p.m. on Tuesday, January 15, 2013, in the Career Center.

Pledge of Allegiance.

**ROLL CALL**

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

Mr. Zook was not in attendance.

**APPROVAL OF 2014 TAX BUDGET**

A motion by Mrs. Lawson was seconded by Mr. Denning to approve the 2014 Tax Budget as presented.

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

The motion was carried.

**BOARD MINUTES**

A motion by Mr. Stuart was seconded by Mrs. Williams to approve the minutes from the December 19, 2012, Regular Board Meeting.

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

The motion was carried.

**BOARD COMMITTEE REPORTS**

Finance & Legislative Committee Reports

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

**SUPERINTENDENT'S REPORT**

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

1. Director's Report
2. Principal's Report
3. Dr. Crain reviewed several potential program changes and potential updates to the safety plan with the Board of Education.
4. Important Upcoming Dates and Times
  - a. Career Tech Tuesday will be held during the school day on February 12<sup>th</sup> and March 12<sup>th</sup>.
  - b. There will be no school on Monday, January 21<sup>st</sup> for Martin Luther King Day.
  - c. Parent Teacher Conferences will be from 4-7 p.m. on Thursday, February 14<sup>th</sup>.
  - d. State BPA Competition will be held March 13<sup>th</sup> and 15<sup>th</sup> in Columbus.
  - e. There will be no school on Friday, February 15<sup>th</sup> and Monday, February 18<sup>th</sup> for PT Conference Teacher Day and Presidents' Day).
  - f. Health Occupations Students of America (HOSA) State Contest will be March 21<sup>st</sup> and 22<sup>nd</sup> at Tolles Career and Technical Center.
  - g. There will be no school on Friday, March 29<sup>th</sup>.

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

The motion was carried.

**BOARD MEMBER RECOGNITION MONTH**

Board Members were recognized for their service.

**TREASURER'S CONSENT AGENDA**

A motion by Mr. Denning was seconded by Dr. Roadruck 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 December, 2012.
  - c. Approval of the cosmetology price list for goods and services

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

TREASURER'S CONSENT AGENDA – (Con't)

- d. Approval to accept the following donation:
  - 1) \$3,820 towards the purchase of a podium from the Farm Credit Bureau on December 28, 2012.
- e. Approve the following Purchase Orders over \$5,000:
  - 1) Industrial Video Corporation, podium with equipment, \$7,769.09.
  - 2) WCSCC Board Fee Pays, WCSCC student fees for those who qualify for free/reduced meals, \$12,837.

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

The motion was carried.

**SUPERINTENDENT'S CONSENT AGENDA**

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

- 1. Certified Employment
  - a. Resignation of Catherine Knight, AE Nursing Instructor, effective March 31, 2013 for the purpose of retirement.
  - b. Resignation of Nate Broehl, Substitute Teacher, effective December 18, 2012.
  - c. Approval to pay Jennifer Rue, Teaching Assistant, for an additional three hours of work during Open House on November 29, 2012.
  - d. Employment of the following individuals to substitute in area(s) indicated for the 2012-2013 school year:

Last Name	First Name	Licensure
Steffen	Molly	Career Tech
Fahrney	Jorie	Early Childhood

- e. Employment of the following individual to substitute in the area(s) indicated for the 2013-2013 school year:

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

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

Last Name	First Name	Position	Salary	Step	Degree
Goodwill	Donna	School Nurse	\$26/hr	5	MSN

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) Jean Boen, Adult Education Instructor, Step 12, \$16.50 hourly, effective January 10, 2013
- 2) Vicki Ickes, Adult Education Instructor, Step 11, \$16.00 hourly, effective March 7, 2013
- 3) Jennifer Farrar, Trade & Industry Apprenticeship Instructor, Step 6, \$21.00 hourly, effective January 22, 2013
- 4) Timothy Scott Musser II, Trade & Industry Apprenticeship Instructor, Step 6, \$21.00 hourly, effective January 22, 2013
- 5) Kevin Wilson, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective January 22, 2013, supplemental

2. Classified Employment

- a. Approval of the employment of Alisha Wellman, Administrative Assistant to Guidance, regularly scheduled, Step 2, Class III per the Classified Negotiated Agreement for Employees Employed After July 1, 2011, effective January 16, 2013 through June 5, 2013, 92 days (plus 4 holidays) prorated portion of the 190 day, 10 holiday contract for the 2012-2013 school year.
- b. Resignation of Debra Becker, Adult Education Financial Aid Coordinator, for the purpose of taking the position of Account Clerk II, effective January 4, 2013.
- c. Employment of the following individuals to substitute in area(s) indicated for the 2012-2013 school year:

Last Name	First Name	Licensure
Brooks	Deborah	Teacher Aide
Burke	RaKayla	Teacher Aide
First	Amanda	Teacher Aide
Steffen	Molly	Teacher Aide, AA
Bodkin	Michelle	Teacher Aide, AA, Cafeteria, Custodial
Battles	Thomas	AA
Shelly	Darlene	Cafeteria

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

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- d. Approval of the employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:

- 1) Martha Hartshorn, Classroom Aide, Step 0, \$9.00 hourly, effective January 16, 2013.

3. Consultant Contracts

- a. Michael Banks, National Registry Practical Skills Examiner, on or about December 22, 2012, \$97.50  
b. Dennis Lipp, Painting for the Fun of It, on or about February 4 – March 18, 2013, \$300  
c. Dennis Lipp, Painting from the Heart, on or about February 7 – March 14, 2013, \$300  
d. OSU Extension Service, Live Well on Less, on or about April 25, 2013, \$70  
e. OSU Extension Service, Health & Safety in Family Child Care, on or about March 5 & 12, 2013, \$280  
f. OSU Extension Service, Right on the Money, on or about April 11, 2013, \$70  
g. OSU Extension Service, Raising Your Kids With Character, on or about June 4, 2013, \$70  
h. OSU Extension Service, Home Buyer Basics, on or about June 13 & June 20, 2013, \$140  
i. Greg Thompson, Adult Child & Infant CPR, on or about January 16, 2013, \$200  
j. Greg Thompson, Adult Child & Infant CPR, on or about March 20, 2013, \$200  
k. Greg Thompson, Adult Child & Infant CPR, on or about May 16, 2013, \$200

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

The motion was carried.

**GRANTS AND AGREEMENTS**

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

- a. Approval for the Adult Basic & Literacy Education & Families Learning Together Programs to accept an Orrville United Way grant in the amount of \$35,000.

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

GRANTS AND AGREEMENTS – (Con't)

- b. Approval of an agreement with Eagle Vending and Concessions to provide coin-operated vending machines in the adult and staff dining areas through December 31, 2013.
- c. Approval of a Purchase of Training contract with Wayne County Department of Job & Family Services (WCDJFS) effective January 1, 2013 – December 31, 2013. This contract will not exceed \$6,000.
- d. Approval of a clinical contract with Walnut Hills Nursing Home.
- e. Approval of a revised clinical contract with Shady Lawn Healthcare Community.
- f. Approval of a revised clinical contract with BrennField Nursing Center.
- g. Approval to enter into an Agreement from January 1, 2013 through December 31, 2013 with Smithville Village to provide a resource officer at the school district at a cost of \$15,161.
- h. Approve Institutional Membership renewal in the Ohio Association of Career-Technical Education (OACTE) for 2013 for a total of \$1,000.
- i. Approve membership renewal in the Education Tax Policy Institute for the membership year beginning January 1, 2013. ETPI provides research and the facts concerning taxation and school funding. Cost is \$1,000 per year.

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Steiner, yes; Mr. Besancon, yes; Mr. Denning, yes; Mr. Gantz, 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.

**PROJECT LEAD THE WAY RESOLUTION**

A motion by Mr. Besancon was seconded by Mrs. Williams to approve of the Resolution #13-2 dealing with Project Lead the Way Engineering Technologies program:

**WHEREAS**, the Orrville City School (OCS) Board of Education recognizes the expertise the Wayne County Schools Career Center (WCSCC) can provide in supporting the Project Lead the Way (PLTW) Engineering Technologies program, and

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

PROJECT LEAD THE WAY RESOLUTION – (Con't)

**WHEREAS**, the OCS administration has assured minimum enrollment to provide for the Project Lead the Way (PLTW) program,

**BE IT THEREFORE RESOLVED**, upon the recommendation of the Superintendent, the WCSCC Board of Education approves support of the Project Lead the Way (PLTW) Engineering Technologies program for OCS for a term of one school year, 2013-14.

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

The motion was carried.

**DOCUMENTS AND MATERIALS**

A motion by Dr. Roadruck was seconded by Mr. Noble 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>
2/14-2/17/13	Craig Wellert	National Farm Machinery Show Louisville Kentucky Expo Center Louisville, KY

- b. Approval of the following job descriptions and set of expectations:

- 1) Supervisor Career Tech and Nursing
- 2) Supervisor Curriculum
- 3) Supervisor of Career and Technical Education
- 4) Director of Operations
- 5) Manager AE
- 6) Manager Technology
- 7) Principal
- 8) Parking Lot Monitor Expectations

- c. Approval of the following revised Policies and Forms as recommended in the NEOLA Special Update November 2012:

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

DOCUMENTS AND MATERIALS – (Con't)

Section	Number	Status	Title
Policy	1520	Revised	Employment of Administrators
Policy	3220.03	Delete	Evaluation of Teachers on Limited Contract

d. Approval of the new editions of the following textbooks:

- 1) Adobe Illustrator CS5 Classroom in a Book, 2010 by Adobe Press
- 2) The Design Collection Revealed: Adobe Indesign CS5, Photoshop CS5 and Illustrator CS5, 1<sup>st</sup> edition, 2011 by Delmar Cengage Learning

e. Approval of the revisions to the following handbook:

- 1) High School Cosmetology Handbook

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

The motion was carried.

**ADJOURNMENT**

A motion by Mr. Denning was seconded by Mr. Stuart to adjourn the January Regular Board Meeting at 8:10 p.m.

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

The motion was carried.

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President

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Treasurer