

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**NOVEMBER 20, 2013**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Keener at 7:30 p.m. on Wednesday, November 20, 2013, in the Career Center.

Pledge of Allegiance given by Katelynn Milliken and Kylie Snell - Moment of Silence

**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, Mrs. Sue Williams, and Mr. Doug Zook in attendance.

**APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS**

A motion by Dr. Roadruck was seconded by Mr. Steiner to approve the November 20, 2013 agenda, corrections, additions, and deletions.

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

The motion was carried.

**PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS**

Presentation to WCSCC from Science Instructor Shannon Hornacek, First Lieutenant and Executive Officer of the 1487<sup>th</sup> Transportation Company, Piqua, OH

**STUDENT AND STAFF RECOGNITION**

Updates given by Scott Beatty, Dalton Superintendent and Frank Besancon, Board Member at Smithville.

1. Theda Neer, IRP Clerk, WCSCC Staff Excellence Award
2. Gerri Cremer, Adult Practical Nursing Evening Student, WCSCC Adult Education Exceptional Student of the Month
3. Katelynn Milliken, Practical Nursing, WCSCC Student of the Month from Dalton
4. Anna Ressler, Culinary Arts, WCSCC Student of the Month from Dalton
5. Brianna Swartz, Practical Nursing, WCSCC Student Success Story from Dalton
6. Sarah Shaub, Landscape and Plant Technologies, WCSCC Extra Help Student of the Month

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STUDENT AND STAFF RECOGNITION – (Con't)

7. Kylie Snell, Practical Nursing, WCSCC Student of the Month from Smithville
8. Mariah Beery, Medical Office Management, WCSCC Student of the Month from Smithville
9. Tyler McCoy, Interactive Median, WCSCC Student Success Story from Smithville
10. Matt Feltner, Culinary Arts, WCSCC Extra Help Student of the Month from Smithville

**BOARD MINUTES**

A motion by Mrs. Lawson was seconded by Mr. Besancon to approve the minutes from the October 16, 2013, Regular Board Meeting.

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

The motion was carried.

**BOARD COMMITTEE REPORTS**

Finance & Legislative Committee Reports

**SUPERINTENDENT'S REPORT**

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

1. Director's Report
2. Principal's Report
3. Ohio Teacher of the Year – Debra McDonald
4. Important Upcoming Dates and Times
  - a. Sophomore Visitations will be November 21<sup>st</sup>, 22<sup>nd</sup> and 25<sup>th</sup>
  - b. The Ohio State vs. Michigan Tailgate Party will be held Wednesday, November 27<sup>th</sup> from 11:00 a.m. to 1:30 p.m.
  - c. Thanksgiving Break will be November 28<sup>th</sup> and 29<sup>th</sup>
  - d. Our next Waiver Day/Staff In-Service will take place on Monday, December 2<sup>nd</sup>
  - e. Open House will take place on Thursday, December 5<sup>th</sup> from 5-7:30 p.m.
  - f. Christmas Break will be Monday, December 23<sup>rd</sup> through Friday, January 3<sup>rd</sup> with staff and students returning on Monday, January 6<sup>th</sup>

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SUPERINTENDENT'S REPORT – (Con't)

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

1. Finance

- a. Approve the list of purchase orders for the month
- b. Approve the Financial Reports for October 2013
- c. Approval of the reclassification of the Star Student Activity Account from a 200 Fund into a 018 Fund for Public School Support.
- d. Approval for payment to Green Local School District for cost of repair/supplies purchased by Green for WCSCC buses, for a total of \$5,140.04.
- e. Approval to accept the following donations:
  - 1) Donation of \$4,267 to the Animal Care & Management program from Zoetis, Inc.
  - 2) Donation of \$4,146 to the Ag & Industrial Mechanics program from Zoetis, Inc.
  - 3) Donation of two manikin heads to the AE Cosmetology Program by Stephanie Shank with an approximate value of \$86.25

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

The motion was carried.

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**SUPERINTENDENT'S CONSENT AGENDA**

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

1. Certified Employment

a. Employment of the following substitute teachers for the 2013-2014 school year:

Last Name	First Name	Long-term substitute Teaching Area(s)	Effective Contract Date
Anderson	Janice	Business Education	November 6, 2013
Fox	Jordan	Dental Assisting	November 21, 2013
Miskimen	Andrew	AYA – Int. Math	November 21, 2013
Nelson	James		November 21, 2013
Radabaugh	Abby		November 21, 2013
Shook	Suzanne	General	November 21, 2013
Slover	Chantele		November 21, 2013
Ulle	Celeste	AYA – Int. Math	November 21, 2013
Williams	Andi	AYA – Int. SS	November 21, 2013

b. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, effective 2013-2014 year:

- 1) Emily Hartzler, Instructor, ABLE, ESL Civics, Adult Literacy, Literacy Ed Rotary, Step 10, \$15.50 hourly, effective November 21, 2013
- 2) Cheryl Jindra, Instructor, ABLE, ESL Civics, Adult Literacy, Literacy Ed Rotary, Step 12, \$16.50 hourly, effective November 21, 2013

c. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2013-2014 year:

- 1) John Good, Trade & Industry Apprenticeship Instructor, Step 5, \$20.00 hourly, effective November 21, 2013
- 2) Shelly Perry, Adult Education Instructor, Step 20, \$21.00 hourly, effective September 17, 2013 – supplemental
- 3) Chris Plantz, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective November 21, 2013
- 4) Ronald Schriber, Trade & Industry Apprenticeship Instructor, Step 8, \$23.00 hourly, effective November 21, 2013

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

2. Classified Employment

a. Employment of Rocky Smith, Classroom Aide, for the 2013-2014 school year, hourly/regularly scheduled, Step 0, \$9.98/hour per the Classroom Aide Salary Schedule effective October 23, 2013.

b. Employment of the following for 2013-2014 Supplemental Positions per the negotiated agreement:

Barb Houmard	1.0%	HSTW Classified Committee Co-Chair
Shelly Martin	1.0%	HSTW Classified Committee Co-Chair

c. Resignation of Bill Tiano, Classroom Aide, for the purpose of retirement effective at the end of the day on November 8, 2013.

d. Resignation of Melissa Sidle, Bus Driver, effective November 7, 2013.

e. Resignation of Cynthia Farron, Child Care Aide, effective November 21, 2013.

f. Approval of the employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed effective 2013-2014 year:

1) Jennifer McCully, Child Care Aide, FLT Rotary, Step 2, \$8.20 hourly, effective December 3, 2013

g. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year:

Last Name	First Name	Sub Area	Effective Contract Date
Hargrave	Krista	Classified	November 21, 2013
Williams	Andi	Classified	November 21, 2013
Young	Richard	Classified	November 21, 2013

3. Consultant Contracts: none

4. Volunteers: none

5. Approval to remove the following from inventory: none

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

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

The motion was carried.

**GRANTS AND AGREEMENTS**

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

- a. Approval of a Use of Facilities Agreement with The University of Akron/Wayne College for the Senior Recognition Ceremony
- b. Approval of a clinical agreement with The Good Shepherd
- c. Approval of a clinical agreement with Heritage Private School, Inc.

Roll call vote on the motion was as follows: Dr. Roadruck, yes; Mrs. Lawson, yes; Mr. Besancon, yes; Mr. Denning, yes; Mr. Gantz, yes; Mrs. Grim, yes; Mr. Noble, yes; Mr. Reynolds, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mrs. Williams, yes; Mr. Zook, yes; and Mr. Keener, 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 2014-2015 WCSCC School Calendar
- b. Approval of the following revised/new policy:

Section	Number	Status	Title
Policy	2280	New (2 <sup>nd</sup> read)	Preschool Program

- c. Approval of the Adult & Community Education Continuous Improvement Plan FY14-17
- d. Approval of the following new job descriptions:

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DOCUMENTS AND MATERIALS – (Con't)

- 1) Teaching/Learning Technologist – Part Time
- 2) EMIS Assistant – Part Time

e. Approval of the following revised job descriptions:

- 1) Teaching Assistant – Auto Technologies
- 2) Teaching Assistant – Culinary Arts
- 3) Aide – Hospitality
- 4) Aide – Landscape
- 5) Aide – Truck Mechanics
- 6) Aide – Welding
- 7) Aide – Ag Mechanics
- 8) Aide – Animal Care
- 9) Aide – Auto Technologies
- 10) Aide – Cosmetology
- 11) Aide – Culinary Arts

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

The motion was carried.

**ITEMS OF DISCUSSION**

1. First reading of the following revised/new policy:

Section	Number	Status	Title
Policy	0110	Revised	Identification
Policy	0140	Revised	Membership
Policy	1220	Revised	Employment of the Superintendent
Policy	1310	Revised	Employment of the Treasurer
Policy	1520	Revised	Employment of the Administrators
Policy	1630.01	New	FMLA Leave
Policy	1662	New	Anti-Harassment
Policy	2271	Revised/New	Postsecondary Enrollment Programs
Policy	2280	New	Preschool Program
Policy	2430	Revised	District-Sponsored Clubs & Activities
Policy	3120	Revised	Employment of Professional Staff
Policy	3220	Revised	Staff Evaluation
Policy	3362	Revised	Anti-Harassment

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ITEMS OF DISCUSSION – (Con't)

Policy	3430.01	Revised	FMLA Leave
Policy	4362	Revised	Anti-Harassment
Policy	4430.01	Revised	FMLA Leave
Policy	5513	Revised	Care of District Property
Policy	5515.01	Revised	Safe Operation of Motorized Utility Vehicles by Students
Policy	5517	Revised	Anti-Harassment
Policy	5517.01	Revised	Bullying & Other Aggressive Behavior
Policy	6152	Revised	Student Fees, Fines, & Charges
Policy	7300	Revised	Disposition of Real-Personal Property
Policy	8210	Revised	School Calendar
Policy	8390	New	Animals on District Property
Policy	8405	Revised	Environmental Health & Safety Issues
Policy	8462	Revised	Student Abuse & Neglect
Policy	8510	Revised	Wellness
Policy	9160	Revised	Public Attendance at School Events

2. Board discussion.

Mr. Noble discussed with the board on having the students give the board a brief presentation after attending activities. The Board directed Mr. Brown to arrange for presentations a couple times a year.

Mr. Stuart recommended having our students get involved at the OSBA Student Achievement Fair.

Mr. Stuart congratulated Susie.

**EXECUTIVE SESSION**

A motion by Mr. Besancon was seconded by Mr. Denning to go into Executive Session at 8:35 p.m. for the purpose of discussing superintendent and treasurer evaluations. The Superintendent and Treasurer were not present.

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

The motion was carried.

President Keener called the Board back into Regular Session at 8:52 p.m.



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**ADJOURNMENT**

A motion by Mr. Besancon was seconded by Mr. Denning to adjourn the November Regular Board Meeting at 8:52 p.m.

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

The motion was carried.

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President

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Treasurer