

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
FEBRUARY 19, 2014

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Noble at 7:30 p.m. on Wednesday, February 19, 2014, in the Career Center.

Pledge of Allegiance given by Chelsea Daniels and Tyler Wortman – Moment of Silence.

ROLL CALL

Roll Call showed members Mr. Larry Acker, Mr. Curt Denning, 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.

Mr. Besancon was not in attendance.

APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve the February 19, 2014 agenda, addendum, corrections, additions, and deletions.

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

The motion was carried.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Mr. David Sovacool, Principal, Orrville City Schools gave an update on their school.
Mr. Nick Evans, Principal, Rittman Exempted Village School District gave an update on their school.

OUTSTANDING BUSINESS PARTNER

Wooster Brush Company, Gary Leisure

STUDENT AND STAFF RECOGNITION

1. Kelly Calderone-Davis, English/Educational Technologist, WCSCC Staff Excellence Award
2. Bill Peters, Engineering Instructor, WCSCC Staff Excellence Award
3. Alan Zimmerman, A+/Educational Technologist, WCSCC Staff Excellence Award

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

STUDENT AND STAFF RECOGNITION – (Con't)

4. Mark Hogue, Industrial Maintenance Technology, WCSCC Adult Education Exceptional Student of the Month
5. Jason Oberly, Welding Technology, WCSCC Adult Education Most Dedicated Student of the Month
6. Tyler Wortman, Engineering Technologies, WCSCC Student of the Month from Orrville
7. Kevin Lyons, Construction Technologies, WCSCC Student of the Month from Orrville
8. Jennifer Stufflebeam, Patient Care Technologies, WCSCC Student Success Story from Orrville
9. Courtney Pohl, Patient Care Technologies, WCSCC Extra Help Student of the Month from Orrville
10. Chelsea Daniels, Medical Assisting, WCSCC Student of the Month from Rittman
11. Tresa Hartzler, Practical Nursing, WCSCC Student of the Month from Rittman
12. Katelyn Graybeal, Medical Assisting, WCSCC Student Success Story from Rittman
13. Breanna Jaeger, Medical Assisting, WCSCC Extra Help Student of the Month from Rittman
14. Director's Report by Lynn Moomaw

BOARD MINUTES

A motion by Mrs. Grim was seconded by Dr. Roadruck to approve the minutes from the January 15, 2014, Organizational Meeting and the January 15, 2014, Regular Board Meeting.

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

The motion was carried.

BOARD COMMITTEE REPORTS

Finance & Legislative Committee Reports

SUPERINTENDENT'S REPORT

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

1. Principal's Report

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

SUPERINTENDENT'S REPORT – (Con't)

2. Important Upcoming Dates and Times

- a. State Business Professionals of America (BPA) competition will be held in Columbus from March 14-March 15, 2014
- b. Spring Break will be from March 31, 2014-April 4, 2014. Students will return on Monday, April 7, 2014.
- c. Health Occupations Students of America (HOSA) State Skill contest will take place from April 10-April 11, 2014 at Tolles Career and Technical Center in Plain City, OH.
- d. The National Honor Society Induction will be held on April 14, 2014 at 7:30 p.m. in the Commons.
- e. SkillsUSA State Contest will take place from April 14-April 16, 2014 in Columbus.
- f. The Good Friday holiday is on Friday, April 18, 2014.
- g. Dinner With Your Teacher will be held on Tuesday, April 22, 2014 from 6-7:30 p.m.

3. Calamity Days

Information will be forwarded to the Ohio Department of Education seeking approval of 1/24/14, 1/27/14, 1/28/14, 1/29/14 and 2/5/14 as calamity days due to inclement weather.

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

The motion was carried.

TREASURER'S CONSENT AGENDA

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

1. Finance

- a. Approval of the list of purchase orders and budgetary check register for the month
- b. Approval of the Financial Reports for January 2014

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

TREASURER’S CONSENT AGENDA – (Con’t)

- c. Approval of the acceptance of the following donations:
 - 1) Donation of SMART interactive projector, document camera, response software, Bridgit conferencing software, related training and small group workshop for a total value of \$7,247 from SMART Technologies ULC in conjunction with the Teaching Excellence Award presented to the 2014 State Teacher of the Year recipient, Debra McDonald
 - 2) Donation of a 2006 Ford Fusion from Leland Flox for use in the Auto Technologies program, with an approximate value of \$5,100
 - 3) Donation of various items from local businesses and industries to make a community related bag for seven guests visiting for Adult Education Accreditation
 - 4) Donation of a Nebulizer from Pamela Vorkapich for use in the Practical Nursing Program, with an approximate value of \$50

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

The motion was carried.

SUPERINTENDENT’S CONSENT AGENDA

A motion by Mr. Stuart was seconded by Mrs. Williams to approve the Superintendent’s Consent Agenda as follows:

1. Certified Employment

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

Last	First	Sub Area	Step	Rate	Degree	Effective Contract Date
Johns	Aimee	School Nurse	1	\$22.00/hr	RN/AD	February 20, 2014

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

Last	First	Long-term substitute Teaching Area(s)	Effective Contract Date
Andrew	Brandon		February 20, 2014
Thomas	Molly	Cosmetology	February 20, 2014

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

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- 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) Helena Ritchey, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective January 29, 2014 - Supplemental

2. Classified Employment

a. Resignation of Melinda Wenger, Families Learning Together Child Care Aide, effective February 7, 2014

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

Last	First	Sub Area	Effective Contract Date
Neuenschwander	Shannon	Classified	February 20, 2014
Sampsel	Jeff	Classified	February 20, 2014
Suppes	Allison	Classified	February 20, 2014
Workman	Johnny	Classified	February 20, 2014
Blough	Amy	Classified	February 20, 2014

3. Consultant Contracts:

a. Greg Thompson, Adult, Child & Infant CPR, on or about January 24, 2014, \$220

4. Volunteers:

None

5. Approval to remove the following from inventory:

<u>Hardware</u>	<u>Serial Number</u>	<u>Tag</u>
Dell Poweredge Gateway e4500	36717041	6336
Dell PowerVault	D0MLQ91	No Tag
HP LaserJet	USGW044400	3880
Gateway e6100	32857405	3532
Gateway e6100	32837595	3537
Dell Optiplex GX240	9z19h11	OLD 12878

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

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

<u>Software</u>	<u>Serial Number</u>	<u>Parts Number</u>
Autodesk Design	400-46255706	ADA-AUTODESK
Autodesk Design	341-13811918	ADA-AUTODESK
Autodesk Design	400-52910405	ADA-AUTODESK
Autodesk Design	341-06736262	20003-011408-9000
Autodesk Design	400-84531409	20005-011452-9000
Autodesk Inventor	342-22943252	46203-051452-9700
Autodesk AutoCAD	339-54022727	00120-017408-9601
Autodesk 3D Studio	111-10090483	VIZ-ADA
SmartSound	J20924170	
Frutyloops 5	DLYVK-LUML5-JDUMJ-7WEX6	
Earthscapes		
Microsoft Project 98		
Cubase VST	RSN200-0002-038793-7UC8-GYXY	
ACID Pro 3.0		
SNAGIT	PC6UC-4Z77Z-KWN9A-CDZGQ	
REASON	7.35E+12	
Quickbooks 2004	09607-15363-63802-100005	
Eye Candy	PLJNPPBGAEIL	
Adobe Acrobat 4.0		7.18659E+11
Adobe Acrobat 5.0		7.18659E+11
FL Studio XXL 6	YRF2R-4X5FR-FA11C-PKBAA	
Adobe Photoshop		6.0 7.18659E+11
Adobe Creative Suite 1.3	1131-1417-4790-83-45-7372-7434	
Premium		
Adobe Creative Suite 2.0	1131-1417-4790-8345-7372-7434	
Premium		
ScanTEX 2000	none	

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

The motion was carried.

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

GRANTS AND AGREEMENTS

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

- a. Per the Ohio Department of Education (ODE), Nathan Greenough will be taken out of EMIS for his time from January 17, 2014 (*correction from the originally approved date of January 1, 2014*) through June 1, 2014 at the Wayne County Schools Career Center and will be contracted directly with Northwestern Local Schools.
- b. Approval of the Memo of Understanding between the Wayne County Schools Career Center and Adult & Community Education for granting selected WCSCC Medical Assisting students 707 hours of advanced placement credit towards the Adult & Community Education Medical Assisting program.
- c. Approval of a clinical agreement with Apostolic Christian Home
- d. Approval of a clinical agreement with Aultman Orrville Hospital
- e. Approval of a clinical agreement with Cleveland Clinic – Wooster
- f. Approval of a clinical agreement with Hospice & Palliative Care of Greater Wayne County
- g. Approval of a clinical agreement with Ida Sue School
- h. Approval of a clinical agreement with Pleasant View Health Care Center
- i. Approval of a clinical agreement with Smithville-Western Care Center
- j. Approval of a clinical agreement with Sycamore Run Nursing & Rehabilitation
- k. Approval of a clinical agreement with West View Manor, Inc.
- l. Approval of a clinical agreement with Wooster City Schools

Roll call vote on the motion was as follows: Mr. Denning, yes; Mr. Keener, yes; Mr. Acker, 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. Noble, yes.

The motion was carried.

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

DOCUMENTS AND MATERIALS

A motion by Mr. Denning was seconded by Mr. Zook to approve the following Documents and Materials:

- a. Approval of the revision to the 2014-2015 School Year Calendar
- b. Approval of the following overnight field trip requests:

<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
4/14-4/15/14	Jennifer Rue Anita Hawkins Warren Caskey	State BPA Competition Hyatt Regency Greater Columbus Convention Center – Columbus, OH
3/14-3/15/14	Craig Wellert	State FFA Competition – Ag Mechanics University of Northwestern Lima, OH

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

The motion was carried.

NEW BUSINESS

1. First reading of the course of study for Adult Education Medical Assisting
2. First reading of the following textbooks:
 - a. Microsoft Outlook 2013 Introductory by Hoisington and Freund, 2014, Cengage Learning, Boston, Mass.
 - b. Microsoft Excel 2013 Complete by Freund, Jones and Starks, 2014, Cengage Learning, Boston, Mass.
 - c. Microsoft Word 2013 Complete by Vermaat, 2014, Cengage Learning, Boston, Mass.
 - d. Microsoft Access 2013 Complete by Pratt and Last, 2014, Cengage Learning, Boston, Mass.

ITEMS OF DISCUSSION

1. Board discussion – none.

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

ITEMS OF DISCUSSION – (Con't)

2. First reading of the revised/new administrative guideline:

Section	Number	Status	Title
Policy	8510	Revise (1 st read)	Wellness

EXECUTIVE SESSION

A motion by Mrs. Grim was seconded by Mr. Steiner to go into Executive Session at 8:44 p.m. for the purpose of discussing matters required to be confidential by Federal law or rules or State statutes.

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

The motion was carried.

President Noble called the Board back into Regular Session at 8:50 p.m.

ADJOURNMENT

A motion by Mr. Acker was seconded by Mr. Steiner to adjourn the February Regular Board Meeting at 9:00 p.m.

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

The motion was carried.

President

Treasurer