

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
FEBRUARY 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, February 20, 2013, in the Career Center.

Pledge of Allegiance given by Lauren Beckwith and Trey Eikleberry.

ROLL CALL

Roll Call showed members 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.

Mr. Besancon entered @ 7:57 p.m. during Student Recognition.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Don Noble gave an update on Triway
Anita Jorney-Gifford, Wooster
Richard Leon, Wooster
Michael Tefs gave an update on Wooster.

STUDENT AND STAFF RECOGNITION

- a. Trey Eikleberry, Interactive Media, WCSCC Student of the Month from Triway
- b. Morgan Hoover, Patient Care Technologies, WCSCC Student of the Month from Triway
- c. Logan Warner, Utilities and Alternative Energy, WCSCC Extra Help Student of the Month from Triway
- d. Lauren Beckwith, Interactive Media, WCSCC Student of the Month from Wooster
- e. Aric Saal, Exercise Science and Sports Medicine, WCSCC Student of the Month from Wooster
- f. Jodee Gasbarre, Patient Care Technologies, WCSCC Extra Help Student of the Month from Wooster
- g. Antoinette Aiken, Early Childhood Education and Care, WCSCC Student Success Award from Wooster
- h. Craig Wilson, Computer & Accounting Office Specialist, WCSCC AE Exceptional Student of the Month
- i. Chip Johnson, AE Customized Skills Training Coordinator, WCSCC AE Staff Excellence Award
- j. Darlene Shelly, Cashier, WCSCC Staff Excellence Award

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STUDENT AND STAFF RECOGNITION – (Con't)

- k. Pam Waggy, Early Childhood Education and Care Aide, WCSCC Staff Excellence Award
- l. Julia Menchaca, English Instructor, WCSCC Staff Excellence Award

OATH OF OFFICE

Oath of Office was given to Douglas Zook.

BOARD MINUTES

A motion by Mr. Stuart was seconded by Mrs. Lawson to approve the minutes from the January 15, 2013 Organizational and Regular Board Meeting.

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

The motion was carried.

BOARD COMMITTEE REPORTS

Finance & Legislative Committee Reports

EXECUTIVE SESSION

A motion by Dr. Roadruck was seconded by Mr. Steiner 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: Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Besancon, yes; Mr. Denning, yes; Mr. Gantz, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mr. Zook, yes.

The motion was carried.

President Keener called the Board back into Regular Session at 8:37 p.m.

SUPERINTENDENT'S REPORT

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

- 1. Director's Report
- 2. Principal's Report

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SUPERINTENDENT'S REPORT – (Con't)

3. Important Upcoming Dates and Times

- a. State BPA Competition will be held March 13th and 15th in Columbus.
- b. There was no school on Friday, February 15th and Monday, February 18th for PT Conference Teacher Day and Presidents' Day).
- c. Health Occupations Students of America (HOSA) State Contest will be March 21st and 22nd at Tolles Career and Technical Center.
- d. There will be no school on Friday, March 29th.
- e. Spring Break will run from April 1st through April 5th.
- f. The FFA Northeastern Skills Classic will be held on April 11th.
- g. National Honor Society Induction Ceremony will take place on April 15th at 7:30 p.m. in the commons.
- h. April 16th will be Career Tech Tuesday.

4. Superintendent gave an update on Career-Tech lab changes.

Voice call vote on the motion was as follows: Mr. Besancon, Mrs. Grim, Mr. Denning, Mr. Gantz, Mr. Keener, Mrs. Lawson, 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

Mr. Zook motioned to approve items a, b, d, e 1-4 and e 6. There was no second. Motion died.

A motion by Mr. Besancon was seconded by Mr. Gantz 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 January 2013
- c. Approval to remove the following assets from inventory and be disposed of as donations, with complete removal cost to be assumed by Donee, or sold for scrap value:

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TREASURER'S CONSENT AGENDA – (Con't)

NOTE: These are no longer required for educational purposes in the Graphic Design and Imaging program due to the programming and curriculum focus changes that are occurring the next school year. The focus of the program will change from printing to a design-focused course with a larger photography element than it has had in the past.

- 1) AB Dick press 9985 two color, tag #00000367-15672. To be donated to Murr Printing.
- 2) Bobtish Stitcher, WCSCC bar code tag #04305-00000360. To be donated to Murr Printing.
- 3) Challenge MPC paper cutter, WCSCC bar code tag #190017-00000372. To be donated to Boggs Graphics Equipment.
- 4) NuARC light table, WCSCC bar code tag #00000345.
- 5) NuARC light table, WCSCC bar code tag #10851-00000342.
- 6) Vastech plate processor, WCSCC bar code tag #00000369. To be donated to R&R Graphics.
- 7) ECRM image setter, WCSCC bar code tag #00000376. To be donated to R&R Graphics.
- 8) Vastex film processor, WCSCC bar code tag #00000368. To be donated to R&R Graphics.
- 9) AB Dick Press 9910, no bar code. To be donated to R&R Graphics.
- 10) Platemaker XANTE 4, WCSCC bar code tag #00000363.
- 11) AB Dick printing press 9810, no bar code. To be donated to R&R Graphics.
- 12) AB Dick printing press 9970, WCSCC bar code tag #05018. To be donated to R&R Graphics.
- 13) Vastex exposure unit, WCSCC bar code tag #00000370.
- 14) Amergraph plate burner, WCSCC bar code tag #10883-00000373. To be donated to R&R Graphics.

d. Approval to accept the following donations:

- 1) 500 pounds of carbon steel valued at \$90 from American Auger for use by the Welding Technology program.
- 2) 200 pounds of stainless steel valued at \$100 from AT&F Advanced Metals for use by the Welding Technology program.
- 3) 802 pounds of stainless steel valued at \$360.90 from Ebner Furnaces for use by the Welding Technology program.
- 4) \$4,500 from Murr Printing
- 5) 138 various machinist's tools valued at \$975 from Dennis Harold for use by the Precision Machining program.

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TREASURER'S CONSENT AGENDA – (Con't)

- 6) Particle board valued at \$200 from P. Graham Dunn for use by the Precision Machining program.
 - 7) \$400 from an anonymous donor to the Ag Mechanics/Power Technologies program.
 - 8) Six hospital beds valued at approximately \$3,500 each from Wooster Community Hospital for use in the Patient Care Technologies program, for a total value of approximately \$21,000.
- e. Approve the following Purchase Orders over \$5,000:
- 1) Birdeye, high school video and Adult Education footage, \$14,950
 - 2) Apple Computer, Inc., MacBooks and cases for Adult Education nursing program, \$39,158
 - 3) Riceland Cabinet, roll-up doors for coffee room project, \$15,125.60
 - 4) ATI/Educational Resources, final payment for class of 07/13 Adult Education LPN Day Students, \$5,474
 - 5) Vance's Law Enforcement, equipment for Adult Education Law Enforcement Training Academy, \$9,140
 - 6) Worldwide Machine Tool LLC, new Acer vertical milling machine, \$10,950

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Gantz, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mr. Zook, no.

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

A motion by Dr. Roadruck was seconded by Mr. Denning to approve the Superintendent's Consent Agenda as follows:

1. Certified Employment

- a. Resignation of Terry Vickers, Truck Mechanics Instructor effective at the end of the day on May 28, 2013 for the purpose of retirement.
- b. Employment of the following individuals to substitute in area(s) indicated for the 2012-2013 school year:

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Last Name	First Name	Licensure
Sibert	Seth	AYA
Starman	Rebecca	Early Childhood

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

- 1) Maureen Arnold, Adult Education Instructor, Step 5, \$20.25 hourly, effective February 20, 2013.
- 2) Joseph Minocchi, Public Safety Services Instructor, Step 5, \$20.00 hourly, effective February 20, 2013.

2. Classified Employment

- a. Approval of the employment of Kevin Fields, Aide, part time/hourly/as needed/per time sheets/regularly scheduled, up to 5.75 hours per day, \$10.48 an hour per the Classroom Aides Salary Schedule, new one year contract, effective February 6, 2013.
- b. Approval of the employment of Clairice Shook, Casual Labor Pay Scale, Step 0, part time/hourly/as needed/per time sheets, effective February 12, 2013.
- c. Approval of the employment of the following persons as Classified Personnel, part-time/as needed/per time sheets/per schedule, for the 2012-2013 school year:

Melissa Sidle, Bus Driver, Step 11

- d. Approval of the employment of the following personnel to be added to the Parking Lot Monitor list for the remainder of the 2012-13 school year on an as needed basis, per time sheet, \$12.00 per hour per the Supplemental A schedule of the certified negotiated agreement:
 - 1) Jeff Mehling, HS Welding Instructor
- e. Employment of the following individuals to substitute in area(s) indicated for the 2012-2013 school year:

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

Last Name	First Name	Licensure
Minnich	Travis	IT Department 2/13-2/20/13
Schupp	Elaine	Cafeteria
Shook	Clairice	IT Department

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

- 1) Lindsey Hill, Child Care Aide, FLT Rotary, Step 7, \$8.90 hourly, effective February 5, 2013.

3. Consultant Contracts

- a. Tony Howman, Adult Practical Nursing Program 2013 Day Class Graduation Ceremony on or about July 19, 2013, \$150.
b. Jody Widmer, IV Arm Instruction, on or about January 25, 2013 – February 28, 2013, no charge.
c. OSU Extension Service, Live Well on Less, on or about February 28, 2013, \$70.

4. Approval of the following volunteers for Adult Basic & Literacy Education & Families Learning Together:

Max Fisher Retired teacher from Wooster City Schools
Bethany Jasin Previously worked at Moundsview Schools
Catherine Schmid Previously worked at People to People Ministries

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval for an agreement for transportation and rental fee for Exercise Science and Sports Medicine program at Wooster High School for a total of \$9,000 (3 payments at \$3,000) for the 2013-2014 school year.

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GRANTS AND AGREEMENTS – (Con't)

- b. Approval of a five year renewal of the Cintas uniform service contract.
- c. Approval of an agreement with Project Lead The Way for implementation of the program (also see PLTW Agreement Program Requirements, as both are legally binding obligations for participating entities).
- d. Approval of an Affiliation Agreement with Dunlap Family Physicians.
- e. Approval to submit a renewal grant in the approximate amount of \$15,000 to Dollar General for the Families Learning Together & Adult Basic & Literacy Education programs.
- f. Approval of a Memorandum of Agreement with the First Presbyterian Church in Orrville for Adult Basic Literacy Education & Families Learning Together programs at \$150 per month.
- g. Approval of agreements with the following agencies for the purpose of providing their facility and certain equipment needed for the training of firefighters and EMS personnel as required by the Ohio Department of Public Safety, Division of EMS:

Apple Creek Fire Department
Canaan Township Fire Department
Central Fire District
Kidron Fire Department
Marshallville Fire Department
New Pittsburg Fire Department

Orrville City Fire Department
Paint Township Fire & Rescue
Rittman Fire & EMS
Sterling Fire District
Town & Country Fire District
Wooster Township Fire Department

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Stuart 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. Steiner, yes; Mrs. Williams, yes; and Mr. Zook, yes.

The motion was carried.

DOCUMENTS AND MATERIALS

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

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

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DOCUMENTS AND MATERIALS – (Con't)

<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
4/12-4/14/13	Jennifer Casteel Chris Seal	Key Club Ohio District Convention The Hyatt Regency Hotel/Ohio Center Columbus, OH
<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
3/14-3/15/13	Anita Hawkins Chris Boyan Jennifer Rue	State BPA Competition The Hyatt Regency Hotel/Ohio Center Columbus, OH

b. Approval of the following revised Administrative Guidelines, Policies and Forms:

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

Roll call vote on the motion was as follows: Mrs. Grim, yes; Mrs. Williams, 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 Mr. Zook, yes.

The motion was carried.

ITEMS OF DISCUSSION

1. First reading of the following revised Administrative Guidelines, Policies and Forms:

Section	Number	Status	Title
Policy	3440	Revised	Job-Related Expenses – Certified
Policy	4440	Revised	Job-Related Expenses - Classified

Susie Lawson reminded board members of the following meetings:

- March 4th – ESC Legislative
- March 6th – Northeast OSBA Meeting
- March 14th – Tri-County In-service (free legal updates)
- March 20th – State Legislative Conference

Don Noble discussed with board members the practice of approving purchase orders over \$5,000. The Board will discuss this further at the next meeting.

Curt Steiner asked if the students would be building a house. There is no interest at this time and the students have a full schedule of projects.

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ADJOURNMENT

A motion by Mr. Reynolds was seconded by Mr. Gantz to adjourn the February Regular Board Meeting at 9:10 p.m.

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

The motion was carried.

President

Treasurer