

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

MARCH 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, March 19, 2014, in the Career Center.

Pledge of Allegiance given by Faith Wade and Alyson Zuercher – Moment of Silence.

ROLL CALL

Roll Call showed members Mr. Larry Acker, Mrs. Janice Grim, Mr. Philip Keener, Mr. Don Noble, Mr. Robert Reynolds, Dr. Gregory Roadruck, Mrs. Sue Williams, Mr. Doug Zook, in attendance.

Mr. Denning and Mrs. Lawson were not in attendance.

Mr. Besancon entered a 7:32 p.m.

APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS

A motion by Dr. Roadruck was seconded by Mrs. Williams to approve the March 19, 2014 agenda, addendum, corrections, additions, and deletions.

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

The motion was carried.

Mr. Stuart entered at 7:33 p.m.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Dr. Michael Tef, Superintendent, Wooster City Schools gave an update on their school. Susan Marlar, Mike Steiner, Bill Gantz, and Anita Journey-Gifford, Wooster City Schools were in attendance.

Mr. Dave Rice, Superintendent, Triway Local Schools gave an update on their school. Scott Wharton, Principal, Triway Local Schools was in attendance.

Mr. Steiner entered at 7:40 p.m.

STUDENT AND STAFF RECOGNITION

1. Cheryl Koehler, Career Assessment Specialist, WCSCC Staff Excellence Award
2. Cheryl Redfern, Career Assessment Specialist, WCSCC Staff Excellence Award

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STUDENT AND STAFF RECOGNITION – (Con't)

3. Denise Stryker, Medical Assisting, WCSCC Adult Education Exceptional Student of the Month
4. Hong Ying Li Hazel, Medical Assisting, WCSCC Adult Education Most Dedicated Student of the Month
5. Ruby Shickluna, Early Childhood Education & Care, WCSCC Student of the Month from Triway
6. Christa Conway, Patient Care Technologies, WCSCC Student of the Month from Triway
7. Faith Wade, Practical Nursing, WCSCC Student Success Story from Triway
8. Kristina Church, Early Childhood Education & Care, WCSCC Extra Help Student of the Month from Triway
9. Kelsey Swazey, Animal Care & Management, WCSCC Student of the Month from Wooster
10. Michelle Perrino, Cosmetology, WCSCC Student of the Month from Wooster
11. Alyson Zuercher, Practical Nursing, WCSCC Student Success Story from Wooster
12. Devon Bierman, Medical Assisting, WCSCC Extra Help Student of the Month from Wooster

BOARD MINUTES

A motion by Mr. Acker was seconded by Mr. Zook to approve the minutes from the February 19, 2014, Regular Board Meeting.

Voice call vote on the motion was as follows: Mr. Acker, Mr. Zook, Mr. Besancon, Mrs. Grim, Mr. Keener, Mr. Reynolds, Dr. Roadruck, 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. Grim was seconded by Mr. Keener to approve the Superintendent's Report as follows:

1. Director's Report
2. Principal's Report
3. Important Upcoming Dates and Times

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SUPERINTENDENT’S REPORT – (Con’t)

Event	Date	Location	Time
Spring Break	3/31-4/4/14		
BPA Walk-a-Thon	4/11/14	WCSCC–Activity Period	8:15-9 a.m.
WCSCC Prom	4/12/14	Grand March – WCSCC	tbd
National Honor Society	4/14/14	WCSCC Commons	6:30 p.m.
Animal Care FFA State Contest	4/15/14	Columbus	
Career Tech Tuesday	4/15/13	WCSCC	School Day
BPA End of Year Awards	4/15/14	WCSCC Commons	tbd
SkillsUSA State Contest	4/15-4/16-14	Columbus	
Good Friday–Holiday	4/18/14		
Dinner With Your Teacher	4/22/14	WCSCC	6-7:30 p.m.

4. Calamity Days

Information will be forwarded to the Ohio Department of Education seeking approval of 2/18/14 as a calamity day due to inclement weather.

Voice call vote on the motion was as follows: Mrs. Grim, Mr. Keener, Mr. Acker, Mr. Besancon, 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 Dr. Roadruck was seconded by Mr. Besancon 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 February 2014
- c. Approval of the Amended Appropriations.
- d. Approval of a three year contract with Julian & Grube, Inc. for the FY14-FY16 GAAP Financial Statements for a total of \$4,500 per year
- e. Approval of the acceptance of the following donations:

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TREASURER'S CONSENT AGENDA – (Con't)

- 1) Donation of \$799.31 from the Wayne County Community Foundation (part of the Edward, Arlene and Kaye Maibach Fund) for annual contributions for traditional student programs
- 2) Donation of \$3,289.13 from the Wayne County Community Foundation (part of the Wayne County Schools Career Center fund) for an annual contribution for equipment
- 3) Donation of thirty-five children's English/Spanish books with the approximate value of \$150 from the Wayne County Public Library
- 4) Donation of \$500 to Culinary Arts Customer Service for the purchase of equipment from North East Ohio Pork Producers
- 5) Donation of 1,155 lbs. of steel valued at \$866.25 from Colony for use in the Precision Machining program
- 6) Donation of a 1996 Pontiac Grand Am, with an approximate value of \$2,269, from Stark State College of Technology to be used in the Auto Technologies program

Roll call vote on the motion was as follows: Dr. Roadruck, yes; Mr. Besancon, yes; Mr. Acker, yes; Mrs. Grim, yes; Mr. Keener, yes; Mr. Reynolds, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mrs. Williams, yes; Mr. Zook, 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 substitute teachers for the 2013-2014 school year:

Last	First	Long-term substitute Teaching Area(s)	Effective Contract Date
Long	Karen		March 20, 2014
Simonsen	Barbara		March 20, 2014
Troyer	Samuel	CT - Int. Business	March 20, 2014

- b. Approval of following personnel as Extra Help Tutor for the 2013-2014 school year as needed, per time sheets:

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

<u>Name</u>	<u>Step</u>	<u>Hourly Rate</u>	<u>Effective Date</u>
Dannielle Black	0 Masters	\$20.36	March 10, 2014

- 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) Kevin Fields, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective February 18, 2014 – Supplemental
- 2) Matthew Hostettler, Trade & Industry Apprenticeship Instructor, Step 5, \$20.00 hourly, effective March 10, 2014
- 3) Molly Thomas, Adult Education Instructor, Step 12, \$16.50 hourly, effective March 19, 2014
- 4) David Van Kleeck, Trade & Industry Apprenticeship Instructor, Step 8, \$23.00 hourly, effective March 19, 2014
- 5) Mary Yoss, Public Safety Services Instructor, Step 3, \$18.00 hourly, effective March 19, 2014

2. Classified Employment

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

- 1) Cynthia Farron, Child Care Aide, FLT Rotary, Step 2, \$8.20 hourly, effective March 19, 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
Canfield	Marjorie	Classified	March 20, 2014
Taylor	Patricia	Classified	March 20, 2014
Bilinovich	Terez	Classified	March 20, 2014

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. Stuart, yes; Mrs. Williams, yes; Mr. Acker, yes; Mr. Besancon, yes; Mrs. Grim, yes; Mr. Keener, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Zook, yes; and Mr. Noble, yes.

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval to renew an agreement with the Wayne County Chapter of the American Red Cross to use the Wayne County Schools Career Center as a potential shelter site in the event of a disaster in Wayne County
- b. Approval to apply for a grant in the amount of \$300 from the Junior Service Club to help support Families Learning Together in purchasing new books for the children's classrooms to compliment the Zoophonics curriculum
- c. Approval of a Fieldwork Experience agreement between the Wayne County Schools Career Center and American EMS dba, Stark Summit Ambulance Inc. for the purpose of providing fieldwork experience for students enrolled in the Emergency Medical Technician program

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

The motion was carried.

RESOLUTION

A motion by Mr. Besancon was seconded by Mr. Zook to approve the following Resolution #14-2 accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying then to the County Auditor.

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

The motion was carried.

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DOCUMENTS AND MATERIALS

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

- a. Approval of the course of study for Adult Education Medical Assisting
- b. Approval of the revised/new Administrative Guidelines, Policies and Forms:

Section	Number	Status	Title
Policy	8510	Revise (2 nd read)	Wellness

- c. Approval of the following textbooks:
 - 1) Microsoft Outlook 2013 Introductory by Hoisington and Freund, 2014, Cengage Learning, Boston, Mass.
 - 2) Microsoft Excel 2013 Complete by Freund, Jones and Starks, 2014, Cengage Learning, Boston, Mass.
 - 3) Microsoft Word 2013 Complete by Vermaat, 2014, Cengage Learning, Boston, Mass.
 - 4) Microsoft Access 2013 Complete by Pratt and Last, 2014, Cengage Learning, Boston, Mass.
- d. Approval of the following overnight field trip requests:
 - 1) Key Club
District Leadership Conference
Crowne Plaza Columbus North- Columbus, OH
March 28-30, 2014
 - 2) HOSA- Future Health Professionals
State Leadership Conference and Competition
Tolles Career and Technical Center, Columbus, OH
April 10-11, 2014
 - 3) FFA-Future Farmers of America- Animal Care and Management
State Animal Care and Management Career Development and Competition Event
Ohio Expo Center- Columbus, OH
April 15-16, 2014
 - 4) SkillsUSA
SkillsOhio State Championships
Greater Columbus Convention Center- Columbus, OH
April 15-16, 2014

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DOCUMENTS AND MATERIALS – (Con't)

- 5) FCCLA- Family, Career and Community Leaders of America
FCCLA State Competition
Ohio Expo Center- Columbus, OH
April 23-25, 2014
- 6) BPA- Business Professionals of America
National Leadership Conference and Competition
Marriott Conference Center- Indianapolis, IN
April 29-May 3, 2014

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

The motion was carried.

NEW BUSINESS

1. Dr. Crain gave an update on legislation for calamity days. The school will makeup 3 calamity days over spring break.

ITEMS OF DISCUSSION

1. First reading of the following job description:
 - a. Cook
2. First reading of the following textbooks:
 - a. Veterinary Assisting Fundamentals and Applications by Vanhorn and Clark, 2011, Delmar, Cengage Learning
 - b. The Professional Protection Officer, 2010, Elsevier Inc.
3. First reading of the revisions/additions to the 2014-2015 Student Parent Handbook
4. Board discussion
 - a. The board discussed board member's requests for information. The board clarified that the name of the board member making the request will be listed when the information is sent to all board members.

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EXECUTIVE SESSION

A motion by Mr. Besancon was seconded by Mr. Steiner to go into Executive Session at 8:48 p.m. for the purpose of consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Steiner, yes; Mr. Acker, yes; Mrs. Grim, yes; Mr. Keener, 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 9:24 p.m.

ADJOURNMENT

A motion by Dr. Roadruck was seconded by Mr. Stuart to adjourn the March Regular Board Meeting at 9:24 p.m.

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

The motion was carried.

President

Treasurer