

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
AUGUST 14, 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, August 14, 2013, in the Career Center.

Pledge of Allegiance given by Kayla Raines - Moment of Silence

ROLL CALL

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

Mr. Besancon entered @ 7:34 p.m.

Mr. Don Noble was unable to attend the meeting.

APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS

A motion by Dr. Roadruck was seconded by Mrs. Lawson to approve the August 14, 2013 agenda, corrections, additions, and deletions.

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

The motion was carried.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Deb McDonald, Kayla Raines, Chris Boyan, Aaron Miller, Sarah Edington, and Keri Merickel.

Linda Hall, Daily Record

CONSIDERATION OF THE POSSIBLE RE-EMPLOYMENT OF DR. KIP CRAIN, SUPERINTENDENT EFFECTIVE SEPTEMBER 1, 2013

Public input: Keri Merickel and Lynn Moomaw

Board discussion: None

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STAFF RECOGNITION

Debra McDonald, Early Childhood Education and Care Instructor, WCSCC Staff Excellence Award. Deb has been recognized as the Ohio Association Teachers of Family and Consumer Sciences Teacher of the Year. She is also one of four finalists for the Ohio Department of Education Teacher of the Year for 2013-2014.

BOARD RECOGNITION

Susie Lawson was selected as nominee for OSBA President Elect by the OSBA Nominating Committee and this will be voted on by the House of Delegates at the Capital Conference.

Deb McDonald introduced Kayla Raines and informed the Board of Kayla's accomplishments.

BOARD MINUTES

A motion by Mr. Steiner was seconded by Mr. Stuart to approve the minutes from the July 17, 2013 Regular Board Meeting.

Voice call vote on the motion was as follows: Mr. Steiner, Mr. Stuart, Mr. Besancon, Mr. Denning, Mr. Gantz, Mrs. Grim, Mrs. Lawson, Mr. Reynolds, Dr. Roadruck, 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. Lawson was seconded by Mrs. Williams to approve the Superintendent's Report as follows:

1. Director's Report
2. Principal's Report
3. Important Upcoming Dates and Times
 - a. Convocation Day is on Thursday, August 15, 2013
 - b. Teacher In-Service Day is on Friday, August 16, 2013
 - c. The first day of school for students is Monday, August 19, 2013
 - d. There will be no school on Monday, September 2, 2013 due to Labor Day
 - e. Monday, September 9, 2013 is Wayne County Fair Day and there will be no school for students and teachers

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SUPERINTENDENT'S REPORT – (Con't)

Voice call vote on the motion was as follows: Mrs. Lawson, Mrs. Williams, Mr. Besancon, Mr. Denning, Mr. Gantz, Mrs. Grim, 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 Dr. Roadruck was seconded by Mr. Stuart 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 July 2013
- c. Approval to accept the following donations:
 - 1) 75 syringes from Monique Overstreet to be used in the nursing lab, approximate value of \$50
 - 2) Classroom tables and chairs, rug, assorted toys and a reading corner with an approximate value of \$600 from Help Me Grow for use in the Orrville Families Learning Together Program.
 - 3) Children's books, train table, Little Tikes climbing cube with an approximate value of \$300 from the Gault Family Learning Center for use in the Orrville Families Learning Together Program.

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

- a. Resignation of Kevin Wilson, Auto Technologies Instructor, for the purpose of accepting the Adult Education Industrial Training Coordinator position, effective at the end of the day on August 2, 2013.
- b. Approval for Pamela Vorkapich to be paid 1/7 of her salary for teaching zero period during the 2013-2014 school year.
- c. Employment of the following for 2013-2014 supplemental positions per the negotiated agreement:

2013-2014 Supplemental Position

Gregg Gillespie	3.0%	Mentor
Brett Gough	3.0%	Mentor
Kathy Hanna	3.0%	Mentor
Sarah Andrasik	2.5%	Key Club Advisor

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

	<u>Step</u>	<u>Hourly Rate</u>
Jennifer Casteel	0 Masters	\$20.36
Donna Ehlert	8 Masters	\$28.97
Mark Gerber	2 Bachelors	\$20.23
Gregg Gillespie	3 Masters	\$23.54
Catina Stecz	3 Bachelor	\$21.05
Theresa Morgan	4 Masters	\$24.60
Barb Nichols	5 Masters	\$25.66
Lori Bartel	4 Bachelors	\$21.87
Jackie Shrock	0 Masters	\$20.36
Sandy Stebbins	5 Bachelors	\$22.69

- e. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year, effective August 15, 2013:

Last Name	First Name	Teaching Area	Contract Date
Ogden	Robert	General/Academics	2013-2014 school year
Sommer	Mark	AYA	2013-2014 school year

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- f. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled as needed per time sheets, effective 2013-2014 year:
 - 1) Chris Boyan, ABLE Coordinator, Adult Literacy, FLT Rotary, Step 8, \$20.00 hourly, effective August 5, 2013
- g. Approval of the employment of the following certified personnel for Adult & Community Education, regularly scheduled effective 2013-2014 year:
 - 1) Kevin Wilson, Industrial Training Coordinator, AE1, Step 23, 192 days on 120+ Schedule, effective August 5, 2013
- h. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2013-2014 year:
 - 1) Joan Kanne, Adult Practical Nursing Instructor, AE3, Step 17, \$36.52 hourly, effective July 1, 2013 – Supplemental
- i. Approval of the employment of John Smucker, Teacher, Class I, Step 10 effective August 27, 2013 for 173 work days, with first work day on September 2, 2013.

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) Amanda Gorfi, Classroom Assistant, Step 10, \$13.00 hourly, effective August 17, 2013
 - 2) Martha Hartshorn, Classroom Assistant, Step 1, \$9.40 hourly, effective August 19, 2013
 - 3) Traci Meng, Classroom Assistant, Step 10, \$13.00 hourly, effective August 17, 2013
- b. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled as needed per time sheets, effective 2013-2014 year:
 - 1) Cynthia Farron, Child Care Aide, FLT Rotary, Step 2, \$8.20 hourly, effective August 26, 2013

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- 2) Teresa Johnson, Child Care Aide, FLT Rotary, Step 4, \$8.60 hourly, effective August 26, 2013
- 3) Melinda Wenger, Child Care Aide, FLT Rotary, Step 4, \$8.60 hourly, effective August 26, 2013

3. Consultant Contracts:

- 1) Diane Johnson, Floral Consultant for Landscape & Plant Technologies, \$1200

4. Volunteers: none

5. Approval to remove the following from inventory: none

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval to accept the bread bid from Nickles Bakery for purchase of products for the school lunch program during the 2013-2014 school year. This was the only bid received.
- b. Approval to accept the milk bid from Smith Dairy Enterprises for purchase of products for the school lunch program during the 2013-2014 school year. This was the only bid received.
- c. Approval for membership renewal to the State of Ohio Cooperative Purchasing Program for a total of \$100.
- d. Approval to enter into a Work Experience Agreement with CVS Pharmacy, Inc. to provide clinical experience to our Pharmacy Technicians and other students.
- e. Approval to enter into an Externship Agreement with Kmart to provide clinical experience to our Pharmacy Technicians and other students.

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GRANTS AND AGREEMENTS – (Con't)

- f. Approval of a clinical agreement with Majora Lane Center for Rehabilitation and Nursing Care, Inc.
- g. Approval of the History End of Course Exam.
- h. Approval of the Government End of Course Exam.

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Zook, 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; and Mr. Keener, yes.

The motion was carried.

CERTIFIED EMPLOYEMNT

A motion by Mrs. Lawson was seconded by Mrs. Williams to approve the re-employment of Dr. Kip Crain as Superintendent effective September 1, 2013 and ending on July 31, 2016.

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

The motion was carried.

RESOLUTION

A motion by Mr. Zook was seconded by Mrs. Williams to approved the following Resolution #13-8:

Ohio Department of Education Waiver Day:

WHEREAS, the Wayne County Joint Vocational School District Board of Education has endorsed the district's involvement in the Student Learning Objectives initiative; and

WHEREAS, the faculty and staff at the Wayne County Joint Vocational School District has endorsed the district's involvement in the Student Learning Objectives initiative; and

WHEREAS, the Ohio Department of Education provides a procedure for waiver of state statutes and rules; and

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RESOLUTION – (Con't)

BE IT THEREFORE RESOLVED, the Wayne County Joint Vocational School District Board of Education petitions the Ohio Department of Education to use September 3, 2013 and December 2, 2013 as “waiver” days (students excused) from the adopted calendar for the purpose of staff professional development.

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

The motion was carried.

DOCUMENTS AND MATERIALS

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

- a. Approval of the revised High School Patient Care Technology Program Student Handbook 2013-2014
- b. Approval of the revised 2013-2014 School Calendar
- c. Approval of the revised Adult & Community Education Student Handbook (copies available). This is a master handbook for all Adult & Community Education programs. All aspects of this handbook were reviewed by Lynn Moomaw, Sandy Elliott and Andrew Cerniglia.
- d. Approval of the High School Cosmetology Handbook
- e. Approval of the following job descriptions:
 - 1) Maintenance Manager
- f. Approval of the following revised/new policies:

Section	Number	Status	Title
Policy	3120	Revised (1 st read)	Employment of Professional Staff
Policy	3120.05	Revised (1 st read)	Employment of Professional Staff Members in Summer School & Adult Education Programs
Policy	3120.06	Revised (1 st read)	Selecting Student Teachers/ Administrative Interns

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DOCUMENTS AND MATERIALS – (Con't)

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

The motion was carried.

ITEMS OF DISCUSSION

1. First reading of the Adult & Community Education Student Handbook Program Addendums:

- a. Cosmetology
- b. Emergency Medical Technician
- c. Firefighter Volunteer
- d. Firefighter Level 1
- e. Firefighter Level 1 Transition
- f. Law Enforcement Training Academy
- g. Medical Assisting
- h. NATCEP
- i. Nursing
- j. Phlebotomy

2. Appoint the Delegate and Alternate to the OSBA Capital Conference.
Delegate: Sue Williams
Alternate: Frank Besancon

NOTE: Please let the Treasurer know if you wish to be registered through the Career Center and if you need arrangements made.

3. First reading of the Course of Study for Medical Office Management.

4. Board discussion.

ADJOURNMENT

A motion by Mr. Besancon was seconded by Mrs. Williams to adjourn the August Regular Board Meeting at 8:34 p.m.

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ADJOURNMENT – (Con't)

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

The motion was carried.

President

Treasurer