

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
SEPTEMBER 17, 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, September 17, 2014, in the Career Center.

Pledge of Allegiance by Danielle Starlin and Jean Boen – Moment of Silence.

ROLL CALL

Roll Call showed members Mr. Larry Acker, 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 Mr. Zook was seconded by Mr. Acker to approve the September 17, 2014 agenda, addendum, corrections, additions, and deletions.

1. Superintendent's Report: Classified Employment: B.1 Kathy Keener, step 6 instead of step 2, \$11.64

Roll call vote on the motion was as follows: 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.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

None

OUTSTANDING BUSINESS PARTNER

1. Wooster Glass Company, Pat Neyhart, Vice President

Frank Besancon entered @ 7:43 p.m.

STAFF RECOGNITION

1. Jean Boen, Career Services Coordinator, WCSCC Staff Excellence Award
2. Danielle Starlin, School and Community Relations Coordinator, WCSCC Staff Excellence Award
3. Zenobia Conrad, Computer & Accounting Specialist Student, WCSCC Adult Education Exceptional Student of the Month

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BOARD MINUTES

A motion by Mrs. Lawson was seconded by Mr. Besancon to approve the minutes from the August 6, 2014, Special Board Meeting and the August 20, 2014, Regular Board Meeting.

Voice call vote on the motion was as follows: Mrs. Lawson, Mr. Besancon, Mr. Acker, 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 and Legislative Committee

Curt Denning entered @ 7:50 p.m.

SUPERINTENDENT'S REPORT

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

- A. Director's Report
- B. Principal's Report
- C. Video Surveillance Update from Lynn Moomaw and Kip Crain
- D. Important Upcoming Dates and Times

EVENT	DATE	LOCATION	TIME
Parent Teacher Conference	10/2/14	WCSCC	4-8 p.m.
Staff In-service Day	10/17/14	WCSCC	
End of 1 st 9 Weeks	10/17/14	WCSCC	
OGT Testing	10/27- 11/9/14	WCSCC	
WCSCC Board of Education Meeting	10/15/14	Board Room/G101	7 p.m. reception / 7:30 meeting
Advisory Committee Meetings	11/6/14	WCSCC (begin in the Commons)	5-7 p.m.

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

The motion was carried.

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TREASURER'S CONSENT AGENDA

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

A. Finance

1. Approval of the list of purchase orders and budgetary check register for August 2014
2. Approval of the Financial Reports for August 2014
3. Approval to establish Fund 466 – Straight A Grant
4. Approval of the FY15 Permanent Appropriations
5. Approve the following Fund Transfers:

a. From:

004-9008 LFI Fund	\$389,987.13
010-9008 OSFC Project Fund-Local	\$ 88,471.73
Total Transfers Out	\$478,458.86

To:

034 OSFC Maintenance Fund	\$478,458.66
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b. From:

010-9008 OSFC Project Fund-Local	\$ 41,845.91
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To:

003-9001 Permanent Improvement Fund	\$ 41,845.91
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c. From:

001 General Fund	\$ 12,500
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To:

018-9814 Drug Free Clubs of America	\$ 12,500
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TREASURER'S CONSENT AGENDA – (Con't)

6. Approval to accept the following donations:
 - a. Donation of 10 polo shirts of various sizes, with an approximate value of \$50, to our Dean of Students Office to assist students in being in compliance with dress code from People to People Ministries
 - b. Donation of 12 tops and 4 pants, with an approximate value of \$44, for use in medical programs from a former student
 - c. Silver level donation of \$1,500 from Pallotta Ford to the Drug Free Clubs of America Fund
 - d. Silver level donation of \$1,500 from Wooster Glass Company, Inc. to the Drug Free Clubs of America Fund
 - e. Student Achievement Incentive with a choice of \$1,000 towards the purchase of any car, new or used, or a \$1,000 scholarship from Spurgeon Chevrolet for perfect attendance and clean discipline for one student
 - f. Donation of \$2,772 to the Animal Care & Management program from Zoetis, Inc.
 - g. Donation of \$2,772 to the Ag & Industrial Mechanics program from Zoetis, Inc.
 - h. Donation of a 2006 Ford Crown Victoria Police Cruiser valued at \$1,000 from the Wayne County Sheriff's Office for use in the Criminal Justice program

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

A motion by Mrs. Lawson was seconded by Mrs. Williams to approve the Superintendent's Consent Agenda as follows:

A. Certified Employment

1. Resignation of Scott Brown, SkillsUSA Assistant, effective August 27, 2014
2. Resignation of Melissa Schrock, Adult Education Career Services Coordinator, for retirement purposes effective at the end of the day on December 18, 2014
3. Resignation of Alan Wilson, Interim Public Safety Training Coordinator, effective December 31, 2014

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

4. Resignation of the employment of the following substitute teacher for the 2014-2015 school year:

LAST	FIRST	LONG-TERM SUBSTITUTE TEACHING AREA(S)	EFFECTIVE CONTRACT DATE
Bernal	Jennifer		August 22, 2014

5. Jennifer Rue, Interactive Media Instructor, moved to Class V, Step 1 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2014-2015 school year
6. William Peters, Engineering Technologies Instructor, moved to Class VII, Step 16 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2014-2015
7. Employment of Janice Anderson, for assistance with placement, enrollment and retention, for both high school and adult education, part-time/supplemental/hourly/as needed/per time sheets, not to exceed 200 hours, effective September 18, 2014 for the 2014-2015 school year at a rate of \$28.75 per hour
8. Employment of the following personnel as Extra Help Tutors for the 2014-2015 school year as needed, per time sheets:

LAST	FIRST	STEP	HOURLY RATE
Bartel	Lori	5 Bachelors	\$22.69
Majka	Jennifer	1 Masters	\$21.42

9. Employment of the following for 2014-2015 supplemental positions per the negotiated agreement:

WCSCC RESIDENT EDUCATOR PROGRAM MENTORS	
3.0%	Scott Brown
3.0%	Gregg Gillespie
3.0%	Brett Gough
3.0%	Kathy Hanna
3.0%	Shannon Hornacek
3.0%	Kimberly Huffman
3.0%	Amber Long

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

3.0%	Jennifer Majka
3.0%	Rod Martell
3.0%	Shelly Perry
3.0%	Catina Stecz
3.0%	Amy Tietz
3.0%	Bruce Woodruff
3.0%	Liala Zimmerman
WEEKDAY SCHOOL MONITORS	
\$12.00 per hour	Vickie Ickes
\$12.00 per hour	Michelle Peck
\$12.00 per hour	Christina Rutter
PARKING LOT MONITORS	
\$12.00 per hour	Gregg Gillespie
SkillsUSA ASSISTANT	
1.5%	Bruce Steiner
EPEC CHAIR	
1.5%	Keri Merickel

10. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE DATE
Glessner	Dick	Adult Education Certified	III	10	\$26.20	9/17/14
Murphy	Nathan	Adult Education Certified	II	6	\$20.37	9/17/14
Plantz	Clarence	Adult Education Certified	II	14	\$25.80	8/18/14

11. Employment of the following certified individuals to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	LONG-TERM SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Hughes	Karen	PCT	9/18/14
Knapp	Danielle	COS	9/15/14

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

B. Classified Employment

1. Amend the previously approved contracts for the hourly rates based on new pay scales (effective July 1, 2014) for the following persons, part-time/hourly/per time sheets/regularly scheduled/as needed, with a maximum of 29.5 hours per week (unless specifically noted) for the 2014-2015 school year:

NAME	POSITION	HOURLY RATE	CLASS	STEP
Anderson, John	Aide/Monitor	\$10.97	I	4
Beery, Norman	Aide/Monitor	\$10.97	I	4
Decker, Lori	Casual Labor	\$10.04	I	1
Griffith, Allen	Maint/IT	\$10.34	I	2
Hackett, Josh	Casual Labor	\$10.04	I	1
Hobbs, Christine	Aide/ Monitor	\$10.34	I	2
Johnson, Corey	Casual Labor	\$10.34	I	2
Keener, Kathy	Aide/Monitor	\$11.64	I	6
Lessiter, Heather	Aide/Monitor	\$10.04	I	1
Neer, Theda	AA	\$14.31	I	13
Overstreet, Heather	AA	\$10.34	I	2
Overstreet, Monique	Aide/Monitor	\$10.65	I	3
Peck, Michelle	Aide/ Monitor	\$10.04	I	1
Pumphrey, Celia	Aide/Monitor	\$10.65	I	3
Rutter, Christina	Aide/Monitor	\$11.30	I	5
Shaffer, Margaret	Aide/Monitor	\$11.64	I	6
Shelly, Darlene	Cashier	\$10.65	I	3
Smith, Rocky	Aide/Monitor	\$10.34	I	2
Spangler, Brian	Cashier	\$10.04	I	1
Waggy, Pam	Aide	\$13.90	I	12
Yarman, Trina	Aide	\$10.97	I	4

2. Amend the previously approved contracts for the hourly rates based on new pay scales (effective July 1, 2014) for the following persons, part-time/hourly/as needed/per time sheets, with a maximum of 29.5 hours per week (unless specifically noted) for the 2014-2015 school year:

NAME	POSITION	NOTES	HOURLY RATE	CLASS	STEP
Brown, Nancy	Bus Driver		\$17.57	II	1
Gillespie, Gregg	Greenhouse Maintenance	Hrly/time shts as needed	\$14.31	I	13

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Haley, Jason	Casual Labor		\$10.34	I	2
Keener, Kathy	Bus Driver		\$18.64	II	3
Long, Amber	Animal Care/Feeding	Hrly/time shts as needed	\$13.10	I	10
Mullet, Chester	Bus Driver		\$17.57	II	1
Waggy, Pam	Grocery Shopping/Field Trip Monitor/Pre-School Orientation and Conferences	maximum of 60 hours	\$13.90	I	12
Wellert, Craig	Vehicle Maintenance	Hrly/time shts as needed	\$15.19	I	15

3. Amend the previously approved contracts for the hourly rates based on new pay scales (effective October 6, 2014) of the following individuals to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	AREA	HOURLY RATE	STEP
Blough	Amy	Aide/Monitor	\$9.74	0
Blough	Amy	AA	\$11.30	5
Bogner	Juanita	Aide/Monitor	\$9.74	0
Bogner	Juanita	AA	\$11.30	5
Bowman	Marisa	Aide/Monitor	\$9.74	0
Bowman	Marisa	AA	\$11.30	5
Canfield	Marjorie	Aide/Monitor	\$9.74	0
Conrad	Zenobia	AA	\$11.30	5
Flinn	Rita	Aide/Monitor	\$9.74	0
Jacobs	Regina	AA	\$12.35	8
Johnson	Elizabeth	AA	\$12.35	8
McPherson	Lawrence	Custodian	\$12.72	9
Miller	Ericka	AA	\$11.64	6
Neuenschwander	Beverly	AA	\$12.35	8
Overstreet	Heather	AA	\$11.99	7
Schar	Deb	Aide/Monitor	\$9.74	0
Schar	Deb	Cook	\$10.34	2
Shelly	Darlene	Aide/Monitor	\$10.04	1
Shelly	Darlene	Cook	\$10.65	3

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Shields	Kathy	AA	\$12.35	8
Shook	Suzanne	Aide/Monitor	\$9.74	0
Shook	Suzanne	AA	\$11.30	5
Stephenson	Deborah	Aide/Monitor	\$10.34	2
Stephenson	Deborah	Cook	\$10.34	2
Stephenson	Deborah	AA	\$11.64	6
Stephenson	Deborah	Custodian	\$13.10	10
Suppes	Allison	Aide/Monitor	\$9.74	0
Taylor	Patricia	Aide/Monitor	\$9.74	0
Taylor	Patricia	Cook	\$10.34	2
Taylor	Patricia	AA	\$11.30	5
Taylor	Patricia	Custodian	\$12.72	9
Troyer	Janet	Aide/Monitor	\$9.74	0
Troyer	Janet	Cook	\$10.34	2
Troyer	Janet	AA	\$11.30	5
Woodruff	Lisa	Aide/Monitor	\$10.04	1
Woodruff	Lisa	Cook	\$10.34	2
Woodruff	Lisa	AA	\$11.64	6
Workman	Johnny	Custodian	\$12.72	9
Zimmerman	Wanda	Aide/Monitor	\$9.74	0
Zimmerman	Wanda	AA	\$11.30	5

4. Approval of the employment of the following person as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2014-2015 school year:

LAST	FIRST	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Martell	Rod	Bus Driver	0	\$17.27	8/25/14

C. Consultant Contracts (**none**)

D. Volunteers:

1. Approval of the following volunteers for Adult Basic & Literacy Education (ABLE) the 2014- 2015 school year:

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

LAST	FIRST	BACKGROUND INFORMATION
Beane	Donald	Returning ABLÉ Volunteer for Wooster; retired from College of Wooster
Boyer	Lloyd	Returning ABLÉ Volunteer for Wooster; retired from Wooster City Schools
Conner	Betty	Wooster ABLÉ Day Volunteer; retired from College of Wooster
Fate	Douglas	Returning ABLÉ Volunteer for Rittman; retired from Aircraft Braking Systems Corp.
Harvey	Marc	Returning ABLÉ Volunteer for Orrville; employee of Living Water Community Church
Schmid	Cathy	Returning ABLÉ Volunteer for Wooster; works at People to People Ministries
Weber	Myron	Returning ABLÉ Volunteer for Rittman; employed at Andreas Furniture
Wolck	Barbara	Returning ABLÉ Volunteer for Wooster; works at Books in Stock

E. Approval to remove the following from inventory (none)

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

The motion was carried.

REGULAR AGENDA:

GRANTS AND AGREEMENTS

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

1. Approval of a Sports Training Facility Lease and Program Transportation Agreement for the Exercise Science and Sports Medicine program at Wooster High School for a total of \$9,000 (3 payments at \$3,000) for the 2014-2015 school year
2. Per the Ohio Department of Education (ODE), Nathan Greenough will be taken out of EMIS for his time from August 18, 2014 through May 27, 2015 at the Wayne County Schools Career Center and will be contracted directly with Northwestern Local Schools.
3. Approval of an agreement for the Medical Assisting Advanced Placement Bridge Program

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GRANTS AND AGREEMENTS – (Con't)

4. Approval of an agreement with the Tri-County Educational Service Center to provide educational services for the 2014-2015 school year at a cost of up to \$18,500
5. Approval of an agreement with the Tri-County Educational Service Center to provide employment services for the 2014-2015 school year at a cost of up to \$545,034
6. Approval for use of a 1986 Volkswagen for use in the instruction of Auto Technologies students, and then the return of the vehicle to Stark State upon completion of instruction
7. Approval to apply for a renewal grant in the approximate amount of \$50,000 from the Orrville United Way for the Adult Basic & Literacy Education & Families Learning Together programs

Roll call vote on the motion was as follows: Mr. Stuart, yes; Mr. Williams, yes; Mr. Acker, yes; Mr. Besancon, 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.

RESOLUTION

None

DOCUMENTS AND MATERIALS

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

1. Approval of the revised Cosmetology Handbook
2. Approve the following job descriptions:
 - a. Supplemental – HSTW Leader
 - b. Supplemental – Club Advisor
 - c. Supplemental – CTSO Advisor
 - d. Supplemental – Department Chair
 - e. Supplemental – HSTW Assistant
 - f. Teaching Assistant – Medical Assisting
 - g. Teaching Assistant – Auto Technologies
 - h. Teaching Assistant – Cosmetology
 - i. Teaching Assistant – Culinary Arts

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DOCUMENTS AND MATERIALS – (Con't)

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

The motion was carried.

NEW BUSINESS

VIDEO SURVEILLANCE PURCHASE - DATASERV

A motion by Mrs. Williams was seconded by Mrs. Grim to approve the following video surveillance purchase:

- A. Approval of a video surveillance purchase from DataServ in the amount of \$79,237.80.

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

The motion was carried.

VIDEO SURVEILLANCE SERVER'S PURCHASE – CDW-G

A motion by Mr. Acker was seconded by Mr. Steiner to approve the following video surveillance server's purchase:

- B. Approval of a video surveillance server's purchase from CDW-G in the amount of \$33,135.86.

Roll call vote on the motion was as follows: Mr. Acker, yes; Mr. Steiner, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, 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.

ITEMS OF DISCUSSION

- A. First reading of the revised Course of Study for the following
1. Agriculture and Industrial Power Technology

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ITEMS OF DISCUSSION – (Con't)

2. Graphic Design and Photography

B. First reading of the following textbook:

1. Electronics and Electrical Systems, 9th edition. 2012, Deere & Company ISBN# 0-86691-382-3
2. Dr. Crain sought input from Board to change current practice of having Board conduct first reading prior to board approval on textbooks. Board policy indicates the Board only needs to do one reading. The Board agreed to change current practice to procedures in Board Policy.

C. Board discussion

1. The Board discussed changing the April 15, 2015 board meeting to April 22, 2015 due to schedule conflict with Treasurer Workman. The 2015 meeting schedule will be formally approved at the January Organizational meeting.
2. The Board received an update on the new buildings in Green Local Schools and Dalton Local Schools.

ADJOURNMENT

A motion by Mr. Stuart was seconded by Mrs. Williams to adjourn the September Regular Board Meeting at 8:25 p.m.

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

The motion was carried.

President

Treasurer