

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

**MAY 17, 2017**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Denning at 7:30 p.m. on Wednesday, May 17, 2017, in the Career Center.

Pledge of Allegiance was given by Ester Hart Joshua Squirrell – Moment of Silence.

**ROLL CALL**

Roll Call showed members Mr. Larry Acker, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Don Noble, Dr. Gregory Roadruck, Mr. Kurt Steiner, Mr. Doug Stuart, Mrs. Ann Tschantz, Mrs. Sue Williams, Mr. Doug Zook, and Mr. Curt Denning in attendance.

Mr. Besancon and Dr. Gallagher and were unable to attend the meeting.

**APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS**

A motion by Mr. Zook was seconded by Mrs. Williams to approve the May 17, 2017 agenda, corrections, additions, and deletions.

**SUPERINTENDENT'S CONSENT AGENDA**

*Addition to 7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2016-2017 year:*

<i>LAST</i>	<i>FIRST</i>	<i>AREA</i>	<i>CLASS</i>	<i>STEP</i>	<i>HOURLY RATE</i>	<i>EFFECTIVE</i>
<i>Gigax</i>	<i>Larry</i>	<i>Adult Education Certified</i>	<i>IV</i>	<i>0</i>	<i>\$22.29</i>	<i>5/17/17</i>
<i>Moline</i>	<i>Barbara</i>	<i>Adult Education Certified</i>	<i>II</i>	<i>0</i>	<i>\$17.27</i>	<i>5/15/17</i>

***B. Classified Employment***

*Addition of 3. Employment of the following classified individual, part-time hours as needed:*

<i>LAST</i>	<i>FIRST</i>	<i>AREA</i>	<i>HOURLY RATE</i>	<i>EFFECTIVE DATE</i>
<i>Allenbaugh</i>	<i>Lori</i>	<i>Temporary services to assist in software conversion</i>	<i>\$25.00</i>	<i>5/15/17</i>

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APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS – (Con't)

REGULAR AGENDA

*GRANTS AND AGREEMENTS*

*Addition of 5. Approval to partner with the University of Akron/Wayne College on a State of Ohio Grant as an educational partner, along with several area health care partners, for a nursing grant in the amount of \$200,000 (renewable up to five times).*

*DOCUMENTS AND MATERIALS*

1. *Approval of the following job description:*

*Removal of d. SAC Intervention Specialist*

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

The motion was carried.

**PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS**

Keri Merickel expressed gratitude for the continued support to staff and students. Mrs. Merickel also shared the passage rate of the certified national tests for Phlebotomy.

**OUTSTANDING BUSINESS PARTNER**

1. Broehl Law Office

**STUDENT AND STAFF RECOGNITION**

1. High School Staff Excellence Award  
Beverly Squirrell, Intervention Specialist - English
2. Adult Education Staff Excellence Award  
Kevin Baldwin, EMT Lead Instructor

**BOARD MINUTES**

A motion by Mr. Zook was seconded by Mr. Keener to approve the minutes from the April 19, 2017, Regular Board Meeting.

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

The motion was carried.

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**BOARD COMMITTEE REPORTS**

Finance & Legislative Committee

**SUPERINTENDENT'S REPORT**

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

- A. Director's Report
- B. Principal's Report
- C. RAMTEC Update
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
HS Practical Nursing Pinning Ceremony	5/18/17	Th	WCSCC Commons	7:00 p.m.
Chevrolet of Wooster Perfect Attendance Party	5/19/17	F	WCSCC Commons	1:00 p.m.-2:30 p.m.
Staff Recognition & Retirement Picnic	5/23/17	T	WCSCC Commons	3:00 p.m.
Senior Picnic	5/25/17	Th	WCSCC	8:00 a.m.-3:00 p.m.
Senior Recognition Ceremony	5/25/17	Th	Wayne College	7:00 p.m.-9:00 p.m./ 6:15 p.m. Staff Report
Last Day for Seniors	5/26/17	F		
Memorial Day	5/29/17	M	No School	
Last Day for Juniors/End of 9 Weeks	5/31/17	W		
Teacher Check-Out Day	6/1/17	Th		
SkillsUSA National Conference & Competition	6/19/17 – 6/24/17	M-S	Louisville, KY	
HOSA National Skills Contest	6/21/17 – 6/24/17	W-S	Orlando, FL	
WCSCC Board of Education Meeting	6/21/17	W	G101/Board Room	7:00 p.m. reception/ 7:30 p.m. meeting

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**SUPERINTENDENT'S REPORT – (Con't)**

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

The motion was carried.

**EXECUTIVE SESSION**

A motion by Mr. Steiner was seconded by Mrs. Lawson to go into Executive Session at 8:01 p.m. for the purpose of personnel.

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

The motion was carried.

President Denning called the Board back into Regular Session at 8:23 p.m.

**TREASURER'S CONSENT AGENDA**

A motion by Mrs. Lawson was seconded by Mr. Keener to approve the Treasurer's Consent Agenda as follows:

**A. Finance**

1. Approval of the list of purchase orders and budgetary check register for April 2017
2. Approval of the Financial Reports for April 2017
3. Approval of the Five Year Forecast
4. Approval of the 2017-2018 Rotary Account Budgets proposed per the Rotary Account Portfolio
5. Approval of the 2017-2018 Student Activity Account (SAA) Budgets proposed per the SAA Account Portfolio
6. Approval to accept the following donations:
  - a. Miscellaneous taps, dies and other items valued at \$200 from Stephen Swartz for use in the Precision Machining program, valued at approximately \$200

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TREASURER'S CONSENT AGENDA – (Con't)

- b. Machinist's tool chest with miscellaneous tools from Melvin Russell for use in the Precision Machining program, valued at approximately \$800
- c. Miscellaneous tools from Don Lingle for use in the Precision Machining program, valued at approximately \$450
- d. 1,000 pounds of steel from Morrison Custom Welding for use in the Welding Technologies program, valued at approximately \$180
- e. Craftsman Lawn Tractor from Ken Douglas for use in the Buildings and Grounds program, valued at approximately \$700
- f. 1991 Plymouth Voyager from Lola Lehman for use in the Auto Technologies program, valued at approximately \$933
- g. 1,087 pounds of steel from Colony for use in the Precision Machining program, valued at approximately \$65.22
- h. LG Android tablet from Dr. Kip Crain, valued at approximately \$149

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

The motion was carried.

**SUPERINTENDENT'S CONSENT AGENDA**

A motion by Mr. Acker was seconded by Mr. Stuart to approve the Superintendent's Consent Agenda as follows:

A. Certified Employment

- 1. Resignation of Beth Gagnon, AE PN Instructor, effective at the end of the day on May 1, 2017
- 2. Resignation of Tammy McClish, Medical Assisting Director/AE Medical Assisting Instructor, effective July 1, 2017
- 3. Kelly Miller, Business Entrepreneurship Instructor, moved to Class VII, Step 12 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2017-2018 school year

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

4. Employment of the following Certified Personnel for extended time for the 2017-2018 school year per the negotiated agreement:

Days

- 4 Tracy Brown, School Nurse
- 2 Kelly Miller, Business Entrepreneurship
- 2 Julie Keener, Business Entrepreneurship
- 14 Michelle Bower, Counselor
- 14 Betty Hoefges, Counselor
- 14 TBD, Counselor
- 14 Linda Plybon, Special Education Coordinator
- 8 Ashley Repp, Special Education Coordinator
- 8 Dawn Gummo, Special Education Coordinator
- 3 Deb McDonald
- 2 Danielle Starlin, Ambassador Training

5. Modification of the following contracts for Certified Personnel for the 2016-2017 school year:

NAME	CONTRACT	CLASS	STEP
Immel, Jessica	2 <sup>nd</sup> 1 (222 days – was 220 days)	AE3	11

6. Modification of the following contracts for Certified Personnel for the 2017-2018 school year:

NAME	CONTRACT	CLASS	STEP
Repp, Ashley	New C (was 3 <sup>rd</sup> 1)	6	9

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2016-2017 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Arndt	Coquette	Adult Education Certified	V	7	\$29.97	5/1/17
Kurfiss	Sonya	Adult Education Certified	V	12	\$34.74	5/1/17

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SUPERINTENDENT'S CONSENT REPORT – (Con't)

Pfahler	Wanda	Adult Education Certified	IV	10	\$29.47	5/1/17
Ramsay	Angela	Adult Education Certified – Supplemental	IV	9	\$28.62	7/1/16-6/30/17
Swartz	Richard	Adult Education Certified	IV	3	\$23.97	5/16/17
Gigax	Larry	Adult Education Certified	IV	0	\$22.29	5/17/17
Moline	Barbara	Adult Education Certified	II	0	\$17.27	5/15/17

8. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2017-2018 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Arndt	Coquette	Adult Education Certified	V	7	\$29.97	7/1/17
Garver	Krista	Adult Education Certified – Supplemental	III	6	\$23.28	7/1/17
Kurfiss	Sonya	Adult Education Certified	V	12	\$34.74	7/1/17
Mehling	Jeff	Adult Education Certified – Supplemental	II	14	\$25.80	7/1/17
Pfahler	Wanda	Adult Education Certified	IV	10	\$29.47	7/1/17
Ramsay	Angela	Adult Education Certified – Supplemental	IV	10	\$29.47	7/1/17-6/30/18
Stoller	Marty	Adult Education Certified – Supplemental	II	9	\$22.26	7/1/17
Swartz	Richard	Adult Education Certified	IV	4	\$24.68	7/1/17

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SUPERINTENDENT'S CONSENT REPORT – (Con't)

9. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 6/1/17-7/31/17:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Boggs	Lynette	Adult Education Certified Supplemental – not to exceed 80 hours	AE/Admin Salary Schedule	6	\$46.00	6/1/17
Cerniglia	Andrew	Adult Education Certified Supplemental – not to exceed 80 hours	AE/Admin Salary Schedule	7	\$46.00	6/1/17
Elliott	Sandy	Adult Education Certified Supplemental – not to exceed 300 hours	AE/Admin Salary Schedule	3	\$43.63	6/1/17

10. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 8/1/17-7/31/18:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Boggs	Lynette	Adult Education Certified Supplemental – not to exceed 80 hours	AE/Admin Salary Schedule	7	\$47.87	8/1/17
Cerniglia	Andrew	Adult Education Certified Supplemental – not to exceed 80 hours	AE/Admin Salary Schedule	8	\$47.87	8/1/17
Elliott	Sandy	Adult Education Certified Supplemental – not to exceed 80 hours	AE/Admin Salary Schedule	4	\$46.25	8/1/17



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SUPERINTENDENT'S CONSENT REPORT – (Con't)

B. Classified Employment

1. Approval of an extra paid work day for Lisa Woodruff, 7 Hour Cook, to attend the ODE School Lunch Program Training on June 6, 2017
2. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2017-2018 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Bowman	Trevor	Custodian	10	\$13.10	7/1/17

3. Employment of the following classified individual, part-time hours as needed:

LAST	FIRST	AREA	HOURLY RATE	EFFECTIVE DATE
Allenbaugh	Lori	Temporary services to assist in software conversion	\$25.00	5/15/17

C. Consultant Contracts

None

D. Volunteers

None

E. Approval to remove the following from inventory:

1. Approval to remove books from TRC inventory and donate to the AAUW/Kiwanis Book Sale

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

The motion was carried.

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**REGULAR AGENDA**

**GRANTS AND AGREEMENTS**

A motion by Dr. Roadruck was seconded by Mr. Noble to approve the following Grants and Agreements:

1. Approval to appoint Matt Brown, Principal and Lynn Moomaw, Director of Operations as Title IX Coordinators and Sexual Harassment Officers for the Wayne County Schools Career Center at 518 W. Prospect St., Smithville, OH 44677 (330-669-7000) high school and Adult Education programs respectively
2. Approval to accept a grant in the amount of \$20,000 from the United Way – Workforce Development Grant for Fast Track programming
3. Approval to accept a grant in the amount of \$30,000 from the United Way – Workforce Development Grant for Adult Basic & Literacy Education programs
4. Approval to accept a grant in the amount of \$18,000 from the United Way – Workforce Development Grant for Families Learning Together programs
5. Approval to partner with the University of Akron/Wayne College on a State of Ohio Grant as an educational partner, along with several area health care partners, for a nursing grant in the amount of \$200,000 (renewable up to five times).

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

The motion was carried.

**RESOLUTION**

None

**DOCUMENTS AND MATERIALS**

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

1. Approval of the following job description:
  - a. Adult Education Office Clerk
  - b. Adult Medical Assisting – Program Director
  - c. Evaluator and CTE Manager

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DOCUMENTS AND MATERIALS – (Con't)

2. Approval of the following overnight field trip requests:
  - a. *Approximately 5 students, 2 advisors, and 0 parents to attend*  
Culinary Arts  
The Ohio Invitational Culinary Arts Tournament  
Normandy High School – Parma, OH  
May 10-12, 2017
  - b. *Approximately 3 students, 1 advisor, and 0 parents to attend*  
Health Occupation Students of America (HOSA)  
National Leadership Conference  
Disney's Coronado Springs Resort – Orlando, FL  
June 21-24, 2017
  - c. *Approximately 1 student, 1 advisor, and 0 parents to attend*  
SkillsUSA  
National Leadership and Skills Conference  
Freedom Hall – Louisville, KY  
June 19-24, 2017
3. Approval of the following textbooks:
  - a. Understanding Medical Surgical Nursing, 5<sup>th</sup> edition, by Williams and Hopper, 2011, F.A. Davis
  - b. Introductory Mental Health Nursing, 3<sup>rd</sup> edition, by Womble, 2015, Wolters Kluwer
  - c. Fundamentals of Nursing Care, Concepts, Connections & Skills, 2<sup>nd</sup> edition, by Burton and May-Ludwig, 2015, F.A. Davis, ISBN# 978-0-8036-3974-4
4. Approval of the Course of Study for RAMTEC Robotics and Automation

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

The motion was carried.

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**NEW BUSINESS**

**ADULT EDUCATION HEALTH INSURANCE PLAN**

A motion by Mr. Stuart was seconded by Mr. Steiner to approve the following changes to the Adult Education Health Insurance Plans:

1. Change the Sub Plan from a 20% employee share to 13% employee share effective July 1, 2017. In addition, any employee electing the Sub Plan will be provided dental and vision insurance for the same coverage (i.e. family, individual) at no employee cost.

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

The motion was carried.

2. Change the Regular Plan from a 60% employee share to a 40% employee share effective July 1, 2017.

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

The motion was carried.

**ITEMS OF DISCUSSION**

- A. First reading of the following revised/new/deleted board policies:

<b>NUMBER</b>	<b>STATUS</b>	<b>TITLE</b>
8510	Revised	Wellness

- B. Board discussion

**ADJOURNMENT**

A motion by Mr. Stuart was seconded by Mrs. Lawson to adjourn the May Regular Board Meeting at 8:42 p.m.

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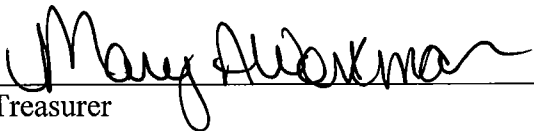
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ADJOURNMENT – (Con't)

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

The motion was carried.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Treasurer