

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**DECEMBER 20, 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, December 20, 2017, in the Career Center.

Pledge of Allegiance – Moment of Silence.

**ROLL CALL**

Roll Call showed members Mr. Frank Besancon, Dr. Janice Gallagher, Mr. Phillip Keener, Mrs. Susie Lawson, Mr. Don Noble, Dr. Gregory Roadruck, Mr. Kurt Steiner, Mrs. Ann Tschantz, Mrs. Sue Williams, Mr. Doug Zook and Mr. Curt Denning were in attendance.

Mr. Larry Acker was unable to attend the meeting.

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

A motion by Dr. Roadruck was seconded by Mr. Steiner to approve the December 20, 2017 agenda, corrections, additions, and deletions.

***IV. SUPERINTENDENTS CONSENT AGENDA***

***B. Classified Employment***

*Revision to 2. Approval of the following grant funded pay scale for ASPRIE, ESOL, FLT employees with contracts between July 1, 2017 and June 30, 2018 (was 2017). The Classified Aide scale has been updated to meet the new minimum wage standard effective January 1, 2018:*

*Addition to 3. Approval of the revision of the following classified contracts for ASPIRE/ESOL/FLT Grant Funded programs, part-time/hourly, as needed, effective 1/1/18 due to revision of pay scale to meet minimum wage:*

<i>LAST</i>	<i>FIRST</i>	<i>AREA</i>	<i>CLASS</i>	<i>STEP</i>	<i>HOURLY RATE</i>	<i>EFFECTIVE</i>
<i>Pittman</i>	<i>Robbie</i>	<i>Child Care Aide, Literacy Ed</i>	<i>Classified Aide</i>	<i>1</i>	<i>\$8.30</i>	<i>1/1/18</i>
<i>Smith</i>	<i>Desiree</i>	<i>Child Care Aide, Literacy Ed</i>	<i>Classified Aide</i>	<i>1</i>	<i>\$8.30</i>	<i>1/1/18</i>
<i>Spratt</i>	<i>Stephanie</i>	<i>Child Care Aide, Literacy Ed</i>	<i>Classified Aide</i>	<i>1</i>	<i>\$8.30</i>	<i>1/1/18</i>

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

*Addition of 5. Approval of the following additional positions through the Tri-County ESC, for the purpose of employment for the 2017-2018 school year:*

*Cafeteria Monitor  
Truck Mechanics Aide*

**V. REGULAR AGENDA**

**A. Grants and Agreements (Roll Call)**

*Removal of 4. Remove: Approval of an agreement with the Village Network for truancy issues, effective 11/1/17- 7/31/17. Non-TANF eligible students will be serviced at \$14.25 per 15-minute billable unit up to \$5,000 total through the contract period.*

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

The motion was carried

**PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS**

None

**PUBLIC HEARING TO APPROVE SCHOOL YEAR CALENDAR**

**BOARD MINUTES**

A motion by Mr. Keener was seconded by Mrs. Williams to approve the minutes from the November 15, 2017 Regular Board Meeting.

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

The motion was carried.

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**BOARD COMMITTEE REPORTS**

Finance and Legislative Committee

Doug Stuart entered at 7:59 p.m.

**SUPERINTENDENT'S REPORT**

A motion by Mrs. Williams, was seconded by Dr. Roadruck to approve the Superintendent's Report as follows:

A. Director's Report

B. Principal's Report

C. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Winter Break	12/21/17- 1/2/18			
End of Second Nine Weeks	1/12/18	F		
Martin Luther King Jr. Day	1/15/18	M		
WCSCC Board of Education Meeting	1/15/18	M	G101/Board Room	8:00 p.m. Organizational Meeting with Regular Meeting to Follow
Career Tech/RAMTEC Tuesday	1/16/18	T	WCSCC	

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

The motion was carried.

**TREASURER'S CONSENT AGENDA**

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

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TREASURER'S CONSENT AGENDA – (Con't)

A. Finance

1. Approval of the list of purchase orders and budgetary check register for November 2017
2. Approval of the Financial Reports for November 2017
3. Approval of the State of Ohio 2018 Minimum Wage increase to \$8.30/hour effective January 1, 2018
4. Approval to accept the following donations:
  - a. 1997 Freightliner scrap truck from North End Garage for a learning tool for the Truck Mechanics program to disassemble, reassemble, or to scrap, with an approximate value of \$2,500 (vehicle cannot be re-titled and at no time can any of the parts or components of this vehicle be sold in whole format or in pieces, but can be scrapped when no longer useful)
  - b. Height gage, micrometers, and tooling from Wanda Wagner to be used in the Precision Machining program for training purposes, with an approximate value of \$125
  - c. Sandvik Coromat 1" Stick Threader Toolholder & 14 Threading Carbide Inserts from Wayne Machine, Inc. to be used in the RAMTEC program for training purposes, with an approximate value of \$300

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

The motion was carried

**SUPERINTENDENT'S CONSENT AGENDA**

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

A. Certified Employment

1. Approval for unpaid leave beginning December 21, 2017 as requested by Aaron Miller for the remainder of the school year or until his State Teachers Retirement System disability insurance goes into effect, whichever occurs first

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

2. Employment of the following personnel as Extra Help Tutor for the 2017-2018 school year as needed, per time sheets, per the negotiated agreement:

LAST	FIRST	STEP	HOURLY RATE
Hornacek	Shannon	1 Bachelors	\$20.79

3. Employment of the following for 2017-2018 school year supplemental positions per the negotiated agreement:

OTHERS		
HSTW Academic Co-Chair (Curriculum Mapping)	1.0%	Kelly Calderone-Davis
HSTW Academic Co-Chair (Curriculum Mapping)	1.0%	Jennifer Majka
HSTW Career Tech Chair (Quality Program Standards)	2.0%	Gregg Gillespie
HSTW Student Services (Student Centered Culture)	2.0%	Jenny Baechle
Parking Lot Monitor	\$12/hour	Brett Gough

4. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2017-2018 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Sloan	Jessica	HS Academic/Career Tech Teacher	12/20/17
Wertz	Jessica	HS Academic/Career Tech Teacher	12/20/17

B. Classified Employment

1. Resignation of Michelle Peck, Cafeteria Monitor, effective at the end of the day on Friday, November 17, 2017

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

2. Approval of the following grant funded pay scale for ASPIRE, ESOL, FLT employees with contracts between July 1, 2017 and June 30, 2018. The Classified Aide scale has been updated to meet the new minimum wage standard effective January 1, 2018:

ASPIRE/ESOL/FLT GRANT FUNDED PROGRAMS				
Pay Scale				
Step	Classified Aide	Classified Office	Instructor BA/BS	Instructor MA
1	\$8.30	\$9.80	\$14.00	\$16.00
2	\$8.40	\$10.20	\$14.50	\$16.50
3	\$8.60	\$10.60	\$15.00	\$17.00
4	\$8.80	\$11.00	\$15.50	\$17.50
5	\$9.00	\$11.40	\$16.00	\$18.00
6	\$9.20	\$11.80	\$16.50	\$18.50
7	\$9.40	\$12.20	\$17.00	\$19.00
8	\$9.60	\$12.60	\$17.50	\$19.50
9	\$9.80	\$13.00	\$18.00	\$20.00
10	\$10.00	\$13.40	\$18.50	\$20.50
11	\$10.20	\$13.80	\$19.00	\$21.00
12	\$10.40	\$14.20	\$19.50	\$21.50
13	\$10.60	\$14.60	\$20.00	\$22.00
14	\$10.80	\$15.00	\$20.50	\$22.50
15	\$11.00	\$15.40	\$21.00	\$23.00

A step raise will be awarded any year an hourly employee works 80 or more hours or when an hourly employee works between 1-79 hours for three consecutive years in which there was not a step raise awarded until the cap is reached.

3. Approval of the revision of the following classified contracts for ASPIRE/ESOL/FLT Grant Funded programs, part-time/hourly, as needed, effective 1/1/18 due to revision of pay scale to meet minimum wage:

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LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Calderon	Antonia	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18
Chupp	Teresa	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18
Danner	Sara	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18
Gorey	Rachael	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18
Pittman	Robbie	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18
Smith	Desire	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18
Spratt	Stephanie	Child Care Aide, Literacy Ed	Classified Aide	1	\$8.30	1/1/18

4. Employment of the following classified individuals to substitute in area(s) indicated for the 2017-2018 school year:

LAST	FIRST	SUB-AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Freeland	Tara	Aide	3	\$10.65	11/13/17
Wertz	Jessica	Admin. Asst.	5	\$11.30	12/20/17
		Aide/Monitor	0	\$9.74	12/20/17

5. Approval of the following additional positions through the Tri-County ESC, for the purpose of employment for the 2017-2018 school year.

Cafeteria Monitor  
 Truck Mechanics Aide

C. Consultant Contracts:

1. Ramsier Financial Services, Retirement Planning Today, on or about January 30 & February 6, 2018, \$25 per student
2. Ramsier Financial Services, Retirement Planning Today, on or about January 25 & February 1, 2018, \$25 per student

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

3. Greg Thompson, Adult Child & Infant CPR, on or about January 10, 2018, \$220
4. Greg Thompson, Adult Child & Infant CPR, on or about March 14, 2018, \$220
5. Greg Thompson, Adult Child & Infant CPR, on or about May 16, 2018, \$220

D. Volunteers

E. Approval to remove the following from inventory:

1. Approval to dispose of various books due to age and lack of use
2. Approval to dismantle and recycle of various unusable computer/electronic items from inventory

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

The motion was carried.

**REGULAR AGENDA**

**GRANTS AND AGREEMENTS**

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

1. Approval of a Bridge Agreement for Deposit of Public Funds with Huntington National Bank for the period commencing on 12/15/2017 and through 12/7/2020
2. Approval of a school/institutional membership renewal with the Wooster Area Chamber of Commerce for 2018 for a cost of \$370
3. Approval of a clinical agreement between the WCSCC Practical Nursing Programs and Pegasus Farm



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GRANTS AND AGREEMENTS – (Con't)

4. Approval of a grant for \$20,000 from the Wayne County Community Foundation Women's Fund for the purpose of coordinating a Women's Empowerment Community workshop series. Over half of the grant funds are awarded back to the participants to assist them in reaching their goals.
5. Approval of a Workforce & Economic Development Training Agreement with Stark State College to provide instructors and supplies for OPOTA Radar/Lidar training on or about December 16, 2017
6. Approval of a Workforce & Economic Development Training Agreement with Stark State College to provide instructors and supplies for OPOTA driving training on or about April 7 & 8, 2018
7. Approval of an Agreement of Articulation between WCSCC Secondary Medical Assisting program and WCSCC Post-Secondary Medical Assisting program to collaborate a seamless learning progression of technical and academic skills from the secondary level to the adult level thus qualifying the students to sit for the Certified Medical Assisting exam

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Noble, yes; Mr. Besancon, yes; Dr. Gallagher, yes; Mr. Keener, 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.

**RESOLUTION**

**1. RESOLUTION #17-8 WAYNE COUNTY TRANSPORTATION COALITION  
SUPPORTING THE WAYNE COUNTY LOCALLY COORDINATED PUBLIC  
TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN**

A motion by Mrs. Lawson was seconded by Mrs. Williams to approve Resolution regarding the Wayne County Locally Coordinated Public Transit-Human Services Transportation Plan

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RESOLUTION #17-8 – (Con't)

Whereas, people with specialized transportation needs have rights to mobility. Older adults, individuals with limited incomes and people with disabilities rely heavily, sometimes exclusively, on public and specialized transportation services to live independent and fulfilling lives. These services which are provided by public and private transportation systems and human service agency programs are essential for travel to work and medical appointments, to run essential errands, or simply to take advantage of social or cultural opportunities; and

Whereas, under the FAST Act, projects funded by Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities program must be included in a locally developed, coordinated public transit-human services transportation plan; and

Whereas, The FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program provides operating and capital assistance funding to provide transit and purchase of services to private nonprofit agencies, and to qualifying local public bodies that provide specialized transportation services to elderly persons and to people with disabilities; and

Whereas, a local committee with participation by seniors, individuals with disabilities, representatives of public, private, and non-profit transportation and human services providers and participation by other members of the public met on September 6 and September 18, 2017; and

Whereas, the local committee reviewed and recommended through consensus a Locally Coordinated Human Services Transportation Plan to be submitted to the State of Ohio Department of Transportation.

NOW, BE IT RESOLVED by the Board of Education of the Wayne County Joint Vocational School District that this resolution takes place immediately upon its adoption

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

The motion was carried.

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**DOCUMENTS AND MATERIALS**

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

1. Approval of the following overnight field trip request:
  - a. *Approximately 1 student, 0 WCSCC advisors* (ODE Sponsored Event – Kevin Williams), and 0 parents to attend  
SkillsUSA  
Regional Officers Training Institute (ROTI)  
SkillsUSA National Headquarters in Washington DC  
January 14-19, 2018
2. Approval of the following revised/new board policies:

NUMBER	STATUS	TITLE
2271	Revised	College Credit Plus
2464	Revised	Gifted Education and Identification
4120.05	New	Employment of Substitute Educational Aides
5136	Revised	Personal Communication Devices
5136.01	Reject	Electronic Equipment
5200	Revised	Attendance
5530	Revised	Drug Prevention
6233	Revised	Amenities and Participants at Meetings and/or Other Occasions
7540.03	Revised	Student Education Technology Acceptable Use and Safety
7540.04	Revised	Staff Technology Acceptable Use and Safety
7540.05	Revised	District-Issued Staff Email Account
7540.06	New	District-Issued Student Email Account
8600.04	Revised	Bus Driver Certification
9140	Revised	Advisory Committee Facts and Procedures
9141	Delete	Business Advisory Council

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

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**NEW BUSINESS**

**A. APPOINTMENT PRO-TEMPORE**

Dr. Roadruck was appointed to serve as President Pro-Tempore for the 2018 Organizational Meeting and to set the first item of business for the January Regular Meeting as the Public Budget Hearing

**ITEMS OF DISCUSSION**

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

NUMBER	STATUS	TITLE
2340	Revised	Field and Other District Sponsored Trips
5330	Revised	Use of Medications
9140	Revised	Advisory Committees

B. Discussion of Wayne County JVSD 2018 Regular Board Meetings – Date and Time

C. Board discussion

1. Mr. Denning thanked everyone for serving on the board.

**EXECUTIVE SESSION**

A motion by Mr. Besancon was seconded by Mrs. Tschantz to go into executive session at 8:32 p.m. for the purpose of consideration for discussion, with the Board's legal counsel, regarding disputes involving the Board of Education and for the purpose of matters required to be kept confidential by Federal law or rules of State statutes.

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mrs. Tschantz, yes; Dr. Gallagher, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Stuart, 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 9:04 p.m.

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**ADJOURNMENT**

A motion by Mr. Besancon was seconded by Mr. Noble to adjourn the December Regular Board Meeting at 9:04 p.m.

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

The motion was carried.

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President

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Treasurer