

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

December 19, 2018

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by Vice President Tschantz at 7:30 p.m. on Wednesday, December 19, 2018, in the Career Center.

Pledge of Allegiance was given by Hailey Witherspoon and Austin Gill - Moment of Silence.

ROLL CALL

Roll Call showed members Mr. Larry Acker, Mr. Frank Besancon, Mr. TJ DeAngelis, Mrs. Lisa Gwin, Mr. Phillip Keener, Mrs. Susie Lawson, Dr. Gregory Roadruck, Mr. Dan Stavnezer, Mr. Doug Stuart, Mrs. Sue Williams, and Mrs. Tschantz were in attendance.

Mr. Kurt Steiner was unable to attend.

APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve the December 19, 2018 agenda, corrections, additions, and deletions.

I. OPENING

New F. Public Hearing to consider the proposed 2019-2020 School Year Calendar (copies available) (Voice)

New G (was F). Motion to approve the minutes from the November 21, 2018 Regular Meeting (Exhibit B) (Voice)

New H (was G). Board Committee Reports (Exhibit C)

New I (was H). Executive Session (for the purpose of investigation of charges or complaints against a student) (Roll Call)

IV. SUPERINTENDENT'S CONSENT AGENDA (ROLL CALL)

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A. Certified Employment

Addition of 8. Employment of the following Certified Personnel for Adult & Community Education, full-time/supplemental/hourly, regularly scheduled:

<i>LAST</i>	<i>FIRST</i>	<i>AREA</i>	<i>CLASS</i>	<i>STEP</i>	<i>HOURLY RATE</i>	<i>EFFECTIVE</i>
<i>Spreng</i>	<i>Amy</i>	<i>Adult Education Certified – minimum of 840 hours/ maximum of 1400 hours per fiscal year</i>	<i>II</i>	<i>9</i>	<i>\$22.26</i>	<i>12/20/18</i>

B. Classified Employment

Addition of 4. Resignation of Stacey Hornfeck, AA – Supervisor of CT and Nursing for the purpose of accepting the position of AA – Attendance and Receptionist – HS Office, effective at the end of the day on Wednesday, January 2, 2019

Addition of 5. Resignation of Elizabeth Paszt, Truck Mechanics Aide, effective at the end of the day on Friday, February 8, 2019

Addition of 6. Involuntary transfer of the following person as full time Classified Personnel for the 2018-2019 school year as per Board Policy and negotiated agreement:

<i>NAME</i>	<i>POSITION</i>	<i>CONTRACT</i>	<i>DAYS</i>	<i>CLASS</i>	<i>STEP</i>	<i>EFFECTIVE</i>
<i>Auble, Tammy</i>	<i>AA – Supervisor of Career Tech & Nursing (was Adult Ed AA)</i>	<i>New 1</i>	<i>113 days + 4 holidays @ 8 hrs/day (prorated from 215 days + 11 holidays @ 8 hrs/day)</i>	<i>III (7/11)</i>	<i>5</i>	<i>01/03/19</i>

Addition of 7. Employment of the following person as full time Classified Personnel for the 2018-2019 school year as per Board Policy and negotiated agreement:

<i>NAME</i>	<i>POSITION</i>	<i>CONTRACT</i>	<i>DAYS</i>	<i>CLASS</i>	<i>STEP</i>	<i>EFFECTIVE</i>
<i>Hornfeck, Stacey</i>	<i>AA – Attendance & Receptionist – HS Office</i>	<i>C</i>	<i>107 days + 4 holidays @ 8 hrs/day (prorated from 200 days + 10 holidays @ 8 hrs/day)</i>	<i>V (7/11)</i>	<i>9</i>	<i>1/3/19</i>

VI. NEW BUSINESS (ROLL CALL)

Addition of C. Superintendent recommends payment for second semester for change of placement of student for pervasive behavioral challenges to the Leap Program in Rittman

Roll call vote on the motion was as follows: Dr. Roadruck, yes; Mr. Stuart, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Stavnezer, yes; Mrs. Williams, yes, and Mrs. Tschantz, yes;

The motion was carried

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Don Noble entered at 8:32 p.m.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Theresa Morgan

STUDENT PROGRAM RECOGNITION

Reno Contipelli of the Ohio School Boards Association recognized the WCSCC Criminal Justice Program as the NE Region Career Technical Program of the Year.

Frank Besancon was recognized for 15 years of service.

The NE Region meeting will be hosted by the Wayne County Schools JVS School District on March 21st.

PUBLIC HEARNG TO CONSIDER THE PROPOSED 2019-2020 SCHOOL YEAR CALENDAR

BOARD MINUTES

A motion by Mr. Acker was seconded by Mr. Besancon to approve the minutes from the November 21, 2018 Regular Board Meeting.

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

The motion was carried.

BOARD COMMITTEE REPORTS

Finance and Legislative Committee

EXECUTIVE SESSION

A Motion by Mr. Besancon was seconded by Mrs. Lawson to go into executive session at 7:45 p.m. for the purpose of investigation of charges or complaints against a student.

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mrs. Lawson, yes; Mr. Acker, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Williams, yes, and Mrs. Tschantz, yes.

The motion was carried

Mrs. Tschantz called the Board back into Regular Session at 8:15 p.m.

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SUPERINTENDENT’S REPORT

A motion by Mr. Besancon was seconded by Mr. Stavnezer to approve the Superintendent’s Report as follows:

- A. Director’s Report
- B. Principal’s Report
- C. College and Career Readiness Report
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Career Tech Tuesday Visits	1/15/19	T	WCSCC	
WCSCC Board of Education Meeting	1/15/19	T	G101/ Board Room	8:00 p.m. Regular Meeting

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

The motion was carried.

TREASURER’S CONSENT AGENDA

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

- A. Finance
 - 1. Approval of the list of purchase orders and budgetary check register for November 2018
 - 2. Approval of the Financial Reports for November 2018
 - 3. Approval to accept the following donation:
 - a. 2003 Subaru Legacy to be used by the Auto Technologies program from Leland Flox, with an approximate value of \$1,853

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TREASURER’S CONSENT AGENDA – (Con’t)

Roll call vote on the motion was as follows: Mr. Stuart, Mrs. Lawson, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mrs. Williams, yes; and Mrs. Tschantz, yes.

The motion was carried

SUPERINTENDENT’S CONSENT AGENDA

A motion by Mrs. Lawson was seconded by Mr. Besancon to approve the Superintendent’s Consent Agenda as follows:

A. Certified Employment

1. Resignation of Robin Blackie, AE Dental Assisting Instructor, effective December 30, 2018
2. Resignation of Julie Nussbaum, AE Cosmetology Instructor, effective December 20, 2018
3. Approval of unpaid leave of absence for Taylor Bauman, Math Instructor, from April 1, 2019 through April 30, 2019
4. Lauren Romano, Math Instructor, moved to Class III, Step 5 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2019-2020 school year
5. Employment of the following Certified Personnel for Adult & Community Education, full-time/supplemental/hourly, regularly scheduled, effective 01/02/19-06/30/19:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Blackie	Robin	Adult Education Certified – minimum of 840 hours/maximum of 1400 hours per fiscal year	II	14	\$25.80	01/02/19

6. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2018-2019 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Steiner	Florence	Adult Education Certified	IV	15	\$34.17	12/19/18

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

7. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	AREA	CLASS	STEP	DEGREE	HOURLY RATE	EFFECTIVE
Clutter	Jason	HS Nursing	IV	10	BSN	\$29.47	12/11/18
Lovejoy	Bobbi Jo	HS Nursing	IV	11	BSN	\$30.36	11/27/18

8. Employment of the following Certified Personnel for Adult & Community Education, full-time/supplemental/hourly, regularly scheduled:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE	
Spreng	Amy	Adult Education Certified – minimum of 840 hours/ maximum of 1400 hours per fiscal year		II	9	\$22.26	12/20/18

B. Classified Employment

1. Resignation of Melissa Chupp, Account Clerk, effective at the end of the day on Friday, March 1, 2019
2. Rescind the contract for employment of the following classified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Nussbaum	Connie	Aide	2	\$10.34	11/01/18

3. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Nussbaum	Julie	Aide	2	\$10.34	11/01/18
Wagner	Larry	Custodian	9	\$12.72	12/19/18

4. Resignation of Stacey Hornfeck, AA – Supervisor of CT and Nursing for the purpose of accepting the position of AA – Attendance and Receptionist – HS Office, effective at the end of the day on Wednesday, January 2, 2019

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5. Resignation of Elizabeth Paszt, Truck Mechanics Aide, effective at the end of the day on Friday, February 8, 2019
6. Involuntary transfer of the following person as full time Classified Personnel for the 2018-2019 school year as per Board Policy and negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Auble, Tammy	AA – Supervisor of Career Tech & Nursing (was Adult Ed AA)	New 1	113 days + 4 holidays @ 8 hrs/day (prorated from 215 days + 11 holidays @ 8 hrs/day)	III (7/11)	5	01/03/19

7. Employment of the following person as full time Classified Personnel for the 2018-2019 school year as per Board Policy and negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Hornfeck, Stacey	AA – Attendance & Receptionist – HS Office	C	107 days + 4 holidays @ 8 hrs/day (prorated from 200 days + 10 holidays @ 8 hrs/day)	V (7/11)	9	1/3/19

C. Consultant Contracts

1. Greg Thompson, Adult, Child & Infant CPR, on or about January 30, 2019, \$220
2. Greg Thompson, Adult, Child & Infant CPE, on or about April 3, 2019, \$220
3. Greg Thompson, First Aid Basics, on or about January 22 & 23, 2019, \$300
4. Greg Thompson, First Aid Basics, on or about March 26 & 27, 2019, \$300
5. Greg Thompson, First Aid Refresher, on or about February 21, 2019, \$150
6. Greg Thompson, First Aid Refresher, on or about April 25, 2019, \$150
7. Tami Custer, Floral Arranging – Winter Bird Fresh Flower Arrangement, on or about January 9, 2019, \$24 per person
8. Tami Custer, Floral Arranging – Valentine’s Arrangement, on or about February 13, 2019, \$24 per person
9. Tami Custer, Floral Arranging – Artificial Spring Wreath, on or about March 13, 2019, \$24 per person
10. Tami Custer, Floral Arranging – April Showers Mini Umbrella, on or about April 10, 2019, \$24 per person
11. Dennis Lipp, Painting for the Soul, on or about April 4 – April 15, 2019, \$50 per student
12. Ramsier Financial Services, Retirement Planning Today, on or about January 24, 2019 & January 31, 2019, \$25 per student
13. Ramsier Financial Services, Retirement Planning Today, on or about January 29, 2019 and February 5, 2019, \$25 per student

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

D. Volunteers

- a. Approval of the following volunteer for Aspire for the 2018-2019 school year:

LAST	FIRST	BACKGROUND INFORMATION
Ditch	Barbara	Returning Aspire Volunteer; retired from Ashland University & People to People Ministries

E. Approval to remove the following from inventory

- a. Two pedicure units, due to poor condition and inability to be disinfected properly (bar codes 00004657 and 00004656)
- b. Outdated facial machine (bar code 11417 – old style sticker/tag)
- c. Various computer items from IT to be disposed of and/or recycled as they are no longer working or usable

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Besancon, yes; Mr. Acker, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mrs. Tschantz, yes.

The motion was carried

REGULAR AGENDA

GRANTS AND AGREEMENTS

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

1. Approval of a school/institutional membership with the Orrville Area Chamber of Commerce for 2019 for a cost of \$225
2. Approval of a school/institutional membership with the Wooster Area Chamber of commerce for 2019 for a cost of \$370
3. Approval to continue membership in the Ohio School Boards Legal Assistance Fund for January 1, 2019 through December 31, 2019 for a cost of \$250, which is the same as last year’s cost
4. Approval of a Business Associate Agreement with The Ohio Masonic Home for the purpose of providing the clinical component for the Adult Practical Nursing Program

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GRANTS AND AGREEMENTS – (Con’t)

5. Approval of an Affiliation Agreement with Western Reserve Masonic Community for the purpose of providing the clinical component for the Adult Practical Nursing Program
6. Approval of an Affiliation Agreement with the Wooster Community Hospital Lab for the purpose of providing the clinical component for the Adult Practical Nursing Program

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Keener, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mrs. Tschantz, yes

The motion was carried.

DOCUMENTS AND MATERIALS

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

1. Approval of the following overnight field trip requests (copies available):
 - a. *Approximately 19 students, 3 advisors, and 0 parents to attend*
Educator’s Rising
Educator’s Rising State Conference and Competition
Capitol University – Columbus, OH
February 27 – March 1, 2019
 - b. *Approximately 3 students, 1 advisor (SkillsUSA State Director Jackie Walker will be in charge of all Ohio students), and 0 parents to attend*
SkillsUSA
Regional Officers Training Institute (ROTI)
SkillsUSA National Headquarters for Leadership Training – Washington DC
January 20-25, 2019
2. Approval of the following revised/new board policies:

NUMBER	STATUS	TITLE
0131	Revised	Legislative
0141.2	Revised	Conflict of Interest
0164	Revised	Notice of Meetings
0165.1	Revised	Regular Meetings

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DOCUMENTS AND MATERIALS – (Con't)

0165.2	Revised	Special Meetings
0165.3	Revised	Recess/Adjournment
0166	Revised	Executive Session
0168	Revised	Minutes
0169.1	Revised	Public Participation
1240.01	Revised	Non-reemployment of the Superintendent
1422	Revised	Nondiscrimination and Equal Employment Opportunity
1541	Revised	Termination and Resignation
1662	Revised	Anti-Harassment
2111	Revised	Parent and Family Involvement
2260	Revised	Nondiscrimination and Access to Equal Educational Opportunity
2370.01	New	Blended Learning
3122	Revised	Nondiscrimination and Equal Employment Opportunity
3140	Revised	Termination and Resignation Termination
3362	Revised	Anti-Harassment
4122	Revised	Nondiscrimination and Equal Employment Opportunity
4140	Revised	Termination and Resignation
4162	Revised	Drug and Alcohol Testing of CDL License Holders and other Employees who perform safety Sensitive Functions
4362	Revised	Anti-Harassment
5517	Revised	Anti-Harassment
5517.02	Revised	Sexual violence
5610	Revised	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
5610.02	Revised	In-School Discipline
5610.03	Revised	Emergency Removal of Students
5611	Revised	Due Process Rights
6320	Revised	Purchases
6325	Revised	Procurement – Federal Grants/Funds
6423	Revised	Use of Credit Cards
6424	New	Purchasing Cards
8141	Revised	Mandatory Reporting of Misconduct by Licensed Employees
8403	New	School Resource Officer
8451	Revised	Disease Carrying and/or Transmitting Insects

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DOCUMENTS AND MATERIALS – (Con't)

3. Approval of the following job descriptions (copies available):
- a. Account Clerk I
 - b. Administrative Assistant – Attendance/Reception
 - c. AE Teacher – Career and Technical

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

NEW BUSINESS

A. APPOINTMENT OF PRESIDENT PRO-TEMPE

Appointment of Kurt Steiner to serve as President Pro-Tempore for the 2019 Organizational Meeting and to set the first item of business for the January Regular Meeting as the Public Budget Hearing

B. APPROVAL OF THE WAYNE COUNTY SCHOOLS CAREER CENTER NO CHARGE RULES

A motion by Mr. Keener was seconded by Mrs. Lawson to approve the Wayne County Schools Career Center No Charge Rules as follows (Note: ODE requires approval of wording):

In the event that a student forgets his/her lunch money, or does not have sufficient funds on his/her account, it is then the student's responsibility to get permission from an Administrator to use the Career Center's account BEFORE coming into the Cafeteria. Otherwise, the lunch will be saved until the student has the Administrator's approval.

If a student must use the WCSCC account, repayment is expected the following school day.

Roll call vote on the motion was as follows: Mr. Keener, yes; Mrs. Lawson, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mrs. Tschantz, yes

The motion was carried.

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NEW BUSINESS – (Con't)

**C. APPROVAL FOR PAYMNT OF SECOND SEMESTER FOR STUDENT TO
LEAP PROGRAM**

A motion by Mr. Besancon was seconded by Mr. Stuart to approve payment for second semester for change of placement of student for pervasive behavioral challenges to the Leap Program in Rittman

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Stuart, yes; Mr. Acker, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mrs. Williams, yes; and Mrs. Tschantz, yes

The motion was carried

ITEMS OF DISCUSSION

- A. Discussion of Wayne County JVSD 2019 Regular Board Meetings – Date and Time
- B. Board discussed time of Organizational Meeting. The meeting will be held at 7:00 p.m.

EXECUTIVE SESSION

A motion by Mr. Besancon was seconded by Mr. Acker to go into Executive Session at 8:40 p.m. for the purpose of discussion of personnel review.

Dr. Kip Crain and Mary Workman were not present.

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Acker, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Williams, yes, and Mrs. Tschantz, yes.

The motion was carried

Vice President Tschantz called the Board back into Regular Session at 9:09 p.m.

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ADJOURNMENT

A motion by Mr. Besancon was seconded by Mr. Keener to adjourn the December Regular Board Meeting at 9:09 p.m.

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Keener, Mr. Acker, Mr. DeAngelis, Mrs. Gwin, Mrs. Lawson, Mr. Noble, Dr. Roadruck, Mr. Stavnezer, Mr. Stuart, Mrs. Williams, and Mrs. Tschantz - all say yes.

The motion was carried.

President

Treasurer