The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Tschantz at 7:30 p.m. on Wednesday, July 17, 2019 in the Career Center.

Pledge of Allegiance - Moment of Silence.

**ROLL CALL**

Roll Call showed members Mr. Frank Besancon, Mr. TJ DeAngelis, Mrs. Lisa Gwin, Mrs. Sue Herman, Mr. Philip Keener, Mrs. Susie Lawson, Dr. Greg Roadruck, Mr. Dan Stavnezer, Mr. Kurt Steiner, Mr. Doug Stuart, Mrs. Ann Tschantz and Mrs. Sue Williams were in attendance.

Mr. Don Noble was unable to attend.

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

A motion by Mr. Steiner was seconded by Mrs. Herman to approve the July 17, 2019 agenda, corrections, additions and deletions.

1. **OPENING**

*Revision to F.* Executive Session (for the purpose of consideration of the employment of a public employee) (was if needed)

1. **TREASURER’S CONSENT AGENDA**
2. Finance

*Revision to 2.* Approval of the Financial Reports for June *(was May)* 2019

1. **SUPERINTENDENT’S CONSENT AGENDA**
2. Classified Employment

APPROVAL OF AGENDA CORRECTIONS / ADDITIONS / DELETIONS (Con’t)

*Addition of 3.* Resignation of Stefanie Tuttle, from all positions except for breakfast and banquet contracts, for the purpose of taking the Classified Support Specialist position effective August 1, 2019

*Addition of 4.* Employment of the following person as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** |
| Tuttle, Stefanie | Classified Support Specialist | New 1 | 184 days + 10 holidays @ 8 hrs/day | 5 (7/11) | 5 |

1. **REGULAR AGENDA**
2. Documents and Materials

*Addition of 1.* Approval of the following job descriptions

1. AA Student Services
2. AA Principal
3. AA Student Intervention
4. AA Attendance Reception
5. AE Public Safety Services Coordinator

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

The motion was carried.

**PUBLIC PARTICIPATION / INTRODUCTION OF GUEST**

Linda Hall and Theresa Morgan

**BOARD MINUTES**

A motion by Mrs. Gwin was seconded by Mr. Stavnezer to approve the Minutes from the June 19, 2019 Regular Meeting.

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

The motion was carried.

**EXECUTIVE SESSION**

A motion by Mrs. Lawson was seconded by Mr. Besancon to go into Executive Session at 7:33 p.m. for the purpose of consideration of the employment of a public employee.

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

The motion was carried.

President Tschantz called the Board back into Regular Session at 7:47 p.m.

**SUPERINTENDENT’S REPORT**

A motion by Mr. Keener was seconded by Mrs. Herman to approve the Superintendent’s Report as follows.

1. Director’s Report
2. Principal’s Report
3. Updates on Superintendent’s Advisory Committees
4. Important Upcoming Dates and Times

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EVENT** | **DATE** | **DAY** | **LOCATION** | **TIME** |
| New Staff Orientation | 08/13/19 | T | WCSCC |  |
| Student/Parent Orientation | 08/14/19 | W | WCSCC | 12:00 p.m. – 7:00 p.m. |
| Staff Convocation Day | 08/15/19 | Th | WCSCC | 7:30 a.m. – 3:00 p.m. |
| Staff In-Service Day | 08/16/19 | F | WCSCC | 7:45 a.m. – 3:00 p.m. |
| First Day for First Year Students | 08/19/19 | M | WCSCC |  |
| School Day for All Students | 08/20/19 | T | WCSCC |  |

SUPERINTENDENT’S REPORT (Con’t)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| WCSCC Board Workshop Meeting | 08/21/19 | W | G101/Board Room | 3:00 p.m. – 7:00 p.m.  (prior to the board meeting) |
| WCSCC Board of Education Meeting | 8/21/19 | W | G101/Board Room | 7:30 p.m. Regular Meeting |

Voice call on the motion was as follows: Mr. Keener, Mrs. Herman, Mr. Besancon, Mr. DeAngelis, Mrs. Gwin, Mrs. Lawson, Dr. Roadruck, Mr. Stavnezer, Mr. Steiner, 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 Mr. Stavnezer to approve the Treasurer’s Consent Agenda as follows:

1. Finance
2. Approval of the list of purchase orders and budgetary check register for June 2019
3. Approval of the Financial Reports for June 2019
4. Approval of the following Change Funds for the 2019-2020 school year:

|  |  |
| --- | --- |
| **2019-2020 CHANGE FUNDS** | |
|  |  |
| **TO** | **AMOUNT** |
|  |  |
| Treasurer's Office | $100.00 |
| Adult Education Office | $100.00 |
| Dale Tackett - Student Fees | $75.00 |
| Kathy Sears - Student Fees | $75.00 |
| Dale Tackett - Customer Service Change | $250.00 |
| Pam Tarleton | $450.00 |
| * Cafeteria ($300.00) |  |
| * Snack Shack ($150.00) |  |
| Peter Kerling - Old School House | $350.00 |

TREASURER’S CONSENT AGENDA (Con’t)

|  |  |
| --- | --- |
| Tammy Pumphrey - Parking Permit | $20.00 |
| Amber Long - Animal Care | $50.00 |
| Alex DeWitt – Agribusiness & Production | $100.00 |
| Angela Ramsay - Cosmetology High School | $150.00 |
| Sandra Elliott - Cosmetology Adult Ed. | $75.00 |
| Ken Carraway - Ag Mechanics | $100.00 |
| Rich Shetler - Auto Tech | $150.00 |
| Jeff Mehling – Welding | $50.00 |
| Ben McConahay -Truck Mechanics | $50.00 |
| Rod Martell - Carpentry | $50.00 |
| Marty Stoller - Precision Machining | $50.00 |
| Mike Morabito - Graphic Design | $50.00 |
| Garage Sale | $100.00 |
| Total: | $2,395.00 |

1. Approval of the following Fund Transfer for 2019-2020:

From:

001 General Fund $1,000

To:

018-9600 Board/ADM Scholarship Fund $1,000

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

The motion was carried.

**SUPERINTENDENT’S CONSENT AGENDA**

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

1. Certified Employment
2. Resignation of Joann Tabellion, Medical Assistant Program Director, effective

September 1, 2019

1. Approval for certified substitutes to attend orientation training annually and to be paid at half the daily rate
2. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2019: Administrators, Managers, Coordinators, Key Club Advisors, and School Board Members
3. Revision to the employment of the following part-time Certified Teaching Assistant for the 2019-2020 school year as per Board Policy and the negotiated agreement:

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME** | **CONTRACT** | **CLASS** | **STEP** |
| Tyler, Thomas | New 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk) | II | 20 *(was 10)* |

1. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

|  |  |  |  |
| --- | --- | --- | --- |
| **LAST** | **FIRST** | **SUBSTUTUTE TEACHING AREA(S)** | **EFFECTIVE** |
| Hyser | Heather | HS Academic/Career Tech Teacher | 07/18/19 |
| Miller | Brent | HS Academic/Career Tech Teacher | 07/18/19 |
| Razzano | Lois | HS Academic/Career Tech Teacher | 07/18/19 |
| Bilinovich | Terez | HS Career Tech Teacher – Cosmetology Only | 07/18/19 |
| Salisbury | Laura | HS Academic/Career Tech Teacher | 07/18/19 |
| Freeland | Tara | HS Career Tech Teacher – Cosmetology Only | 07/18/19 |
| Reed | Elaine | HS Academic/Career Tech Teacher | 07/18/19 |
| Weber | Gayle | HS Academic/Career Tech Teacher | 07/18/19 |

SUPERINTENDENT’S CONSENT AGENDA (Con’t)

1. Revision to the employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LAST** | **FIRST** | **AREA** | **CLASS** | **STEP** | **HOURLY RATE** | **EFFECTIVE** |
| Chandler | Gregory | Adult Education Certified  minimum of 840 hours/maximum of 1400 hours per fiscal year *(was as needed per timesheets)* | II | 17 | $28.19 | 07/18/19 |

1. Revision to the employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LAST** | **FIRST** | **AREA** | **CLASS** | **STEP** | **HOURLY RATE** | **EFFECTIVE** |
| Robison | John | Instructor, Aspire, Adult Literacy, Literacy Ed, AE *(added AE)* | Masters | 11 | $21.00 | 07/01/19 |

1. Classified Employment
2. Approval of the payment for classified substitutes and aides to attend orientation training annually and to be paid at an hourly rate
3. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LAST** | **FIRST** | **SUB AREA** | **STEP** | **HOURLY RATE** | **EFFECTIVE DATE** |
| Johnson | Elizabeth | Monitor | 3 | $10.65 | 07/18/19 |
| Drozdz | Marie | Aide/Monitor | 0 | $9.74 | 07/18/19 |
|  |  | Cafeteria | 2 | $10.34 | 07/18/19 |
|  |  | Admin. Assistant | 5 | $11.30 | 07/18/19 |
| Hyser | Heather | Aide/Monitor | 0 | $9.74 | 07/18/19 |
| Nussbaum | Julie | Aide/Monitor | 2 | $10.34 | 07/18/19 |
| Freeland | Tara | Aide/Monitor | 3 | $10.65 | 07/18/19 |

SUPERINTENDENT’S CONSENT AGENDA (Con’t)

1. Resignation of Stefanie Tuttle, from all positions except for breakfast and banquet contracts, for the purpose of taking the Classified Support Specialist position effective August 1, 2019
2. Employment of the following person as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** |
| Tuttle, Stefanie | Classified Support Specialist | New 1 | 184 days + 10 holidays @ 8 hrs/day | 5 (7/11) | 5 |

1. Consultant Contracts
2. Volunteers
3. Approval to remove the following from inventory:
4. Approval to trade in EZ GO utility vehicle with WCSCC bar code tag #00012010/Serial #2338035 for a new one.
5. Approval to remove various items from IT inventory as they are no longer functioning or needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **Asset ID** | **Type** | **Serial #** |
| Monitor | 3776 | Gateway | 0034395886 |
| Laptop | 2729 | HP | 2CE0201H4D |
| laptop | 2859 | HP | 2CE1120PTH |
| laptop | 2858 | HP | 2CE1120S8V |
| Monitor | 2909 | ASUS | B3LMTF012881 |
| Laptop Cart | 6516 |  | B112S00221 |
| Laptop Cart | 6517 |  | B118E00130 |
| Laptop Cart | 6518 |  | B11AR00236 |
| Laptop Cart | 6519 |  | B118E00083 |
| Monitor | 3432 | AOC | 11751BA094903 |

SUPERINTENDENT’S CONSENT AGENDA (Con’t)

|  |  |  |  |
| --- | --- | --- | --- |
| Monitor | 6784 | AOC | 11751BA095028 |
| Monitor | 3830 | Gateway | MX08G15247605267AY7U |
| Monitor | 3436 | AOC | 11751BA094972 |
| Monitor | 2190 | AOC | 11751BA094456 |
| Monitor | 3688 | AOC | 11751BA095962 |
| Camera | 6615 | Hitachi | 60653097 |
| Camera | 6707 | Sony | 335267 |
| Camera | 15365 | Sony | 451089 |
| Camera | 14943 | JBC | 169R2574 |

1. Approval to remove various computers from inventory and donate to the Electronics and Computer Networking program to use as parts throughout their coursework.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Asset ID** | **Type** | **Serial #** |  |
| Computer | 2893 | DakTech | 110602017 |
| Computer | 2961 | DakTech | 110602015 |
| Computer | 10828 | HP | MXL6221JHT |
| Computer | 7447 | HP | MXL41211CQ |
| Computer | 10829 | HP | MXL6221C17 |
| Computer | 7450 | HP | MXL41211BG |
| Computer | 10823 | HP | MXL6221BZK |
| Computer | 7444 | HP | MXL4121JNH |
| Computer | 10827 | HP | MXL6221JKH |
| Computer | 7443 | HP | MXL412117D |
| Computer | 7446 | HP | MXL412118M |
| Computer | 7441 | HP | MXL41211BH |
| Computer | 7442 | HP | MXL4121JMS |
| Computer | 7448 | HP | MXL4121195 |
| Computer | 7445 | HP | MXL41211C6 |
| Computer | 10826 | HP | MXL6221JK6 |
| Computer | 10820 | HP | MXL6221JKG |
| Computer | 7449 | HP | MXL412117Q |
| Computer | 6664 | Lenovo | PBDG304 |

SUPERINTENDENT’S CONSENT AGENDA (Con’t)

|  |  |  |  |
| --- | --- | --- | --- |
| Computer | 6655 | Lenovo | PBDG293 |
| Computer | 6656 | Lenovo | PBMY517 |
| Computer | 6661 | Lenovo | PDBG286 |
| Computer | 10652 | Lenovo | MP15ER01 |
| Computer | 2957 | DakTech | 110602033 |
| Computer | 2954 | DakTech | 110505058 |
| Computer | 3079 | DakTech | 110602013 |

1. Approval to accept the following donations:
2. Two aluminum super single rims from Wooster Motor Ways for use in the Truck Mechanics program, with an approximate value of $600.

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

The motion was carried.

**REGULAR AGENDA**

**GRANTS AND AGREEMENTS**

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

1. Grants and Agreements
2. Approval of a three year Standard Rental Service Agreement contract with Cintas
3. Approval of an Affiliation Agreement with Trillium Creek Dermatology & Surgery Center for the purpose of providing a clinical component for the Adult Medical Assisting Program

GRANTS AND AGREEMENTS (Con’t)

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

The motion was carried.

**RESOLUTIONS**

None

**DOCUMENTS AND MATERIALS**

A motion by Mrs. Williams was seconded by Mr. Besancon to approve the following Documents and Materials as follows:

1. Approval of the revised High School 2019-2020 Practical Nursing Student Handbook
2. Approval of the following job descriptions:
   1. AA Student Services
   2. AA Principal
   3. AA Student Intervention
   4. AA Attendance Reception
   5. AE Public Safety Services Coordinator

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

The motion was carried.

**NEW BUSINESS**

None

**ITEMS OF DISCUSSION**

1. Appoint Delegate and Alternate to OSBA Capital Conference

1. Delegate – Dan Stavnezer
2. Alternate – TJ DeAngelis
3. Board discussion

**ADJOURNMENT**

A motion by Mr. Stavnezer was seconded by Mrs. Herman to adjourn the July Regular Board Meeting at 8:08 p.m.

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

The motion was carried.

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President

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Treasurer