



Kip Crain, Superintendent
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**

Wednesday, February 19, 2014

7:30 PM

Agenda (Exhibit A)

I. Opening

- A. Call to Order - Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Motion to approve the February 19, 2014 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Outstanding Business Partner
 - 1. Wooster Brush Company
- F. Student and Staff Recognition
 - 1. Kelly Calderone-Davis, English/Educational Technologist, WCSCC Staff Excellence Award
 - 2. Bill Peters, Engineering Instructor, WCSCC Staff Excellence Award
 - 3. Alan Zimmerman, A+/Educational Technologist, WCSCC Staff Excellence Award
 - 4. Mark Hogue, Industrial Maintenance Technology, WCSCC Adult Education Exceptional Student of the Month
 - 5. Jason Oberly, Welding Technology, WCSCC Adult Education Most Dedicated Student of the Month
 - 6. Tyler Wortman, Engineering Technologies, WCSCC Student of the Month from Orrville
 - 7. Kevin Lyons, Construction Technologies, WCSCC Student of the Month from Orrville
 - 8. Jennifer Stufflebeam, Patient Care Technologies, WCSCC Student Success Story from Orrville
 - 9. Courtney Pohl, Patient Care Technologies, WCSCC Extra Help Student of the Month from Orrville
 - 10. Chelsea Daniels, Medical Assisting, WCSCC Student of the Month from Rittman

11. Tresa Hartzler, Practical Nursing, WCSCC Student of the Month from Rittman
12. Katelyn Graybeal, Medical Assisting, WCSCC Student Success Story from Rittman
13. Breanna Jaeger, Medical Assisting, WCSCC Extra Help Student of the Month from Rittman
14. Director's Report by Lynn Moomaw

G. Motion to approve the minutes from the January 15, 2014 Organizational Meeting (**Exhibit B.1**) and the January 15, 2014 Regular Board Meeting (**Exhibit B.2**) (**Voice**)

H. Board Committee Reports (**Exhibit C**)

Note: All items will be in written reports in exhibit unless a board member wants to request discussion, highlight an item, or add to a report.

1. Communications, Community Relations & Retention Committee

Chair: Janice Grim
Asst. Chair: Sue Williams
Staff Liaison: Kip Crain

2. Curriculum Committee

Chair: Susie Lawson
Asst. Chair: Bob Reynolds
Staff Liaison: Jeff Schleich

3. Facilities Committee

Chair: Frank Besancon
Asst. Chair: Curt Denning
Staff Liaison: Lynn Moomaw

4. Finance and Legislative Committee

Chair: Susie Lawson
Asst. Chair: Doug Stuart
Staff Liaison: Mary Workman

5. Personnel Committee

Chair: Greg Roadruck
Asst. Chair: Kurt Steiner
Staff Liaison: Matt Brown

6. Student Services Committee

Chair: Douglas Zook
Asst. Chair: Philip Keener
Staff Liaison: Matt Brown

7. Technology and Assessment Committee

Chair: Don Noble
Asst. Chair: Larry Acker
Staff Liaison: Cheryl Boyer

I. Executive Session (if needed) (**Roll Call**)

II. Superintendent's Report

1. Director's Report (**Exhibit D**)
2. Principal's Report (**Exhibit E**)
3. Important Upcoming Dates and Times
 - a. State Business Professionals of America (BPA) competition will be held in Columbus from March 14-March 15, 2014
 - b. Spring Break will be from March 31, 2014-April 4, 2014. Students will return on Monday, April 7, 2014.
 - c. Health Occupations Students of America (HOSA) State Skill contest will take place from April 10-April 11, 2014 at Tolles Career and Technical Center in Plain City, OH.
 - d. The National Honor Society Induction will be held on April 14, 2014 at 7:30 p.m. in the Commons.
 - e. SkillsUSA State Contest will take place from April 14-April 16, 2014 in Columbus.
 - f. The Good Friday holiday is on Friday, April 18, 2014.
 - g. Dinner With Your Teacher will be held on Tuesday, April 22, 2014 from 6-7:30 p.m.
4. Calamity Days

Information will be forwarded to the Ohio Department of Education seeking approval of 1/24/14, 1/27/14, 1/28/14, 1/29/14 and 2/5/14 as calamity days due to inclement weather.
5. **Motion to approve Superintendent's Report (Voice)**

III. Treasurer's Consent Agenda (Roll Call After Discussion):

NOTE: Items under the consent agenda are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board member requests an item be clarified or even removed from the agenda for separate action.

The Treasurer recommends the following actions:

1. **Finance**
 - a. Approval of the list of purchase orders and budgetary check register for the month (**Exhibit F**)
 - b. Approval of the Financial Reports for January 2014 (**Exhibit G**)
 - c. Approval of the acceptance of the following donations:
 - 1) Donation of SMART interactive projector, document camera, response software, Bridgit conferencing software, related training and small group workshop for a total value of \$7,247 from SMART Technologies ULC in conjunction with the Teaching Excellence Award presented to the 2014 State Teacher of the Year recipient, Debra McDonald (copies available)
 - 2) Donation of a 2006 Ford Fusion from Leland Flox for use in the Auto Technologies program, with an approximate value of \$5,100

- 3) Donation of various items from local businesses and industries to make a community related bag for seven guests visiting for Adult Education Accreditation (copies of list available)
- 4) Donation of a Nebulizer from Pamela Vorkapich for use in the Practical Nursing Program, with an approximate value of \$50

d. Motion to approve the Treasurer’s Consent Agenda (**Roll Call**)

IV. Superintendent’s Consent Agenda (Roll Call After Discussion):

NOTES:

- Items under the consent agenda are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board member requests an item be clarified or even removed from the agenda for separate action.
- All employee hires are pending BCI/FBI background checks, appropriate licensure and any other required documentation.

The Superintendent recommends the following actions:

1. Certified Employment

- a. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year:

Last	First	Sub Area	Step	Rate	Degree	Effective Contract Date
Johns	Aimee	School Nurse	1	\$22.00/hr	RN/AD	February 20, 2014

- b. Employment of the following substitute teachers for the 2013-2014 school year:

Last	First	Long-term substitute Teaching Area(s)	Effective Contract Date
Andrew	Brandon		February 20, 2014
Thomas	Molly	Cosmetology	February 20, 2014

- c. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2013-2014 year:

- 1) Helena Ritchey, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective January 29, 2014 - Supplemental

2. Classified Employment

- a. Resignation of Melinda Wenger, Families Learning Together Child Care Aide, effective February 7, 2014

- b. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year:

Last	First	Sub Area	Effective Contract Date
Neuenschwander	Shannon	Classified	February 20, 2014
Sampsel	Jeff	Classified	February 20, 2014
Suppes	Allison	Classified	February 20, 2014
Workman	Johnny	Classified	February 20, 2014
Blough	Amy	Classified	February 20, 2014

3. Consultant Contracts:

- a. Greg Thompson, Adult, Child & Infant CPR, on or about January 24, 2014, \$220

4. Volunteers: none

5. Approval to remove the following from inventory:

- a. Approval to dispose of various technology items (**Exhibit H**)

6. Motion to approve the Superintendent's Consent Agenda (Roll Call)

V. Regular Agenda:

1. Motion to approve the following Grants and Agreements (Roll Call After Discussion):

- a. Per the Ohio Department of Education (ODE), Nathan Greenough will be taken out of EMIS for his time from January 17, 2014 (*correction from the originally approved date of January 1, 2014*) through June 1, 2014 at the Wayne County Schools Career Center and will be contracted directly with Northwestern Local Schools.
- b. Approval of the Memo of Understanding between the Wayne County Schools Career Center and Adult & Community Education for granting selected WCSCC Medical Assisting students 707 hours of advanced placement credit towards the Adult & Community Education Medical Assisting program (**Exhibit I**)
- c. Approval of a clinical agreement with Apostolic Christian Home (copies available)
- d. Approval of a clinical agreement with Aultman Orrville Hospital (copies available)
- e. Approval of a clinical agreement with Cleveland Clinic – Wooster (copies available)

- f. Approval of a clinical agreement with Hospice & Palliative Care of Greater Wayne County (copies available)
- g. Approval of a clinical agreement with Ida Sue School (copies available)
- h. Approval of a clinical agreement with Pleasant View Health Care Center (copies available)
- i. Approval of a clinical agreement with Smithville-Western Care Center (copies available)
- j. Approval of a clinical agreement with Sycamore Run Nursing & Rehabilitation (copies available)
- k. Approval of a clinical agreement with West View Manor, Inc. (copies available)
- l. Approval of a clinical agreement with Wooster City Schools (copies available)

2. Motion to approve the following Resolution (Roll Call After Discussion): none

3. Motion to approve the following Documents and Materials (Voice):

- a. Approval of the revision to the 2014-2015 School Year Calendar (**Exhibit J**)
- b. Approval of the following overnight field trip requests (copies available):

<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
4/14-4/15/14	Jennifer Rue Anita Hawkins	State BPA Competition Hyatt Regency Greater Columbus Convention Center – Columbus, OH
3/14-3/15/14	Craig Wellert	State FFA Competition – Ag Mechanics University of Northwestern Lima, OH

VI. New Business (Roll Call After Discussion)

- 1. First reading of the course of study for Adult Education Medical Assisting (copy available)
- 2. First reading of the following textbooks (copies available):
 - a. Microsoft Outlook 2013 Introductory by Hoisington and Freund, 2014, Cengage Learning, Boston, Mass.
 - b. Microsoft Excel 2013 Complete by Freund, Jones and Starks, 2014, Cengage Learning, Boston, Mass.

- c. Microsoft Word 2013 Complete by Vermaat, 2014, Cengage Learning, Boston, Mass.
- d. Microsoft Access 2013 Complete by Pratt and Last, 2014, Cengage Learning, Boston, Mass.

VII. Items of Discussion

- 1. Board discussion.
- 2. First reading of the revised/new administrative guideline:

Section	Number	Status	Title
Policy	8510	Revise (1 st read)	Wellness

VIII. Executive Session (to discuss matters required to be confidential by Federal law or rules or State statutes) **(Roll Call)**

IX. Motion to Adjourn (Voice)

**NOTE: The next Regular Board Meeting will be held on Wednesday, March 19, 2014.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**