

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
DECEMBER 21, 2016

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Roadruck at 7:30 p.m. on Wednesday, November 16, 2016, in the Career Center.

Pledge of Allegiance - Moment of Silence.

ROLL CALL

Roll Call showed members Mr. Curt Denning, Dr. Janice Gallagher, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Don Noble, Mrs. Sue Williams, Mr. Doug Zook, and Dr. Gregory Roadruck in attendance.

Mr. Acker and Mr. Steiner were unable to attend.

APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS

A motion by Mrs. Lawson was seconded by Mrs. Williams to approve the December 21, 2016 agenda, corrections, additions, and deletions.

OPENING

Correction to E. Remove (Voice)

TREASURER'S CONSENT AGENDA

A. Finance

- Addition to 4.*
- h. 2001 Ford Explorer from Jeffrey J. Tylka for use in the Auto Technologies program, valued at approximately \$3,115*
 - i. 2001 Honda Accord from Anne L. Bowles for use in the Auto Technologies program, valued at approximately \$1,522*

NEW BUSINESS

Addition of C. Declare that the following are sole source items under ORC 3313.46:

- 1. Advanced Controls & Distribution LLC for \$69,310*
- 2. IST Ohio, Inc. for \$171,516*
- 3. Tipton Machinery Company for \$392,250*

ITEMS OF DISCUSSION

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

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

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

<i>NUMBER</i>	<i>STATUS</i>	<i>TITLE</i>
2452	<i>New</i>	<i>Disclosure of Security Policy and Crime Statistics (Cleary Law)</i>
4113	<i>Revised</i>	<i>Conflict of Interest</i>
5320	<i>Revised</i>	<i>Immunizations</i>
6325	<i>New</i>	<i>Procurement – Federal Grants/Funds</i>
7540	<i>Revised</i>	<i>Technology</i>
7540.01	<i>Revised</i>	<i>Technology Privacy</i>
7540.02	<i>Revised</i>	<i>Web Content, Services, and Apps</i>

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

The motion was carried.

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Recognition of 31 years of service for Janice Grim

Frank Besancon entered at 7:31 p.m.

PUBLIC HEARING TO CONSIDER THE PROPOSED 2017-2018 SCHOOL YEAR CALENDAR

BOARD MINUTES

A motion by Mr. Besancon seconded by Mr. Noble to approve the minutes from the November 16, 2016, Regular Board Meeting.

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

The motion was carried.

BOARD COMMITTEE REPORTS

Finance & Legislative Committee Reports

Doug Stuart entered at 7:45 p.m.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

EXECUTIVE SESSION

A motion by Mrs. Lawson was seconded by Dr. Gallagher to go into Executive Session at 7:43 p.m. for conducting, or reviewing negotiations or bargaining sessions with public employees

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

The motion was carried.

President Roadruck called the Board back into Regular Session at 8:11 p.m.

SUPERINTENDENT'S REPORT

A motion by Mr. Keener was seconded by Mr. Stuart 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
Winter Break	12/22/16- 1/3/17			
Career Tech Tuesday	1/10/17	T	WCSCC	School Day
Wayne County Guidance Counselor Breakfast	1/11/17	W	Heritage Room	8:30-10:00 a.m.
End of Second Nine Weeks	1/13/17	F		
Martin Luther King Jr. Day	1/16/17	M		No School
CENTS Show and Nursery/Landscape Contest	1/17/17	M-W	Columbus	
WCSCC Board of Education Meeting	1/12/17	Th	G101/Board Room	7:00 p.m. reception/ 7:30 p.m. meeting

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S REPORT – (Con't)

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

The motion was carried.

TREASURER'S CONSENT AGENDA

A motion by Mrs. Grim was seconded by Mr. Besancon 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 2016
2. Approval of the Financial Reports for November 2016
3. Approval of the State of Ohio Minimum Wage increase to \$8.15/hour effective January 1, 2017
4. Approval to accept the following donations:
 - a. Oak lumber from Mike Hofstetter for use in the Construction Technologies program, valued at approximately \$25
 - b. Fanuc robot with controller from ArtiFlex Manufacturing for use in the RAMTEC Robotics Lab, valued at approximately \$10,000
 - c. Miscellaneous CNC tools from Wooster Brush for use in the RAMTEC program, valued at approximately \$25,000
 - d. \$500 from Dirtworx for use in the Construction Technologies program
 - e. Nine pairs of scrubs from Amy Waggaman for use in various medical programs, valued at approximately \$10/pair
 - f. Eight gently used scrub pants, of various sizes, from People to People Ministries for use in the Dean of Students office to assist students from economically disadvantaged families to be in compliance with dress code, valued at approximately \$80
 - g. Open House drawing prizes from local businesses and vendors totaling \$201.64
 - h. 2001 Ford Explorer from Jeffrey J. Tylka for use in the Auto Technologies program, valued at approximately \$3,115
 - i. 2001 Honda Accord from Anne L. Bowles for use in the Auto Technologies program, valued at approximately \$1,522

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

A motion by Mrs. Lawson was seconded by Dr. Gallagher to approve the Superintendent's Consent Agenda:

A. Certified Employment

1. Resignation of Melody Martell, Adult Education Medical Assisting Program Director, effective January 1, 2017
2. Approval to pay Andrew Nicholson a 1% Stipend for Advisor/Coordinator of HOSA/Future Health Professionals Regional Competition, if held at WCSCC
3. Approval to pay stipends through the Ohio Department of Education Straight A All In Grant for completing duties as prescribed by the Grant Administration Team for each All In District Team, for a total of \$2,500:

Dee Black = \$400

Amanda Mowrey = \$400

Chris Seal = \$400

Beverly Squirrell = \$400

Bruce Woodruff = \$900 for running the All In District Student Team

4. Employment of the following personnel as Extra Help Tutors for the 2016-2017 school year as needed, per time sheets, per the negotiated agreement:

LAST	FIRST	STEP	HOURLY RATE
Shaffer	Margaret	0 Bachelors	\$18.99

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

Minutes of the Regular Meeting of the Wayne County
 Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Kalbfell	Regina	Adult Education Certified	II	0	\$17.27	12/09/16
Lavy	Stacey	Adult Education Certified	II	0	\$17.27	12/09/16
Miller	Mary Jane	Adult Education Certified	II	0	\$17.27	12/09/16
Reinhart	Margaret	Adult Education Certified	II	0	\$17.27	12/09/16

6. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2016-2017 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Edgerton	Rhonda	HS Academic/Career Tech Teacher	12/22/16
Perry	Michelle	HS Academic/Career Tech Teacher – Long Term Sub in English Only	12/22/16
Poehler	Misty	HS Academic/Career Tech Teacher	12/22/16
Prochazka	Linda	HS Academic/Career Tech Teacher – Long Term Sub in Business Entrepreneurship Only	12/22/16
Salisbury	Laura	HS Academic/Career Tech Teacher	12/22/16
Shaffer	Margaret	HS Academic/Career Tech Teacher – Long Term Sub in Math Only	12/12/16
Stutzman	Connie	HS Academic/Career Tech Teacher	12/22/16

B. Classified Employment

1. Resignation of Margaret Shaffer, Aide/Monitor, for the purpose of accepting the position of Long Term Substitute in Math, effective December 9, 2016
2. Approval to pay \$60 to the East Central Ohio ESC for van driver training for Deborah Stephenson
3. Employment of the following classified individuals to substitute in area(s) indicated for the 2016-2017 school year:

Minutes of the Regular Meeting of the Wayne County
 Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Good	Heather	Aide	0	\$9.74	12/22/16
Lavy	Stacey	Aide	0	\$9.74	12/22/16

C. Consultant Contracts (none)

D. Volunteers:

1. Approval of the following volunteer for Adult Basic & Literacy Education (ABLE) and English for Speakers of Other Languages (ESOL) for the 2016-2017 school year:

LAST	FIRST	BACKGROUND INFORMATION
Schmid	Cathy	Returning ABLE Orrville Volunteer; employed at People to People Ministries

E. Inventory

1. Approval to remove computers from inventory and transfer to students who earned or purchased them for the 2015-2016 school year

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

The motion was carried.

REGULAR AGENDA

GRANTS AND AGREEMENTS

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

1. Approval of an agreement with Crossroads Hospice NE Ohio for clinicals
2. Approval of an agreement with Brookedale Senior Living, Inc. for clinicals
3. Approval to apply for a renewal grant in the approximate amount of \$70,000 from the United Way of Wayne and Holmes Counties for the Adult Basic & Literacy Education and Families Learning Together Programs

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

GRANTS AND AGREEMENTS – (Con't)

4. Approval of a Delegation of Payment Agreement with ACT, Inc. to provide job profiling training for Katie Wiggam and Josi Weaver-Kranz
5. Approval to apply for a drug use prevention grant through the Wayne County Community Foundation to be used in support of the Drug Free Clubs of America program at WCSCC in the approximate amount of \$5,000-\$7,000
6. Approval of an Ohio Talent Development Network Memorandum of Understanding for workforce development training and resources

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

The motion was carried.

RESOLUTIONS

None

DOCUMENTS AND MATERIALS

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

1. Approval of the following overnight field trip requests:
 - a. *Approximately 3 students, 1 advisor, and 0 parents to attend*
SkillsUSA
Regional Officer Training Institute (ROTI)
SkillsUSA National Headquarters – Washington, DC
January 15-20, 2017
 - b. *Approximately 19 students, 3 advisors, and 0 parents to attend* FCCLA
Ohio Association for the Education of Young Children (OAEYC)
Educators Rising Conference and Competition
Ohio Dominican University – Columbus, OH
March 16-17, 2017
 - c. *Approximately 10 students, 3 advisors, and 0 parents to attend* FCCLA
State Leadership Conference and Competition
Ohio Expo Center and State Fairgrounds – Columbus, OH
April 27-28, 2017

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

DOCUMENTS AND MATERIALS – (Con't)

- d. *Approximately 18 students, 3 advisors, and 0 parents to attend FCCLA Ohio Association for the Education of Young Children (OAEYC) Early Childhood Conference Kalahari Resort – Sandusky, OH May 4-5, 2017*

2. Approval of the following revised/new/deleted board policies:

NUMBER	STATUS	TITLE
0100	Revised	Definitions
0167.1	Revised	Use of Electronic Mail
0169.2	Revised	Open Meetings/Sunshine Law
1530	Revised	Evaluation of Directors and Other Administrators
1619	New	Group Health Plans
1619.01	Revised	Privacy Protections of Self-Funded Group Health Plans
2460	Revised	Special Education
3419	Revised	Group Health Plans
3419.01	Revised	Privacy Protections of Self-Funded Group Health Plans
3420	Revised/Deleted	Health Insurance Benefit
4419	Revised	Group Health Plans
4419.01	Revised	Privacy Protections of Self-Funded Group Health Plans
4420	Revised/Deleted	Health Insurance Benefit
6605	New	Crowdfunding
8330	Revised	Student Records

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

The motion was carried.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

NEW BUSINESS

A. APPOINT PRO-TEMPORE

A motion by Mr. Besancon was seconded by Mr. Zook to appoint the current Vice President as President Pro-tempore for the 2017 Organizational Meeting and to set the first item of business for the January Regular Meeting as the Public Budget Hearing

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

The motion was carried.

B. MEMORANDUM OF UNDERSTANDING

A motion by Dr. Gallagher was seconded by Mr. Besancon to approve of the Memorandum of Understanding between the Wayne County Joint vocational School District Board of Education and the Wayne County Joint Vocational School Education Association

Roll call vote on the motion was as follows: Dr. Gallagher, yes; Mr. Besancon, yes; Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mrs. Stuart, yes; Mrs. Williams, yes; Mr. Zook, no; and Dr. Roadruck, yes.

The motion was carried.

C. DECLARE THAT THE FOLLOWING ARE SOLE SOURCE ITEMS UNDER ORC 3313.46

A motion by Mr. Keener was seconded by Mrs. Williams to declare that the following are sole source items under ORC 3313.46:

1. Advanced Controls & Distribution LLC for \$69,310
2. IST Ohio, Inc. for \$171,516
3. Tipton Machinery Company for \$392,250

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

The motion was carried.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

ITEMS OF DISCUSSION

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

NUMBER	STATUS	TITLE
3113	Revised	Conflict of Interest
3223	New	Standards-Based School Counselor Evaluation
5223	New	Released Time for Religious Instruction
5830	Revised	Student Fund-Raising
6550	New	Travel Payment & Reimbursement
9700	Revised	Relations with Special Interest Groups
2452	New	Disclosure of Security Policy and Crime Statistics (Cleary Law)
4113	Revised	Conflict of Interest
5320	Revised	Immunizations
6325	New	Procurement – Federal Grants/Funds
7540	Revised	Technology
7540.01	Revised	Technology Privacy
7540.02	Revised	Web Content, Services, and Apps

B. Board discussion

EXECUTIVE SESSION

A motion by Mrs. Lawson was seconded by Mr. Zook to go into Executive Session at 8:36 p.m. for the purpose of consideration of the employment of a public employee and for matters required to be confidential by Federal law or regulations or State statutes

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

The motion was carried.

President Roadruck called the Board back into Regular Session at 8:49 p.m.

ADJOURNMENT

A motion by Dr. Gallagher was seconded by Mr. Besancon to adjourn the December Regular Board Meeting at 8:49 p.m.

Page One Hundred Eighty Three
December 21, 2016

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

ADJOURNMENT – (Con't)

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

The motion was carried.

President

Treasurer