

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

JUNE 27, 2012

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Stuart at 7:30 p.m. on Wednesday, June 27, 2012, in the Career Center.

ROLL CALL

Roll Call showed members Mr. Curt Denning, Mrs. Janice Grim, Mr. Philip Keener, Mrs. Susan Marlar, Mr. Don Noble, Mr. Kurt Steiner, Mr. Doug Stuart, Mrs. Sue Williams, and Mr. Douglas Zook in attendance.

Mr. Frank Besancon entered the meeting at 7:48 p.m. during the Superintendent's Report.

Mrs. Susie Lawson, Mr. Robert Reynolds, and Dr. Gregory Roadruck were unable to attend the meeting.

New employees Elizabeth Nussbaum, Annie Knight, and Jean Boen, led the Pledge of Allegiance to the flag.

EMPLOYEE RECOGNITION

The Board of Education recognized the achievements of the following employees:

Matt Bottomley, WCSCC Custodian, WCSCC Staff Excellence Award.

Donna Jackson, WCSCC Account Clerk, WCSCC Staff Excellence Award.

Brenda Markley, WCSCC Account Clerk, WCSCC Staff Excellence Award.

Brenda Oser, WCSCC Account Clerk, WCSCC Staff Excellence Award.

Tom Smith, WCSCC Custodian, WCSCC Staff Excellence Award.

PUBLIC HEARING

At this time the Board held a Hearing to consider the reemployment of retired Special Education Coordinator, Deborah Plank, for the 2012-13 School year.

A motion by Mrs. Williams was seconded by Mrs. Grim to close the hearing and return to the Regular Agenda.

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PUBLIC HEARING – (Con't)

Roll call vote on the motion was as follows: Mr. Denning, yes; Mrs. Grim, yes; Mr. Keener, yes; Mrs. Marlar, yes; Mr. Noble, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mr. Zook, yes.

The motion was carried.

BOARD MINUTES

A motion by Mr. Steiner was seconded by Mr. Denning to approve the May 16, 2012, Regular Board Meeting.

Voice call vote on the motion was as follows: Mr. Denning, Mrs. Grim, Mr. Keener, Mrs. Marlar, Mr. Noble, Mr. Steiner, Mr. Stuart, Mrs. Williams, and Mr. Zook – all say yes.

The motion was carried.

At this point, Mr. Besancon entered the meeting.

SUPERINTENDENT'S REPORT

A motion by Mr. Noble was seconded by Mr. Keener to approve the Superintendent's Report as follows:

1. Director's Report
2. Principal's Report
3. Important Upcoming Dates and Times
 - a. HOSA (Health Occupations) Nationals are in Orlando, FL June 20-June 23, 2012. HOSA involves students from Dental Assisting, Medical Assisting and Patient Care Technologies.
 - b. SkillsUSA Nationals are in Kansas City, MO June 22-June 28, 2012.
 - c. Adult Education Day Practical Nursing Graduation Ceremony will be held at West Hill Baptist Church on Thursday, July 19th at 7:00 p.m.
 - d. Adult Education Evening Practical Nursing Graduation Ceremony will be held at West Hill Baptist Church on Friday, July 20th at 7:00 p.m.
 - e. The Ohio ACTE Conference will be held Tuesday, July 31- Thursday, August 2, 2012 at the Hyatt Regency in Columbus. Please contact Diana Cooper at 330-669-7000 ext. 6161 or dcooper@wccsc.org if you would like to attend.

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SUPERINTENDENT'S REPORT – (Con't)

- f. Student/Parent Orientation will be held on Wednesday, August 15th from 1-6 p.m.
- g. Convocation Day will be held Thursday, August 16th with refreshments at 7:30 a.m. and welcome and guest introductions at 8 a.m. All Board members are invited and encouraged to attend this morning meeting. The morning presentation will be done by 9 a.m.
- h. The Board and Administrative Workshop will be held on August 7, from 10 a.m. to 9 p.m. Please try and attend from Noon to 9 p.m. However, the portion of the workshop dedicated to Board of Education topics will be from 7-9 p.m.

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

The motion was carried.

TREASURER'S CONSENT AGENDA

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

1. Finance

- a. Approve the list of purchase orders for the month.
- b. Approve the Financial Reports for May 2012.
- c. Approve of setting FY12 Appropriations at the Fund Level instead of Appropriations Level for all Funds with the following Fund Appropriation amendments:

001 General	Increase	\$248,500.00
009 Uniform School Supplies	Increase	15,000.00
011 Customer Service Fund	Increase	10,000.00
012 Adult Education	Decrease	200,000.00
022 Trust Funds	Increase	125,000.00
200 Student Activity Funds	Increase	35,000.00
432 EMIS Grant	Decrease	5,000.00
451 OneNet Grant	Decrease	2,500.00
501 ABLE FY12	Increase	20,000.00
535 Federal Pell Grant	Increase	6,145.85

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TREASURER'S CONSENT AGENDA – (Con't)

590 Federal ITQ Grant	Increase	314.92
Total Appropriation Amendments		\$252,460.77
Total Appropriations for FY12 as documented in		\$19,595,156.59

d. Approval to amend the Certificate of Estimated Resources for FY12 as follows:

010 Local and State		
OSFC Fund	Increase	259,000.00
011 Customer Service Fund	Decrease	3,500.00
012 Adult Education Fund	Decrease	310,000.00
018 Rotary Funds	Decrease	14,000.00
022 Trust Funds	Increase	120,000.00
432 EMIS Grant	Decrease	5,000.00
440 Entry Year Grant	Increase	350.00
451 OneNet Grant	Decrease	2,500.00
535 Pell Grants	Increase	5,365.91
590 ITQ Grant FY12	Increase	314.92
Total Amendment #3		\$ 50,030.83
Total Resources Available FY12		\$17,285,507.37
Total Available from all Sources FY12		\$28,092,530.70

e. Approval of the following Cash Advances from the General Fund to State and Federal Grants:

461 9835 HSTW FY12	1,154.16
501 9788 ABLE Grant FY12	27,178.16
501 9881 EL/CIVICS FY12	8,117.17
524 9879 CTPD Grant FY12	13,266.79
524 9880 Adult CTPD Grant FY12	2,441.34
590 9812 ITQ Grant FY12	1,101.07
Total Cash Advances	\$ 53,258.69

The State will not distribute final payments on grants until Final Expenditure Reports are filed in July or August. This cash will be returned to the General Fund in July.

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- f. Establish Temporary Appropriations to begin the 2012-2013 School Year in an amount not to exceed one-fourth the total expenditure for the 2011-2012 School Year effective July 1, 2012.
- g. Approval the following Fund Transfers on July 1, 2012:

From:

001 General Fund	\$164,757
003 Permanent Improvement Fund	290,716
Total Transfers Out	\$455,473

To:

034 Maintenance Fund	\$455,473
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Our OSFC Agreement requires we make another 19 annual transfers to the 034 Fund of \$164,757 from the General Fund and another 5 annual transfers of \$290,716 from the Permanent Improvement Fund for a total of \$6,696,573 in the 034 Fund. The transfers from the General Fund will be offset by charging maintenance salaries and benefits to the 034 Fund per the required Maintenance Agreement as approved.

- h. Accept the 5 per cent rate increase on Health Care Coverage through the Stark County COG beginning July 1, 2012.

Medical:

Single	\$589.08	was \$561.02
Family	\$1,430.89	was \$1,362.75

Per the Negotiated Agreement, The Board pays 87% of the premium. The employee pays 13% of the premium.

Dental:

Single	\$74.84	was \$71.27
Family	\$184.51	was \$175.32

The Board pays 100% of the premium.

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TREASURER'S CONSENT AGENDA – (Con't)

Vision:

Single	\$15.70	was \$14.95
Family	\$39.18	was \$37.31

The Board pays 100% of the premium.

The 5 per cent increase will cost the district approximately \$60,000 additional per year in all funds but the additional holiday month will save more than this cost.

- i. Approve current Treasurer, Jeff Slutz, be provided health insurance for the month of August per current procedure but not in current employment contract. David Millstone has advised this to be acceptable since an additional month of coverage is provided to all other full time employees and has been past practice to non-union staff and administrators. Cost to the Board is minimal since this is a Premium Holiday month.
- j. Approve for Mary Workman to apply for the Leadership Wooster program through the Wooster Area Chamber of Commerce for the 2012-2013 year at a total cost of \$1,000.
- k. Approve the list of student fees for the 2012-2013 school year.
- l. Approval to accept the following donations:
 - 1) Approximately 30 new insulin syringes from Erica Yenni's family to be utilized in the AE LPN Skills Lab.
 - 2) Welding materials from Ebner Furnaces, Inc. in the approximate amount of \$58.50.
 - 3) Chrysler Concorde LX from Steve Topovski for use in the Auto Technologies program, approximate value of \$800.
 - 4) 1996 Ford Contour LX Sport from Dwayne Miller for use in the Auto Technologies program, approximate value of \$500.
 - 5) 1998 Toyota UEX from Ms. Vicki Stallard for use in the Auto Technologies program, approximate value of \$4,350.
- m. Approval to dispose of the following textbooks:

<u>Title</u>	<u>Publisher</u>	<u>Qty.</u>	<u>Year</u>	<u>ISBN #</u>
International Business	Glencoe		2008	978-0-07-868543-9
Professional Office Procedures, 5 th ed.	Pearson Prentice Hall	16	2009	978-0-13-515664-3

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Basic Letter & Memo Writing	South-Western Publishing	1998 0-538-67516-0
Business Records Control	South-Western Publishing	1995 0-538-62363-2
Computer Calculator for 10-Key Pad	South-Western Publishing	2001 0-538-69543-9
Fundamental Accounting, 18 th ed.	McGraw Hill Irwin	2007 978-0-07-299653-1
Professional Office Procedures, 4 th ed.	Pearson Prentice Hall	2006 0-13-118383-4
QuickBooks Learning Gd for Students	Intuit	2008 1-57338-106-3
Telephone Techniques, 2 nd ed.	Glencoe McGraw Hill	1998 0-02-802011-1
The E in me...the entrepreneur in you	Kauffman Center	1998 0-7842-0870-0
Fundamental Acctg. Principles, 18 th ed.	McGraw Hill Irwin	25 2007 13-978-0-07-327110-1
Fundamental Acctg. Principles , Working Papers	McGraw Hill Irwin	9 2009 978-0-07-728951-5
Accounting Teacher Wrap Around	McGraw Hill Irwin	1 2000 0-02-643969-7
Financial Literacy	Foster	25 2005 0-9644456-3-8
Financial Analysis	Crisp Publications	12 1992 1-56052-132-5
Understanding Financial Statements	Crisp Publications	15 1990 1-56052-022-1
Marketing Essentials	McGraw Hill Irwin	24 2009 978-0-07-876904-7
Your Personal Gd to Loans & Credit	Internal Training Services	25 2006 none
Investing in Your Future	South-Western	10 2001 0-538-68607-3
Basic Letter & Memo Writing, 5 th ed.	Thompson & South Western	2 2005 0-538-72783-7
Basic Letter & Memo Writing, 4 th ed.	Thompson & South Western	24 1998 0-538-67516-0
Entrepreneurship	Glencoe	22 2006 0-07-861303-5
International Business	Glencoe	14 2008 978-07-868543-9
Computer Calculator	South-Western	19 2001 0-538-69543-9
Business Law	South-Western	5 2002 978-0-538-74061
Entrepreneurship	South-Western	22 2004 0-324-25826-7
Supervision	South-Western	1 2004 0-324-17881-6
Computer Projects	South-Western	1 2000 0-538-72218-5
Understanding Business	McGraw Hill	1 2005 0-07-288441-X
Digital Desktop Publishing	South-Western	1 2008 13-978-0-538-44451-4
Contemporary Economics	South-Western	1 2005 0-538-43700-6
MS Office 2007	Paradigm Publishers	8 2008 978-0-76383-061-8
Encyclopedia	Gail Research	4 1998 07876-0-553-2

n. Approve the following Purchase Orders over \$5,000:

- 1) GlobalGovEd, 121 laptop computers per computer rotation plan, \$58,599.75.
- 2) Apple Computer, Inc., 8 additional iMac computers for Printing Technologies per higher enrollment for 12/13, \$13,584.
- 3) Apple Computer, Inc., Mac mini computers for iLab, \$16,248.
- 4) Mast-Lepley Silo, Inc., Steiner 4-wheel drive tractor, \$12,035.
- 5) Mast-Lepley Silo, Inc., Steiner Bobcat zero turn mower, \$7,289.
- 6) Holt McDougal, Algebra II and Pre-calculus books (books were on the back table for first reading), \$20,277.80.
- 7) McGraw Hill, Holes Anatomy text and software, \$11,165.59.
- 8) WCSCC Board Fee Pays, student fee waiver for students qualifying for free/reduced lunch, \$1,019 (not over \$5,000 but still needs board approval for payment).

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- 9) Squire, Sanders (US) LLP, addition to PO 16409 for \$38,002.55 for legal services.
- 10) WCSCC Adult Ed/Pell, Pell Grant Awards transferred for education costs for July 2012, \$15,000.
- 11) WCSCC Adult Ed/Direct Loans, Direct Loan Awards transferred for education costs for July 2012, \$10,000.
- 12) ATI/Educational Resources, PN Comprehensive Assessment & Review Program for AE Evening Students, \$8,732.50
- 13) ATI/Educational Resources, PN Comprehensive Assessment & Review Program for AE Day Students, \$6,866.50.

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

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

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

1. Certified Employment

- a) Approval of the modification to Beverly Cahill's contract; resulting in a total of 137 days versus 125 days for the 2012-2013 school year.
- b) Approval of the employment of the following certified personnel for Adult & Community education, part-time/supplemental/hourly, regularly scheduled, as needed per time sheets, effective 2012-2013 year:
 - 1) Cheryl Redfern, AE Career Assessment Specialist, 87 days based on Class III, Step 10 per the AE 120 day + salary schedule, \$30.10 hourly per time sheets.
- c) Approval of the employment of the following certified personnel for Adult & Community education, part-time/supplemental/hourly, as needed, effective 2011-2012 year:
 - 1) Joann Tabellion, Adult Practical Nursing Instructor, BSN, Step 9, \$27.00 hourly - Supplemental.

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- d) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, as needed effective 2012-2013 year:
- 1) Denise Discipio, Adult Practical Nursing Instructor, AE1, Step 6, 138 days.
- e) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, as needed per time sheets effective 2012-2013 year:
- 1) Linda Roberts, Instructor, ABLE, Adult Literacy, AE, Step 12, \$16.50 hourly
 - 2) Jody Widmer, Adult Practical Nursing Instructor, BSN, Step 6, \$25.50 hourly
- f) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, as needed per time sheets effective 2011-2012 year:
- 1) Linda Roberts, Instructor, ABLE, Adult Literacy, AE, Step 11, \$16.00 hourly
- g) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:
- 1) Robert Ballentine, Public Safety Services Instructor, Step 9, \$24.00 hourly.
 - 2) Kenneth Becker, Public Safety Services Instructor, Step 10, \$25.00 hourly.
 - 3) Mark Burns, Public Safety Services Instructor, Step 2, \$17.00 hourly.
 - 4) Beverly Cahill, Adult Practical Nursing Instructor, AE1, Step 20, \$33.63 hourly – Supplemental.
 - 5) Phillip Chupp, Public Safety Services Instructor, Step 1, \$16.00 hourly.
 - 6) Roger Clark, Public Safety Services Instructor, Step 4, \$19.00 hourly.
 - 7) Therese Clevenger, Instructor, ABLE, ESL Civics, Adult Literacy, Step 5, \$13.00 hourly.
 - 8) Mark Delpropost, Public Safety Services Instructor, Step 10, \$25.00 hourly.
 - 9) Denise, Discipio, Adult Practical Nursing Instructor, AE1, Step 6, \$23.47 hourly – Supplemental.
 - 10) Ted Elder, Public Safety Services Instructor, Step 9, \$24.00 hourly.
 - 11) Beth Gagnon, Adult Practical Nursing Instructor, MSN, Step 9, \$28.00 hourly - Supplemental.
 - 12) Frances Gengo, Adult Practical Nursing Instructor, BSN, Step 6, \$25.50 hourly.

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- 13) Dick Glessner, Public Safety Services Instructor, Step 9, \$24.00 hourly.
- 14) Josh Glessner, Public Safety Services Instructor, Step 1, \$16.00 hourly.
- 15) Roxanna Griffin, Instructor, AE, ABLE, ESL Civics, FLT Rotary, Step 10, \$15.50 hourly.
- 16) Jeana Harley, Adult Education Instructor, Step 13, \$17.00 hourly.
- 17) Michelle Hedberg, Business Education Instructor, AE1, Step 12, \$27.82 hourly – Supplemental.
- 18) Michelle Hedberg, Adult Education Instructor, Step 20, \$21.00 hourly – Supplemental.
- 19) Candace Holland, Business Education Instructor, Step 20, \$21.00 hourly.
- 20) George Johnson, Adult Education Instructor, Step 14, \$17.50 hourly.
- 21) Tamara Johnson, Public Safety Services Instructor, Step 2, \$17.00 hourly.
- 22) Joan Kanne, Adult Practical Nursing Instructor, AE2, Step 16, \$32.98 hourly – Supplemental.
- 23) Jeanette Kaufman, Adult Education Instructor, Step 14, \$17.50 hourly.
- 24) Elke Keppler-Bopp, Adult Education Instructor, Step 20, \$21.00 hourly.
- 25) Catherine Knight, Adult Practical Nursing Instructor, AE3, Step 16, \$35.60 hourly – Supplemental.
- 26) Cheryl Koehler, Guidance Counselor, Step 20, \$21.00 hourly.
- 27) Cheryl Koehler, Assessment Coordinator, Step 15, \$27.00 hourly.
- 28) Michael Kollert, Public Safety Services Instructor, Step 7, \$22.00 hourly.
- 29) Lesa Krites, Adult Education Instructor, Step 6, \$13.50 hourly.
- 30) Mary Lou Lisic, Adult Education Instructor, Step 20, \$21.00 hourly.
- 31) Kimberly Miller, Adult Practical Nursing Instructor, RN, Step 2, \$22.50 hourly.
- 32) Kathryn Mullen, Adult Practical Nursing Instructor, BSN, Step 5, \$25.00 hourly.
- 33) Kent Murphy, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly.
- 34) Katherine O'Brien, Adult Practical Nursing Instructor, BSN, Step 7, \$26.00 hourly.
- 35) Brian Peterman, Public Safety Services Instructor, Step 2, \$17.00 hourly.
- 36) Mike Raymond, Public Safety Services Instructor, Step 2, \$17.00 hourly.
- 37) Sharon Reichert, Instructor, ABLE, ESL Civics, Adult Literacy, Step 5, \$13.00 hourly.
- 38) Ardetta Romanchik, Public Safety Services Instructor, Step 3, \$18.00 hourly.
- 39) Joyce Segura, Adult Education Instructor, Step 12, \$16.50 hourly.
- 40) Richard Shaffer, Trade & Industry Apprenticeship Instructor, Step 7, \$22.00 hourly.
- 41) Chris Shook, Public Safety Services Instructor, Step 7, \$22.00 hourly.
- 42) Jim Shriver, Public Safety Services Instructor, Step 9, \$24.00 hourly.

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- 43) Jackie Shrock, Child Care Instructor, Step 20, \$21.00 hourly – Supplemental.
- 44) Eric Sparr, Public Safety Services Instructor, Step 1, \$16.00 hourly.
- 45) John Stouffer, Business Education Instructor, Step 18, \$19.50 hourly.
- 46) Jeromy Straub, Public Safety Services Instructor, Step 3, \$18.00 hourly.
- 47) Donald Sweigert, Public Safety Services Instructor, Step 3, \$18.00 hourly.
- 48) Joann Tabellion, Adult Practical Nursing Instructor, BSN, Step 9, \$27.00 hourly – Supplemental.
- 49) Joann Tabellion, Medical Assisting Program Director, Step 15, \$27.00 hourly – Supplemental.
- 50) Dallas Terrell, Public Safety Services Instructor, Step 5, \$20.00 hourly.
- 51) Vallie Tew, Adult Education Instructor, Step 20, \$21.00 hourly.
- 52) Mary Lou Lisic, Adult Education Instructor, Step 20, \$21.00 hourly.
- 53) Dawn Tresch, Adult Practical Nursing Instructor, AE1, Step 19, \$32.91 hourly – Supplemental.
- 54) Danielle Troyer, Adult Education Instructor, Step 14, \$17.50 hourly.
- 55) Pamela Vorkapich, Adult Practical Nursing Instructor, BSN, Step 9, \$27.00 hourly – Supplemental.
- 56) Josi Weaver-Kranz, Adult Education Instructor, Step 20, \$21.00 hourly – Supplemental.
- 57) Lois Welch, Public Safety Services Instructor, Step 2, \$17.00 hourly.
- 58) Theresa West, Adult Practical Nursing Instructor, BSN, Step 4, \$24.50 hourly.
- 59) Jerry Winkler, Public Safety Services Instructor, Step 3, \$18.00 hourly.
- 60) Robert Wright, Public Safety Services Instructor, Step 3, \$18.00 hourly.

h) Approval of the following individuals to substitute in the area(s) indicated for the 2012-2013 school year. All approvals are pending receipt of certifications and BCI/FBI:

Last	First	Position	Salary	Step	Degree
Discipio	Denise	Nursing/School Nurse	\$26.00	9	RN
Miller	Kimberly	Nursing	\$23.50	4	RN
Mullen RN	Kathryn	Nursing/School Nurse	\$25.50	6	BSN
O’Brien RN, BSN	Katherine	Nursing	\$27.00	9	BSN
Ritz	Debora	Nursing	\$26.00	7	BSN
Tylka RN	Jann	Nursing/School Nurse	\$23.50	4	RN
Wellock	Darlene	Nursing	\$25.00	3	MSN
West	Teresa	Nursing/School Nurse	\$24.50	4	BSN
Widmer	Jody	Nursing	\$26.00	7	BSN
Wilson RN	Janel	Nursing	\$24.00	3	BSN

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- i) Approval of the following individuals to substitute in area(s) indicated for the 2012-2013 school year. All approvals are pending receipt of certifications and BCI/FBI:

Last	First	Teaching Area
Bednarz	Valinda	Acacemics
Broehl	Nathan	AYA
Burris	Mark	AYA
Dixon	Shelly	Dental Assisting
Ferrara	Karen	School Nurse
Fish	James	Auto Mech
Fisher	Barbara	Academics
Garrison	Betty	Academics
Hamman	Jesse	Academics
Hedberg	Michelle	OAB, MOM
Hershberger	Casie	Cosmetology
Kracker	Mark	PE, Exercise Science
Lance	Pat	Cosmetology
Miller	Connie	Academic
Mills	Carol	Business
Schwarzer	Stuart	AYA
Smith	Relda	Vocational
Sommer	Mark	AYA

- j) Gregg Gillespie, Landscape & Plant Technologies Instructor, moved to Class V, Step 20 due to the completion of required course work/semester hours/licensure per the negotiated agreement.
- k) Approval of 27 additional hours for Mary Lou Lisic, for assistance in our Placement Coordinator Office, part-time/hourly/as needed/per time sheets, at a rate of \$28.32 per hour for the 2011-2012 school year.
- l) Employment of Vallie Tew for instructor assistance with Computer Networking, part-time/hourly/as needed/per time sheets, not to exceed 300 hours, for the 2012-2013 school year at a rate of \$31.00 per hour.

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- m) Employment of Charlotte Allen at \$18.60 per hour, Assistant Teacher/Tutor, 5.5 hours per day/180 days, for the 2012-2013 school year.
- n) Employment of Craig Wellert for vehicle maintenance on an as-needed basis throughout the summer at \$14 per hour per time sheets.
- o) Employment of Elizabeth Nussbaum, English Teacher, pending verification of licensure and FBI/BCI background checks, Class IV, Step 1, per the negotiated agreement.
- p) Employment of Annie Knight, English Teacher, pending verification of licensure and FBI/BCI background checks, Class III, Step 1, per the negotiated agreement.
- q) Employment of Jeff Mehling, Welding Instructor, pending verification of licensure and FBI/BCI background checks, Class I, Step 3, per the negotiated agreement.
- r) Approval of the following contracts through Tri-County ESC, for the purpose of employment, for the 2012-2013 school year:
 - 1) Jenny Baechle, Intervention Specialist, 185 days at 7 hours daily.
 - 2) Cheryl Koehler, High School Part Time Career Assessment Specialist, up to 609 hours per time sheets.
 - 3) Jean Boen, Placement Coordinator, 185 days at 7 hours daily.
- s) Employment of the following Certified Personnel for extended time for the 2012-2013 school year per the negotiated agreement:

Extended Time

High School

Linda Plybon	13 days
Michelle Bower	15 days
Betty Hoefges	15 days
Melissa Schrock	4 days
Deb McDonald	4 days
Lisa Sweitzer-Zona	10 days
Jackie Shrock	12.5 days
Sarah Stahl	1 day

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Adult Education

Melissa Schrock 4 days
Jackie Shrock 12.50 days

- t) Employment of the following for 2012-2013 supplemental positions per the negotiated agreement:

2012-2013 Supplemental Positions

CTSO

Deb McDonald	2.0%	FCCLA/Hero Advisor
Craig Wellert	2.5%	FFA Advisor
Pam Vorkapich	5.0%	SkillsUSA Advisor
Bruce Steiner	3.0%	SkillsUSA Assistant
Anita Hawkins	1.5%	BPA

Department Chairs

Richard Grimes	6.0%	Business & Technology Dept. Chair
Liala Zimmerman	6.0%	Health & Education Dept. Chair
Rod Martell	6.0%	Construction, Mfg., Eng., Dept. Chair
Linda Plybon	6.0%	Support Services Chair
Clarence Sullivan	6.0%	Public Services Dept. Chair
Craig Wellert	6.0%	Mechanics Dept. Chair
Scott Brown	6.0%	Mathematics Dept. Chair
Kimberly Huffman	6.0%	Social Studies Dept. Head
Catina Stecz	6.0%	Science Dept. Head
Brad Tietz	6.0%	English Dept. Head

Student Clubs

Jennifer Casteel	1.25%	Key Club Advisor
Chris Seal	1.25%	Key Club Advisor
Michelle Bower	2.5%	National Honor Society
Kimberly Huffman	5.0%	Student Leadership Council
Jennifer Casteel	2.5%	Prom Advisor

Others

Bruce Steiner	6.0%	HSTW Leader
Kathy Boggins	2.0%	HSTW Assistant
Deb McDonald	6.0%	Lead Mentor
Alan Zimmerman	1.5%	LPDC Chair

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

Jennifer Casteel	1.5%	Wellness Chair
Scott Brown	\$12/hour	Parking Lot Monitor
Rich Grimes	\$12/hour	Parking Lot Monitor
Rod Martell	\$12/hour	Parking Lot Monitor
Bruce Steiner	\$12/hour	Parking Lot Monitor
Clarence Sullivan	\$12/hour	Parking Lot Monitor
Bruce Woodruff	8.0%	Dean of Students
Andy Arko	\$100/event	Banquets
Andy Arko	\$50/event	Breakfast Banquets

2. Classified Employment

- a. Transfer of Alexander Berlin from our Student Worker Pay Scale to our WCSCC Casual Labor Pay Scale at Step 0, part time/hourly/as needed/per time sheets, not to exceed 25 hours per week at Green Local Schools, effective July 1-August 31, 2012 at a rate of \$9.00 per hour.
- b. Resignation of Terry Bumgardner, Bus Driver, effective July 1, 2012.
- c. Resignation of Charles Booker, Cafeteria Monitor, effective at the end of the day August 31, 2012.
- d. Resignation of Timothy Ritchey, Ag Mechanics Aide, effective at the end of the day on May 25, 2012.
- e. Resignation of Charlotte Allen, Administrative Assistant/Aide, effective at the end of the day on May 25, 2012.
- f. Approval to employ up to 12 student workers for the 2012-2013 school year part time/as needed per the Minimum Wage.
- g. Approval for the following student workers to move from our Student Worker Pay Scale to the Casual Labor Pay Scale at Step 0, part time/hourly/as needed/per time sheets effective July 1, 2012:

Travis Minich
Corey Brumfield
Cecil Ridenour

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- h. Employment of Roxanna Griffin, Early Childhood Education and Care Aide, per the 2012-2013 Classroom Aides Salary Schedule, Step 1, \$10.23 per hour, part time/hourly/as needed/per time sheets/regularly scheduled, 36 weeks up to 29 hours/week for the 2012-2013 school year.
- i. Approval of the additional wording, to be added as an asterisked item, to the Vehicle and Equipment Maintenance, Animal Care and Feeding, and Greenhouse Maintenance Pay Rate Schedule:

Vehicle and Equipment Maintenance, Animal Care and Feeding, and Greenhouse Maintenance Pay Rate Schedule

1-3 years experience*	\$11.00/hour
4-6 years experience*	\$12.00/hour
7-9 years experience*	\$13.00/hour
10-12 years experience*	\$14.00/hour
13-15 years experience*	\$15.00/hours

***Based on years experience at the Wayne County Schools Career Center.**

- j. Employment of the following individual to substitute in the area(s) indicated for the 2011-2012 school year. All approvals are pending receipt of necessary certifications and BCI/FBI background checks:

Last	First	Sub Area
Fields	Kevin	Custodial
Haley	Jason	Custodial
Krites	Lesa	Custodial

- k. Employment of the following individual to substitute in the area(s) indicated for the 2012-2013 school year. All approvals are pending receipt of necessary certifications and BCI/FBI background checks:

Last	First	Sub Area
Boreman	Heather	Secretary

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Fields	Kevin	Custodial
Haley	Jason	Custodial
Krites	Lesa	Custodial
Johnson	Elizabeth	Secretary, Classroom Aide
Neuenschwander	Beverly	Office
Shields	Kathy	Office
Stephenson	Deborah	Café, Secretary, Custodial
Troyer	Janet	Cafeteria
Wilfong	Carolyn	Cafeteria
Zuercher	Ron	Custodial

3. Contracts

a. Approve the following Consultant Contracts:

- 1) OSU Extension Service, Raising Your Kids with Character, on or about August 30, 2012, \$70.
- 2) OSU Extension Service, Health & Safety in Family Child Care, on or about July 16 & 23, 2012, \$280.
- 3) OSU Extension Service, Health & Safety in Family Child Care, on or about October 25 & November 1, 2012, \$280.
- 4) OSU Extension Service, Right on the Money, on or about November 19, 2012, \$70.
- 5) OSU Extension Service, Live Well on Less, on or about October 16, 2012, \$70.
- 6) OSU Extension Service, Stretching Food Money With Your Crockpot, on or about August 7, 2012, \$70.
- 7) Greg Thompson, Adult, Child & Infant CPR, on or about August 29, 2012, \$200.
- 8) Greg Thompson, Adult, Child & Infant CPR, on or about October 17, 2012, \$200.
- 9) Greg Thompson, Adult, Child & Infant CPR, on or about December 12, 2012, \$200.
- 10) Diane S. Johnson, Floral Design for Landscape & Plant Technologies, on or about 2012-2013 school year at \$20 per hour for up to 60 hours.

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

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

The motion was carried.

GRANTS AND AGREEMENTS

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

- a. Approval of an affiliation agreement between Liberty Center Connections, Inc. dba STEPS (Substance Abuse Treatment Education & Prevention, Inc.) and Adult Basic & Literacy Education in which ABLE will provide appropriate education services to clients of STEPS.
- b. Approval of a memorandum of understanding with the State GED Office in which WCSCC will be an Official practice Center for 2012-2013.
- c. Approval of a memorandum of understanding for The Ridge Project with Adult Basic & Literacy Education. This is to accept tuition funding for approved clients of the Ridge Project which are ex-offenders and low income men.
- d. Approval for Adult Basic & Literacy Education and Families Learning Together Programs to apply for a Reading is Fundamental grant in the approximate amount of \$10,000.
- e. Approval of a facilities use agreement with Pleasant Hill Baptist Church for use of their facilities for the 2014 Adult Education Evening Practical Nursing graduation ceremony (copy available).
- f. Approval for the Ohio Department of Health to use the TRC on June 28 and July 26, 2012 to train up to 50 individuals on "Early Track Training" at no charge since they are a non-profit government agency.
- g. Approval of a contract between WQKT/WKVX and the Wayne County Schools Career Center for advertising during high school football games (11 games, up to 8 play-offs, 6 state championships) for a total of \$2,000.
- h. Approval of a Field Site Agreement with Walden University, LLC to serve as a field site for educational field experience for graduate students.

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GRANTS AND AGREEMENTS – (Con't)

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

The motion was carried.

DOCUMENTS AND MATERIALS

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

- a. Approval of the Adult & Community Education Course of Study for Computer Technology Office Specialist.
- b. Approval of the Adult & Community Education Course of Study for Computer & Accounting Office Specialist.
- c. Approval of the Adult & Community Education Course of Study for Medical Office Billing & Coding Specialist.
- d. Approval of the LPN Faculty Handbook.
- e. Approval of the Course of Study for Animal Care and Management.
- f. Approval of the 2012 Certified Substitute Handbook with minor procedural revisions.
- g. Approval of the 2012 Classified Substitute Handbook with minor procedural revisions.
- h. Approval of new editions of the following textbooks:
 - 1) Medical-Surgical Nursing; 10th Edition; ISBN 978-1-60547-063-4 for high school LPN program.
 - 2) Nursing Skills and Concepts; 10th Edition; ISBN 978-1-60831-787-5 for high school LPN program.
- i. Approval of the following job descriptions:
 - 1) SAC Intervention Specialist Assistant
 - 2) Educational Technologist

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DOCUMENTS AND MATERIALS – (Con't)

j. Approval of the following overnight field trip requests:

<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
6/19-6/24/12	Keri Merickel Shelly Perry	Health Occupations Students of America HOSA National Leadership Conference and Competition Port Orleans Riverside Resort – Orlando, FL
7/6-7/13/12	Deb McDonald	Family, Career and Community Leaders of America FCCLA National Leadership Conference and Competition Rosen Shingle Creek Conference Ctr – Orlando, FL

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

The motion was carried.

KEY CLUB FLORIDA TRIP

A motion by Mr. Besancon was seconded by Mr. Keener to approve the overnight trip for Key Club Student Representative Bianca Shirley and Advisor Dan Davis to the Key Club Convention, Orlando, Florida – July 3rd through July 8th.

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

The motion was carried.

EXECUTIVE SESSION

A motion by Mr. Besancon was seconded by Mrs. Marlar to go into Executive Session at 8:15 p.m. for the purpose of discussing personnel.

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EXECUTIVE SESSION – (Con't)

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

The motion was carried.

Mr. Stuart called the Board back into Regular Session at 8:25 p.m.

At this time, the Board set the date, August 7th, for the Board and Administrative Workshop. Item “h)” under the Superintendent’s Report.

ADJOURNMENT

A motion by Mr. Zook was seconded by Mrs. Williams to adjourn the June Regular Board Meeting at 8:36 p.m.

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

The motion was carried.

President

Treasurer