



**Kip Crain, Superintendent**  
**Mary A. Workman, Treasurer**  
**Matt Brown, Principal**

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

**Wednesday, January 12, 2017  
7:30 P.M.  
Agenda (Exhibit A.2)**

**I. OPENING**

- A. Call to Order – Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Motion to approve the January 12, 2017 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Approval of the 2018 Tax Budget as presented **(Exhibit B)**
- F. Motion to approve the minutes from the December 21, 2016 Regular Meeting **(Exhibit C) (Voice)**
- G. Board Committee Reports **(Exhibit D)**
  - 1. Communications, Community Relations & Retention Committee  
Chair: TBD  
Asst. Chair: Sue Williams  
Staff Liaison: Kip Crain
  - 2. Curriculum Committee  
Chair: Susie Lawson  
Asst. Chair: Janice Gallagher  
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  
 Asst. Chair: Doug Stuart  
 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

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

**II. SUPERINTENDENT’S REPORT (VOICE)**

- A. Director’s Report **(Exhibit E)**
  
- B. Principal’s Report **(Exhibit F)**
  
- C. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
End of 2 <sup>nd</sup> Nine Weeks	1/13/17	F		
Martin Luther King Jr. Day	1/16/17	M	No School	
CENTS Show & FFA Nursery/Landscape Contest	1/17/17	T	Columbus	
FCCLA Region 2 Competition	2/2/17	Th	Tallmadge High School	
Culinary Affair with Pork	2/8/17	W	WCSCC/Culinary Arts	8:30 a.m.-1:30 p.m.
Career Tech & RAMTEC Tuesday	2/14/17	T	WCSCC	
Parent Teacher Conferences	2/16/17	Th	WCSCC	4:00-7:00 p.m.
No School	2/17/17	F		
No School–President’s Day	2/20/16	M		
February Board Meeting	TBD		G101/Board Room	

*Motion to approve Superintendent’s Report (Voice)*

**III. TREASURER’S CONSENT AGENDA (ROLL CALL)**

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:*

A. Finance

1. Approval of the list of purchase orders and budgetary check register for December 2016 **(Exhibit G)**
2. Approval of the Financial Reports for December 2016 **(Exhibit H)**
3. Approve the following Fund Transfers:

From:

001 General Fund \$ 12,500

To:

018-9814 Drug Free Clubs of America \$ 12,500

4. Approval to establish the following funds:

019-9516 WDJFS-Temporary Assistance for Needy Families  
 019-9617 WDJFS-Temporary Assistance for Needy Families

5. Approval to accept the following donation:

- a. Oxygen tubing and aerosol machines from Ida Sue School for use in the nursing programs with an approximate value of \$100
- b. Donations form the following businesses and organizations for the Drug Free Clubs of America program:

BUSINESS	LEVEL	AMOUNT
BCI Buckeye Division	Bronze	\$500
FirstMerit	Bronze	\$500
LuK	Platinum	\$3,000
Magni-Power	Bronze	\$500
Tekfor	Platinum	\$3,000
Ventrac	Bronze	\$500
Wayne Savings Community Bank	Bronze	\$500
Wooster Brush	Gold	\$2,000
Wooster Community Hospital	Platinum	\$3,000 in kind donation
	<b>TOTAL</b>	<b>\$13,500</b>

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

**IV. SUPERINTENDENT’S CONSENT AGENDA (ROLL CALL)**

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:*

A. Certified Employment

1. Approval of a supplemental contract for Lynn Moomaw, Director of Operations, related to the RAMTEC Construction Project in the amount of \$7,500 for the 2016-2017 school year
2. Resignation of Frances Gengo, Adult Education Instructor, effective December 15, 2016
3. Resignation of Keri Merickel, Adult Education Instructor, effective January 4, 2017
4. Reduction of zero period pay by ½ for Pamela Vorkapich due to zero period only being in effect the first semester of the school year, effective January 17, 2017 for the 2016-2017 school year
5. Adjustment of extended time for Jackie Shrock for the 2016-2017 school year from 6 days for High School and 19 days for Adult Education to 3.5 days for High School and 3.5 days for Adult Education
6. Approval of the following part-time Certified Teaching Assistant for the remainder of the 2016-2017 school year per Board Policy and negotiated agreement:

NAME	CONTRACT	CLASS	STEP	EFFECTIVE
O’Hearn, Celia	New1 (89.5 days at 5.75 hrs/up to 29.5 hrs/wk)	Bachelors - \$18.99/hr	0	1/17/17

7. Approval of the adjustment of X-Option pay for Amber Long, Animal Care & Management Instructor, to 100% of X-Option total for the first semester of the school year and 25% of X-Option total for the second semester of the school year due to the addition of a Teaching Assistant, per the negotiated agreement
8. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2016-2017 year:

LAST	FIRST	TEACHING AREA(S)	CLASS	STEP	RATE	DEGREE	EFFECTIVE
Stephens	Samantha	Nursing	IV	6	\$26.17	BSN	1/11/17

9. Employment of the following certified personnel for Adult & Community Education, full time/regularly scheduled:

LAST	FIRST	AREA	SALARY	DAYS	CLASS	STEP	EFFECTIVE
McClish	Tammy	Medical Assisting Director/ AE Medical Assisting Instructor	\$16,849.50	75	AE3	10	1/3/17

B. Classified Employment

1. Resignation of Barb Houmard, Student Activities Liaison, for the purpose of retirement effective at the end of the day on May 31, 2017
2. Resignation of Amy Spreng, Precision Machining Aide, effective at the end of the day on January 20, 2017

C. Consultant Contracts

1. Deborah’s Garden Market, Happy, Healthy Houseplants, on or about January 9, 2017, \$10 per student
2. Deborah’s Garden Market, Terra Cotta & Grapevine Wreath, on or about February 13, 2017, \$22.50 per student
3. Deborah’s Garden Market, Let’s Get Humming, on or about March 13, 2017, \$15 per student
4. Deborah’s Garden Market, Happy Easter Herb Basket, on or about April 10, 2017, \$17.50 per student
5. Deborah’s Garden Market, Mother’s Day Memories, on or about May 8, 2017, \$20 per student
6. Deborah’s Garden Market, The Natives Are Restless, on or about June 12, 2017, \$10 per student
7. Dennis Lipp, Painting for the Fun of It, on or about January 23-March 6, 2017, \$300
8. Greg Thompson, Adult Child & Infant CPR, on or about February 1, 2017, \$220
9. Greg Thompson, Adult Child & Infant CPR, on or about April 5, 2017, \$220
10. Greg Thompson, Adult Child & Infant CPR, on or about June 7, 2017, \$220

D. Volunteers (none)

E. Approval to remove the following from inventory (none)

*Motion to approve the Superintendent’s Consent Agenda (Roll Call)*

**V. REGULAR AGENDA**

A. Grants and Agreements **(Roll Call)**

1. Approval of membership renewal in the Ohio Education Policy Institute for the membership year beginning January 1, 2017. OEPI provides research and the facts concerning taxation and school funding for a cost of approximately \$1,000
2. Approval of an agreement for shared services, for Treasurer of each organization, between the Wayne County Schools Career Center and the Tri-County Educational Service Center from August 1, 2017 through July 31, 2019 **(Exhibit I)**
3. Approval of school/institutional membership renewal with the Wooster Area Chamber of Commerce for 2017 for a cost of \$350
4. Approval to continue membership in the Ohio School Boards Association Legal Assistance Fund for January 1, 2017 through December 31, 2018 for a cost of \$250, which is the same as last year's cost
5. Approval to accept a grant in the amount of \$1,850 from the Wayne County Community Foundation for the purpose of an ABLE math course

***Motion to approve Grants and Agreements (Roll Call)***

**B. Resolutions (Roll Call)**

1. Approval of a resolution regarding travel related to official duties while serving the Ohio School Boards Association (OSBA) for Susie Lawson **(Exhibit J)**

***Motion to approve Resolution 1. (Roll Call)***

2. Approval of a resolution regarding travel related to official duties while serving the Ohio School Boards Association (OSBA) for Doug Stuart **(Exhibit K)**

***Motion to approve Resolution 2. (Roll Call)***

3. Approval of a resolution regarding travel related to official duties while serving the Ohio School Boards Association (OSBA) for Sue Williams **(Exhibit L)**

***Motion to approve Resolution 3. (Roll Call)***

**C. Documents and Materials (Voice)**

1. Approval of the 2017-2018 School Year Calendar **(Exhibit M)**
2. Approval of the following job descriptions (copies available):

- a. Aide – iLab /Extra Help
- b. Practical Nursing Coordinator

3. Approval of the following revised/new board policies:

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

*Motion to approve Documents and Materials (Voice)*

**VI. NEW BUSINESS (ROLL CALL) (none)**

**VII. ITEMS OF DISCUSSION**

- A. Board discussion

**VIII. EXECUTIVE SESSION**

- A. Executive Session (if needed) **(Roll Call)**

**IX. MOTION TO ADJOURN (VOICE)**

**NOTE: The date and time of the next Regular Meeting was determined during the Organizational Meeting held January 12, 2017.**