



**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, July 17, 2013**  
**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 July 17, 2013 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the June 26, 2013 Regular Board Meeting (**Exhibit B**) (**Voice**)

F. 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: Bill Gantz  
Staff Liaison: Cheryl Boyer

G. 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. **August 7<sup>th</sup> Board and Administrative Workshop with lunch available at 11:30 a.m. and meeting to follow at 12:15 p.m.**
  - b. **August 14<sup>th</sup> Board of Education Meeting with reception at 7 p.m. and meeting to follow at 7:30 p.m.**
  - c. The Ohio ACTE Conference is being held July 31, 2013 through August 2, 2013 at the Hilton Easton in Columbus
  - d. Adult PN Day Graduation at West Hill Baptist Church at 7 p.m. on July 18, 2013
  - e. Student/Parent Orientation will be held on Wednesday, August 14, 2013 from 12:30 p.m. to 7:30 p.m.
  - f. Convocation Day is on Thursday, August 15, 2013
  - g. Teacher In-Service Day is on Friday, August 16, 2013
4. 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. Approve the list of purchase orders for the month (**Exhibit F**)
- b. Approve the Financial Reports for June 2013 (**Exhibit G**)
- c. Approval to accept the following donations:
  - 1) \$641 to the Principal's Fund to cover the expense of FY14 MasterCam CAD/CAM maintenance renewal fee for the WCSCC Precision Machining Program from XL Pattern Shop, Inc.
- d. Motion to approve the Treasurer's Consent Agenda (**Roll Call**)

**IV. Superintendent’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 Superintendent recommends the following actions:*

*NOTE: All employee hires are pending BCI/FBI background checks, appropriate licensure and any other required documentation.*

**1. Certified Employment**

- a. Resignation of Annie Knight, English Instructor, effective August 3, 2013.
- b. Approval of the employment of Amanda Mowrey, English Instructor, Class III, Step 2, per the negotiated agreement for 185 days, effective August 13, 2013 for the 2013-2014 school year.
- c. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year, effective July 18, 2013:

Last	First	Sub Area	Step	Rate	Degree	Contract Date
Dews	Linda	School Nurse	5	\$25.00/hr	BSN	2013-14 school year
Kurfiss	Sonya	School Nurse	7	\$26.00/hr	BSN	2013-14 school year
Calame	Tara	School Nurse	5	\$25.00/hr	BSN	2013-14 school year
Lyons	Jennifer	School Nurse	2	\$23.50/hr	BSN	2013-14 school year
Ferrara	Karen	School Nurse	2	\$23.50/hr	BSN	2013-14 school year
Howell	Ellen	School Nurse	4	\$23.50/hr	RN	2013-14 school year
Widmer	Jody	School Nurse	7	\$26.00/hr	BSN	2013-14 school year
Tylka	Jann	School Nurse	4	\$23.50/hr	RN	2013-14 school year

- d. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year, effective July 18, 2013:

Last Name	First Name	Teaching Area	Contract Date
Bosler	Stan	Academics	2013-2014 school year
Brunn	Kelly	AYA	2013-2014 school year
Cheatham	Wilma	General	2013-2014 school year
Long	Jesse	AYA	2013-2014 school year

- e. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2013-2014 year:
  - 1) Warren Caskey, Public Safety Services Instructor, Step 5, \$20.00 hourly, effective August 1, 2013 - Supplemental
  - 2) Emily Engman, Adult Education Instructor, Step 20, \$21.00 hourly, effective

- July 17, 2013
- 3) Tammy Hackenberg, Adult Education Instructor, BSN, Step 7, \$26.00 hourly, effective August 1, 2013
  - 4) Vanessa Marion, Adult Education Instructor, Step 9, \$15.00 hourly, effective July 17, 2013
  - 5) Ginger Preston, Adult Practical Nursing Instructor, BSN, Step 8, \$26.50 hourly, effective July 17, 2013
  - 6) Lee Zerrer, Adult Education Instructor, Step 13, \$17.00 hourly, effective July 16, 2013

**2. Classified Employment**

- a. Resignation of Christina Rutter, Cafeteria Monitor, effective July 1, 2013 due to the acceptance of the Hospitality Aide position for the 2013-2014 school year.
- b. Approval of the employment of Michelle Peck, Cafeteria Monitor, Step 0, \$9.00 per hour per the Casual Labor Wage Scale, part-time/hourly/regularly scheduled/per time sheets/per schedule, with a maximum of 29.5 hours per week for the 2013-2014 school year, effective July 1, 2013.
- c. Approval to revise Theda Neer’s 2013-2014 contract from 212 days, 10 holidays to 212 days, 11 holidays, effective July 1, 2013.
- d. Approval of the employment of Christina Rutter, Custodian, Step 0, \$9.00 per hour per the Casual Labor Wage Scale, part-time/hourly/as needed/per time sheets/per schedule, with a maximum of 29.5 hours per week during school holidays effective July 1, 2013 to June 30, 2014.
- e. Resignation of Laura Kelly, Child Care Aide, effective June 30, 2013.
- f. Approval of the employment of the following persons as Classified Personnel, part-time/as needed/per time sheets/per schedule, for the 2013-2014 school year:
  - 1) Nancy Brown, Bus Driver, Step 22
  - 2) Aaron Miller, Bus Driver, Step 5
  - 3) Chester Mullet, Bus Driver, Step 8
  - 4) Melissa Sidle, Bus Driver, Step 12
- g. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2013-2014 year:
  - 1) Vanessa Ozarchuk, Assistant to Law Enforcement Training Academy Commander, Step 10, \$13.00 hourly, July 18, 2013
- h. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year, effective July 18, 2013:

Last	First	Sub Area	Contract Date
Stephenson	Deborah	Classified	2013-2014 school year

**3. Consultant Contracts:**

- 1) Greg Thompson, Adult Child & Infant CPR, on or about August 28, 2013, \$220
- 2) Greg Thompson, Adult Child & Infant CPR, on or about October 23, 2013, \$220
- 3) Greg Thompson, Adult Child & Infant CPR, on or about November 20, 2013, \$220
- 4) OSU Extension Service, ABC's of Child Care, on or about August 6, 2013, \$70
- 5) OSU Extension Service, Health & Safety in Family Child Care, on or about August 27 & September 3, 2013, \$280
- 6) OSU Extension Service, Health & Safety in Family Child Care, on or about October 21 & 28, 2013, \$280
- 7) OSU Extension Service, Smart Start, on or about October 1, 2013, \$70
- 8) OSU Extension Service, Live Well on Less, on or about November 18, 2013, \$70
- 9) OSU Extension Service, Who Gets Grandma's Yellow Pie Plate, on or about October 24, 2013, \$52.50

**4. Volunteers: none this month**

**5. Approval to remove the following, previously donated, vehicles from inventory:**

<u>Description</u>	<u>ID #</u>
1996 Ford Contour LX/Sport	1FALP66L2TK112911
1995 Volkswagen Jetta	3VWRC81HXSM074413
2001 Oldsmobile Alero GL	1G3NL52E51C218924
2000 Chrysler Cirrus LXI	1C3EJ56H3YN225772
1995 Honda Accord EX	JHMCD5562SC008404

**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. Approval to grant all WCSCC Administrators the authority to suspend a pupil from school for a period of time as specified in the policy of the board of education, not to exceed ten school days.
- b. Approval for the Smithie Whiz Kids 4-H group to use the WCSCC parking lots on or about Saturday, July 20, 2013 for a bike-a-thon fundraiser.
- c. Approval to enter into a contract with WQKT/WKVX for advertising during high school football game broadcasts (11 games, 4-8 playoffs, 7 state championships) for a maximum total of \$2,184.
- d. Approval of a clinical agreement with Laurels of Massillon (copies available)

- e. Approval of a clinical agreement with Scenic Pointe Nursing and Rehabilitation (copies available)
- f. Approval of a clinical agreement with Wayne County Care Center (copies available)

**2. Motion to approve the following Resolutions (none this month)**

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

- a. Approval of the following job description (copies available):
  - 1) Supervisor of Career and Technical Education
- b. Approval of the following textbook (copy available):
  - 1) Digital Media Concepts and Applications, May & Lake, ISBN #978-0-538-74130-9, 2013 South Western Cengage-Learning
- c. Approval of the following revised/new policies (copies available):

Section	Number	Status	Title
Bylaw	0165.1	Revised	Regular Meetings
Bylaw	0165.2	Correction	Special Meetings
Policy	5630.01	New	Restraint & Seclusion

**VI. Items of Discussion**

- 1. First reading of the revised Patient Care Technology Program Student Handbook 2013-2014 (copy available).
- 2. First reading of the revised Adult & Community Education Student Handbook (copies available). This is a master handbook for all Adult & Community Education programs. All aspects of this handbook were reviewed by Lynn Moomaw, Sandy Elliott and Andrew Cerniglia.
- 3. First reading of the Cosmetology Handbook (copies available).
- 4. Board discussion.

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

**VIII. Adjournment (Voice)**

**NOTE: The next Regular Board Meeting will be held on Wednesday, August 14, 2013. The reception will begin at 7:00 PM and the meeting will begin at 7:30 PM.**