



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

518 West Prospect Street  
Smithville, Ohio 44677

High School: 330-669-7000  
High School Fax: 330-669-7001  
Adult Education: 330-669-7070  
Adult Ed Fax: 330-669-7071  
Website: [www.wcsc.org](http://www.wcsc.org)

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

**Wednesday, July 16, 2014**  
**7:30 P.M.**  
**Agenda (Exhibit A)**

**I. OPENING**

- A. Call to Order – Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Motion to Approve the July 16, 2014 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
  - 1. Brian Swope of Quandel to provide an overview of the close out process of the WCSCC construction project
- E. Motion to approve the minutes from the June 30, 2014 Regular Meeting (**Exhibit B**) (**Voice**)

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

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

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

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

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

<b>EVENT</b>	<b>DATE</b>	<b>LOCATION</b>	<b>TIME</b>
Adult PN Day Graduation	7/18/14	West Hill Baptist Church	7:00 p.m.
Ohio ACTE Conference	7/30/14- 8/2/14	Hilton Easton, Columbus	
Board and Administrative Workshop	8/6/14	Board Room – G101	12:15 p.m. – 3:00 p.m. (lunch at 11:30 a.m.)
New Staff Orientation	8/12/14	TBD	8 a.m. – 3 p.m.
Student Orientation Day	8/13/14	WCSCC	7 p.m. – 6:30 p.m.
Convocation Day	8/14/14	Commons	8 a.m. – 3 p.m.
Staff In-service	8/15/14	WCSCC	8 a.m. – 3 p.m.
First Day for Juniors	8/18/14	WCSCC	
First Day for Seniors	8/19/14	WCSCC	
Board Meeting	8/20/14	Board Room – G101	7:00 reception / 7:30 meeting

***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 June 2014 (**Exhibit F**)
  - 2. Approval of the Financial Reports for June 2014 (**Exhibit G**)
  - 3. Approval to pay 50% of the arbitrator fee to Robert J. Vana, LLC, for a total cost of \$4,830 (copies available)

***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 the resignation of Michelle Hedberg, Adult Education Financial Aid full-time, to accept the position of Adult Education Office Technologies Teacher
2. Approval of the correction to Michelle Hedberg, Adult Education Office Technologies Teacher, to 6.25 hrs/day (.89) from 7 hrs/day approved June 30, 2014
3. Approval of the payment for substitutes and aides to attend orientation training at the start of the 2014-2015 school year. Certified staff will be paid at half the daily rate
4. Approval of the following part-time Certified Teaching Assistant for the 2014-2015 school year per Board Policy and the negotiated agreement:

NAME	FIRST	CONTRACT	CLASS	STEP	HOURLY RATE	EFFECTIVE DATE
Mennell	Tiffany	New 1 (182 days at 5.75 hrs not to exceed 29.5 hrs/week)	Bachelor	0	\$18.60	8/14/14

5. Employment of the following certified personnel for Adult & Community Education, regularly scheduled, for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE DATE
Engman	Connie	Adult & Community Education Resource Coordinator	II	3	\$18.64 (188 days @ 8 hrs/day)	7/1/14

6. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE DATE
Cooper	Diana	Adult Education Certified	III	0	\$19.78	7/16/14
Elliott	Sandy	Adult Education Certified - Supplemental	V	12	\$34.74	7/1/14
Fields	Kevin	Adult Education Certified - Supplemental	III	1	\$20.08	7/15/14
Halloran	Dianne	Adult Education Certified	IV	5	\$25.43	7/7/14
McClain	Jerrie	Adult Education Certified	V	4	\$27.43	7/7/14

7. Employment of the following certified individuals to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	LONG-TERM SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Dressler	Ronald	Carpentry	7/17/14
Radabaugh	Abby	Language Arts/Science	7/17/14
Thompson	Deidre		7/17/14
Troyer	Samuel	Int. Business	7/17/14

**B. Classified Employment**

1. Resignation of Connie Engman, AE Administrative Assistant/Evening Resource Coordinator, for the purpose of accepting the position of Adult & Community Education Resource Coordinator, effective July 1, 2014
2. Resignation of Christina Rutter, Classroom Aide, for the purpose of accepting the position of Study Hall Monitor, effective July 8, 2014
3. Approval of the payment for substitutes and aides to attend orientation training at the start of the 2014-2015 school year. Classified staff will be paid at an hourly rate.
4. Approval of the employment of Christina Rutter, Study Hall Monitor, for the 2014-2015 school year, part time/hourly/regularly scheduled/per time sheets/per schedule, not to exceed 29.5 hours per week at \$11/hour on Step 5 of the Casual Labor Wage Scale, effective August 14, 2014
5. Approval of the employment of the following persons as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2014-2015 school year:

LAST	FIRST	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Brown	Nancy	Bus Driver	23	\$16.34	8/14/14
Keener	Kathy	Bus Driver	27	\$18.24	8/14/14
Mullett	Chester	Bus Driver	9	\$11.30	8/14/14

6. Employment of the following individuals to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	AREA	EFFECTIVE DATE
Flinn	Rita	Classified	7/17/14

**C. Consultant Contracts**

1. Dennis Lipp, Painting for the Fun of It, on or about September 29 – November 3, 2014, \$300
2. OSU Extension Service, Money 101, on or about October 9, 2014, \$70

3. OSU Extension Service, Digging Yourself Out of Debt, on or about November 13, 2014, \$70
  4. OSU Extension Service, Start the New Year Right, on or about December 2, 2014, \$70
  5. OSU Extension Service, Health & Safety in Family Child Care, on or about August 7 & 14, 2014, \$280
  6. OSU Extension Service, Health & Safety in Family Child Care, on or about October 27 & November 3, 2014, \$280
  7. OSU Extension Service, Kids in the Kitchen, on or about September 4, 2014, \$70
  8. OSU Extension Service, Help – The Holidays are Coming, on or about November 25, 2014, \$70
  9. Greg Thompson, Adult Child & Infant CPR, on or about September 3, 2014, \$220
  10. Greg Thompson, Adult Child & Infant CPR, on or about November 5, 2014, \$220
  11. Greg Thompson, Adult Child & Infant CPR, on or about December 10, 2014, \$220
- D. Volunteers (**none**)
- E. Approval to remove the following from inventory:
1. Approval to remove various items from inventory, as they are no longer functioning or obsolete. They will be dismantled in electronics and buildings and grounds for recycling (**copies available**)
  2. Approval to remove a Cisco 5500 Series Wireless Controller, inventory tag 7041, from inventory and donate it to TCCSA for use in configuration testing of wireless networks for the consortium, which includes the WCSCC. This unit was removed from service during our wireless upgrade at the beginning of June. Approximate value is \$1,500.
  3. Approval to remove old books for Physical Education and Social Studies that are no longer in use at WCSCC to Boys Village

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

F. Certified Employment (Roll Call)

1. Approval of the re-employment of Lynn Moomaw, Director of Operations and Adult Education, effective August 4, 2014 and ending on July 31, 2017

***Motion to approve Certified Employment (Roll Call)***

**V. REGULAR AGENDA**

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

1. Approval to enter into an Agreement from January 1, 2015 through December 31, 2015 with Smithville Village to provide a resource officer at the school district at a cost of approximately \$15,500
2. Approval to accept the bread bid from Nickles Bakery for purchase of products for the school lunch program during the 2014-2015 school year. This was the only bid received (copies available).
3. Approval to accept the milk bid from Smith Dairy Enterprises for purchase of products for the school lunch program during 2014-2015 school year. This was the only bid received (copies available).
4. Approval for the Pan Ohio Bike Ride (benefits American Cancer Society) to use the Wayne County Schools Career Center parking lot for a water stop on or about July 24, 2014
5. Approval of the Certificate of Project Completion for the Wayne County Schools Career Center construction project (**Exhibit H**)

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

**B. Resolutions (none) (Roll Call)**

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

1. Approval of the revised Adult & Community Education Student Handbook (copies available)
2. Approval of the Adult Practical Nursing addendum (copies available)
3. Approve the following job description (copies available):
  - a. Placement Coordinator
4. Approve the following textbooks (copies available):
  - a. Electrical, Level One, Pearson/NCCER, 2011. Prentice Hall.
  - b. Power Line Worker, Pearson/NCCER, 2011. Prentice Hall.

***Motion to approve Documents and Materials (Voice)***

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

**VII. ITEMS OF DISCUSSION**

- A. First reading of the revised High School Practical Nursing Handbook (copies available)
- B. First reading of the following job descriptions (copies available)
  - 1. Teaching Assistant – Cosmetology
  - 2. Student Activities Liaison
  - 3. Aide – Precision Machining
  - 4. Adult & Community Education Resource Coordinator
- C. Board discussion

**VIII. EXECUTIVE SESSION**

- A. Executive Session (for the purpose of reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment and for the purpose of discussion of disputes involving the Board that are the subject of pending or imminent court action) **(Roll Call)**

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

**NOTE: The next Regular Board Meeting will be held on Wednesday, August 20, 2014.  
The reception will begin at 7:00 P.M. and the meeting will begin at 7:30 P.M.**