



**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 19, 2023  
 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 19, 2023 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the June 28, 2023 Regular Meeting (**Exhibit B**) (**Voice**)
- F. Executive Session (if needed) (**Roll Call**)

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

- A. Director’s Report (**Exhibit C – to be presented at the meeting**)
- B. Principal’s Report (**Exhibit D**)
- C. Updates on Superintendent’s Advisory Committees
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
In-Service Day	8/16/23	W	WCSCC	8:00 a.m. – 3:00 p.m.
Student Orientation	8/17/23	Th	WCSCC	3:00 p.m. – 6:00 p.m.
Convocation Day	8/18/23	F	WCSCC	8:00 a.m. – 3:00 p.m.
First Day of School for 2 <sup>nd</sup> Year Students	8/21/23	M	WCSCC	
Frist Day of School for 1 <sup>st</sup> Year Students	8/22/23	T	WCSCC	

WCSCC Board of Education Meeting	8/16/23	W	G101/Board Room	7:30 p.m. Regular Meeting
Labor Day – No School	9/4/23	M		
Fair Day – No School	9/11/23	M		
Waiver Day – No School	9/12/23	T		

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

**III. TREASURER’S CONSENT AGENDA**

**(ROLL CALL: Motion \_\_\_\_\_, Second \_\_\_\_\_)**

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 2023 **(Exhibit E)**
2. Approval of the Financial Reports for June 2023 **(Exhibit F)**
3. Approval of the following fund transfer:

From:

001 General Fund \$1,000

To:

018-9600 Board/ADM Scholarship Fund \$1,000

***Treasurer’s Consent Agenda (Roll Call)***

**IV. SUPERINTENDENT’S CONSENT AGENDA**

**(ROLL CALL: Motion \_\_\_\_\_, Second \_\_\_\_\_)**

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 following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Danielle Starlin	School & Community Relations Coordinator	Resignation	7/31/23
Zachary Thilo	Audlt Education Cosmetology Instructor	Resignation	7/10/23
Breanne Welty	Marketing Coordinator - Adult Education	Resignation	7/31/23

2. Employment of the following person(s) as full-time Certified Personnel for the 2023-2024 school year per Board Policy and the negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Bradley Nyholm	Graphic Design & Photography Instructor	New 1	185	5	10	8/1/23

3. Natthaphon Bunphithak, Math Instructor, moved to Class IV, Step 18 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year
4. Employment of the following for the 2023-2024 school year for supplemental positions per the negotiated agreement:

<b>CTSO</b>		
Educators Rising Advisor	2.0%	Deb McDonald
FFA Advisor	3.5%	Alexandria DeWitt
SkillsUSA Advisor	3.5%	Warren Caskey
SkillsUSA Assistant	1.5%	Jessica Immel
BPA	1.5%	Jennifer Rue
HOSA Advisor	3.0%	Andy Nicholson
<b>DEPARTMENT CHAIRS</b>		
Business, Technology/Engineering, Construction, Mfg. & Mechanics	6.0%	Alexandria DeWitt
Health, Education & Public Services	6.0%	Angela Ramsay
Special Education	6.0%	Mat Schaefer
Student Services	6.0%	Michelle Bower
Mathematics	6.0%	Jennifer Majka
Science	6.0%	Dan Davis
Social Studies	6.0%	Kimberly Huffman
English	6.0%	Brad Tietz
<b>STUDENT CLUBS</b>		
Key Club	2.5%	Beverly Squirrell
National Honor Society	2.5%	Jennifer Majka

Student Leadership Council	5.0%	Kimberly Huffman
<b>OTHERS</b>		
MSW Leader	6.0%	Theresa Morgan
MSW Assistant	2.0%	Lori Bartel
Resident Educator Coordinator	7.0%	Deb McDonald
LPDC Chair	1.5%	Jennifer Rue
Parking Lot Monitor	\$20/hr	Jeff Mehling
Weekday School Monitor	\$20/hr	Brad Tietz
Dean of Students	8.0%	Bruce Woodruff
Banquets	\$200/event	Peter Kerling
Banquets	\$200/event	Mikayla Hawkins
Banquets	\$200/event	Kathy Hanna
Yearbook Advisor	2.5%	Jennifer Rue
Class Act Award Coordinator	1.0%	Heather Lessiter
EPEC Chair	1.5%	Kimberly Huffman
Curriculum Development	2.5%	Bruce Steiner

5. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
C Ermal Allen	HS Academic/Career Tech Teacher	7/19/23
Jessica Artrip	HS Academic/Career Tech Teacher	7/19/23
Jeffrey Aultz	HS Academic/Career Tech Teacher	7/19/23
Terez Bilinovich	HS Career Tech Teach – Cosmetology Only	7/19/23
Wilma Cheatham	HS Academic/Career Tech Teacher	7/19/23
Robbin Christman	HS Academic/Career Tech Teacher	7/19/23
Hannah Getz	HS Academic/Career Tech Teacher	7/19/23
Jesse Hamman	HS Academic/Career Tech Teacher	7/19/23
Tory Hardman	HS Academic/Career Tech Teacher	7/19/23
William Landers	HS Academic/Career Tech Teacher	7/19/23
Brent Miller	HS Academic/Career Tech Teacher	7/19/23
John Miller	HS Academic/Career Tech Teacher	7/19/23
Jennifer Most	HS Academic/Career Tech Teacher	7/19/23
Nancy Neldon	HS Academic/Career Tech Teacher	7/19/23
William Rutter	HS Academic/Career Tech Teacher	7/19/23
Michael Whitman	HS Academic/Career Tech Teacher	7/19/23

6. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Darcy Cicconetti	HS Nursing	III	21	\$37.17	7/19/23
Jacquelyn Glendinning	HS Nursing	V	18	\$43.80	7/19/23
Angela Howard	HS Nursing	IV	16	\$37.15	7/19/23
Keri Hughes	School Nurse	IV	12	\$33.02	7/19/23
	HS Nursing	IV	12	\$33.02	7/19/23
Wanda Pfahler	HS Nursing	IV	22	\$41.81	7/19/23
Kim Schreiber	HS Nursing	IV	20	\$41.81	7/19/23

Karen Wamback	HS Nursing	V	13	\$37.79	7/19/23
Jody Widmer	HS Nursing	IV	22	\$41.81	7/19/23

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
April Post	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$19.02	7/18/23

**B. Classified Employment**

1. Approval of the reimbursement of \$75 for ODE bus driver annual re-certification expenses per submitted paid invoice report form Med Pro Group for Ohio Department of Education required physical exam and audiogram for the following:

Holly Bowman  
 Jerry Gasser  
 Jessica Gasser

2. Employment of the following person(s) as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2023-2024 school year:

NAME	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Holly Bowman	Bus Driver	5	\$27.00	8/21/23
Nancy Brown	Van Driver	6	\$27.60	8/21/23
Shannon Champer	Bus Driver	1	\$24.60	8/21/23
Shawn Champer	Bus Driver	1	\$24.60	8/21/23
Jerry Gasser	Bus Driver	8	\$28.80	8/21/23
Jessica Gasser	Bus Driver	4	\$26.40	8/21/23
Kathy Keener	Bus Driver	7	\$28.20	8/21/23
Rod Martell	Bus Driver	3	\$25.80	8/21/23
Dave Paridon	Bus Driver	5	\$27.00	8/21/23
Alan Ross	Bus Driver	9	\$29.40	8/21/23
Elonit Saucedo	Bus Driver	1	\$24.60	8/21/23
Jim Spurlock	Van Driver	6	\$27.60	8/21/23

3. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 year:

NAME	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Melnee Benfield	Aide/Monitor	1	\$15.00	7/19/23
	Cashier/Cook	3	\$15.80	7/19/23

	Admin. Asst.	6	\$17.00	7/19/23
Michelle Ehrmantrout	Aide/Monitor	4	\$16.20	7/19/23
	Cashier/Cook	4	\$16.20	7/19/23
Katherine Mullins	Aide/Monitor	1	\$15.00	7/19/23
	Cashier/Cook	3	\$15.80	7/19/23
	Admin. Asst.	6	\$17.00	7/19/23

4. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Joy Welch	School Nurse	III	5	\$23.86	7/19/23

- C. Consultant Contracts (none)
- D. Volunteers (none)
- E. Approval to remove the following from inventory (none)
- F. Approval of the following donations:
  - 1. 54 gallons of CNC machine coolant from Master Fluid Solutions for use in the Machining Technologies/CNC program, with an approximate value of \$2,082.98

***Superintendent’s Consent Agenda (Roll Call)***

**V. REGULAR AGENDA**

- A. Grants and Agreements (**Roll Call**)
  - 1. Approval of the 2023-2024 Employment Services Contract with the Tri-County Educational Service Center (copies available)
  - 2. Approval of the 2023-2024 Educational/Special Services Contract with the Tri-County Educational Service Center (copies available)

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

- B. Resolutions (**Roll Call**) (none)
- C. Documents and Materials (**Voice**)
  - 1. Approval of the revised Adult & Community Education Law Enforcement Training Academy Student Handbook Program Addendum (copies available)
  - 2. Approval of the Adult & Community Education Practical Nursing 2023-2024 Student Handbook Addendum (copies available)

3. Approval of the revised 2023-2024 Staff Resource Manual (copies available)
4. Approval of the following job descriptions (copies available):
  - a. AA Front Office
  - b. AA Principal
  - c. AA Student Services

*Motion to approve Documents and Materials (Voice)*

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

**VII. ITEMS OF DISCUSSION**

- A. Appoint Delegate and Alternate to OSBA Capital Conference
- B. Board discussion

**VIII. EXECUTIVE SESSION**

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

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

**NOTE: The next Regular Meeting will be Wednesday, August 16, 2023 in G101/Board Room.  
The meeting will begin at 7:30 p.m.**