

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

JULY 18, 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, July 18, 2012, in the Career Center.

ROLL CALL

Roll Call showed members Mr. Curt Denning, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Don Noble, Mr. Robert Reynolds, Dr. Gregory Roadruck, Mr. Kurt Steiner, and Mr. Doug Stuart, in attendance.

Mrs. Janice Grim, Mrs. Susan Marlar, Mrs. Sue Williams, and Mr. Douglas Zook were unable to attend the meeting.

Mr. Frank Besancon entered the meeting at 7:50 p.m. during the Superintendent's Consent Agenda.

Mr. Slutz led the Pledge of Allegiance to the flag.

BOARD MINUTES

A motion by Mr. Steiner was seconded by Mr. Denning to approve the minutes from the June 27, 2012, Regular Board Meeting.

Voice call vote on the motion was as follows: Mr. Denning, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, Mr. Steiner, and Mr. Stuart – all say yes.

The motion was carried.

SUPERINTENDENT'S REPORT

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

1. Director's Report
2. Principal's Report
3. Important Upcoming Dates and Times

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SUPERINTENDENT'S REPORT – (Con't)

- a. Adult Education Day Practical Nursing Graduation Ceremony will be held at West Hill Baptist Church on Thursday, July 19th at 7:00 p.m.
- b. Adult Education Evening Practical Nursing Graduation Ceremony will be held at West Hill Baptist Church on Friday, July 20th at 7:00 p.m.
- c. 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@wscsc.org if you would like to attend.
- d. Student/Parent Orientation will be held on Wednesday, August 15th from 1-6 p.m.
- e. Convocation Day will be held Thursday, August 16th with refreshments at 7:30 a.m. with 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.
- f. The Board and Administrative Workshop will be held on Tuesday, August 7, 2012 from 10 a.m. to 9 p.m. Please try and attend the 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. Denning, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, Mr. Steiner, and Mr. Stuart – all say yes.

The motion was carried.

TREASURER'S CONSENT AGENDA

A motion by Mr. Denning was seconded by Mr. Keener 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 June 2012.

FY12 Highlights

General Fund:

- a. Ended with a \$6,444.423 carryover balance.
- b. Receipts over expenditures by \$550,970.
- c. Real estate tax receipts increased by \$80,366 to \$4,266.774.
- d. State foundation receipts increased by \$22,898 to \$5,837.470.

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TREASURER'S CONSENT AGENDA – (Con't)

Adult Education Fund:

- a. Ended with a \$808,288 carryover balance.
- b. Receipts over expenditures by \$62,160.
- c. Total receipts from tuition and books was \$1,143,383.

Interest Income:

- a. Interest rates continue to be historically low. Total interest income was \$18,541.
- b. Total interest income since FY81 is \$4,152,145 or an average of \$129,755 per year.
- c. Treasurer's Report: Then (July 1, 1980) and Now (July 1, 2012)

	<u>July 1, 1980</u>	<u>July 1, 2012</u>
General Fund Balance	\$360,898	\$6,444,423

In 1980, it was believed that recent tax reform legislation would force the district to ask the voters for more tax income every 3 to 5 years for our Career Center. In 32 years we have had approved one additional tax levy of one mill in 1987!

Bond Retirement Fund

Balance	\$217,564	-0-
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In 1989 the Bonds sold to build the Career Center were paid off early saving the taxpayers money.

Permanent Improvement

Fund Balance	\$ 3,854	\$1,797,697
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In 2007 a Ten Year Permanent Improvement Levy was passed to finance the OSFC Renovation Project.

LFI Fund Balance	-0-	\$389,987
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We should be able to return the majority of this balance to the General Fund.

Lunchroom Fund Balance	-0-	\$76,432
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TREASURER'S CONSENT AGENDA – (Con't)

In 1980 the Lunchroom Fund actually lost money and a transfer was made from the General Fund to bring this balance to zero.

Uniform School Supplies		
Fund Balance	\$28,474	\$225,903
Adult Education Fund		
Balance	\$6,575	\$808,288
Student Activity Funds		
Balance	-0-	\$108,052

In 1980, Student Activity Funds were not maintained on the treasurer's records of the school district. A separate checking account was used and the secretary for the Principal hand wrote checks and entered information on ledger sheets.

Total All Funds	\$645,873	\$11,783,267
Interest Rate on a 6 Month C.D.	13.37%	.10%

- d. Approve Permanent Appropriations, including the Certificate of Estimated Resources, for the 2012-2013 School Year in the total amount of \$19,344,066.

Last's year total amount was \$19,326,004.

Where will the money come from? General Fund Estimated Receipts:

1. Local Property Taxes	\$4,180,000	38.3%
(Voters approved 4.1 mills. Real Estate Taxes are now collected at 2 mills. A separate ten year .75 mill permanent improvement levy was approved by the voters in November 2007 to renovate the Career Center.)		
2. Interest/Miscellaneous	35,000	.3%
3. State Foundation/Grants	5,700,000	52.3%
4. Rollback & Homestead/ Tangible Tax Reimb	970,000	8.9%
5. Return of Advances	20,000	.2%
Total General Fund Estimated Receipts	\$10,905,000	100%

Where will the money go? General Fund Estimated Expenses:

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TREASURER’S CONSENT AGENDA – (Con’t)

1. Salaries	\$6,290,000	55.5%
2. Employee Benefits	2,605,000	23.0%
(Total percent of Budget for Salaries and Benefits = 78.5%)		
3. Purchased Services	975,000	8.6%
4. Supplies	725,000	6.4%
5. Equipment	335,000	3.0%
6. Building Improvements	65,000	.6%
(Most improvements will be 034 Maint. Fund Expenses)		
7. Other	330,000	2.9%

Total General Fund Appropriations \$11,325,000 100%

Total of all appropriations for FY12 - \$19,334,066 which in addition to the General Fund includes: Adult Education \$1,900,000, State and Federal Grants \$1,241,772, Customer Service \$90,000, Lunchroom \$235,000, Student Activities \$125,000.

- e. Approval to enter into an agreement with Ohio School Comp as part of the 2013 Workers’ Compensation Group Rating Program. The estimated annual premium is \$41,176 with estimated savings of \$14,166. The Enrollment Fee is \$595.

Past Worker’s Compensation Premium Costs:

FY12 \$46,501	FY11 \$55,733	FY10 \$57,682
FY09 \$51,492	FY08 \$101,326	FY07 \$93,639

Other quotes:

Hunter Consulting	Estimated Premium	\$42,069	Fee	\$1,213
Sheakley	Estimated Premium	\$43,043	Fee	\$1,339

- f. Approval to continue the contract with the Ohio School Plans for Buildings, Grounds, Vehicle, and Liability Insurance. Premium as follows:

Liability	\$ 5,350.00
Vehicle	5,119.00
Property	26,646.00
Violence	303.00
 Total	 \$37,418.00

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TREASURER'S CONSENT AGENDA – (Con't)

Past Insurance Premium Costs:

FY12	\$29,575 – 10 months.	FY11	\$43,391	FY10	\$42,946
FY09	\$42,349	FY08	\$41,844	FY07	\$46,515

- g. Approval to scrap a 1990 Chevrolet school bus, WCSCC #00012009, vehicle ID #1GBM6P1G8LV103733, model #B6P042.
- h. Approve the following Purchase Orders over \$5,000:
 - 1) WCSCC Adult Ed/Pell, Pell Grant Awards transferred for education costs for August 2012, \$50,000.
 - 2) WCSCC Adult Ed/Direct Loans, Direct Loan Awards transferred for education costs for August 2012, \$50,000.
 - 3) Vendor to be determined, buffet warmer and two refrigerated self-serve cases for cafeteria updates, \$17,954.

Roll call vote on the motion was as follows: Mr. Denning, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; and Mr. Stuart, yes.

The motion was carried.

SUPERINTENDENT'S CONSENT AGENDA

A motion by Dr. Roadruck was seconded by Mr. Steiner to approve the Superintendent's Consent Agenda as follows:

1. Certified Employment

- a) Approval of the employment of Deborah Plank on a retire/rehire basis for the position of Special Education Coordinator. Deb will be rehired at Class III, Step 0 per the master negotiated agreement salary schedule for the 2012-2013 school year + 10 days extended time.
- b) Approval for the employment of Kathie Kister, for assistance with placement, enrollment and retention, for both high school and adult education, part-time/hourly/as needed/per time sheets, not to exceed 200 hours, for the 2012-2013 school year at a rate of \$29.23 per hour.

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

- c) 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, 125 days (revised from 138 days).
- d) Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:
- 1) Brian Brauneck, Trade & Industry Apprenticeship Instructor, Step 4, \$19.00 hourly.
 - 2) John Collier, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly.
 - 3) John Cullen, Assessment & Counseling Coordinator, Step 15, \$27.00 hourly
 - 4) Robin Scott Fetter, Trade & Industry Apprenticeship Instructor, Step 5, \$20.00 hourly.
 - 5) Kevin Fields, Trade & Industry Apprenticeship Instructor, Step 1, \$16.00 hourly.
 - 6) Ryan Pearson, Law Enforcement Training Academy Instructor, Step 5, \$20.00 hourly.
 - 7) Ryan Pearson, Law Enforcement Training Academy Commander, Step 8, \$20.00 hourly.
 - 8) Donald Shilling, Public Safety Services Instructor, Step 1, \$16.00 hourly.
 - 9) Andrea Weigand, Adult Practical Nursing Instructor, RN, Step 6, \$24.50 hourly.
- 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) Denise Edington, Instructor, ABLE, Adult Literacy, AE, Step 12, \$16.50 hourly
- f) Approval of the following individual 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
Ferrara	Karen	School Nurse	\$23.50	2	BSN

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- g) 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
Allen	Ermal	General
Christman	Robbin	General
Lisic	Mary Lou	Applied Business
Ritchey	Timothy	General
Swartz	Stephen	Career Tech

- h) Approval of the Superintendent's recommendation for selected administrators and managers, listed below, to receive a 1% bonus on the administrator or manager base salary as applicable:

Lynn Moomaw, Director	\$798.85
Paul Brockett, Principal	\$798.85
Matt Brown, Supervisor	\$726.23
Andrew Cerniglia, Supervisor	\$726.23
Jeff Schleich, Supervisor	\$726.23
Cheryl Boyer, Manager	\$580.98
Sandy Elliott, Manager	\$580.98

2. Classified Employment

- a. Resignation of Carol Mills, AA to Principal, effective July 9, 2012.
- b. Approval of the employment of Carol Mills, \$13.95 per hour, July 9-31, 2012 as needed.
- c. Approval of the employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:
- 1) Amanda Gorfi, Classroom Assistant, Step 10, \$13.00 hourly.
 - 2) Andy Pea, Classroom Assistant, Step 10, \$13.00 hourly.
 - 3) James Perry Jr., Classroom Assistant, Step 10, \$13.00 hourly.
 - 4) Jonathan Stull, Classroom Assistant, Step 10, \$13.00 hourly.
 - 5) David Welch, Classroom Assistant, Step 10, \$13.00 hourly.

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- d. Employment of the following individuals 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
Fields	Kevin	Custodial
Haley	Jason	Custodial
Krites	Lesa	Custodial
Stephenson	Deborah	Cafeteria, Secretary, Custodian

3. Contracts

- a. Approve the following Consultant Contracts:

- 1) Greenleaf Family Center, Exploring American Sign Language, on or about June 5 – July 24, 2012, \$512.
- 2) Greenleaf Family Center, Exploring American Sign Language, on or about March 7 – May 2, 2012, \$512 – correction of consultant name. Contract originally approved at February 2012 Board meeting..

4. Volunteers

- a. Approval of the following volunteer:

- 1) Jody Widmer, IV Arm Instruction

Roll call vote on the motion was as follows: Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mr. Besancon, abstained; and Mr. Denning, yes.

The motion was carried.

GRANTS AND AGREEMENTS

A motion by Mrs. Lawson was seconded by Dr. Roadruck to approve the following Grants and Agreements:

- a. Approval to accept the bread bid from Nickle’s Bakery for purchase of products for the school lunch program during the 2012-2013 school year. This was the only bid received.

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GRANTS AND AGREEMENTS – (Con't)

- b. Approval to accept the milk bid from Smith Dairy Enterprises for purchase of products for the school lunch program during the 2012-2013 school year. This was the only bid received.
- c. Approval of a contract between OSBA and the Wayne County Schools Career Center for a Service Addendum – Customized Workshop/Summer Retreat on August 7, 2012.

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mr. Besancon, yes; Mr. Denning, yes; and Mr. Keener, yes.

The motion was carried.

BOARD RESOLUTION #12-6

A motion by Mr. Besancon was seconded by Mr. Denning to approve the following board resolution #12-6 for asphalt paving:

A RESOLUTION DECLARING URGENT NECESSITY AND AUTHORIZING THE EXECUTION OF AN AGREEMENT OUTSIDE OF STATUTORY COMPETITIVE BIDDING PROCEDURES WITH WENGER EXCAVATING, INC. FOR ADDITIONAL ASPHALT PAVING RELATED TO THE IMPROVEMENTS TO THE WAYNE COUNTY SCHOOLS CAREER CENTER.

Roll call vote on the motion was as follows: Mr. Noble, yes; Mr. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mr. Besancon, yes; Mr. Denning, yes; Mr. Keener, yes; and Mrs. Lawson, yes.

The motion was carried.

DOCUMENTS AND MATERIALS

A motion by Mrs. Lawson was seconded by Mr. Noble to approve the following documents and materials:

- a. Approval of the new editions to the following Electronics books:
 - 1) Computer Service and Repair, 3rd edition
 - 2) Electricity Principles and Applications, 8th edition

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DOCUMENTS AND MATERIALS – (Con't)

b. Approval of the following textbooks:

- 1) Maternity & Pediatric Nursing; 2nd Edition; ISBN 978-0-7817-8558-7 for AE LPN program.
- 2) Medical-Surgical Nursing (workbook); 10th Edition; ISBN 978-1-60547-064-1 for high school LPN program.
- 3) Pediatric Nursing: Caring for children and Their Families; 3rd Edition; ISBN 978-1-4354-8672-0 for high school LPN program.
- 4) Pediatric Nursing: Caring for Children and Their Families (workbook); 2nd Edition; ISBN 978-1-4018-9713-0 for high school LPN program.
- 5) Algebra II, Holt McDougal Larson, 2012 – virtual copy available for view at http://vihmh.impelsys.com/holt_mcdougal_larson_aga/index.php.
- 6) Precalculus: Mathematics for Calculus, Holt McDougal Stewart 6th edition, 2012 – virtual copy available for view at http://vihmh.impelsys.com/holt_mcdougal_larson_aga/index.php.

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Denning, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, Mr. Steiner, and Mr. Stuart – all say yes.

The motion was carried.

OSBA CAPITAL CONFERENCE

A motion by Dr. Roadruck was seconded by Mr. Denning to appoint Mrs. Lawson, Delegate, and Mr. Noble, Alternate, to the OSBA Capital Conference.

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Denning, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, Mr. Steiner, and Mr. Stuart – all say yes.

The motion was carried.

EXECUTIVE SESSION

A motion by Mr. Denning was seconded by Mr. Steiner to go into Executive Session at 7:58 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. Reynolds, yes; Dr. Roadruck, yes; Mr. Steiner, yes; Mr. Stuart, yes; Mr. Besancon, yes; Mr. Denning, yes; Mr. Keener, yes; Mrs. Lawson, yes; and Mr. Noble, yes.

The motion was carried.

President Stuart called the Board back into Regular Session at 8:10 p.m.

ADJOURNMENT

A motion by Mr. Roadruck was seconded by Mr. Reynolds to adjourn the July Regular Board Meeting at 8:15 p.m.

Voice call vote on the motion was as follows: Mr. Besancon, Mr. Denning, Mr. Keener, Mrs. Lawson, Mr. Noble, Mr. Reynolds, Dr. Roadruck, Mr. Steiner, and Mr. Stuart – all say yes.

The motion was carried.

President

Treasurer