

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

June 30, 2020

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Keener at 7:30 p.m. on Wednesday, May 20, 2020 held via Zoom in lieu of the Governors orders restricting meetings of more than 10 people during the COVID -19 Pandemic.

Call to Order – Pledge of Allegiance – Moment of Silence.

ROLL CALL

Roll Call showed members Mr. TJ DeAngelis, Mrs. Lisa Gwin, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Don Noble, Dr. Greg Roadruck, Mr. Kurt Steiner, Mr. Doug Stuart, Mrs. Ann Tschantz and Mrs. Sue Williams were in attendance.

Some members attended electronically.

Mr. Besancon, Mrs. Herman and Mr. Stavnezer were unable to attend.

APPROVAL OF AGENDA CORRECTIONS / ADDITIONS / DELETIONS

A motion by Mrs. Lawson was seconded by Dr. Roadruck to approve the following June 30, 2020 agenda, corrections, additions and deletions.

II. SUPERINTENDENT’S REPORT (VOICE)

Addition of F. PPE (Personal Protective Equipment) and Guidance for School Opening

Addition of G. Statement on fairness and equity, and against racism and discrimination. Please reference the three attachments from Ohio School Boards Association (OSBA), Buckeye Association of School Administrators (BASA), and the Wayne County Fair Board.

III. TREASURER’S CONSENT AGENDA (ROLL CALL)

A. Finance

Addition of 9. Approval of the following Change Funds for the 2020-2021 school year:

2020-2021 CHANGE FUNDS	
TO	AMOUNT
Treasurer's Office	\$100.00
Adult Education Office	\$100.00
Dale Tackett - Student Fees	\$75.00

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AGENDA CORRECTIONS, ADDITIONS, AND CORRECTIONS – (Con’t)

Stacey Hornfeck - Student Fees	\$75.00
Dale Tackett - Customer Service Change	\$250.00
Pam Tarleton	\$450.00
- Cafeteria (\$300.00)	
- Snack Shack (\$150.00)	
Peter Kerling - Old School House	\$350.00
Tammy Pumphrey - Parking Permit	\$20.00
Amber Long - Animal Care	\$50.00
Alex DeWitt – Agribusiness & Production	\$100.00
Angela Ramsay - Cosmetology High School	\$150.00
Kathy Hanna – Hospitality Career Café	\$100.00
Sandra Elliott - Cosmetology Adult Ed.	\$75.00
Ken Carraway - Ag Mechanics	\$100.00
Rich Shetler - Auto Tech	\$150.00
Jeff Mehling - Welding	\$50.00
Ben McConahay -Truck Mechanics	\$50.00
Rod Martell - Carpentry	\$50.00
Marty Stoller - Precision Machining	\$50.00
Mike Morabito - Graphic Design	\$50.00
Garage Sale	\$100.00
Total:	\$2,495.00

IV. SUPERINTENDENT’S CONSENT AGENDA (ROLL CALL)

A. Certified Employment:

Revision of 12. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Steiner	Florence	Adult Education Certified	IV	16 (<i>was 15</i>)	\$35.89 (<i>was \$34.85</i>)	07/01/20

Addition of 14. Resignation of Carolyn Luke, AE Instructor, effective at the end of the day on June 24, 2020

Roll call vote on the motion was as follows: Mrs. Lawson, Dr. Roadruck, Mr. DeAngelis, Mrs. Gwin, Mr. Noble, Mr. Steiner, Mr. Stuart, Mrs. Tschantz, Mrs. Williams and Mr. Keener – all say yes.

The motion was carried.

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PUBLIC PARTICIPATION / INTRODUCTION OF GUEST

Beverly Squirrel announced Dr. Crain received the Kiwanis Key Club Advisor award. Dr. Crain recognized Beverly Squirrel for her work with the Kiwanis Key Club.

Dr. Gregory Roadruck was recognized for receiving the 2019 Paul Powell Citizen of the Year award.

BOARD MINUTES

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve the minutes from the May 20, 2020 Regular Meeting.

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

The motion was carried.

SUPERINTENDENT’S REPORT

A motion by Mrs. Lawson was seconded by Mrs. Tschantz to approve the Superintendent’s report as follows:

- A. Director’s Report
- B. Principal’s Report
- C. Updates on Spring/Summer Renovations
- D. Updates on Superintendent’s Advisory Committees
- E. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
4 th of July	7/4/20	Th	Holiday – Staff Off	
WCSCC Board of Education Meeting	7/15/20	W	Zoom	7:30 p.m. Regular Meeting

- F. PPE (Personal Protective Equipment) and Guidance for School Opening
- G. Statement on fairness and equity, and against racism and discrimination. Please reference the three attachments from Ohio School Boards Association (OSBA), Buckeye Association of School Administrators (BASA), and the Wayne County Fair Board.

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

The motion was carried.

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TREASURER'S CONSENT AGENDA

A motion by Mrs. Williams was seconded by Mr. Steiner to approve the Treasurer's Consent Agenda as follows:

A. Finance

1. Approval of the list of purchase orders and budgetary check register for May 2020
2. Approval of the Financial Reports for May 2020
3. Approval of the FY20 Amended Appropriations
4. Approval of the FY21 Temporary Appropriations
5. Approval of the following Fund Transfers:

From:

001 General Fund \$ 8,250

To:

018-9814 Safe & Drug Free Clubs of America \$ 8,250

6. Approvals of the following Fund Transfers after July 1, 2020:

From:

001 General Fund \$164,757

To:

034 OSFC Maintenance Fund \$164,757

7. Approval to accept Health Care Coverage rates through the Stark County COG beginning July 1, 2020
8. Approval to accept the proposal for property, fleet, and liability insurance with Ohio School Plan as presented. The new premiums are \$53,487, plus the excess crime coverage at \$2,170 for a total of \$55,657. Ohio School Plan is endorsed by the OSBA, OASBO, and BASA
9. Approval of the following Change Funds for the 2020-2021 school year:

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TREASURER’S CONSENT AGENDA – (Con’t)

2020-2021 CHANGE FUNDS	
TO	AMOUNT
Treasurer's Office	\$100.00
Adult Education Office	\$100.00
Dale Tackett - Student Fees	\$75.00
Stacey Hornfeck - Student Fees	\$75.00
Dale Tackett - Customer Service Change	\$250.00
Pam Tarleton	\$450.00
- Cafeteria (\$300.00)	
- Snack Shack (\$150.00)	
Peter Kerling - Old School House	\$350.00
Tammy Pumphrey - Parking Permit	\$20.00
Amber Long - Animal Care	\$50.00
Alex DeWitt – Agribusiness & Production	\$100.00
Angela Ramsay - Cosmetology High School	\$150.00
Kathy Hanna – Hospitality Career Café	\$100.00
Sandra Elliott - Cosmetology Adult Ed.	\$75.00
Ken Carraway - Ag Mechanics	\$100.00
Rich Shetler - Auto Tech	\$150.00
Jeff Mehling - Welding	\$50.00
Ben McConahay -Truck Mechanics	\$50.00
Rod Martell - Carpentry	\$50.00
Marty Stoller - Precision Machining	\$50.00
Mike Morabito - Graphic Design	\$50.00
Garage Sale	\$100.00
Total:	\$2,495.00

Roll call vote on the motion was as follows: Mrs. Williams, Mr. Steiner, Mr. DeAngelis, Mrs. Gwin, Mrs. Lawson, Mr. Noble, Dr. Roadruck, Mr. Stuart, Mrs. Tschantz, and Mr. Keener – all say yes.

The motion was carried.

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SUPERINTENDENT'S CONSENT AGENDA

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

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.

A. Certified Employment

1. Resignation of Ashley Repp, VoSE Coordinator, effective at the end of the day on June 30, 2020
2. Resignation of Beverly Cahill, Adult Education Practical Nursing Instructor, effective June 30, 2020
3. Resignation Emilie Reist, Aspire Instructor, effective May 29, 2020
4. Kimberly Huffman, Social Studies Instructor, moved to Class VII, Step 24 due to the completion of required coursework/semester hours and/or certification/licensure per the negotiated agreement effective 2020-2021 school year
5. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2020: Administrators, Managers, Coordinators, Key Club Advisors, and School Board Members
6. Approval to pay for coursework for licensure for Transition to Work Endorsement, up to \$8,500 each, for the following:

Michael McMorrow
Mathew Schaefer
Beverly Squirrell

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

7. Approval of the following Certified Personnel for extended time for the 2020-2021 school year per the negotiated agreement:

Days

6	Jenny Baechle, Special Education Coordinator
10	Michelle Bower, Counselor
6	Alexandria DeWitt, Agribusiness and Production
6	Dawn Gummo, Special Education Coordinator
2	Tracy Hackworth, School Nurse
2	Betty Hoefges, Counselor
1	Deb McDonald, Early Childhood Education and Care
6	Linda Plybon, Special Education Coordinator
1	Danielle Starlin, Ambassador Training
10	Samantha Skelley, Guidance Counselor

8. Approval for certified substitutes to attend Substitute Orientation Training annually and to be paid at half the daily rate
9. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Dannemiller, Kimberly	Adult Education Certified	V	10	\$32.75	06/15/2020

10. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Dannemiller, Kimberly	Adult Education Certified minimum of 840 hours per fiscal year	V	10	\$33.41	07/01/2020

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

11. Revision of the employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per calendars, effective 2020-2021 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Lovejoy, Bobbi Jo	Adult Education Certified – 1041.75 (was 1071.5) hours per calendar	IV	13	\$32.85	07/01/2020

12. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Bricker	Marianne	Adult Education Certified	IV	2	\$23.74	07/01/20
Bricker	Marianne	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	15	\$21.00	07/01/20
Gigax	Larry	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	12	\$19.50	07/01/20
Glendinning	Jacqueline	Adult Education Certified	II	0	\$17.62	07/01/20
Kanne	Joan	Adult Education Certified – Supplemental	V	20	\$44.89	07/01/20
Krystofek	Jamie	Adult Education Certified	II	0	\$17.62	07/01/20
Krystofek	Jamie	Adult Education Certified	IV	9	\$29.19	07/01/20

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

McDonald	Debra	Adult Education Certified – Supplemental	V	15	\$38.73	07/01/20
Moore	Jonathan	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$16.00	07/01/20
Ogden II	William	Adult Education Certified	II	14	\$26.32	07/01/20
Otto	Jason	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	2	\$16.50	07/01/20
Ritchey	Helena	Adult Education Certified – Supplemental	IV	5	\$25.94	07/01/20
Schreiber	Kim	Adult Education Certified	IV	17	\$36.98	07/01/20
Simmerman	Otto	Adult Education Certified	V	9	\$32.44	07/01/20
Steiner	Florence	Adult Education Certified	IV	16	\$35.89	07/01/20
Steiner	Florence	Adult Education Certified	II	0	\$17.62	07/01/20
Stephens	Samantha	Adult Education Certified	IV	12	\$31.90	07/01/20
Stephens	Samantha	Adult Education Certified	II	0	\$17.62	07/01/20
Stoller	Wendy	Adult Education Certified	IV	1	\$23.04	07/01/20
Stouffer	John	Adult Education Certified	IV	1	\$23.04	07/01/20
Thornton	Rebecca	Adult Education Certified	III	19	\$34.86	07/01/20
Tyler	Thomas	Adult Education Certified - Supplemental	III	14	\$30.08	07/01/20
Wamback	Karen	Adult Education Certified	V	9	\$32.44	07/01/20

13. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Glendinning	Jacqueline	Adult Education Certified	II	0	\$17.27	06/01/20
Wiggam	Kathryn	Adult Education Certified	IV	5	\$25.43	06/01/20

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

14. Resignation of Carolyn Luke, AE Instructor, effective at the end of the day on June 24, 2020

B. Classified Employment:

1. Approval to employ up to 12 student workers for the 2020-2021 school year part-time/as needed/per time sheets, not to exceed 29.5 hours per week, per the Student Worker Pay Scale
2. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2019: Executive Assistant to the Superintendent and Student Activities Liaison
3. Approval of the payment for classified substitutes and aides to attend Substitute Orientation Training annually and to be paid at an hourly rate
4. Employment of the following persons as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2020-2021 school year:

LAST	FIRST	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Bowman	Holly	Bus Driver	2	\$19.57	08/18/20
Brown	Nancy	Van Driver	5	\$21.39	08/18/20
Champer	Shannon	Bus Driver	1	\$19.00	08/18/20
Champer	Shawn	Bus Driver	1	\$19.00	08/18/20
Gasser	Jerry	Bus Driver	5	\$21.39	08/18/20
Keener	Kathy	Bus Driver	7	\$22.68	08/18/20
Martell	Rod	Bus Driver	3	\$20.15	08/18/20
Paridon	Dave	Bus Driver	3	\$20.15	08/18/20
Ross	Alan	Bus Driver	5	\$21.39	08/18/20
Spurlock	Jim	Bus Driver	4	\$20.76	08/18/20
Stephenson	Deborah	Van Driver	1	\$19.00	08/18/20

5. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Lessiter	Heather	Adult Education Classified maximum of 50 hours per fiscal year	I	16	\$15.95	07/01/20

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

C. Consultant Contracts

D. Volunteers

E. Approval to remove the following from inventory:

1. Approval to remove computers from inventory due to age and/or no longer working

F. Approval to accept the following donations:

1. Donations received from the following businesses and organizations for the Drug Free Clubs of America program:

BUSINESS	LEVEL	AMOUNT
Lowe and Young	Support	\$250
MCTV	Bronze	\$500
Wooster Brush	Gold	\$2,000
Wooster Community Hospital	Platinum	\$3,000 in kind donation
Wooster Glass	Silver	\$1,500
Wooster Hydrostatics	Bronze	\$500
Wooster Motor Ways Quarterly Donation	Gold	\$500
	TOTAL	\$8,250

2. \$1,000 classroom stipend from the Ohio University Scripps College of Communication for use in the Interactive Media program
3. Rescind the donation of a welding booth from EBNER Furnaces for use in the Welding Technologies program, with an approximate value of \$10,000, as this was a second listing of this donation on the October 16, 2019 board agenda. This was previously submitted for approval on the May 15, 2019 agenda and was included in a package, along with machine consumables, with an approximate value of \$15,000 for all.

Roll call vote on the motion was as follows: Mrs. Lawson, Mr. Steiner, Mr. DeAngelis, Mrs. Gwin, Mr. Noble, Dr. Roadruck, Mr. Stuart, Mrs. Tschantz, Mrs. Williams and Mr. Keener – all say yes.

The motion was carried.

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REGULAR AGENDA

GRANTS AND AGREEMENTS

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

1. Approval of an agreement for shared services between the Tri-County Educational Service Center and the Wayne County Schools Career Center for Grant Writing
2. Approval to enter into a contract with WQKT/WKVX for advertising during high school football game broadcasts (10 games, 4-8 playoffs, 7 state championships) for a maximum total of \$2,100 to be paid from the Carl D. Perkins grant
3. Approval of a College Tech Prep Articulation Agreement with Kent State University towards the Bachelor of Science in Sports Medicine
4. Approval of an Affiliation Agreement with The Village of St. Edward for clinical learning experiences
5. Approval of an Affiliation Agreement with The Society for clinical learning experiences
6. Approval of an Affiliation Agreement with Pain Management Institute for clinical learning experiences
7. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne and Holmes Counties, Inc. for the Pathways to Success Program
8. Approval of an agreement with O'Huddle, Inc. for student mentoring continuation service effective 8/1/2020-6/30/2021 for up to \$15,000
9. Approval of a Memorandum of Understanding with the Ohio Talent Development Network (OTDN) to serve as the conduit for job profiling, job matching, consultation, assessments

Roll call vote on the motion was as follows: Mr. Stuart, Mrs. Lawson, Mr. DeAngelis, Mrs. Gwin, Mr. Noble, Dr. Roadruck, Mr. Steiner, Mrs. Tschantz, Mrs. Williams, and Mr. Keener – all say yes.

The motion was carried.

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RESOLUTION

None

DOCUMENTS AND MATERIALS

A motion by Mr. Steiner was seconded by Mrs. Lawson to approve the following Documents and Materials:

1. Approval of the revised High School Practical Nursing Program Student Handbook Addendum
2. Approval of the revised Practical Nursing and Patient Care Technology Faculty Handbook
3. Approval of the revised Adult Practical Nursing Program Student Handbook Addendum
4. Approval of the revised Adult Education Student Handbook
5. Approval of the revised Adult Education Employee Handbook
6. Approval of the following job description:
 - a. Café Head Cook
 - b. Café Cook – PT
 - c. Café Cook-Cashier
 - d. EA – Superintendent
 - e. SAC VoSE
 - f. Student Support Coordinator

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

The motion carried.

NEW BUSINESS

A motion by Mrs. Lawson was seconded by Dr. Roadruck to approve the following New Business:

- A. Approval of the Certified Substitute Handbook

Roll call vote on the motion was as follows: Mrs. Lawson, Dr. Roadruck, Mr. DeAngelis, Mrs. Gwin, Mr. Noble, Mr. Steiner, Mr. Stuart, Mrs. Tschantz, Mrs. Williams and Mr. Keener – all say yes.

The motion was carried.

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NEW BUSINESS – (Con't)

A motion by Mr. Steiner was seconded by Mrs. Williams to approve the following New Business:

B. Approval of the Classified Substitute Handbook

Roll call vote on the motion was as follows: Mr. Steiner, Mrs. Williams, Mr. DeAngelis, Mrs. Gwin, Mrs. Lawson, Mr. Noble, Dr. Roadruck, Mr. Stuart, Mrs. Tschantz, and Mr. Keener – all say yes.

The motion was carried.

A motion by Mrs. Lawson was seconded by Mrs. Gwin to approve the following New Business:

C. Approval of the list of student fees for the 2020-2021 school year

Roll call vote on the motion was as follows: Mrs. Lawson, Mrs. Gwin, Mr. DeAngelis, Mr. Noble, Dr. Roadruck, Mr. Steiner, Mr. Stuart, Mrs. Tschantz, Mrs. Williams, and Mr. Keener – all say yes.

The motion was carried.

ITEMS OF DISCUSSION

A. First reading of the following revised/new/deleted board policy:

NUMBER	STATUS	TITLE
3220	Revised	Standards-Based Teacher Evaluation

B. Board Workshop Planning

C. Public School Works (PSW) Ethics Training for Board Members

D. Draft of Student Recognition Schedule

E. Board discussion

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MOTION TO ADJOURN

A motion by Mrs. Lawson was seconded by Mrs. Tschantz to adjourn the June regular board meeting at 8:21 p.m.

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

The motion was carried.

President

Treasurer