



**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**  
**(To be held via Zoom in lieu of the Governors orders restricting meetings of more than 10 people during the COVID-19 Pandemic)**

**Tuesday, June 30, 2020**  
**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 June 30, 2020 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the May 20, 2020 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 board meeting)**
- B. Principal’s Report **(Exhibit D)**
- 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 <sup>th</sup> 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

***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 May 2020 **(Exhibit E)**
2. Approval of the Financial Reports for May 2020 **(Exhibit F)**
3. Approval of the FY20 Amended Appropriations **(Exhibit G)**
4. Approval of the FY21 Temporary Appropriations **(Exhibit H)**
5. Approval of the following Fund Transfers:

From:

001 General Fund	\$ 8,250
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To:

018-9814 Safe & Drug Free Clubs of America	\$ 8,250
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6. Approvals of the following Fund Transfers after July 1, 2020:

From:

001 General Fund	\$164,757
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To:

034 OSFC Maintenance Fund	\$164,757
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7. Approval to accept Health Care Coverage rates through the Stark County COG beginning July 1, 2020 **(Exhibit I)**
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 (copies and premiums will be available at the board meeting)

***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. 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
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

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
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	15	\$34.85	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

**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

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory:

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

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
	<b>TOTAL</b>	<b>\$8,250</b>

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.

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

**V. REGULAR AGENDA**

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

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 **(Exhibit J)**
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 (copies available)
3. Approval of a College Tech Prep Articulation Agreement with Kent State University towards the Bachelor of Science in Sports Medicine (copies available)
4. Approval of an Affiliation Agreement with The Village of St. Edward for clinical learning experiences (copies available)
5. Approval of an Affiliation Agreement with The Society for clinical learning experiences (copies available)
6. Approval of an Affiliation Agreement with Pain Management Institute for clinical learning experiences (copies available)
7. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne and Holmes Counties, Inc. for the Pathways to Success Program (copies available)
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, certifications, etc.

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

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

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

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

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

**VI. NEW BUSINESS (ROLL CALL)**

- A. Approval of the Certified Substitute Handbook (**Exhibit K**)

***Motion to approve Item A. (Roll Call)***

- B. Approval of the Classified Substitute Handbook (**Exhibit L**)

***Motion to approve Item B. (Roll Call)***

- C. Approval of the list of student fees for the 2020-2021 school year (**Exhibit M**)

***Motion to approve Item C. (Roll Call)***

**VII. ITEMS OF DISCUSSION**

- A. First reading of the following revised/new/deleted board policy (copies available):



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 (copies available)
- E. Board discussion

**VIII. EXECUTIVE SESSION**

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

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

**NOTE: The next Regular Meeting will be held on Wednesday, July 15, 2020 via Zoom.  
The meeting will begin at 7:30 p.m.**