



Kip Crain, Superintendent
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**

Wednesday, March 18, 2020

7:30 P.M.

Agenda (Exhibit A)

I. OPENING

- A. Call to Order – Pledge of Allegiance – Moment of Silence
- B. Oath of Office

Note: Oath of Office given to the newly appointed and reappointed board members

- 1. Wooster – Sue Herman

- C. Roll Call

- D. Motion to approve the March 18, 2020 Agenda – corrections – additions – deletions (**Roll Call**)

- E. Public Participation/Introduction of Guests

- F. Student and Staff Recognition

- 1. High School Staff Excellence Awards
Theresa Morgan, Social Studies Instructor
- 2. Dalton Student Recognition
Hunter Shisler, Robotics & Automation, WCSCC Student of the Month
Ashlyn Wright, Exercise Science & Sports Medicine, WCSCC Student of the Month
Zack Carter, Ag Mechanics, WCSCC Achievement Award
Nate Witmer, Hospitality, WCSCC Perseverance Award
- 3. Smithville Student Recognition
Afton Brown, Business Entrepreneurship, WCSCC Student of the Month
Maison Martell, Engineering Technologies, WCSCC Student of the Month
Wyatt Mullins, Powerline Technologies, WCSCC Achievement Award
Tagan Wellman, Precision Machining, WCSCC Perseverance Award

- 4. Adult Education Staff Excellence Awards
Joan Kanne, Adult Education Nursing Manager
Andrea Neff, Adult Education Administrative Assistant
- 5. Adult Education Student Recognition
Jessica Marek, Administrative Office Professional

- G. Motion to approve the minutes from the and the February 19, 2020 Regular Meeting **(Exhibit B) (Voice)**
- H. Executive Session (if needed) **(Roll Call)**

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit C)**
- 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
End of 3 rd Nine Weeks	3/20/20	F		
Ashland Invitational – FFA	3/21/20	Sat.	Ashland Fairgrounds	10 a.m. start
State Agronomy, Equine, Livestock, Milk Quality, and Poultry Contests – FFA	3/28/20	Sat.	Ohio State Fairgrounds	9 a.m. start
Prom	4/4/20	Sat.	OARDC	
Spring Break	4/6-4/10/20	M-F		
SkillsUSA State Competition	4/7-4/8/20	T-W	Columbus Convention Center	9 a.m. – 5 p.m.
WCSCC Board of Education Meeting	4/15/20	W	G101/Board Room	7:00 p.m. Reception 7:30 p.m. Regular Meeting
Waiver Day – No School	4/20/20	M		
National Honor Society Induction Ceremony	4/21/20	T	Commons	6:30 p.m. start
Dinner With Your Teacher	4/23/20	Th	WCSCC	6:00 p.m. – 7:30 p.m.
Senior Recognition Program – Save the Date!	5/21/20	Th	Wayne College – Boyer Gymnasium	6:15 p.m. Staff Report (7:00 p.m. – 9:00 p.m.)

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 February 2020 **(Exhibit E)**
2. Approval of the Financial Reports for February 2020 **(Exhibit F)**
3. Approval to enter into an agreement with CompManagement as part of the 2021 Worker’s Compensation Group Retrospective Rating Program. The estimated annual premium is \$14,232 with an estimated maximum savings of \$9,165 and an estimated maximum assessment of \$2,135. The annual enrollment fee is \$725. CompManagement is endorsed by OSBA and OASBO. (copies available)
4. Approval of the 2020-2021 Student Activity Account (SAA) Budgets as proposed per the SAA Account Portfolio (copies available)
5. Approval of the 2020-2021 Rotary Account Budgets proposed per the Rotary Account Portfolio (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. Retirement of Scott Brown, SAC/TLC Tutor Teacher, for the purpose of retirement effective at the end of the day on Friday, May 29, 2020
2. Employment of Thomas Tyler for FANUC CNC work and training at \$32.11 per hour/supplemental/as needed/per time sheets, not to exceed 30 hours, effective March 19, 2020 through June 30, 2020
3. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

LAST	FIRST	AREA	CLASS	STEP	DEGREE	HOURLY RATE	EFFECTIVE
Pfahler	Wanda	HS Nursing	IV	18	BSN	\$37.34	01/24/2020

- Employment of the following certified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Moffitt	Melinda	HS Academic/Career Tech Teacher	03/02/2020
Trogdon	Tyler	HS Academic/Career Tech Teacher	03/12/2020

- Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, BCI/FBI background checks and appropriate licensure, per time sheets, effective 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Kline	Philip	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$16.00	03/18/2020

- Revision to the employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, BCI/FBI background checks and appropriate licensure, per time sheets, effective 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Chandler	Gregory	Adult Education Certified minimum of 840 hours per fiscal year <i>(was minimum of 840 hours/maximum of 1400 hours per fiscal year)</i>	II	17	\$28.19	03/18/2020
Spreng	Amy	Adult Education Certified minimum of 840 hours per fiscal year <i>(was minimum of 840 hours/maximum of 1400 hours per fiscal year)</i>	IV	10	\$29.47	03/18/2020

- Revision to the employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, BCI/FBI background checks and appropriate licensure, per time sheets, effective 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Wolf	Laura	Adult Education Certified	II	9 <i>(was 10)</i>	\$22.26	01/06/2020

B. Classified Employment

- Resignation of Jessica Fry, AE Administrative Assistant, effective at the end of the day on Friday, March 13, 2020
- Employment of Kathy Sears to provide Administrative Assistant support training at \$20.60 per hour up to 40 hours from 3/6/2020 through 6/30/2020 as needed per time sheets
- Employment of the following persons as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Ewing, Lucy	AE Administrative Assistant	New 1	66 days + 2 holidays @ 8 hrs/day (prorated from 220 days + 11 holidays @ 8 hrs/day)	IV (7/11)	10	03/09/2020
Griffin, Mikayla	Classified Support Specialist	New 1	42 days + 2 holidays @ 8 hrs/day (prorated from 184 days + 10 holidays @ 8 hrs/day)	IV	2	03/23/2020

- C. Consultant Contracts (none)
- D. Volunteers (none)
- E. Approval to remove the following from inventory (none)
- F. Approval to accept the following donations (none)

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

V. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. Approval of an Affiliation Agreement with Summa Health for the purpose of providing a clinical component for the Adult Medical Assisting Program
2. Approval to accept a Workforce Development Grant in the amount of \$10,045 from the United Way of Wayne & Holmes Counties for Fast-Track Credentialing programs

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions (Roll Call)

1. Approval of the resolution to appoint TSA Consulting Group, Inc. (TSACG) to provide 403(b)/457(b) plan administration services **(Exhibit G)**

Motion to approve Resolution 1. (Roll Call)

2. Approval of the resolution authorizing the Board of Education of the Wayne County Joint Vocational School District to join the Ohio School Pipeline Coalition **(Exhibit H)**

Motion to approve Resolution 2. (Roll Call)

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

1. Approval of the following overnight field trip requests (copies available):

- a. *Approximately 6 students, 2 staff, and 0 parents to attend*
 Business Professionals of America (BPA)
 BPA National Leadership Conference
 Gaylord National Resort & Convention Center – National Harbor, MD
 5/5-5/10/2020
- b. *Approximately 40 students, 4 staff, and 0 parents to attend*
 SkillsUSA
 SkillsOhio State Championships
 Greater Columbus Convention Center – Columbus, OH
 4/6-4/8/2020
- c. *Approximately 38 students, 4 staff, and 0 parents to attend*
 Future Farmers of America (FFA)
 Henry Ford Museum and Greenfield Village – Dearborn, MI
 4/20-4/21/2020
- d. *Approximately 25 students, 2 staff, and 0 parents to attend*
 Future Farmers of America (FFA)
 State FFA Convention
 Ohio State Expo Center – Columbus, OH
 4/29-5/1/2020

2. Approval of the following revised/new/deleted board policies (copies available):

NUMBER	STATUS	TITLE
1520	Revised	Employment of Administrators
2464	Revised	Gifted Education and Identification
3120	Revised	Employment of Professional Staff
3120.04	Revised	Employment of Substitute Teachers
3120.05	Revised	Employment of Personnel in Summer School and Adult Education Programs
3120.08	Revised	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
4120	Revised	Employment of Classified Staff
4120.08	Revised	Employment of Personnel for Co-Curricular/Extra Curricular Activities
4124	Revised	Employment Contract
4162	Revised	Drug and Alcohol Testing of CDL License Holders and other Employees who perform Safety-Sensitive Functions
6107	Revised	Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures
2413	Revised	Career Advising

3. Approval of the Course of Study for Adult & Community Education Manufacturing Technologies (copy available)

4. Approval of the Course of Study for Engineering Technologies (copy available)

5. Approval of the following job descriptions (copies available):
 - a. Practical Nursing Faculty, Instructional Personnel, and Teaching Assistant
 - b. PN Coordinator/Manager

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval to give Dr. Kip Crain, Superintendent and/or Lynn Moomaw, Director of Operations the authority to sign change orders up to \$25,000 during the WCSCC Lab Renovation process

Motion to approve item A (Roll Call)

VII. ITEMS OF DISCUSSION

- A. 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, April 15, 2020.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**