



**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, May 16, 2018**  
**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 May 16, 2018 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Student and Staff Recognition
  - 1. High School Staff Excellence Awards  
Julie Keener, Business Entrepreneurship Instructor  
Kelly Miller, Business Entrepreneurship Instructor  
Jennifer Rue, Interactive Media Instructor
- F. Motion to approve the minutes from the April 25, 2018 Regular Meeting (**Exhibit B**) (**Voice**)
- G. Board Committee Reports (**Exhibit C**)
  - 1. Communications, Community Relations & Retention Committee  
Chair: Sue Williams  
Asst. Chair: Ann Tschantz  
Staff Liaison: Kip Crain
  - 2. Curriculum Committee  
Chair: Susie Lawson  
Asst. Chair: Dan Stavnezer  
Staff Liaison: Jeff Schleich

- 3. Facilities Committee  
 Chair: Frank Besancon  
 Asst. Chair: Lisa Gwin  
 Staff Liaison: Lynn Moomaw
  
- 4. Finance and Legislative Committee  
 Chair: Susie Lawson  
 Asst. Chair: Doug Stuart  
 Staff Liaison: Mary Workman
  
- 5. Personnel Committee  
 Chair: Greg Roadruck  
 Asst. Chair: Kurt Steiner  
 Asst. Chair: Doug Stuart  
 Staff Liaison: Matt Brown
  
- 6. Student Services Committee  
 Chair: Philip Keener  
 Asst. Chair: TJ DeAngelis  
 Staff Liaison: Matt Brown
  
- 7. Technology and Assessment Committee  
 Chair: Don Noble  
 Asst. Chair: Larry Acker  
 Staff Liaison: Cheryl Boyer

H. Executive Session (**Roll Call**)

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

- A. Director’s Report (**Exhibit D**)
- B. Principal’s Report (**Exhibit E**)
- C. Safety and Security Update
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Animal Care FFA Competition	5/18/18	F	Columbus	
Senior Day / Picnic	5/24/18	Th	WCSCC	
Senior Recognition Ceremony	5/24/18	Th	Smithville HS – Berkey Field House	7:00 p.m. – 9:00 p.m.
Last Day for Seniors	5/25/18	F	WCSCC	
Memorial Day – No School	5/28/18			
Last Day for Juniors	5/30/18	W	WCSCC	
Teacher Checkout Day	5/31/18	Th	WCSCC	

WCSCC Board of Education Meeting	6/20/18	W	G101/Board Room	7:00 p.m. Reception/ 7:30 p.m. Regular Meeting
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***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 April 2018 **(Exhibit F)**
2. Approval of the Financial Reports for April 2018 **(Exhibit G)**
3. Approval of the Five Year Forecast **(Exhibit H)**
4. Approval to accept the following donations:
  - a. Third quarter donation of \$500, Gold Level Sponsor, from Wooster Motor Ways for the Drug Free Clubs of America Program
  - b. Donation of \$3,000 from LuK USA, LLC, Platinum Level Sponsor, for the Drug Free Clubs of America Program
  - c. 2004 Isuzu box truck from Perfect Power Wash to be used in the Truck Mechanics program (VIN#4KLB4B1U24J800986), with an approximate value of \$12,800
  - d. \$300 donation from Nagy's Body and Frame, Inc. to assist students with cost of food and a historical tour at BPA Nationals
  - e. \$500 donation from Primary Residential Mortgage, Inc. to assist student with cost of food and a historical tour at BPA Nationals
  - f. Five pallets of miscellaneous industrial, electrical, and pneumatic fittings from Bekaert Corporation, with an approximate value of \$5,500
  - g. Servo motors, panels, and miscellaneous equipment from RobotWorx for use in the RAMTEC program, with an approximate value of \$1,000
  - h. 10 gently used polo shirts, 15 scrub pants, and 10 jackets from People to People Ministries to assist students from economically disadvantaged families to be in compliance with dress code, with an approximate value of \$350
  - i. Eight prom dresses from Cindy Sharrow to be used to assist students from economically disadvantaged families to be in compliance with dress code at prom, with an approximate value of \$500
  - j. Two prom dresses from Kimberly Huffman to be used to assist students from economically disadvantaged families to be in compliance with dress code at prom, with an approximate value of \$200

*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. Approval to pay Jake Sullivan severance pay for remaining sick leave per the WCJVSEA Negotiated Agreement upon his retirement at the end of his 3-Year Contract through the Tri-County ESC following the 2020-2021 school year (for the 2018-2021 school years he will be employed as Safety and Security Teacher/Coordinator through the Tri-County ESC on a 3-Year Contract to work, follow schedule, and school calendar at WCSCC).
2. Resignation of Sarah Dunlap, Guidance Counselor, effective at the end of the day on August 2, 2018
3. Resignation of Charles Edwards, Trade & Industry Instructor, for the purpose of retirement effective April 20, 2018
4. Approval for certified substitutes to attend orientation training annually and to be paid at half the daily rate
5. Approve amendments to the following administrative contracts to align with the administrative handbook:

NAME	CONTRACT TERMS	CONTRACT DAYS	ADMINISTRATIVE HANDBOOK DAYS
Lynette Boggs	August 1, 2015 – July 31, 2018	230	225
Matthew Brown	August 1, 2015 – July 31, 2018	253	250
Andrew Cerniglia	August 1, 2016 – July 31, 2019	230	225
Lynn Moomaw	August 1, 2017 – July 31, 2019	253	250
Jeffrey Schleich	August 1, 2016 – July 31, 2019	230	225

6. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, effective 2018-2019 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Boggs	Ricky	Adult Education Certified	II	15	\$26.58	07/01/18

Click	Theresa	Adult Education Certified	V	5	\$28.25	07/01/18
Duda	Amy	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	5	\$18.00	07/01/18
Edington	Denise	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	12	\$19.50	07/01/18
Elkevizth	Rebecca	Instructor, Aspire, Adult Literacy, Literacy Ed, ESL Civics	Masters	5	\$18.00	07/01/18
Farrar	Jennifer	Adult Education Certified	V	3	\$26.63	07/01/18
Franck	Rebecca	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	6	\$16.50	07/01/18
Hildebrand	Terri	Adult Education Certified	II	5	\$19.78	07/01/18
Holderman	Daniel	Adult Education Certified	III	14	\$29.49	07/01/18
Jindra	Cheryl	Instructor, Aspire, Adult Literacy, ESL Civics	Masters	7	\$19.00	07/01/18
Klinect	Dale	Adult Education Certified	III	14	\$29.49	07/01/18
Marty	Paul	Adult Education Certified	III	12	\$27.80	07/01/18
Milligan	Lori	Adult Education Certified	II	5	\$19.78	07/01/18
Moline	Barbara	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	4	\$17.50	07/01/18
Pearson	Ryan	Adult Education Certified			\$26.00	07/01/18
Porr	Joanne	Adult Education Certified	V	2	\$25.85	07/01/18
Robison	John	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	10	\$20.50	07/01/18
Sackett	Sally	Adult Education Certified	II	14	\$25.80	07/01/18
Salisbury	Laura	Instructor, Aspire, Adult Literacy, Literacy Ed, ESL Civics	Bachelors	6	\$16.50	07/01/18
Simmerman	Otto	Adult Education Certified	V	9	\$31.80	07/01/18
Sites Jr.	Paul	Adult Education Certified	II	12	\$24.32	07/01/18
Smith	Katherine	Adult Education Certified	IV	8	\$27.78	07/01/18
Starr	Martha	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	7	\$19.00	07/01/18
Swansiger	Michael	Adult Education Certified	IV	8	\$27.78	07/01/18
Sword	Serena	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	7	\$17.00	07/01/18

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2018-2019 school year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Ackerman	Donald	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	2	\$14.50	07/01/18
Arndt	Coquette	Adult Education Certified	V	14	\$36.86	07/01/18
Blackie	Robin	Adult Education Certified – Supplemental	II	14	\$25.80	07/01/18
Bricker	Marianne	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	15	\$21.00	07/01/18
Bricker	Marianne	Adult Education Certified	IV	2	\$23.27	07/01/18
Cahill	Beverly	Adult Education Certified	IV	20	\$39.61	07/01/18
Carr	Philip	Adult Education Certified	II	12	\$24.32	07/01/18
Coleman	Richard	Adult Education Certified	III	8	\$24.70	07/01/18
Cuckler	Daniel	Adult Education Certified	II	9	\$22.26	07/01/18
Dalessandro	Andrew	Adult Education Certified			\$22.00	07/01/18
Engman	Connie	Adult Education Certified – Supplemental	II	7	\$20.98	07/01/18
Fisher	Matthew	Adult Education Certified	V	1	\$25.10	07/01/18
George	Timothy	Adult Education Certified	II	10	\$22.92	07/01/18
Gigax	Larry	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	12	\$19.50	07/01/18
Halvorsen	Aleck	Adult Education Certified	IV	7	\$26.97	07/01/18
Hardman	Charles	Adult Education Certified	IV	14	\$33.17	07/01/18
Hendricks	Kenneth	Adult Education Certified	II	12	\$24.32	07/01/18
Jones	Oliva	Adult Education Certified	IV	19	\$38.46	07/01/18
Kerr	Scott	Adult Education Certified	II	9	\$22.26	07/01/18
Lavy	Stacey	Adult Education Certified	II	0	\$17.27	07/01/18
Long	Karen	Adult Education Certified	IV	1	\$22.59	07/01/18
Martell	Rodney	Adult Education Certified – Supplemental	III	11	\$26.99	07/01/18
McMorrow	Angel	Adult Education Certified	II	0	\$17.27	07/01/18
Mehling	Jeff	Adult Education Certified – Supplemental	III	15	\$30.37	07/01/18
Meshew	Bryon	Adult Education Certified			\$22.00	07/01/18

Moline	Barbara	Adult Education Certified	II	0	\$17.27	07/01/18
Morgan	Theresa	Adult Education Certified - Supplemental	II	0	\$17.27	07/01/18
Moser	Keith	Adult Education Certified	III	5	\$22.60	07/01/18
Nussbaum	Connie	Adult Education Certified	IV	19	\$38.46	07/01/18
Otto	Jason	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	2	\$16.50	07/01/18
Pfahler	Wanda	Adult Education Certified – Supplemental	IV	17	\$36.25	07/01/18
Phillips	Anna	Adult Education Certified – Supplemental	IV	6	\$26.19	07/01/18
Phillips	Anna	Adult Education Certified – Supplemental	II	0	\$17.27	07/01/18
Richardson	Robert	Adult Education Certified	III	8	\$24.70	07/01/18
Ritchey	Helena	Adult Education Certified – Supplemental	IV	5	\$25.43	07/01/18
Ritz	Debora	Adult Education Certified	IV	16	\$35.19	07/01/18
Schumacher	Jodie	Adult Education Certified	V	1	\$25.10	07/01/18
Stoller	Marty	Adult Education Certified – Supplemental	II	10	\$22.92	07/01/18
Teichmer	April	Adult Education Certified	IV	12	\$31.27	07/01/18
Weaver-Kranz	Josi	Adult Education Certified – Supplemental	IV	20	\$39.61	07/01/18
Wehn	Patricia	Adult Education Certified	IV	20	\$39.61	07/01/18
Widmer	Jody	Adult Education Certified	IV	17	\$36.25	07/01/18

**B. Classified Employment**

1. Resignation of Isaiah Miller, Student Worker, effective at the end of the day on Friday, May 18, 2018
2. Approval for classified substitutes to attend orientation training annually and to be paid at an hourly rate
3. Rescind the following part-time/hourly/per time sheets/as needed, with a maximum of 29.5 hours per week (unless specifically noted) for the 2018-2019 school year contract:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Miller, Debra	Casual Labor	New 1	Part time/hrly/as needed/per time sheets up to 29.5 hrs/wk	I	0

4. Employment of the following Summer Help – Classified persons part-time/hourly/per time sheets/as needed, with a maximum of 40 hours per week, for the 2018-2019 school year:

NAME	PAY SCALE	CONTRACT	DAYS	CLASS	STEP
Bowman, Trevor	Casual Labor	New 2	Part time/hrly/as needed/per time sheets	I	3
Haley, Jason	Casual Labor	C	Part time/hrly/as needed/per time sheets	I	6
Smith, Rocky	Casual Labor	C	Part time/hrly/as needed/per time sheets	I	4

5. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, effective 2018-2019 school year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Clevenger	Therese	Office, Aspire, Adult Literacy, Literacy Ed, ESL	Classified Office	15	\$15.40	07/01/18
Oser	Brenda	Adult Education Classified	I	13	\$14.31	07/01/18
Reichert	Sharon	Office, Aspire, Adult Literacy, Literacy Ed	Classified Office	15	\$15.40	07/01/18

C. Consultant Contracts **(none)**

D. Volunteers **(none)**

E. Approval to remove the following from inventory

1. Various unusable computer items (see attached list) to be sent to Electronics and Buildings and Grounds for teardown computer practice, and then to be sent to the recycler
2. #2 1992 Blue Cadillac DeVille (serial #1G6CD53B4N4231448) to be traded in for engines for Auto Technologies student learning
3. #16 Green 1998 Dodge Caravan (serial #1B4GP44L1WB752418) to be traded in for engines for Auto Technologies student learning

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

**V. REGULAR AGENDA**

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

1. Approval to appoint Matt Brown, Principal and Lynn Moomaw, Director of Operations as Title IX Coordinators and Sexual Harassment Officers for the Wayne County Schools Career Center at 518 W. Prospect St., Smithville, OH 44677 (330-669-7000) high school and Adult Education programs respectively
2. Approval of an Affiliation Agreement with Country Pointe for clinicals (copies available)



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

**B. Documents and Materials (Voice)**

1. Approval of the following overnight field trip request:
  - a. Approximately 1 student, 1 advisor, and 0 parents to attend  
Key Club  
Key Club International Convention  
Chicago Marriott Downtown – Magnificent Circle – Chicago, IL  
July 4-10, 2018
2. Approval of the following job description (copies available):
  - a. Aide – Career Technical Classroom
3. Approval of the following revised/new/deleted board policies (copies available):

NUMBER	STATUS	TITLE
0147	Revised	Compensation
2623	Revised	Student Assessment and Academic Intervention
4121	Revised	Criminal History Record Check
4162	Revised	Drug and Alcohol Testing of CDL License Holders and Other Employees who Perform Safety Sensitive Functions
7530	Revised	Lending of Board-Owned Equipment
7530.02	Revised	Staff Use of Personal Communication Devices
7543	Revised	Utilization of the District’s Website and Remote Access to the District’s Network
8400	Revised	School Safety
8600.04	Revised	Bus Driver Certification

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

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

**VII. ITEMS OF DISCUSSION**

- A. Board discussion

**VIII. EXECUTIVE SESSION**

- A. Executive Session (for the consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee) **(Roll Call)**

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

**NOTE: The next Regular Meeting will be held on Wednesday, June 20, 2018.  
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**