**Kip Crain, Superintendent**

# Mary A. Workman, Treasurer

**Matt Brown, Principal**



518 West Prospect Street

Smithville, Ohio 44677

High School: 330-669-7000

High School Fax: 330-669-7001

Adult Education: 330-669-7070

Adult Ed Fax: 330-669-7071

Website: www.wcscc.org

**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT**

**BOARD OF EDUCATION REGULAR MEETING**

**Wednesday, May 15, 2019**

**7:30 P.M.**

**Agenda (Exhibit A)**

1. **OPENING**
2. Call to Order – Pledge of Allegiance – Moment of Silence
3. Roll Call
4. Motion to approve the May 15, 2019 Agenda – corrections – additions – deletions **(Roll Call)**
5. Public Participation/Introduction of Guests
6. Outstanding Business Partner
7. RS&B/GOJO
8. Motion to approve the minutes from the April 10, 2019 Regular Meeting **(Exhibit B)** **(Voice)**
9. Executive Session (if needed) (**Roll Call)**
10. **SUPERINTENDENT’S REPORT (VOICE)**
11. Director’s Report **(Lab Renovations Update)**
12. Principal’s Report **(Exhibit C)**
13. Updates on Superintendent’s Advisory Committees
14. Important Upcoming Dates and Times

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EVENT** | **DATE** | **DAY** | **LOCATION** | **TIME** |
| AG Day | 5/16/19 | Th | WCSCC |  |
| Ohio Invitational Culinary Arts Tournament | 5/16-5/18/19 | Th-Sat. | WCSCC Culinary Arts |  |
| Chevrolet of Wooster Perfect Attendance Party | 5/21/19 | T | WCSCC Commons | 1:00-2:30 p.m. |
| Senior Day/Senior Picnic | 5/23/19 | Th | WCSCC | 8:00 a.m. – 3:00 p.m. |
| Senior Recognition Ceremony | 5/23/19 | Th | Boyer Gymnasium @ University of Akron/Wayne College | 7:00-9:00 p.m. |
| Last Day for Seniors | 5/24/19 | F |  |  |
| Memorial Day – No School | 5/27/19 | M |  |  |
| Last Day for Juniors | 5/30/19 | Th |  |  |
| Teacher Check Out Day | 5/31/19 | F | WCSCC |  |
| WCSCC Board of Education Meeting | 6/19/19 | W | G101/Board Room | 7:00 p.m. Reception7:30 p.m. Regular Meeting |

***Motion to approve Superintendent’s Report (Voice)***

1. **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:*

1. Finance
2. Approval of the list of purchase orders and budgetary check register for April 2019

 **(Exhibit D)**

1. Approval of the Financial Reports for April 2019 **(Exhibit E)**
2. Approval of the Five Year Forecast **(Exhibit F)**
3. Approval of the 2019-2020 Student Activity Account (SAA) Budgets proposed per the SAA Account Portfolio (copies available)
4. Approval of the 2019-2020 Rotary Account Budgets proposed per the Rotary Account Portfolio (copies available)
5. Approval to pay an invoice to Guenther Mechanical, Inc. for repair of Early Childhood Education and Care BCU-1. The purchase order was done after the date of this invoice totaling $9,793.32 (copies available)

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

1. **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:*

1. Certified Employment
2. Revision to the following contract: Joan Kanne, Nursing Manager, new three year contract, effective August 1, 2018 through July 31, 2021, Step 25, 215 day (205 work days + 10 holidays) manager contract with benefits per handbook, with 7 hour days – certified contract
3. Employment of the following person as full-time Certified Personnel as per Board Policy and the negotiated agreement for the 2018-2019 school year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** | **EFFECTIVE** |
| DeWitt, Alexandria | Agribusiness and Production Instructor | New 1 | 13 (prorated from 184 days) | IV | 2 | 05/13/19-05/30/19 |
| Hendershot, Melissa | Medical Assisting Instructor | New 1 | 11 (prorated from 184 days) | 1 | 2 | 05/16/19 |

1. Approval of 3 hours of pay for Melissa Hendershot, Medical Assisting Instructor, for working Dinner with your Teacher on 04/23/19 at a rate of $30.94 per hour/supplemental/hourly/

per time sheets

1. Employment of the following person as full-time Certified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** | **EFFECTIVE** |
| DeWitt, Alexandria | Agribusiness and Production Instructor | New 1 | 185 | V | 2 | 08/13/19 |
| Fernandes, Ryan | Science Instructor | New 1 | 185 | V | 5 | 08/13/19 |
| Hendershot, Melissa | Medical Assisting Instructor | New 1 | 185 | 1 | 2 | 08/13/19 |
| Smilan, Jennifer | Integrated Science Instructor | New 1 | 185 | IV | 0 | 08/13/19 |

1. Approval of the following Certified Personnel for extended time for the 2019-2020 school year per the negotiated agreement:

Days

15 Michelle Bower, Counselor

20 Alexandria DeWitt, Agribusiness and Production

 7 Dawn Gummo, Special Education Coordinator

 4 Tracy Hackworth, School Nurse

 7 Betty Hoefges, Counselor

 1 Julie Keener, Business Entrepreneurship

 2 Deb McDonald, Early Childhood Education and Care

 1 Kelly Miller, Business Entrepreneurship

 14 Linda Plybon, Special Education Coordinator

 9 Ashley Repp, Special Education Coordinator

 2 Danielle Starlin, Ambassador Training

 15 Samantha Skelley, Guidance Counselor

 3 Marty Stoller, Precision Machining

1. Approval for certified substitutes to attend orientation training annually and to be paid at half the daily rate
2. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets for the 2019-2020 school year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LAST** | **FIRST** | **AREA** | **CLASS** | **STEP** | **HOURLY RATE** | **EFFECTIVE** |
| Rodgers | Lorie | Adult Education Certifiedminimum of 840 hours/maximum of 1400 hours per fiscal year | IV | 9 | $28.62 | 07/01/19 |

1. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per calendars for the 2019-2020 school year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LAST** | **FIRST** | **AREA** | **CLASS** | **STEP** | **HOURLY RATE** | **EFFECTIVE** |
| Lovejoy | Bobbi Jo | Adult Education Certified1094.5 hours per calendar | IV | 12 | $31.27 | 07/01/19 |
| Steiner | Bruce | Adult Education Certified120 days @ 7 hours day | IV | 20 | $39.61 | 08/01/19 |
| Wentzel | Leanna | Adult Education Certified937.5 hours per calendar | V | 15 | $37.97 | 08/01/19 |

1. 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** |
| Antonides | Nicholas | Adult Education Certified | LETA |  | $22.00 | 07/01/19 |
| Begue | Jeffrey | Adult Education Certified | LETA |  | $22.00 | 07/01/19 |
| Cahill | Beverly | Adult Education Certified | IV | 20 | $39.61 | 07/01/19 |
| Carr | Philip | Adult Education Certified | II | 12 | $24.32 | 07/01/19 |
| Chandler | Gregory | Adult Education Certified | II | 17 | $28.19 | 07/01/19 |
| Click | Theresa | Adult Education Certified | V | 6 | $29.10 | 07/01/19 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Clutter | Jason | Adult Education Certified  | IV | 11 | $30.36 | 07/01/19 |
| Coleman | Richard | Adult Education Certified | III | 8 | $24.70 | 07/01/19 |
| Cuckler | Daniel | Adult Education Certified | II | 9 | $22.26 | 07/01/19 |
| Duda | Amy | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 6 | $18.50 | 07/01/19 |
| Farrar  | Jennifer | Adult Education Certified | V | 4 | $27.43 | 07/01/19 |
| Fisher | Matthew | Adult Education Certified | V | 1 | $25.10 | 07/01/19 |
| Fox | Leslie | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 2 | $16.50 | 07/01/19 |
| George | Timothy | Adult Education Certified | II | 10 | $22.92 | 07/01/19 |
| Glendinning | Jacquelyn | Adult Education Certified | V | 9 | $31.80 | 07/01/19 |
| Gorey | Rachael | Instructor, Aspire, Adult Literacy, Literacy Ed | Bachelors | 2 | $14.50 | 07/01/19 |
| Halvorsen | Aleck | Adult Education Certified | IV | 7 | $26.97 | 07/01/19 |
| Hardman | Charles | Adult Education Certified | IV | 14 | $33.17 | 07/01/19 |
| Hartzler | Emily | Adult Education Certified - Supplemental | V | 4 | $27.43 | 07/01/19 |
| Hendricks | Kenneth | Adult Education Certified | II | 12 | $24.32 | 07/01/19 |
| Hildebrand | Terri | Adult Education Certified | II | 6 | $20.37 | 07/01/19 |
| Holderman | Daniel | Adult Education Certified | III | 15 | $30.37 | 07/01/19 |
| Jindra | Cheryl | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 8 | $19.50 | 07/01/19 |
| Kalikasingh | Kristy | Adult Education Certified | II | 0 | $17.27 | 07/01/19 |
| Kerr | Scott | Adult Education Certified | II | 9 | $22.26 | 07/01/19 |
| Klinect | Dale | Adult Education Certified | III | 15 | $30.37 | 07/01/19 |
| Lavy | Stacey | Adult Education Certified | II | 0 | $17.27 | 07/01/19 |
| Leach | Jamie | Adult Education Certified | III | 4 | $21.94 | 07/01/19 |
| Long | Karen | Adult Education Certified | IV | 1 | $22.59 | 07/01/19 |
| Lovejoy | Bobbi Jo | Adult Education Certified - Supplemental | IV | 12 | $31.27 | 07/01/19 |
| McMorrow | Angel | Adult Education Certified | II | 0 | $17.27 | 07/01/19 |
| Mehling | Jeff | Adult Education Certified - Supplemental | III | 16 | $31.28 | 07/01/19 |
| Meshew | Bryon | Adult Education Certified | LETA |  | $22.00 | 07/01/19 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Milligan | Lori | Adult Education Certified | III | 2 | $20.68 | 07/01/19 |
| Moline | Barbara | Adult Education Certified | II | 0 | $17.27 | 07/01/19 |
| Moline | Barbara | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 5 | $18.00 | 07/01/19 |
| Moser | Keith | Adult Education Certified | III | 5 | $22.60 | 07/01/19 |
| Pearson | Ryan | Adult Education Certified | LETA-CC |  | $26.00 | 07/01/19 |
| Pfahler | Wanda | Adult Education Certified  | IV | 18 | $37.34 | 07/01/19 |
| Phillips | Anna | Adult Education Certified - Supplemental | IV | 7 | $26.97 | 07/01/19 |
| Phillips | Anna | Adult Education Certified – Supplemental | II | 0 | $17.27 | 07/01/19 |
| Porr | Joanne | Adult Education Certified | V | 3 | $26.63 | 07/01/19 |
| Reber | Tracey | Adult Education Certified | IV | 10 | $29.47 | 07/01/19 |
| Robison | John | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 11 | $21.00 | 07/01/19 |
| Salisbury | Laura | Instructor, Aspire, Adult Literacy, Literacy Ed | Bachelors | 7 | $17.00 | 07/01/19 |
| Smith | Katherine | Adult Education Certified | IV | 9 | $28.62 | 07/01/19 |
| Starr | Martha | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 8 | $19.50 | 07/01/19 |
| Steiner | Bruce | Adult Education Certified - Supplemental | IV | 20 | $39.61 | 08/01/19 |
| Stoller | Marty | Adult Education Certified - Supplemental | II | 11 | $23.61 | 07/01/19 |
| Swansiger | Michael | Adult Education Certified | IV | 9 | $28.62 | 07/01/19 |
| Tabellion | Joann | Adult Education Certified - Supplemental | IV | 16 | $35.19 | 07/01/19 |
| Teichmer | April | Adult Education Certified | IV | 12 | $31.27 | 07/01/19 |
| Thompson | Wendy | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 2 | $16.50 | 07/01/19 |
| Varner | Julie | Adult Education Certified | V | 20 | $44.01 | 07/01/19 |
| Wamback | Karen | Adult Education Certified | IV | 12 | $31.27 | 07/01/19 |
| Weaver-Kranz | Josi | Adult Education Certified – Supplemental | IV | 20 | $39.61 | 07/01/19 |
| Wehn | Patricia | Adult Education Certified | IV | 20 | $39.61 | 07/01/19 |
| Wentzel | Leanna | Adult Education Certified – Supplemental | V | 15 | $37.97 | 08/01/19 |
| Widmer | Jody | Adult Education Certified | IV | 18 | $37.34 | 07/01/19 |

1. Classified Employment
2. Approval for classified substitutes to attend orientation training annually and to be paid at an hourly rate
3. Employment of the following person as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2018-2019 school year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** | **EFFECTIVE** |
| Maximovich, Kristine | Account Clerk I | New 1 | 39 days + 1 holiday (prorated from 12 month) | NB Acct. Clerk I (7/11) | 10 | 05/06/19 |

1. Employment of the following person 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** |
| Maximovich, Kristine | Account Clerk I | New 1 | 12 month (250 days + 11 holidays) | NB Acct. Clerk I (7/11) | 10 | 07/01/19 |

1. Employment of the following person part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2018-2019 school year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** | **EFFECTIVE** |
| Carter, Rebecca | Aide/Monitor | New 1 | Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk | I | 5 | 05/01/19 |

1. Employment of the following persons part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2019-2020 school year:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** |
| Birkes, Erin | Aide/Monitor | New 1 | Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk | I | 3 |
| Carter, Rebecca | Aide/Monitor | New 1 | Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk | I | 5 |

1. Employment of the following Classified 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** |
| Clevenger | Therese | Office, Aspire, Adult Literacy, Literacy Ed, ESL, AE | Classified Office | 15 | $15.40 | 07/01/19 |
| Danner | Sara | Child Care Aide, Literacy Ed | Classified Aide | 3 | $8.75 | 07/01/19 |
| Pittman | Robbie | Child Care Aide, Literacy Ed | Classified Aide | 3 | $8.75 | 07/01/19 |
| Reichert | Sharon | Office, Aspire, Adult Literacy, Literacy Ed, AE | Classified Office | 15 | $15.40 | 07/01/19 |
| Spratt | Stephanie | Child Care Aide, Literacy Ed | Classified Aide | 3 | $8.75 | 07/01/19 |

1. Consultant Contracts (none)
2. Volunteers
3. Approval of the following volunteer for Aspire for the 2018-2019 school year:

|  |  |  |
| --- | --- | --- |
| **LAST**  | **FIRST**  | **BACKGROUND INFORMATION** |
| Elkevizth | Susan | New Aspire Volunteer for Orrville; retired from Oberlin College and former volunteer for Head Start in California |

1. Approval to remove the following from inventory:
2. Removal to remove books from TRC inventory and donate to AAUW/Kiwanis Book Sale (copies available)
3. Approval to accept the following donations:
4. Welding booth sponsorship for machine consumables from Ebner Furnaces, Inc. for use in the Welding program, with an approximate value of $15,000
5. 48” Vernier caliper from Moog Flo-Tork for use in the Precision Machining program, with an approximate value of $50
6. $10,000 from The Gene Hass Foundation for use by our Precision Machining program

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

1. **REGULAR AGENDA**
2. Grants and Agreements **(Roll Call)**
3. 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

1. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne & Holmes Counties for the provision of the Pathways to Success Program (copies available)
2. Approval of an Affiliation Agreement with Sanctuary Health Network – Wadsworth Campus for the purpose of providing a clinical component for the Adult Practical Nursing Program (copies available)
3. Approval of an Affiliation Agreement with Sanctuary Health Network – Medina Campus for the purpose of providing a clinical component for the Adult Practical Nursing Program (copies available)

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

1. Resolutions **(Roll Call) (none)**
2. Documents and Materials **(Voice)**
3. Approval of the following revised/new/deleted board policies (copy available):

|  |  |  |
| --- | --- | --- |
| **NUMBER** | **STATUS** | **TITLE** |
| 0100 | Revised | Definitions |
| 5610 | Revised | Removal, Suspension, Expulsion, and Permanent Exclusion of Students |
| 5610.03 | Revised | Emergency Removal of Students |
| 6320 | Revised | Purchasing and Bidding |
| 6325 | Revised | Procurement – Federal Grants/Funds |
| 7540 | Revised | Technology |
| 7540.02 | Revised | Webb Accessibility, Content, Apps, and Services |
| 7540.04 | Revised | Staff Technology Acceptable Use and Safety |
| 7544 | New | Use of Social Media |
| 8400 | Revised | School Safety |
| 8500 | Revised | Food Services |

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

1. **NEW BUSINESS (ROLL CALL)**
2. Acceptance of Bids
	1. Motion to approve and accept the lowest acceptable bid for renovation of the Automotive Technologies lab. This will be presented at the board meeting.

 ***Motion to approve item A.1 (Roll Call)***

* 1. Motion to approve and accept the lowest acceptable bid for renovation of the Culinary Arts lab. This will be presented at the board meeting.

 ***Motion to approve item A.2 (Roll Call)***

1. **ITEMS OF DISCUSSION**
2. Board discussion
3. **EXECUTIVE SESSION**
4. Executive Session (if needed) **(Roll Call)**
5. **MOTION TO ADJOURN (VOICE)**

**NOTE: The next Regular Meeting will be held on Wednesday, June 19, 2019.**

 **The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**