



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

Wednesday, November 20, 2013

7:30 PM

Agenda (Exhibit A)

I. Opening

- A. Call to Order - Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Motion to approve the November 20, 2013 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
 - 1. Presentation to WCSCC from Science Instructor Shannon Hornacek, First Lieutenant and Executive Officer of the 1487th Transportation Company, Piqua, OH
- E. Student and Staff Recognition
 - 1. Theda Neer, IRP Clerk, WCSCC Staff Excellence Award
 - 2. Gerri Cremer, Adult Practical Nursing Evening Student, WCSCC Adult Education Exceptional Student of the Month
 - 3. Katelynn Milliken, Practical Nursing, WCSCC Student of the Month from Dalton
 - 4. Anna Ressler, Culinary Arts, WCSCC Student of the Month from Dalton
 - 5. Brianna Swartz, Practical Nursing, WCSCC Student Success Story from Dalton
 - 6. Sarah Shaub, Landscape and Plant Technologies, WCSCC Extra Help Student of the Month
 - 7. Kylie Snell, Practical Nursing, WCSCC Student of the Month from Smithville
 - 8. Mariah Beery, Medical Office Management, WCSCC Student of the Month from Smithville
 - 9. Tyler McCoy, Interactive Median, WCSCC Student Success Story from Smithville
 - 10. Matt Feltner, Culinary Arts, WCSCC Extra Help Student of the Month from Smithville
- F. Motion to approve the minutes from the October 16, 2013 Regular Board Meeting (**Exhibit B**) (**Voice**)

G. Board Committee Reports (**Exhibit C**)

Note: All items will be in written reports in exhibit unless a board member wants to request discussion, highlight an item, or add to a report.

1. Communications, Community Relations & Retention Committee

Chair: Janice Grim
Asst. Chair: Sue Williams
Staff Liaison: Kip Crain

2. Curriculum Committee

Chair: Susie Lawson
Asst. Chair: Bob Reynolds
Staff Liaison: Jeff Schleich

3. Facilities Committee

Chair: Frank Besancon
Asst. Chair: Curt Denning
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
Staff Liaison: Matt Brown

6. Student Services Committee

Chair: Douglas Zook
Asst. Chair: Philip Keener
Staff Liaison: Matt Brown

7. Technology and Assessment Committee

Chair: Don Noble
Asst. Chair: Bill Gantz
Staff Liaison: Cheryl Boyer

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

II. Superintendent's Report

1. Director's Report (**Exhibit D**)
2. Principal's Report (**Exhibit E**)
3. Ohio Teacher of the Year – Debra McDonald
4. Important Upcoming Dates and Times
 - a. Sophomore Visitations will be November 21st, 22nd and 25th
 - b. The Ohio State vs. Michigan Tailgate Party will be held Wednesday, November 27th from 11:00 a.m. to 1:30 p.m.
 - c. Thanksgiving Break will be November 28th and 29th
 - d. Our next Waiver Day/Staff In-Service will take place on Monday, December 2nd
 - e. Open House will take place on Thursday, December 5th from 5-7:30 p.m.
 - f. Christmas Break will be Monday, December 23rd through Friday, January 3rd with staff and students returning on Monday, January 6th
5. **Motion to approve Superintendent's Report (Voice)**

III. Treasurer's Consent Agenda (Roll Call After Discussion):

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

- a. Approval of the list of purchase orders for the month (**Exhibit F**)
- b. Approval of the Financial Reports for October 2013 (**Exhibit G**)
- c. Approval of the reclassification of the Star Student Activity Account from a 200 Fund into a 018 Fund for Public School Support.
- d. Approval of the payment to Green Local School District for cost of repair/supplies purchased by Green for WCSCC buses, for a total of \$5,140.04 (copies available).
- e. Approval of the acceptance of the following donations:
 - 1) Donation of \$4,267 to the Animal Care & Management program from Zoetis, Inc.
 - 2) Donation of \$4,146 to the Ag & Industrial Mechanics program from Zoetis, Inc.
 - 3) Donation of two manikin heads to the AE Cosmetology Program by Stephanie Shank, with an approximate value of \$86.25
- f. **Motion to approve the Treasurer's Consent Agenda (Roll Call)**

IV. Superintendent’s Consent Agenda (Roll Call After Discussion):

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

a. Employment of the following substitute teachers for the 2013-2014 school year:

Last Name	First Name	Long-term substitute Teaching Area(s)	Effective Contract Date
Anderson	Janice	Business Education	November 6, 2013
Fox	Jordan	Dental Assisting	November 21, 2013
Miskimen	Andrew	AYA – Int. Math	November 21, 2013
Nelson	James		November 21, 2013
Radabaugh	Abby		November 21, 2013
Shook	Suzanne		November 21, 2013
Slover	Chantele		November 21, 2013
Ulle	Celesta	AYA – Int. Math	November 21, 2013
Williams	Andi	AYA – Int. SS	November 21, 2013

b. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, effective 2013-2014 year:

- 1) Emily Hartzler, Instructor, ABLE, ESL Civics, Adult Literacy, Literacy Ed Rotary, Step 10, \$15.50 hourly, effective November 21, 2013
- 2) Cheryl Jindra, Instructor, ABLE, ESL Civics, Adult Literacy, Literacy Ed Rotary, Step 12, \$16.50 hourly, effective November 21, 2013

c. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2013-2014 year:

- 1) Mike Boggs, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective November 21, 2013
- 2) John Good, Trade & Industry Apprenticeship Instructor, Step 5, \$20.00 hourly, effective November 21, 2013
- 3) Shelly Perry, Adult Education Instructor, Step 20, \$21.00 hourly, effective September 17, 2013 – supplemental
- 4) Chris Plantz, Trade & Industry Apprenticeship Instructor, Step 10, \$25.00 hourly, effective November 21, 2013
- 5) Ronald Schriber, Trade & Industry Apprenticeship Instructor, Step 8, \$23.00 hourly, effective November 21, 2013

2. Classified Employment

- a. Employment of Rocky Smith, Classroom Aide, for the 2013-2014 school year, hourly/regularly scheduled, not to exceed 29.5 hours per week at \$9.98/hour on Step 0 of the Classroom Aide Salary Schedule effective October 23, 2013.
- b. Employment of the following for 2013-2014 Supplemental Positions per the negotiated agreement:

Barb Houmard	1.0%	HSTW Classified Committee Co-Chair
Shelly Martin	1.0%	HSTW Classified Committee Co-Chair

- c. Resignation of Bill Tiano, Classroom Aide, effective at the end of the day on November 8, 2013.
- d. Resignation of Melissa Sidle, Bus Driver, effective November 7, 2013.
- e. Resignation of Cynthia Farron, Child Care Aide, effective November 21, 2013.
- f. Approval of the employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed effective 2013-2014 year:
 - 1) Jennifer McCully, Child Care Aide, FLT Rotary, Step 2, \$8.20 hourly, effective December 3, 2013
- g. Employment of the following individuals to substitute in area(s) indicated for the 2013-2014 school year:

Last Name	First Name	Sub Area	Effective Contract Date
Hargrave	Krista	Classified	November 21, 2013
Williams	Andi	Classified	November 21, 2013
Young	Richard	Classified	November 21, 2013

- 3. **Consultant Contracts:** none
- 4. **Volunteers:** none
- 5. **Approval to remove the following from inventory:** none
- 6. **Motion to approve the Superintendent’s Consent Agenda (Roll Call)**

V. Regular Agenda:

1. Motion to approve the following Grants and Agreements (Roll Call After Discussion):

- a. Approval of a Use of Facilities Agreement with The University of Akron/Wayne College for the Senior Recognition Ceremony (copies available)
- b. Approval of a clinical agreement with The Good Shepherd (copies available)
- c. Approval of a clinical agreement with Heritage Private School, Inc. (copies available)

2. Motion to approve the following Resolution (Roll Call After Discussion) (none)

3. Motion to approve the following Documents and Materials (Voice):

- a. Approval of the 2014-2015 WCSCC School Calendar (**Exhibit H**)
- b. Approval of the following revised/new policy (copy available):

Section	Number	Status	Title
Policy	2280	New (2 nd read)	Preschool Program

- c. Approval of the Adult & Community Education Continuous Improvement Plan FY14-17 (copies available)
- d. Approval of the following new job descriptions:
 - 1) Teaching/Learning Technologist – Part Time
 - 2) EMIS Assistant – Part Time
- e. Approval of the following revised job descriptions:
 - 1) Aide – Ag Mechanics
 - 2) Aide – Animal Care
 - 3) Aide – Auto Technologies
 - 4) Aide – Cosmetology
 - 5) Aide – Culinary Arts
 - 6) Aide – Hospitality
 - 7) Aide – Landscape
 - 8) Aide – Truck Mechanics
 - 9) Aide – Welding
 - 10) Teaching Assistant – Auto Technologies
 - 11) Teaching Assistant – Culinary Arts

VI. Items of Discussion

1. First reading of the following revised/new policy:

Section	Number	Status	Title
Policy	0110	Revised	Identification
Policy	0140	Revised	Membership
Policy	1220	Revised	Employment of the Superintendent
Policy	1310	Revised	Employment of the Treasurer
Policy	1520	Revised	Employment of the Administrators
Policy	1630.01	New	FMLA Leave
Policy	1662	New	Anti-Harassment
Policy	2271	Revised/New	Postsecondary Enrollment Programs
Policy	2280	New	Preschool Program
Policy	2430	Revised	District-Sponsored Clubs & Activities
Policy	3120	Revised	Employment of Professional Staff
Policy	3220	Revised	Staff Evaluation
Policy	3362	Revised	Anti-Harassment
Policy	3430.01	Revised	FMLA Leave
Policy	4362	Revised	Anti-Harassment
Policy	4430.01	Revised	FMLA Leave
Policy	5513	Revised	Care of District Property
Policy	5515.01	Revised	Safe Operation of Motorized Utility Vehicles by
Policy	5517	Revised	Anti-Harassment
Policy	5517.01	Revised	Bullying & Other Aggressive Behavior
Policy	6152	Revised	Student Fees, Fines, & Charges
Policy	7300	Revised	Disposition of Real-Personal Property
Policy	8210	Revised	School Calendar
Policy	8390	New	Animals on District Property
Policy	8405	Revised	Environmental Health & Safety Issues
Policy	8462	Revised	Student Abuse & Neglect
Policy	8510	Revised	Wellness
Policy	9160	Revised	Public Attendance at School Events

2. Board discussion.

VII. Executive Session (for the purpose of discussing superintendent and treasurer evaluations) **(Roll Call)**

VIII. Adjournment **(Voice)**

NOTE: The next Regular Board Meeting will be held on Wednesday, December 18, 2013. The reception will begin at 7:00 PM and the meeting will begin at 7:30 P.M.