



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, November 15, 2017
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 November 15, 2017 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Outstanding Business Partner
 - 1. Wooster Community Hospital Health Point
- F. Student and Staff Recognition
 - 1. High School Staff Excellence Awards
Lottie Peters, Custodian
Ashley Repp, VOSE Coordinator
 - 2. CTSO Officers
Hailey Miller, IT Media, Ohio BPA President
Kevin Hart, Electronics & Computer Networking, North Central Region Skills USA President
 - 3. Dalton Student Recognition
James Kelly, Powerline Technologies, WCSCC Student of the Month
Autumn Mutko, Medical Assisting, WCSCC Student of the Month
Brittany Miller, Hospitality, WCSCC Achievement Award
 - 4. Smithville Student Recognition
Haley McConnell, Animal Care & Management, WCSCC Student of the Month
Adam Baltic, Construction Technologies, WCSCC Student of the Month

Trisha Ramga, Medical Assisting, WCSCC Perseverance Award
Victoria Carmany, Animal Care & Management, WCSCC Achievement Award

5. Home Schooled
Matthew Krause, Engineering Technologies, WCSCC Student of the Month
Kagan Schafer, Criminal Justice, WCSCC Student of the Month
6. Adult Education Excellence Awards
Beverly Cahill, Practical Nursing Instructor
7. Adult Education Student Recognition
Carmina Galguera, ESOL, Exceptional Student Award
Wade Lawson, Welding, Exceptional Student Award

G. Motion to approve the minutes from the October 18, 2017 Regular Meeting (**Exhibit B**) (**Voice**)

H. 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: Janice Gallagher
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
Asst. Chair: Doug Stuart
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: Larry Acker
 - Staff Liaison: Cheryl Boyer

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

II. SUPERINTENDENT’S REPORT (VOICE)

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

| EVENT | DATE | DAY | LOCATION | TIME |
|----------------------------------|---------------------------------|-------------|-----------------|---|
| Sophomore Visits | 11/16/17, 11/17/17, 11/20/17 | Th, F, M | WCSCC | 9:30 a.m. – 1:00 p.m. |
| OSU vs. Michigan Tailgate Party | 11/22/17 | W | WCSCC | TBD |
| Thanksgiving Break – No School | 11/23/17-11/27/17 | Th-M | | |
| Open House | 11/30/17 | Th | WCSCC | 4:45 p.m. – 7:45 p.m. |
| WCSCC Board of Education Meeting | 12/20/17 | W | G101/Board Room | 7:00 p.m. Reception/ 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 October 2017 **(Exhibit F)**
2. Approval of the Financial Reports for October 2017 **(Exhibit G)**
3. Approve the following Fund Transfers:

From:

001 General Fund

\$ 12,500

To:

018-9814 Drug Free Clubs of America \$ 12,500

4. Approval to accept the following donations:

- a. Donations from the following businesses and organizations for the Drug Free Clubs of America program:

| BUSINESS | LEVEL | AMOUNT |
|--------------------------------|--------------|--------------------------|
| BCI Buckeye Division | Bronze | \$500 |
| Clear Picture, Inc. | Bronze | \$500 |
| D&S Distribution | Bronze | \$500 |
| Magni-Power | Bronze | \$500 |
| Morrison Welding | Honorary | \$250 |
| Pallotta Ford, Inc. | Silver | \$1,500 |
| SH Distributing, Inc. | Bronze | \$500 |
| Subway | Honorary | \$150 |
| Ventrac | Bronze | \$500 |
| Wayne Co. Community Foundation | Platinum | \$3,000 |
| Wooster Brush | Gold | \$2,000 |
| Wooster Community Hospital | Platinum | \$3,000 in kind donation |
| Wooster Glass Company, Inc. | Silver | \$1,500 |
| | TOTAL | \$14,400 |

- b. \$1,000 from Downtown Vacation Bible School for use in the Aspire program
- c. 71 commercial grade solenoids and 50 GAST relays from RIGAS to be used in the Electronics & Computer Networking program for training purposes, with an approximate value of \$960
- d. Three push lawn mowers and one rototiller from Jason Morrow to be used in Ag Mechanics for training purposes, with an approximate value of \$200
- e. \$667.20 from Western Branch Diesel to be used for lab supplies for training purposes in the Truck Mechanics program
- f. 68 CNC CAT40 Tool Holders from LuK USA to be used for three Samsung machining centers in RAMTEC, with an approximate value of \$1,700
- g. 20 assorted fleece jackets and men’s sweaters for distribution to students in need of warm clothing that meets our dress code, with an estimated 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. Employment of the following personnel as Extra Help Tutors for the 2017-2018 school year as needed, per time sheets, per the negotiated agreement:

| LAST | FIRST | STEP | HOURLY RATE |
|--------|-------|-----------|-------------|
| Plybon | Linda | 0 Masters | \$21.93 |

2. Employment of the following for 2017-2018 school year supplemental position per the negotiated agreement:

| WCSCC RESIDENT EDUCATOR/PROGRAM MENTORS | |
|---|------------------|
| 3.0% (of Class 1, Step 1 Base) | Kimberly Huffman |

3. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2017-2018:

| LAST | FIRST | AREA | CLASS | STEP | HOURLY RATE | EFFECTIVE |
|---------|----------|---------------------------|-------|------|-------------|-----------|
| Lovejoy | Bobby Jo | Adult Education Certified | IV | 4 | \$24.68 | 11/6/17 |

4. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2017-2018 school year:

| LAST | FIRST | SUBSTITUTE TEACHING AREA(S) | EFFECTIVE |
|----------|-------|--|-----------|
| Freeland | Tara | HS Career Tech Teacher – Long-Term in Cosmetology | 11/15/17 |
| Poehler | Misty | HS Academic/Career Tech Teacher – Long-Term in Language Arts | 11/15/17 |

B. Classified Employment (**none**)

C. Consultant Contracts (**none**)

D. Volunteers (**none**)

E. Approval to remove the following from inventory:

1. Disposal of a non-functioning feeding tube machine, serial #0000-975
2. Disposal of a non-functioning feeding tube machine, serial #0000-976
3. Disposal of a non-functioning IV pump, serial #0000-9489
4. Disposal of 2 non-functioning IV pumps, no tags
5. Disposal of a non-functioning Aqua-K machine, serial #0000-973

6. Disposal of an outdated ostomy model, serial #0000-1003

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

V. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. Approval of a clinical agreement between the WCSCC Practical Nursing Programs and Danbury Woods (copies available)
2. Approval of a rental contract with All Events Rental for WCSCC Prom (copies available)
3. Approval to enter into a contract with WQKT/WKVX for advertising during high school basketball (was approved as football in October) game broadcasts (an approximate total of 33 games) for a maximum total of \$1,452 to be paid from the Carl D. Perkins grant (copies available)
4. Approval of an Agreement of Articulation with The University of Akron College of Health Professions to collaborate to create a seamless learning progression of technical and academic skills from the WCSCC Adult LPN program to an Associate of Science – Medical Assisting Technology (copies available)
5. Approval of an Agreement of Articulation with The University of Akron College of Health Professions to collaborate to create a seamless learning progression of technical and academic skills from the WCSCC Adult Medical Assisting Technology program to an Associate of Science – Medical Assisting Technology (copies available)
6. Approval of an agreement with The Village Network for truancy issues, effective 11/1/17-7/31/17. Eligible students will be serviced through the TANF Title XX Wayne County Vulnerable Youth Grant. (copies available)

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions (Roll Call) (none)

C. Documents and Materials (Voice)

1. Approval of the following overnight field trip request (copies available):
 - a. Approximately 16 students, 2 advisors, and 0 parents to attend
FFA – Landscape and Turf Management
State FFA Landscape/Nursery Career Development Event and Trade Show
Greater Columbus Convention Center - Columbus, OH
January 16-17, 2018

2. Approval of the following revised/new board policies:

| NUMBER | STATUS | TITLE |
|---------|---------|---|
| 2464 | Revised | Gifted Education and Identification |
| 5330.02 | Revised | Procurement and Use of Epinephrine Auto Injectors in Emergency Situations |
| 5340 | Revised | Student Accidents |
| 8660 | Deleted | Incidental Transportation of Students by Private Vehicle |
| 8740 | Revised | Bonding |

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL) (none)

VII. ITEMS OF DISCUSSION

A. First reading of the following revised/new/deleted board policies:

| NUMBER | STATUS | TITLE |
|---------|---------|---|
| 2271 | Revised | College Credit Plus |
| 2464 | Revised | Gifted Education and Identification |
| 4120.05 | New | Employment of Substitute Educational Aides |
| 5136 | Revised | Personal Communication Devices |
| 5136.01 | Reject | Electronic Equipment |
| 5200 | Revised | Attendance |
| 5330 | Revised | Use of Medications |
| 5530 | Revised | Drug Prevention |
| 6233 | Revised | Amenities and Participants at Meetings and/or Other Occasions |
| 7540.03 | Revised | Student Education Technology Acceptable Use and Safety |
| 7540.04 | Revised | Staff Technology Acceptable Use and Safety |
| 7540.05 | Revised | District-Issued Staff Email Account |
| 7540.06 | New | District-Issued Student Email Account |
| 8600.04 | Revised | Bus Driver Certification |
| 9141 | Delete | Business Advisory Council |

B. 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, December 20, 2017.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**