

MINUTES OF THE REGULAR BOARD MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

November 15, 2023

Prior to the start of the meeting, the District Records Commission – Superintendent, and Treasurer met to consider district records.

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Doug Stuart at 7:30 p.m. on Wednesday, November 15, 2023, held in the Career Center.

Call to Order – Pledge of Allegiance given by Lee King – Moment of Silence.

ROLL CALL

Roll Call showed members Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz was in attendance.

Mike Davis was unable to attend.

APPROVAL OF AGENDA CORRECTIONS / ADDITIONS / DELETIONS

Roll Call Vote to Approve the November 15, 2023, Regular Board Meeting Agenda and Addendum as presented/amended.

OPENING

- E. Recognition of the following organizations for their vital and extraordinary support for the Wayne County Schools Career Center’s grant application for lab renovation and equipment:

3M Media	MK Metals
AT&F	Orrville Area Chamber of Commerce
Albright Welding Supply	Orrvilon (<i>was Orrvillon</i>)
ArtiFlex	Rayco
BWXT	Real Truck – ARE
EPak	Schaeffler
Ebner Furnaces	Silco Fire & Security
Frito Lay	Sol Harris Day
JM Smucker Company	The College of Wooster
MCTV	Wooster Brush

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

AGENDA CORRECTIONS, ADDITIONS, DELETIONS – (Con’t)

SUPERINTENDENT’S CONSENT AGENDA

A. Certified Employment

Addition of 5. Employment of the following for the 2023-2024 school year as supplemental positions per the negotiated agreement:

OTHERS		
MSW Committee Chair – PBIS/SEL	2.0%	Erin Baker

F. Approval to remove the following from inventory:

Addition of 2. Approval to remove a 1990 Dry Van Trailer 1K9111325M1054924 from inventory. This unit is being replaced by the trailer from FedEx. It is rusted, has not lights or brakes, and will need to be hauled to the scrap yard.

G. Approval of the following donations:

Revision of 2. Donation of three **(was two)** metal toolboxes, one plastic tool box, three **(was one)** plastic toolboxes full of miscellaneous tools, **miscellaneous bolts/screws, plastic tote with miscellaneous tools,** and one Campbell Hausfeld Air Compressor from Medway Drug Enforcement Agency for use in various programs, with an approximate value of \$1,000

Motion and then Roll Call vote to approve the November 15, 2023, corrections, additions, and deletions.

Motion by Zachary Bolinger, second by John Smith

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

PUBLIC PARTICIPATION/INTRODUCTION OF GUEST

None

RECOGNITION

A. Recognition of the following organizations for their vital and extraordinary support for the Wayne County Schools Career Center’s grant application for lab renovation and equipment:

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

RECOGNITION – (Con’t)

3M Media	MK Metals
AT&F	Orrville Area Chamber of Commerce
Albright Welding Supply	Orrvilon
ArtiFlex	Rayco
BWXT	Real Truck – ARE
EPak	Schaeffler
Ebner Furnaces	Silco Fire & Security
Frito Lay	Sol Harris Day
JM Smucker Company	The College of Wooster
MCTV	Wooster Brush

- B. Recognition of Lynn Moomaw, WCSCC Director of Operations and Adult & Community Education for receiving the Athena Award from the Wayne County Women’s Network

BOARD MINUTES

Motion and then Voice Vote to Approve the Minutes from the October 18, 2023, Regular Meeting.

Motion by Don Noble, second by Zachary Bolinger
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

SCHOOL YEAR CALENDAR

Public hearing to consider the proposed 2024-2025 School Year Calendar.

SUPERINTENDENT’S REPORT

- A. Director’s Report
- B. Principal’s Report
- C. Updates on Superintendent’s Advisory Committees
- D. Stakeholder Meeting Update – Secondary and Post-Secondary
- E. Adult & Community Education Strategic Plan and Financial Detail
- F. Important Upcoming Dates and Times

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT’S REPORT – (Con’t)

EVENT	DATE		DAY	LOCATION	TIME
Sophomore Visits	11/16, 11/17 & 11/20		Th, F, M	WCSCC	
OSU vs. X Michigan Tailgate Party	11/22/23		W	WCSCC Culinary Arts	10 a.m. – 1 p.m.
Thanksgiving Break	11/23- 11/27/23		Th- M		
Open House	12/7/23		Th	WCSCC	5-7:30 p.m.
WCSCC Board of Education Meeting	12/20/23		W	G101/Board Room	7:00 p.m. Reception 7:30 p.m. Regular Meeting

Motion and then Voice Vote to approve the Superintendent’s Report Items A-F

Motion by Greg Roadruck second by John Smith
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

LEGISLATIVE UPDATE

Susie Lawson provided a legislative update.

TREASUERER’S CONSENT AGENDA

A. Finance

1. Approval of the list of purchase orders and budgetary check register for October 2023
2. Approval of the Financial Reports for October 2023
3. Approval of the November Five Year Forecast
4. Approval of the FY24 Amended Appropriations
5. Approval to establish New Fund 4959324 – Career Technical Construction Program Grant
6. Approval of the Intrafund Transfer within the General Fund of \$1,333,488 to provide for the local share of the Career Technical Construction Program Award (HB33)

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

TREASURER'S CONSENT AGENDA – (Con't)

Motion and then Roll Call Vote to approve the Treasurer's Consent Agenda item A.

Motion by Susie Lawson, second by Jody Starcher
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

SUPERINTENDENT'S CONSENT AGENDA

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 of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Joy Welch	Substitute	Resignation	10/29/23

2. Approval of the Full-Time Certified Staff Seniority List (Bargaining Unit Members) effective November 15, 2023
3. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Jeanette Heazlit	HS Academic/Career Tech Teacher	11/15/23
Laurie Mobley	HS Academic/Career Tech Teacher	11/15/23
Galyn Petro	HS Academic/Career Tech Teacher	11/15/23
Bethanie Schaefer	HS Academic/Career Tech Teacher	11/15/23
Jettie Tope	HS Academic/Career Tech Teacher	11/15/23

4. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2023-2024 year:

Minutes of the Regular Meeting of the Wayne County
 Joint Vocational School District Board of Education

SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Robert Budgake	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Richard Coleman	Adult Education Certified LETA Instructor	III	8	\$26.07	11/16/23
Daniel Cuckler	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Timothy George	Adult Education Certified LETA Instructor	II	10	\$24.20	11/16/23
Aleck Halvorsen	Adult Education Certified LETA Instructor	IV	7	\$28.47	11/16/23
Bryon Meshew	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Douglas Miller	Adult Education Certified LETA Instructor	II	9	\$23.50	11/6/23
Keith Moser	Adult Education Certified LETA Instructor	III	5	\$23.86	11/16/23
Scott Schmoll	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Jodie Schumacher	Adult Education Certified LETA Instructor	V	1	\$26.50	11/9/23

5. Employment of the following for the 2023-2024 school year as supplemental positions per the negotiated agreement:

OTHERS		
MSW Committee Chair – PBIS/SEL	2.0%	Erin Baker

B. Classified Employment

1. Approval of the Full-Time Classified Staff Seniority List (Bargaining Unit Members) effective November 15, 2023
2. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Brigit Jackson	Substitute Nurse Assistant	II	10	\$24.20	11/15/23

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

3. Approval of unpaid medical leave for Deborah Stephenson, Part-time Custodian/Cleaner through the end of the calendar year

C. General Employment

1. Approval of the Part-Time Staff Seniority List (Bargaining Unit Members) effective November 15, 2023

D. Consultant Contracts (none)

E. Volunteers (none)

F. Approval to remove the following from inventory:

1. Approval to remove a list of various items from IT for disposal/recycling
2. Approval to remove a 1990 Dry Van Trailer 1K9111325M1054924 from inventory. This unit is being replaced by the trailer from FedEx. It is rusted, has no lights or brakes, and will need to be hauled to the scrap yard.

G. Approval of the following donations:

1. Donation of refreshments for Adult Education Customized Training from Bruce Steiner, with an approximate value of \$109.44
2. Donation of three metal toolboxes, one plastic tool boxes, three plastic toolbox full of miscellaneous tools, miscellaneous bolts/screws, plastic tote with miscellaneous tools, and one Campbell Hausfeld Air Compressor from Medway Drug Enforcement Agency for use in various programs, with an approximate value of \$1,000
3. \$150 from the Wayne County Dairy Committee for use by WCSCC FFA students
4. Donation of a crate of woodworking tools (valued at \$575), shopsmith planer (valued at \$550), shopsmith Mark V with accessories (valued at \$700), and a Miller AED-200LE welder (valued at \$800) from James and Elizabeth Blackman for use in the Buildings and Grounds program, with a total approximate value of \$2,625.
5. Donation of a one-day rental fee of two excavators from General Rent-All for use by Smithville Construction Technologies students, with an approximate value of \$575
6. Donation of a toolkit from Stanley Black & Decker for use in the Construction Technologies program, with an approximate value of \$1,500

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

SUPERINTENDENT'S CONSENT AGENDA – (Con't)

7. Donation of alginate and impression trays from Gregg Orthodontics for use in the Dental Assisting program, with an approximate value of \$700

Motion and then Roll Call Vote to approve Superintendent's Consent Agenda Items A-G

Motion by Lisa Gwin, second by Sandra Cerniglia

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

REGULAR AGENDA

Grants and Agreements

1. Approval of a school/institutional membership with the Orrville Area Chamber of Commerce for 2024 for a cost of \$225
2. Approval of a school/institutional membership with the Wooster Area Chamber of Commerce for 2024 for a cost of up to \$550
3. Approval of the Affiliation Agreement with Aultman Orrville Dunlap Family Physicians for clinical learning experiences
4. Approval of the Adult & Community Education Cosmetology Student Handbook Program Addendum
5. Approval of the Adult & Community Education Medical Assisting Student Handbook Program Addendum
6. Approval of the Adult & Community Education Nurse Aide (NATCEP) Student Handbook Program Addendum
7. Approval of the Adult & Community Education Practical Nursing Student Handbook Addendum
8. Approval of the revised High School 2022-2024 Practical Nursing Student Handbook
9. Approval of the revised High School 2023-2025 Practical Nursing Student Handbook

Motion and then Roll Call Vote to approve Grants and Agreements Items 1-9

Motion by Ann Tschantz, second by Jody Starcher

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

Resolutions

1. Approval of the Stark County Schools' Council of Governments, acting jointly as a member of the Ohio School Consortium, to issue a request for proposal for the purchase of competitive retail natural gas service.

AUTHORIZING STARK COUNTY SCHOOLS' COUNCIL OF GOVERNMENTS, ACTING JOINTLY AS A MEMBER OF THE OHIO SCHOOL CONSORTIUM ("CONSORTIUM")¹, TO ISSUE A REQUEST FOR PROPOSAL FOR THE PURCHASE OF COMPETITIVE RETAIL NATURAL GAS SERVICE FROM THE LOWEST AND BEST BIDDER SUBMITTED TO CONSORTIUM AND AUTHORIZING THE BOARD TO PURCHASE COMPETITIVE RETAIL NATURAL GAS SERVICE FROM SUCH BIDDER.

WHEREAS, the School District is a member of Stark County Schools' Council of Governments, a body authorized by state statute to aggregate the purchasing needs of schools and of related nonprofit educational entities so as to take advantage of economies of scale when purchasing essential products and services;

WHEREAS, in prior years, the Stark County Schools' Council of Governments has joined with other school districts and educational purchasing councils, acting jointly as a member of the Consortium, to conduct a Request for Proposal ("RFP") for competitive natural gas service commencing on or about mid-February 2024;

WHEREAS, through prior RFP processes, the Consortium has selected the lowest and best bids submitted in response to RFPs; and the School District has previously elected to enter into a Master Supply Agreement with the lowest and best bidder for competitive retail natural gas service for all of the School District's natural gas supply;

WHEREAS, the Consortium intends to issue a new RFP for competitive retail natural gas service commencing with the July, 2025 billing cycle and terminating no later than the end of the June, 2030 billing cycle for participating school districts and education purchasing councils;

WHEREAS, the School District wishes to participate in this upcoming RFP process and potentially execute a Master Service Agreement with the lowest and best RFP bidder; and

WHEREAS, the Superintendent or the Superintendent's designee will review the lowest and best bid and corresponding terms when the RFP is concluded and determine whether the RFP resulted in the lowest and best bid for competitive retail natural gas service for all of the School District's natural gas supply.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

RESOLUTIONS – (Con't)

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Wayne County Schools Career Center, COUNTY OF Wayne, STATE OF OHIO, as follows:

Section 1. The Board of Education of the School District does hereby consent, as a member of the Stark County Schools' Council of Governments, to the conducting of an RFP process by the Consortium for competitive retail natural gas service commencing with the July, 2025 billing cycle and terminating no later than the end of the June, 2030 billing cycle, with bids to be submitted for one, two and three year periods on such terms and conditions as the Consortium deems appropriate.

Section 2. The Board of Education of the School District does hereby authorize the Superintendent or the Superintendent's designee to execute a Master Supply Agreement between the School District and the lowest and best bidder in the RFP so long as the Superintendent or his appointee finds that the price reflects the results of a public and competitive RFP process.

Section 3. The Board of Education hereby directs the Treasurer to review the lowest and best bid once received and the Master Supply Agreement and determine if the School District has sufficient funds to certify this resolution and, if the Treasurer so finds, to certify this resolution.

Motion and then Roll Call vote to approve Resolution 1

Motion by Don Noble, second by Susie Lawson

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

2. Approval of a Resolution authorizing the school district board to enter into a Resolution of Acceptance in the Ohio Facilities Construction Commission Career Technical Construction Program

RESOLUTION AUTHORIZING THE SCHOOL DISTRICT BOARD TO ENTER INTO A RESOLUTION OF ACCEPTANCE IN THE OHIO FACILITIES CONSTRUCTION COMMISSION CAREER TECHNICAL CONSTRUCTION PROGRAM

WHEREAS, the Board of Education of the Wayne County Schools Career Center, Wayne County, Ohio, met in a regular session on 11/15/2023 and adopted the following Resolution.

WHEREAS, the Commission's Executive Director conditionally approved the award of: Addition (8,202 sf) / Renovations (7,494 sf) for Welding (R7), Cybersecurity (N4) and Engineering (F6) to accommodate 76 additional students.

Minutes of the Regular Meeting of the Wayne County
 Joint Vocational School District Board of Education

RESOLUTIONS – (Con’t)

Award Amount	\$4,647,523
Local Share	\$1,333,488
Project Budget	\$5,981,011

WHEREAS, the 30 day time limitation has not elapsed since the Executive Director’s conditional approval.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne County Schools Career Center, Wayne County, Ohio that the conditional approval as granted by the Commission’s Executive Director for the Career Technical Construction Program project be hereby accepted. The District will need to secure the local share in a dedicated special cost center within the fund(s) where the local funding originates (i.e., 001, 003, etc.) before the Project Agreement is executed.

Motion and then Roll Call Vote on Resolution 2

Motion by Zachary Bolinger, second by Sandra Cerniglia
 Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

Documents and Materials

1. Approval of the Criminal Justice Course of Study
2. Approval of the following revised/new/deleted board policies:

NUMBER	STATUS	TITLE
0141.2	Revised	Conflict of Interest
3120.08	Revised	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
4120.08	Revised	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
5320	Revised	Immunization
5330	Revised	Use of Medications
5330.05	Replacement	Procurement and Use of Naloxone (Narcan) in Emergency Situations
5337	New	Care of Students with Active Seizure Disorders
6240	New	Board of Revision Complaints and Counter Complaints
6700	Revised	Fair Labor Standards Act (FLSA)
7440	Revised	Facility Security
8120	Revised	Volunteers
8210	Revised	School Calendar

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

DOCUMENTS AND MATERIALS – (Con’t)

8330	Revised	Student Records
8451	Revised	Disease Carrying and/or Transmitting Insects
8650	Revised	Transportation by School Van
9160	Revised	Public Attendance at School Events
9211	Revised	District Support Organizations

3. Approval of the following job description(s):
 - a. Adult & Community Education Administrative Assistant – Administrative Team
 - b. Treasurer

Motion and Voice Vote to approve Documents and Materials Items 1-3

Motion by John Smith, second by Jody Starcher
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

NEW BUSINESS

- A. Approval of the Ohio Facilities Construction Commission Career Technical Construction Program Project Agreement

Motion and then Roll Call Vote to approve New Business Item A.

Motion by Susie Lawson, second by Ann Tschantz
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

ITEMS OF DISCUSSION

- A. The board discussed the OSBA Capital Conference and Board Member Terms.

Minutes of the Regular Meeting of the Wayne County
Joint Vocational School District Board of Education

EXECUTIVE SESSION

Motion by John Smith was second by Greg Roadruck to go into Executive Session at 9:18 p.m. for the purpose of reviewing Superintendent and Treasurer evaluations.

Dr. Kip Crain and Mary Workman were not present.

Motion and then Roll Call Vote to approve Executive Session

Motion by John Smith, second by Gregory Roadruck

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

President Doug Stuart called the meeting back to order at 9:42 p.m.

MOTION TO ADJOURN

Motion and then Voice Vote to Adjourn at 9:42 p.m.

Motion by Ann Tschantz, second by John Smith

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, TJ DeAngelis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, Ann Tschantz

President

Treasurer