



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.wcsc.org

Reception beginning at 7:00 pm with Board, Superintendent, Staff, Students & Community welcome!

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

Wednesday, October 15, 2014

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 October 15, 2014 Agenda – corrections – additions – deletions
(Roll Call)
- D. Public Participation/Introduction of Guests
- E. Public Hearing to consider the revision to the 2014-2015 School Year Calendar in order to meet new State standards for 1,068 scheduled student hours (copies available) **(Voice)**
- F. Student and Staff Recognition
 - 1. Kathy Hanna, Hospitality Instructor, WCSCC Staff Excellence Award
 - 2. Kevin Wilson, AE Industry Coordinator, WCSCC Staff Excellence Award
 - 3. Jeanette Eberle, Modular Medical Office Billing & Coding Student, WCSCC Adult & Community Education Most Dedicated Student of the Month
 - 4. Sabrina Heilman, Practical Nursing, WCSCC Student of the Month from Norwayne
 - 5. Brandon Clark, Ag Mechanics & Power Technologies, WCSCC Student of the Month from Norwayne
 - 6. Allie Davis, Practical Nursing, WCSCC Perseverance Award from Norwayne
 - 7. Chance Ennis, Powerline Technologies, WCSCC Extra Help Student of the Month from Norwayne
 - 8. Hope Twinem, Dental Assisting, WCSCC Student of the Month from Northwestern
 - 9. Hannah Ayers, Early Childhood Education & Care, WCSCC Student of the Month from Northwestern
 - 10. Jeremy Morris, Automotive Technologies, WCSCC Extra Help Student of the Month from Northwestern

G. Board Recognition

1. Dr. Greg Roadruck will be presented the Veteran Board Member Award for 25 years of service at the Ohio School Boards Association's Capital Conference's Third General Session on Wednesday, November 12, 2014 at 10:30 a.m.

H. Motion to approve the minutes from the September 17, 2014 Regular Meeting (**Exhibit B.1**) and the October 6, 2014 Special Meeting (**Exhibit B.2**) (**Voice**)

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

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: Larry Acker
Staff Liaison: Cheryl Boyer

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

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report (**Exhibit D**)
- B. Principal’s Report (**Exhibit E**)
- C. Presentation and brief review of 2014
- D. Important Upcoming Dates and Times

EVENT	DATE	LOCATION	TIME
Leadership Wooster @ WCSCC	11/5/14	WCSCC–G101 & Heritage Room	8 a.m. start
Advisory Committee Meetings	11/6/14	WCSCC (begin in the Commons)	4:45-7 p.m.
Board of Education Meeting	11/19/14	WCSCC–G101	7:00 p.m. reception/ 7:30 p.m. meeting
Sophomore Visitations	11/20/14, 11/21/14, 11/24/14	WCSCC	9:30 a.m. – 1:00 p.m.
Thanksgiving Break	11/27- 11/28/14		
Open House	12/4/14	WCSCC	5:30-7:30 p.m.

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 September 2014 (**Exhibit F**)
 - 2. Approval of the Financial Reports for September 2014 (**Exhibit G**)
 - 3. Approval of the October 2014 Five Year Forecast (**Exhibit H**)
 - 4. Approval of the FY15 Amended Appropriations (**Exhibit I**)
 - 5. Approval of a new budget for Student Activity Account 979A (copies available)
 - 6. Approval to establish new Fund 014 – Shared Services effective October 10, 2014. The purpose of the fund is to track all costs and revenues associated with a shared services

agreement between the WCSCC and the Tri-County Educational Service Center for Treasurer Services. The use of the fund is contingent upon approval of the Auditor of State.

7. Approval to accept the following donation:
 - a. An assortment of polo shirts and fleece pullovers of various sizes to our Dean of Students' Office from People to People Ministries. The donation will be used to assist students from economically disadvantaged families to be in compliance with dress code. Approximate value is \$270

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. Resignation of Vanessa Marion, Adult Education Certified, effective October 9, 2014
2. Approval of the updated Bargaining Unit Members and Full-Time Certified Staff Seniority List effective October 15, 2014 (**Exhibit J**)
3. Liala Zimmerman, Student Support Coordinator, moved to Class VII, Step 23 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2014-2015 school year
4. FY14 Administrative bonus for Lynn Moomaw, Matt Brown, Jeff Schleich, Lynette Boggs, and Andrew Cerniglia as specified in the Administrative Handbook
5. Approval of X-Option pay for Certified Personnel per list to be provided at the Board meeting due to the fact that calculations have to be made based enrollment as of the second Monday in October, and the negotiated agreement requires payment as of the first pay in November
6. Approval of the following additions to the 2014-2015 Supplemental Positions list per the negotiated agreement:

HSTW		
HSTW Classified Committee Chair	2.0%	Barb Houmard
HSTW Common Core Co-Chair	1.0%	Amanda Mowrey
HSTW Common Core Co-Chair	1.0%	Jennifer Majka
HSTW CTE Performance Co-Chair	1.0%	Amber Long

HSTW CTE Performance Co-Chair	1.0%	Shelly Perry
HSTW Student Services Co-Chair	1.0%	Linda Plybon
HSTW Student Services Co-Chair	1.0%	Beverly Squirrell

7. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Smith	Katherine	Adult Education Certified	IV	4	\$24.68	10/1/14

8. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Edington	Brent	Adult Education Certified	V	2	\$25.10	10/14/14
Tylka	Jann	Adult Education Certified	III	5	\$22.60	10/1/14
McDonald	Debra	Adult Education Certified - Supplemental	V	15	\$37.97	10/15/14
Miller	Kimberly	Adult Education Certified	IV	7	\$26.97	7/1/14

9. Employment of the following certified individuals to substitute in area(s) indicated, effective August 18, 2014 for the 2014-2015 school year:

LAST	FIRST	TEACHING AREA(S)	CLASS	STEP	RATE	DEGREE
Halloran	Dianne	Nursing	IV	5	\$25.43	BSN
Kurfiss	Sonya	Nursing	V	10	\$32.75	MSN
Miller	Kimberly	Nursing	IV	7	\$26.97	BSN

B. Classified Employment

1. Resignation of Joshua Hackett, Casual Labor, effective October 3, 2014
2. Approval of the updated Bargaining Unit Members and Full-Time Classified Staff Seniority List effective October 15, 2014 (**Exhibit K**)
3. Approval of the employment of the following persons as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2014-2015 school year:

LAST	FIRST	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Elser	Deborah	Bus Driver	0	\$17.27	10/1/14
Ross	Alan	Bus Driver	0	\$17.27	10/1/14

4. Approval of the employment of the following persons as Classified Personnel, part-time/hourly/as needed/per time sheets, with a maximum of 29.5 hours per week (unless specifically noted) for the 2014-2015 school year:

NAME	POSITION	HOURLY RATE	CLASS	STEP	EFFECTIVE DATE
Kogleman, Isaac	Casual Labor	\$9.74	I	0	7/1/14
Smith, Rocky	Casual Labor	\$9.74	I	0	7/1/14

5. Employment of the following individuals to substitute in area(s) indicated for the 2014-2015 school year:

LAST	FIRST	AREA	HOURLY RATE	STEP	EFFECTIVE DATE
Decker	Lori	Aide/Monitor	\$10.04	1	10/6/14
Decker	Lori	Cook	\$9.00		9/12/14
Decker	Lori	Cook	\$10.65	3	10/6/14
Decker	Lori	AA	\$11.30	5	10/6/14
Johnson	Beth	Aide/Monitor	\$10.65	3	10/6/14

C. Consultant Contracts

1. Ramsier Financial Services, Retirement Planning Today, on or about September 25 – October 7, 2014, \$25 per student

D. Volunteers:

1. Approval of the following volunteers for Adult Basic & Literacy Education (ABLE) the 2014- 2015 school year:

LAST	FIRST	BACKGROUND INFORMATION
Cooper	Diana	ABLE Volunteer, employed at WCSCC
Ditch	Barbara	ESOL Volunteer for Wooster; retired from Wayne County Children Services; previous tutor for Wooster City Schools
Jackson	Carole	Wooster ABLE Day Reading Volunteer; retired from Case Western Reserve University
Moeller	Cynthia	ESOL Volunteer for Orrville; last employed at Mennonite Central Committee

E. Approval to remove the following from inventory

1. American Pacemaker brand metal turning lathe with barcode tag #00012054 to be placed in storage until sale, with an approximate value of \$250-\$300.
2. Various items from IT that will be taken to Buildings and Grounds for dismantling and recycling (**Exhibit L**)

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

V. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. Approval of a Use of Facilities Agreement with The University of Akron / Wayne College Boyer Gymnasium for the Senior Recognition Ceremony on May 19, 2015 from 7-10 p.m. for a cost of \$260 (copies available)
2. Approval of a Workforce and Economic Development Training agreement for OPOTA driving training with Stark State College (copies available)
3. Approval of a Workforce & Economic Development Training agreement with Stark State College to provide supplies and instructors for OPOTA driving training

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions (Roll Call) none

C. Documents and Materials (Voice)

1. Approval of the 2014-2015 Human Resources Flow Chart (**Exhibit M**)
2. Approval of the following overnight field trip request (copy available):
 - a. SkillsUSA
Fall Leadership Conference
Columbus, OH 10/30 – 10/31/14
Hyatt Regency Greater Columbus Convention Center
3. Approval of the revised Course of Study for the following (copies available):
 - a. Agriculture & Industrial Power Technology
 - b. Graphic Design & Photography
4. Approve the following textbook (copy available):
 - a. Electronics and Electrical Systems, 9th edition. 2012, Deere & Company
ISBN # 0-86691-382-3
 - b. Media Arts and Design CourseMate with eBook. 2011, Botello/Reding, Cengage Learning.
ISBN # 9781111643645
 - c. Bring Your A Game to Work by Eric Chester, 2013, The Center for Work Ethic
Development. Denver, Colorado.

5. Approve the following job descriptions (copies available):
 - a. AE AA Administrative Team
 - b. AE AA PT Evening Nursing Office
 - c. AE AA Financial Aid Coordinator
 - d. AE AA Receptionist
 - e. AE Resource Coordinator
 - f. School and Community Relations Coordinator
 - g. Cook
 - h. Safety/Security Monitor

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL) none

VII. ITEMS OF DISCUSSION

- A. Directions for evaluation of Superintendent and Treasurer
- B. Board discussion

VIII. EXECUTIVE SESSION

- A. Executive Session (discussion of disputes involving the Board that are the subject of pending or imminent court action) **(Roll Call)**

IX. MOTION TO ADJOURN (VOICE)

**NOTE: The next Regular Board Meeting will be held on Wednesday, November 19, 2014.
The reception will begin at 7:00 P.M. and the meeting will begin at 7:30 P.M.**