



**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, October 17, 2018**  
**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 17, 2018 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Outstanding Business Partner
  - 1. Cleveland Clinic - Wooster
- F. Student and Staff Recognition
  - 1. High School Staff Excellence Awards  
Taylor Bauman, Math Instructor
  - 2. Orrville Student Recognition  
Jared Huebner, Criminal Justice, WCSCC Student of the Month  
A’Sani Williams, Graphic Design & Photography, WCSCC Student of the Month  
Blade Bishop, Truck Mechanics, WCSCC Perseverance Award  
Zack Walker, Carpentry, WCSCC Achievement Award
  - 3. Rittman Student Recognition  
Troy Hartzler, Construction Technologies, WCSCC Student of the Month  
Jacob Ketler, IT Media, WCSCC Student of the Month  
Hailey Lambert, Dental Assisting, WCSCC Perseverance Award  
Alex Walters, Auto Technologies, WCSCC Achievement Award

4. Other Schools  
Danielle Williams, IT Media, Perry High School, WCSCC Student of the Month  
Jacob Hartzler, Construction Technologies, Home Schooled, WCSCC Student of the Month  
Breanna Rogers, Practical Nursing, Ontario High School, WCSCC Perseverance Award
  5. Adult Education Excellence Awards  
Dan Holderman, Industrial Maintenance Electrical Instructor
  6. Adult Education Student Recognition  
Mariam Olugbemiro, Aspire, Exceptional Student Award
- G. Motion to approve the minutes from the September 17, 2018 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: Dan Stavnezer  
Staff Liaison: Jeff Schleich
  3. Facilities Committee  
Chair: Frank Besancon  
Asst. Chair: Lisa Gwin  
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: Philip Keener  
Asst. Chair: TJ DeAngelis  
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
Staff In-Service Day	10/19/18	F	WCSCC	
Fall Advisory Committee Meetings	10/25/18	Th	WCSCC	4:45 p.m. – 6:45 p.m.
Sophomore Visits	11/15/18, 11/16/18, 11/19/18	Th, F, M	WCSCC	
WCSCC Board of Education Meeting	11/21/18	W	G101/Board Room	7:00 p.m. Reception/ 7:30 p.m. Regular Meeting
Open House	11/29/18	Th	WCSCC	4:45 – 7:45 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 2018 **(Exhibit F)**
2. Approval of the Financial Reports for September 2018 **(Exhibit G)**
3. Approval of the October 2018 Five Year Forecast **(Exhibit H – to be distributed at meeting)**
4. Approval to accept the following donations:
  - a. Frito Lay snacks to be used by Business Professionals of America students from Frito Lay, with an approximate value of \$20
  - b. 2 – 24x36” surface plates to be used by CNC-RAMTEC students from Tekfor, with an approximate value of \$400

- c. 1,500 lbs. of scrap metal to be used by Welding students from Morrison Custom Welding, with an approximate value of \$270
- d. Miscellaneous dental items for use by Dental Assisting students for training purposes from Dr. Sutton, with an approximate value of \$6042

*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. Approval of the re-employment of Lynn Moomaw as Director of Operations & Adult Education effective August 1, 2019 and ending on July 31, 2021
2. Approval of the updated Bargaining Unit Members and Full-time Certified Staff Seniority List effective October 17, 2018 (**Exhibit I**)
3. Approval of X-Option pay for Certified Personnel per list to be provided at the Board meeting. Calculations have to be made based on enrollment as of the second Monday in October, and the negotiated agreement requires payment as of the first pay in November.
4. Employment of the following for 2018-2019 school year supplemental positions per the negotiated agreement:

<b>WCSCC RESIDENT EDUCATOR/PROGRAM MENTORS</b>	
3.0% (of Class 1, Step 1 Base)	Michelle Bower
3.0% (of Class 1, Step 1 Base)	Warren Caskey
3.0% (of Class 1, Step 1 Base)	Kimberly Huffman
3.0% (of Class 1, Step 1 Base)	Amber Long
3.0% (of Class 1, Step 1 Base)	Rod Martell
3.0% (of Class 1, Step 1 Base)	Kelly Miller
3.0% (of Class 1, Step 1 Base)	Andy Nicholson
3.0% (of Class 1, Step 1 Base)	Angela Ramsay
3.0% (of Class 1, Step 1 Base)	Jennifer Rue
3.0% (of Class 1, Step 1 Base)	Amy Tietz
3.0% (of Class 1, Step 1 Base)	Liala Zimmerman

5. Employment of the following for 2018-2019 supplemental positions per the negotiated agreement:

<b>Others</b>		
HSTW Academic Studies Co-Chair	1.0%	Kelly Calderone
HSTW Academic Studies Co-Chair	1.0%	Jennifer Majka
HSTW Career Technical Studies Chair	2.0%	Gregg Gillespie
HSTW Student Services Chair	2.0%	Jenny Baechle
Dual Enrollment	1.5%	Kelly Calderone
Dual Enrollment	1.5%	Kimberly Huffman

6. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2018-2019 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Clutter	Jason	Adult Education Certified – Supplemental	IV	10	\$29.47	07/01/18
Forrer	James	Adult Education Certified	II	8	\$21.61	10/17/18
Kalikasingh	Kristy	Adult Education Certified	II	0	\$17.27	10/01/18
Lovejoy	Bobbi Jo	Adult Education Certified – Supplemental	IV	11	\$30.36	07/01/18
O’Brien	Katherine	Adult Education Certified	II	0	\$17.27	10/01/18
Steiner	Florence	Adult Education Certified	II	0	\$17.27	10/01/18
Wentzel	Leanna	Adult Education Certified – Supplemental	V	14	\$36.86	07/01/18

7. Helen Tagliaferro, Adult Practical Nursing Instructor, moved to Class V, Step 13, \$35.79 hourly rate due to completion of Master of Science in Nursing effective 10/17/18
8. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Swansiger	Michael	HS Career Tech Teacher – Long Term Sub in Welding Only	10/17/18

9. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	TEACHING AREA(S)	CLASS	STEP	DEGREE	HOURLY RATE	EFFECTIVE
Demiter	Cynthia	HS Nursing	IV	16	\$35.19	BSN	07/01/18
Howard	Angela	HS Nursing	IV	16	\$35.19	BSN	07/01/18
Luke	Carolyn	HS Nursing	IV	18	\$37.34	BSN	07/01/18
O’Brien	Katherine	HS Nursing	IV	14	\$33.17	BSN	07/01/18

10. Revision to the employment of the following individual(s) to substitute in area(s) indicated for the 2018-2019 year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Perry	Michele	HS Academic/Career Tech Teacher - Long Term Sub in Language Arts Only	08/14/18 <i>(was 09/20/18)</i>
Sloan	Jessica	HS Academic/Career Tech Teacher	08/14/18 <i>(was 09/20/18)</i>

11. Revision of the employment of the following individual(s) to substitute in area(s) indicated for the 2018-2019 year:

LAST	FIRST	TEACHING AREA(S)	CLASS	STEP	DEGREE	HOURLY RATE	EFFECTIVE
Pawlicki	Mary	School Nurse	IV	5	BSN	\$25.43	08/14/18 <i>(was 08/21/18)</i>
Widmer	Jody	Nursing	IV	17	BSN	\$36.25	07/01/18 <i>(was 09/20/18)</i>

B. Classified Employment

- Approval of the updated Bargaining Unit Members and Full-Time Classified Staff Seniority List effective October 17, 2018 **(Exhibit J)**
- Approval of the Bargaining Unit Members and Part-Time Classified Staff Seniority List effective October 17, 2018 **(Exhibit K)**
- Resignation of Shelly Butterbaugh, Classroom Aide, effective at the end of the day on November 2, 2018
- Employment of the following classified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Ickes	Mary Ann	Aide/Monitor	2	\$10.34	10/18/18

5. Revision to the employment of the following classified individual(s) to substitute in area(s) indicated for the 2018-2019 year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Perry	Michele	Aide/Monitor	0	\$9.74	08/14/18 <i>(was 09/20/18)</i>
		Admin. Asst.	5	\$11.30	08/14/18 <i>(was 09/20/18)</i>
		Cashier/Cook	2	\$10.34	08/14/18 <i>(was 09/20/18)</i>

C. Consultant Contracts

1. Tami Custer, Floral Arranging – Six Week Basic Training Course, on or about October 15 – November 19, 2018, \$165 per student
2. Tami Custer, Floral Arranging – Thanksgiving Centerpiece, on or about November 14, 2018, \$24 per person
3. Tami Custer, Floral Arranging – Live Pine, on or about December 12, 2018, \$24 per person

D. Volunteers

1. Approval of the following volunteers for Aspire and English for Speakers of Other Languages (ESOL) for the 2018-2019 school year:

LAST	FIRST	BACKGROUND INFORMATION
Burris	Lucas	New Aspire Volunteer; previously with Seeds of Literacy-Cleveland
Conner	Betty	Returning Aspire Volunteer; retired from College of Wooster
Ditch	Barbara	Returning Aspire Volunteer; retired from Wayne County Children's Services
Fox	Justin	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student
Gold	Andrew	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student
Graves	Catherine	Returning Aspire Volunteer
Lief	Brian	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student
Patel	Ajay	New Aspire/ESOL Volunteer for Orrville Site
Aedan	Pettit	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student
Rae	Miki	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student
Shiach	Nick	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student
Stoll	James	Returning Aspire Volunteer at Orrville Site
Todd	Jackson	Aspire/ESOL Volunteer for Wooster classes; College of Wooster Student

E. Approval to remove the following from inventory

1. Various computer items from IT to be dismantled by Buildings and Grounds students, then sent for recycling (copies available)

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

**V. REGULAR AGENDA**

A. Grants and Agreements (**Roll Call**)

1. Approval of membership to Ohio Technical Centers for 2018-2019 for a total of \$1,250
2. Approval to enter into a contract with WQKT/WKVX for advertising during high school basketball game broad casts (an approximate total of 33 games) for a maximum total of \$1,452 to be paid from the Carl D. Perkins grant (copies available)
3. Approval of the Employment Services Contract Addendum with the Tri-County Educational Service Center (copies available)

4. Approval of a contract with Hats Off Entertainment for disc jockey services for WCSCC Prom on April 6, 2019 (copies available)
5. Approval of an Affiliation Agreement with Medpro Group for the purpose of providing an externship component for the Adult Medical Assisting Program
6. Approval of a Memorandum of Understanding with OHuddle, Inc. to provide an array of services to vulnerable children (copies available)
7. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne and Holmes Counties, Inc. (copies available)
8. Approval to apply for a Ohio School Safety Training Grant Application in the amount of \$2,500 (copies available)

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

**B. Resolutions (Roll Call)**

1. Approval of the resolution authorizing the purchase of competitive retail natural gas service from the lowest responsible bid submitted to Stark County Schools Council of Government for the period commencing July 2020 and terminating no later than June 2025 (**Exhibit L**)

***Motion to approve Resolution 1. (Roll Call)***

**C. Documents and Materials (Voice)**

1. Approval of the revised Course of Study for Powerline Technologies (copy available)
2. Approval of the revised High School Practical Nursing Program Course of Study (copy available)
3. Approval of the following overnight field trip request (copies available)
  - a. Approximately 25 students, 2 WCSCC advisors, and 0 parents to attend SkillsUSA Fall Leadership Conference Hyatt Regency Greater Columbus Convention Center – Columbus, OH November 8-9, 2018
4. Approval of the following job description (copies available):
  - a. AE ICT Coordinator
5. Approval of the revised High School Practical Nursing Program Student Handbook (copy available)



6. Approval of the revised Adult Practical Nursing Program Student Handbook (copy available)
7. Approval of the revised Adult & Community Education Employee Handbook (copy available)
8. Approval of the revised Adult & Community Education Salaried Schedule Staff Handbook Leave Policies (copy available)

*Motion to approve Documents and Materials (Voice)*

**VI. NEW BUSINESS (ROLL CALL)**

- A. Approval of the re-employment of Dr. Kip Crain as Superintendent effective August 1, 2019 and ending on July 31, 2021

*Motion to approve Item A. (Roll Call)*

**VII. ITEMS OF DISCUSSION**

- A. 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, November 21, 2018.  
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**