



Kip Crain, Superintendent
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**
**(To be held via Zoom in lieu of the Governors orders restricting meetings of more than 10 people
during the COVID-19 Pandemic)**

**Prior to the start of the meeting, the District Records Commission – Board President, Superintendent,
and Treasurer – will meet to consider district records.**

**Wednesday, October 21, 2020
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 21, 2020 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Outstanding Business Partner
 - 1. EBNER Furnaces, Inc.
- F. Student and Staff Recognition
 - 1. High School Staff Excellence Awards
Norman Beery, Classroom Aide for Ag Mechanics/Power Technologies
 - 2. Dalton Student Recognition
Tonya Bowman, Automotive Technologies, WCSCC Student of the Month
Benjamin Nussbaum, Robotics & Automation, WCSCC Student of the Month
Matthew White, Ag Mechanics/Power Technologies, WCSCC Achievement Award
 - 3. Smithville Student Recognition
Olivia Navratil, Cosmetology, WCSCC Student of the Month
Jonah Steiner, Patient Care Technologies, WCSCC Student of the Month

Kendra Bauman, Practical Nursing, WCSCC Perseverance Award
 Jarrett Erb, Powerline Technologies, WCSCC Achievement Award

- 4. Adult & Community Education Staff Excellence Awards
 Andrea Neff, Adult & Community Education Administrative Assistant

G. Motion to approve the minutes from the September 23, 2020 Regular Meeting **(Exhibit B) (Voice)**

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

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit C)**
- B. Principal’s Report **(Exhibit D)**
- C. Updates on School Safety Protocols
- D. Updates on Spring/Summer Renovations
- E. Updates on Superintendent’s Advisory Committees
- F. Important Upcoming Dates and Times

| EVENT | DATE | DAY | LOCATION | TIME |
|----------------------------------|----------|-----|----------|---------------------------|
| WCSCC Board of Education Meeting | 11/18/20 | W | Zoom | 7:30 p.m. Regular Meeting |
| Virtual Sophomore Visits Begin | 11/23/20 | M | Zoom | |
| Virtual Open House | 12/3/20 | Th | Zoom | 4:45 p.m. – 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 2020 **(Exhibit E)**
 - 2. Approval of the Financial Reports for September 2020 **(Exhibit F)**
 - 3. Approval of the October 2020 Five Year Forecast **(Exhibit G – see binder)**

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 Full-Time Certified Staff Seniority List (Bargaining Unit Members) effective October 21, 2020 (**Exhibit H**)
2. 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.
3. Employment of the following for 2020-2021 school year as supplemental positions per the negotiated agreement:

| OTHERS | | |
|-----------------|------|-----------------|
| Dual Enrollment | 1.5% | Kelly Calderone |
| Dual Enrollment | 1.5% | Alex DeWitt |
| Dual Enrollment | 1.5% | Julie Keener |
| Dual Enrollment | 1.5% | Kelly Miller |

4. Employment of the following personnel as Extra Help Tutors for the 2020-2021 school year as needed, per time sheets, per the negotiated agreement:

| LAST | FIRST | STEP | HOURLY RATE |
|-------------|--------------|-------------|--------------------|
| Schaefer | Mat | 0 Bachelors | \$21.18 |

5. Employment of the following for the 2020-2021 school year as supplemental positions per the negotiated agreement:

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

6. Approval to reimburse Beverly Squirrel, Key Club Advisor, for a Sponsored Youth Criminal Background Check through Safe Hiring Solutions for a total cost of \$25
7. Approval for Angela Ramsay to be paid 1/7 of her salary for teaching zero period during the 2020-2021 school year

8. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

| LAST | FIRST | AREA | CLASS | STEP | HOURLY RATE | EFFECTIVE |
|----------------|---------|---|-----------|------|-------------|-----------|
| Fields-Pittman | Rebecca | Instructor, Aspire, Adult Literacy, Literacy Ed | Bachelors | 1 | \$14.00 | 10/22/20 |
| Parker | Natalie | Instructor, Aspire, Adult Literacy, Literacy Ed | Bachelors | 1 | \$14.00 | 10/06/20 |
| Shepline | Traci | Adult Education Certified | II | 0 | \$17.62 | 10/21/20 |

B. Classified Employment:

1. Approval of the updated Full-time Classified Staff Seniority List (Bargaining Unit Members) effective October 21, 2020 (**Exhibit I**)
2. Resignation of Helen Schemrich, Hospitality Teaching Assistant, effective at the end of the day on October 8, 2020
3. Resignation of Kayla Maximovich, Aspire Instructor, effective October 1, 2020
4. Employment of the following persons as part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2020-2021 school year:

| NAME | POSITION | CONTRACT | DAYS | CLASS | STEP | EFFECTIVE |
|--------------|--------------|----------|--|-------|------|-----------|
| Stump, Susan | Aide/Monitor | New 1 | Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk | I | 6 | TBD |

5. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2020-2021 year:

| LAST | FIRST | SUB AREA | STEP | HOURLY RATE | EFFECTIVE DATE |
|------|-------|--------------|------|-------------|----------------|
| Aber | Lisa | Aide/Monitor | 0 | \$9.93 | 10/21/20 |

C. General Employment

1. Approval of the updated Part-Time Staff Seniority List (Bargaining Unit Members) effective October 21, 2020 (**Exhibit J**)

D. Consultant Contracts

1. Ramsier Financial Services, Retirement Planning Today, on or about October 1 & 8, 2020, \$25 per student
2. Ramsier Financial Services, Retirement Planning Today, on or about October 6 & 13, 2020, \$25 per student

E. Volunteers

1. Approval of the following volunteer(s) for the 2020-2021 school year:

| LAST | FIRST | BACKGROUND INFORMATION |
|-------|--------|--|
| Smith | Cooper | Aspire/FLT Volunteer; College of Wooster Student |

F. Approval to remove the following from inventory (none)

G. Approval to accept the following donations:

1. Donation of \$10,000 from the Gene Haas Foundation to be used by Machining Technologies and the CNC program
2. Donation received from the following business/organization for the WCSCC Drug Free Club program:

| BUSINESS | LEVEL | AMOUNT |
|----------------------|--------------|----------------|
| Luk Schaeffler Group | Platinum | \$3,000 |
| | TOTAL | \$3,000 |

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

V. REGULAR AGENDA

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

1. Approval to enter into a contract with WQKT/WKVX for advertising during high school basketball 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)
2. Approval of a School Resource Officer (SRO) Memorandum of Understanding with the Wayne County Sheriff’s Office (copies available)
3. Approval of the Employment Services Contract Addendum with the Tri-County Educational Service Center (copies available)

B. Resolutions **(Roll Call) (none)**

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

1. Approval of the Course of Study for Agriculture & Industrial Power Technology (copies available)
2. Approval of the revised Adult & Community Education Health and Safety Plan (copies available)
3. Approval of the revised Adult & Community Education 840+ Schedule Staff Addendum for Staff Leave Policies (copy available)

4. Approval of the revised Adult & Community Education Employee Handbook (copy available)
5. Approval of the revised Adult & Community Education Annual Security Report (copy available)
6. Approval of the revised Adult & Community Education Medical Assisting Student Handbook Program Addendum (copy available)
7. Approval of the Certificate of Records Disposal (WCSCC Destroy Document) (copies available)
8. Approval of the following job descriptions (copies available):
 - a. CTE Special Education Coordinator
 - b. Student Support Coordinator
 - c. SAC Tutor
 - d. AA – Attendance/Reception

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 policy (copies available):

| NUMBER | STATUS | TITLE |
|--------|---------|------------|
| 4432 | Revised | Sick Leave |

- 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, November 18, 2020 via Zoom.
The meeting will begin at 7:30 p.m.**