



**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, September 18, 2019  
 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 September 18, 2019 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the August 21, 2019 Special Board Meeting **(Exhibit B.1)** and August 21, 2019 Regular Meeting **(Exhibit B.2) (Voice)**
- F. Executive Session (if needed) **(Roll Call)**

**II. SUPERINTENDENT’S REPORT (VOICE)**

- A. Director’s Report **(Exhibit C – to be presented at the board meeting)**
- B. Principal’s Report **(Exhibit D)**
- C. Updates on Superintendent’s Advisory Committees
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
50 <sup>th</sup> Anniversary Celebration	09/28/19	S	WCSCC	Noon-3:00 p.m. (11:00 a.m. registration for Car Show)

WCSCC Board of Education Meeting	10/16/19	W	G101/Board Room	7:00 p.m. Reception/ 7:30 p.m. Regular Meeting
Teacher In-Service Day	10/18/19	F	WCSCC	

*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 August 2019 **(Exhibit E)**
2. Approval of the Financial Reports for August 2019 **(Exhibit F)**
3. Approval of the FY20 Permanent Appropriations **(Exhibit G) (to be emailed and distributed at board meeting)**
4. Approval of the new 2019-2020 FFA Student Activity Account (SAA) Budget (copies available)

*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. Jessica Immel, Practical Nursing Instructor, moved to Class VI, Step 12 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2019-2020 school year

2. Employment of the following for 2019-2020 school year as supplemental positions per the negotiated agreement:

<b>OTHERS</b>		
Dual Enrollment	1.5%	Kelly Calderone
Dual Enrollment	1.5%	Julie Keener
Dual Enrollment	1.5%	Kelly Miller
Yearbook Advisor	2.5%	Ryan Fernandes

3. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

<b>LAST</b>	<b>FIRST</b>	<b>AREA</b>	<b>CLASS</b>	<b>STEP</b>	<b>DEGREE</b>	<b>HOURLY RATE</b>	<b>EFFECTIVE</b>
Schreiber	Kim	HS Nursing	IV	16	BSN	\$35.19	09/18/19
Wamback	Karen	HS Nursing	IV	12	BSN	\$31.27	09/16/19

4. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

<b>LAST</b>	<b>FIRST</b>	<b>SUBSTITUTE TEACHING AREA(S)</b>	<b>EFFECTIVE</b>
Caldwell	Bernard	HS Academic/Career Tech Teacher	09/18/19
Chatfield	Laura	HS Academic/Career Tech Teacher	09/18/19
Diller	Holly	HS Academic/Career Tech Teacher	09/18/19
Ford	Mary Lou	HS Academic	09/03/19
Phenegar	Ryan	HS Academic/Career Tech Teacher	09/18/19
Wertz	Chris	HS Academic/Career Tech Teacher	09/18/19

5. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per calendar for the 2019-2020 school year:

<b>LAST</b>	<b>FIRST</b>	<b>AREA</b>	<b>CLASS</b>	<b>STEP</b>	<b>HOURLY RATE</b>	<b>EFFECTIVE</b>
Rodgers	Lorie	Adult Education Certified 1227.25 hours per calendar	IV	9	\$28.62	09/03/19

6. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

<b>LAST</b>	<b>FIRST</b>	<b>AREA</b>	<b>CLASS</b>	<b>STEP</b>	<b>HOURLY RATE</b>	<b>EFFECTIVE</b>
Phillips	Anna	Instructor, Aspire, Adult Literacy, Literacy Ed - Supplemental	Bachelors	7	\$17.00	09/18/19
Robison	John	Adult Education Certified	V	7	\$29.97	09/18/19
Thornton	Rebecca	Adult Education Certified	II	0	\$17.27	09/18/19
Schreiber	Kim	Adult Education Certified	IV	16	\$35.19	09/18/19

B. Classified Employment

1. Employment of the following person(s) as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Marshall, Rebekah	AA Health Technologies	New 1	188 days + 9 holidays (prorated from 260 days + 11 holidays @ 8 hrs/day)	5 (7/11)	10	09/30/19

2. Employment of Rebekah Marshall for training up to 40 hours maximum at \$18.90 per hour/part-time/as needed/per time sheets effective September 3, 2019 through September 27, 2019
3. Approval of the following additional position through the Tri-County ESC, for the purpose of employment for the 2019-2020 school year:
  - a. Family Engagement and Student Support Specialist (to be paid from the Student Wellness and Success Fund)
4. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Auble	Tammy	Adult Education Classified	I	14	\$14.74	08/21/19
Clevenger	Therese	Adult Education Classified	I	19	\$17.09	09/18/19
Reichert	Sharon	Adult Education Classified	I	17	\$16.11	09/18/19

5. Employment of the following full-time Classified Personnel for Adult & Community Education as per Board Policy and negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Neff, Andrea	Adult Ed AA	C	229 days + 11 holidays @ 6.5 hrs/day (was 6 hrs/day)	4	32	08/26/19

6. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Hobbs	Christine	Aide/Monitor	3	\$10.34	09/19/19

7. Clarification of the employment of the following classified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Benfield	Melnee	Aide/Monitor	0	\$9.74	08/13/19

		Cashier/Cook	2	\$10.34	08/13/19
		Admin Asst.	5	\$11.30	08/13/19
Hobbs	Christine	Admin. Asst.	8	\$12.35	08/13/19
Perry	Michele	Aide/Monitor	0	\$9.74	08/13/19
		Cashier/Cook	2	\$10.34	08/13/19
		Admin. Asst.	5	\$11.30	08/13/19

C. Consultant Contracts (none)

D. Volunteers

1. Approval of the following volunteers for the Aspire and English for Speakers of Other Languages (ESOL) for the 2019-2020 school year (\* indicates returning volunteer):

LAST	FIRST	BACKGROUND INFORMATION
Crane	Noah	Aspire/ESOL Volunteer; College of Wooster Student
DeLong	Alexander	Aspire/ESOL Volunteer; College of Wooster Student
Henry	Joseph	Aspire/ESOL Volunteer; College of Wooster Student
Pettit	Aedan	Aspire/ESOL Volunteer; College of Wooster Student
Rae	Mikael	Aspire/ESOL Volunteer; College of Wooster Student*
Shiach	Nicholas	Aspire/ESOL Volunteer; College of Wooster Student*
Sprague	Grant	Aspire/ESOL Volunteer; College of Wooster Student
Todd	Jackson	Aspire/ESOL Volunteer; College of Wooster Student

E. Approval to remove the following from inventory:

1. Haas GT20 CNC lathe not suitable for instructional purposes (copies available)
2. The following automobiles from Auto Technologies (copies available):
  - a. #3 1996 Pontiac Grand Am 2.4L 4cyl/green/vin: 1G2NE52T2TC755900
  - b. #4 1993 Buick Regal 3.8L V6/white/vin: 2G4WB54L4P1488093
  - c. #7 2002 Ford Taurus 3.0L V6/blue/vin: 1FAFP53U82G142873
  - d. #9 1999 Cadillac Seville STS 4.6L V8 DOHC Northstar/green/vin: 1G6KY549XXU906475
  - e. #10 1986 Volkswagen Scirocco 1.8L 4cyl/silver/vin: WVVCAO53IGKO14372
  - f. #12 2000 Ford Taurus SE 3.0L V6/white/vin: 1FAFP56S5YG153817
  - g. #15 1999 Chrysler Town and Country 3.8L V6/gold/vin: 1C4GP5410XB565794
  - h. #16 1993 Toyota Corolla Wagon 1.8L/blue/vin: JT2AE09W2P0043738
  - i. #17 1999 Saturn SL1 stick shift/green/vin: 1G8ZG5285XZ102445
  - j. #21 2001 Ford Sport Trac 4.0L/green/vin: 1FMZU77E61UB59035

F. Approval to accept the following donations:

1. Donation of two boxes of aprons from an anonymous donor for use in the Culinary Arts program
2. Donation of a 2006 Ford Taurus from Haley Schaffter for use in the Auto Technologies program, with an approximate value of \$944
3. Donation of 25 Elitebooks, Folio 9480 M laptops that have an estimated value of \$5,000 from the J.M. Smucker Company for training purposes

4. Approval to accept a water program partnership with ManCan of Wooster. ManCan will provide bottled water with our logo on it for any event that we request. Value is approximately \$400 per year.
5. Semi trucks (4 at approx. \$5,000 each), engines (2 at approx. \$500 each and 1 at approx. \$750), transmissions (2 at approx. \$300 each), and brake board (1 at \$27,720) from Ohio Central School system for use in the Truck Mechanics program, with an approximate total value of \$50,070

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

**V. REGULAR AGENDA**

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

1. Approval of a School Resource Officer (SRO) Agreement with the Wayne County Commissioners (copies available)
2. Approval of a 3-year contract with Forecast 5 for 5Lab product specific to CTE and new Perkins V legislation (copies available)
3. Approval of membership to Ohio Technical Centers for 2019-2020 for a total of \$1,250
4. Approval of an agreement to hire mental health counseling services with The Counseling Center for \$56,000 (to be paid from the Student Wellness and Success Fund) for 12 months beginning October 1, 2019
5. Approval of an Affiliation Agreement with Comprehensive Internal Medicine for the purpose of providing a clinical component for the Adult Medical Assisting Program (copies available)
6. Approval of an Affiliation Agreement with The Village Network for the purpose of providing a clinical site for the Practical Nursing Program (copies available)
7. Approval to apply for a renewal grant in the amount of \$36,000 from the Orrville Area United Way for the Aspire & Families Learning Together programs

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

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

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

1. Approval of the Medical Assisting Adult Student Handbook Program Addendum (copies available)
2. Approval of the Annual Security Report (copies available)

3. Approval of the following job description (copies available)
  - a. AA Nursing

*Motion to approve Documents and Materials (Voice)*

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

- A. Approval of the revised list of student fees for the 2019-2020 school year (**Exhibit H**)

*Motion to approve item A.1 (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, October 16, 2019.  
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**