



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

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

Wednesday, September 22, 2021
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 22, 2021 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the August 18, 2021 Special Meeting **(Exhibit B.1)** and the August 18, 2021 Regular Meeting **(Exhibit B.2) (Voice)**
- F. Executive Session (if needed) **(Roll Call)**

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit C)**
- B. Principal’s Report **(Exhibit D)**
- C. Safety Protocol Update / County Vaccinations
- D. Permanent Improvement Levy Renewal, November 2nd Election
(Chairs Noble & Steiner)

E. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Parent Teacher Conferences	10/7/21	Th	WCSCC	4:00 p.m. – 8:00 p.m.
Staff In-Service Day	10/15/21	F	WCSCC	
End of First 9 Weeks	10/15/21	F		
WCSCC Board of Education Meeting	10/20/21	W	G101/Board Room	7:30 p.m. Regular Meeting
Sophomore Visits	11/18, 11/19, and 11/22/21	Th, F, M	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 2021 **(Exhibit E)**
2. Approval of the Financial Reports for August 2021 **(Exhibit F)**
3. Approval of the FY22 Permanent Appropriations **(Exhibit G – to be distributed at meeting)**

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

IV. NEW BUSINESS (ROLL CALL)

- A. Approval of the revised 2020-2023 Non-Bargaining Unit Handbook **(Exhibit H – to be distributed at board meeting)**

Motion to approve Item A. (Roll Call)

V. 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. Jennifer Majka, Math Instructor, moved to Class 7, Step 14 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2021-2022 school year
2. Kenneth Carraway, Ag Mechanics Instructor, moved to Class 2, Step 13 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2021-2022 school year
3. Revision to the employment Theodore Naumoff, Construction Technologies Instructor – Green Local, Class II, Step 8, per the negotiated agreement for 177 (*was 174*) days (prorated from 185 days) (*was 184 days*), effective August 20, 2021 (*was August 23, 2021*) for the 2021-2022 school year
4. Employment of Suzette Best for up to 250 hours for after school contact tracing at an hourly rate of \$22.74 per hour/per time sheets effective September 15, 2021 for the 2021-2022 school year
5. Employment of the following for the 2021-2022 school year as a supplemental position:

SUPPLEMENTAL POSITION		
Covid-19 Coordinator	\$2,500 (50% General Fund/50% Adult Education)	Tracy Hackworth

6. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2021-2022 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Jewell	Michael	Career Tech Teacher	09/21/21
Waggoner	Richard	HS Academic/Career Tech Teacher	09/21/21

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2021-2022 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Bricker	Marianne	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	15	\$21.00	09/22/21
Robison	John	Adult Education Certified	V	7	\$30.57	08/30/21
Robison	John	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	13	\$22.00	08/30/21

B. Classified Employment

1. Resignation of Thomas Tyler, Teaching Assistant, effective at the end of the day on September 9, 2021
2. Resignation of Sara Danner, FLT Child Care Aide, effective at the end of the day on August 12, 2021
3. Resignation of Sharon Reichert, Aspire Administrative Assistant, effective August 30, 2021
4. Revision to the employment of following persons as full-time Classified Personnel as per Board Policy and the Non-Bargaining Unit Handbook for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Becker, Debra	Account Clerk II	C	12 month	NB Acct. Clerk IIA (7/11) <i>(was NB Acct. Clerk II (7/11))</i>	24	07/01/21
Maximovich, Kristine	Account Clerk I	2 of 2	12 month	NB Acct. Clerk IA (7/11) <i>(was NB Acct. Clerk I (7/11))</i>	12	07/01/21

5. Employment of the following person(s) as Classified Personnel, part-time/as needed/per time sheets/per schedule for the 2021-2022 school year:

LAST	FIRST	AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Gasser	Jessica	Bus Driver	2	\$19.57	09/23/21

6. Approval for the following part-time bargaining unit staff who attended Convocation Day on August 11, 2021 to receive up to .75 additional hours of pay at their regular rate of pay, per time sheets, for Public School Works Training and morning sessions:

Michael Barnhouse
 Erin Birkes
 Rick Burkholder
 Ronald Dressler
 Deborah Goudy
 Jesse Hyatt
 Susan Stump

7. Employment of the following person(s) as part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and the negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Keener, Kathy	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	8	08/30/21

8. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2021-2022 year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Wolfe	Lora	Aide/Monitor	0	\$9.93	09/03/21

C. Consultant Contracts

1. Ramsier Financial Services, Retirement Planning Today, on or about September 30 & October 7, 2021, \$25 per student
2. Ramsier Financial Services, Retirement Planning Today, on or about October 5 & 12, 2021, \$25 per student

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. 2000 Chrysler Sebring (#18) Serial # 3C3E155H2YT248729 to be traded for parts

F. Approval of the following donations:

1. Three used small WCSCC campus wear polos for student dress code use from Dawn Kreakie, with an approximate value of \$20 each

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

VI. REGULAR AGENDA

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

1. Approval of the 2020-2021 Employment Services Contract Addendum with the Tri-County Educational Service Center (copies available)
2. Approval of the 2021-2022 Employment Services Contract Addendum with the Tri-County Educational Service Center (copies available)
3. Approval for Adult Education to apply for the Short-Term Certificate Grant. The Ohio Department of Higher Education (OHDE) will distribute award funding for need-based financial aid for students who are enrolled in a state supported community college, state community college, technical college, or an Ohio Technical Center in a program that may be completed in less than one year and for which a certificate or industry-recognized credential is awarded in an in-demand job as determined by a local and regional needs assessment.
4. Approval to apply for a renewal grant in the amount of \$32,000 from the Orrville Area United Way for the Aspire program
5. Approval to apply for a grant in the approximate amount of \$15,000 from the Wayne County Community Foundation’s Women’s Fund to fund a Women’s Empowerment Series

- 6. Approval of the Julian & Grube Consulting Proposal for Ongoing Consulting Services **(Exhibit I)**

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions **(Roll Call)**

- 1. Approval of the resolution nominating Doug Stuart for the Ohio School Boards Association Recognition Award **(Exhibit J)**

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

- 1. Approval of the WCSCC High School Practical Nursing Program Student Handbook Program Addendum (copies available)
- 2. Approval of the following job description (copies available):
 - a. School Nurse Assistant – Part Time
 - b. Account Clerk 1
 - c. Account Clerk II
 - d. Work-Based Learning Coordinator
- 3. Approval of the 2021-2022 Human Resources Flow Chart with names **(Exhibit K)**
- 4. Approval of the 2021-2022 Human Resources Flow Chart with positions **(Exhibit L)**

Motion to approve Documents and Materials (Voice)

VII. ITEMS OF DISCUSSION

- A. BoardDocs
- B. First reading of the following revised/new/deleted board policy (copies available):

NUMBER	STATUS	TITLE
6325	Revised	Procurement – Federal Grants/Funds

- C. Board discussion

VIII. EXECUTIVE SESSION

- A. Executive Session (for the purpose of discussion, with the Board’s legal counsel, 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 Meeting will be Wednesday, October 20, 2021 in the Commons.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**