



Lynn R. Moomaw, Superintendent
Mary A. Workman, Treasurer

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

Wednesday, September 17, 2025
6:30 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 17, 2025 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Motion to approve the minutes from the August 20, 2025 Special Board Meeting **(Exhibit B.1)** and the August 20, 2025 Regular Meeting **(Exhibit B.2) (Voice)**
- E. Executive Session (if needed) **(Roll Call)**

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit C)**
- B. Principal’s Report **(Exhibit D)**
- C. Strategic Plan
- D. Updates on Superintendent’s Advisory Committees
- E. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Trades & Treats	10/7/25	T	WCSCC	5-6:30 p.m.
WCSCC Regular Board Meeting	10/15/25	W	G101/Board Room	6:00 a.m. Reception 6:30 p.m. Meeting
Parent Teacher Conferences	10/16/25	Th	WCSCC	4-8:00 p.m.
Waiver Day – No School	10/17/25	F		8 a.m. – 3 p.m.
Fall Advisory Committee Meetings	10/28/25	T	WCSCC	4:45-7:00 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 August 2025 **(Exhibit E)**
- 2. Approval of the Financial Reports for August 2025 **(Exhibit F)**
- 3. Approval of the Forecast **(Exhibit G – to be presented at the meeting)**
- 4. Approval of the FY26 Permanent Appropriations **(Exhibit H)**
- 5. Approval of the following Fund Transfer:

From:

001-0000 General Fund \$ 115,000

To:

035-0000 Severance Fund \$ 115,000

- 6. Approval of the following addition to Change Funds for the 2025-2026 school year:

2025-2026 CHANGE FUNDS	
TO	AMOUNT
Jennifer Mancini – Safety & Security Monitor for Student Parking Passes	\$50.00
Total:	\$2,525.00 (was \$2,475.00)

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. Daniel Davis, Science Instructor, moved to Class VI, Step 21 at \$88,980 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement, effective 2025-2026 school year
2. Helena Ritchey, English Instructor, moved to Class VI, Step 18 at \$85,242 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement, effective 2025-2026 school year
3. Employment of the following as an hourly Certified Teaching Assistant for the 2025-2026 school year:

NAME	CONTRACT	CLASS	STEP	EFFECTIVE
John Miller	11 th 1 (as needed/per time sheets, not to exceed 200 hrs. total AND not to exceed 29.5 hrs/wk)	Masters - \$30.07/hr	4	9/2/25

4. Employment of the following for the 2025-2026 school year for Extra Help Tutor supplemental positions per the negotiated agreement, as needed, per time sheets:

NAME	STEP	HOURLY RATE
Lauren Romano	1 Masters	\$26.01
Alyssa Sleutz	4 Bachelors	\$26.89

5. Employment of the following for the 2025-2026 school year as supplemental positions per the negotiated agreement:

OTHERS		
Dual Enrollment	1.5% / \$683.76	Kelly Calderone-Davis
Dual Enrollment	1.5% / \$683.76	Alex DeWitt
Dual Enrollment	1.5% / \$683.76	Kimberly Huffman
Dual Enrollment	1.5% / \$683.76	Julie Keener
Dual Enrollment	1.5% / \$683.76	Kelly Miller

6. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2025-2026 year. Certified substitutes are paid at \$120 per day for days 0-30 and then at \$140 per day for more than 30 days worked at WCSCC:

NAME	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Linda Plybon	HS Academic/Career Tech Teacher	9/17/25

7. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2025-2026 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Janessa Hill	Instructor, Aspire, IELCE, FLT – Supplemental	V	0	\$26.19	9/18/25

8. Revision to the employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2025-2026 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Kody Brenning	Adult Education Certified Trade & Industry Instructor	V (was IV)	9 (was 6)	\$33.58 (was \$27.64)	9/1/25

B. Classified Employment

1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Thalia Wisard	Administrative Assistant	Resignation	1/9/26

2. 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 2025-2026 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	HOURLY RATE	EFFECTIVE DATE
Chase Riley	Custodial/Cleaner	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	12	\$19.40	9/15/25

3. Rescind the employment of the following classified individual(s) to substitute in area(s) indicated for the 2025-2026 year:

NAME	SUBSTITUTE AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Lesla Forbes	Aide/Monitor	5	\$16.60	8/20/25
	Cashier/Cook	3	\$15.80	8/20/25

4. Revision to the employment of the following classified individual(s) to substitute in area(s) indicated for the 2025-2026 year:

NAME	SUBSTITUTE AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Lesla Forbes	Admin. Asst.	8	\$17.80	7/30/25 (was 8/20/25)

5. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2025-2026 year:

NAME	SUBSTITUTE AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Deb Ault	Admin. Asst.	8	\$17.80	9/2/25
	Aide/Monitor	5	\$16.60	9/2/25
Barbra Werner	Admin. Asst.	8	\$17.80	9/17/25

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. 46 copies of Writer's Inc. that are no longer used, with an approximate value of \$2,299.54

F. Approval to accept the following donations:

1. Donation of broken furnaces from Schar Heating & Cooling to be used in the Adult Education HVAC program, with an approximate value of \$80
2. Donation of \$10,000 from the Wooster High School Class of 1965 Reunion Committee to be used for Adult Education Scholarships (list of donors available)

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

V. REGULAR AGENDA

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

1. Approval of an Agreement for Services with MedPro group (copies available)

Motion to approve Grants and Agreements (Roll Call)

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

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

1. Approval of the WCSCC Nursing Affiliation Agreement (copies available)
2. Approval of the 2025-2026 High School Practical Nursing Program Student Handbook Addendum (copies available)
3. Approval of the following overnight field trip request(s) (copies available):

FIELD TRIP	REASON	LOCATION	DATE	# STUDENTS	# ADVISORS	# PARENTS
SkillsUSA	Fall Leadership Conference	Greater Columbus Convention Center – Columbus, OH	11/20-11/21/25	Approximately 20	2	0

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) to approve personal leave that goes over the 6% threshold due to an error in the tracking system, without setting precedence (copies available)

Motion to approve Item A. (Roll Call)

- B. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for the Cybersecurity & Computer Programming Instructor X-Option pay (copies available)

Motion to approve Item B. (Roll Call)

- C. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for the Culinary Arts Instructor X-Option pay (copies available)

Motion to approve Item C. (Roll Call)

- D. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) for the Patient Care Technologies Instructor X-Option pay (copies available)

Motion to approve Item D. (Roll Call)

- E. Approval for Sandy Elliott to attend the Annual Meeting for Council on Occupational Education, WCCSC AE accreditor, in Austin, TX November 10-13, 2025.

- Conference registration is \$775
- Hotel for three nights is estimated between \$867 and \$1,000 total.
- Airfare as of 9/5/25 is estimated at approximately \$300
- Meal expenses are \$60 per day

Motion to approve Item E. (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 Wednesday, October 15, 2025 in G101/Board room.
The reception will begin at 6:00 p.m. and the meeting will begin at 6:30 p.m.**