



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

518 West Prospect Street  
Smithville, Ohio 44677

High School: 330-669-7000  
Adult Education: 330-669-7070  
Website: [www.wcsc.org](http://www.wcsc.org)

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

**\*\*\*Records Commission Meeting Prior to Board Meeting\*\*\***

**Wednesday, November 19, 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 November 19, 2025 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Staff and Student Recognition
  - 1. High School Staff Excellence Awards  
Brandon Mihelic, IT Evening Specialist
  - 2. Adult & Community Education Staff Excellence Award  
Tracie Ackerman, AE Cosmetology Instructor  
Jacqueline Payne, AE Cosmetology Instructor
  - 3. Chippewa Student Recognition  
Mya Gabel, Animal Science, WCSCC Student of the Month  
Mylie Miller, Early Childhood Education & Care, WCSCC Student of the Month  
Chesney Cornell, Early Childhood Education & Care, WCSCC Perseverance Award  
Olivia Lauck, Business Entrepreneurship, WCSCC Achievement Award
  - 4. Orrville Student Recognition  
Luis Baxin-Bahena, Interactive Media, WCSCC Student of the Month  
Zoey Hess, Early Childhood Education & Care, WCSCC Student of the Month  
Lilianna Roush-Castro, Early Childhood Education & Care, WCSCC Perseverance Award  
Chasity Clay, Patient Care Technologies, WCSCC Achievement Award

F. Motion to approve the minutes from the October 15, 2025 Regular Meeting **(Exhibit B) (Voice)**

G. Public Hearing to consider the proposed 2026-2027 School Year Calendar (copies available)

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

## II. SUPERINTENDENT'S REPORT (VOICE)

A. Director's Report **(Exhibit C – to be presented at the meeting)**

B. Principal's Report **(Exhibit D)**

C. Take Home Notes

D. Strategic Plan Report

E. Updates on Superintendent's Advisory Committees

F. Important Upcoming Dates and Times

| EVENT                       | DATE                             | DAY         | LOCATION           | TIME                   |
|-----------------------------|----------------------------------|-------------|--------------------|------------------------|
| Sophomore Visitations       | 11/20-11/21/25<br>11/24-11/25/25 | Th, F, M, T | WCSCC              | 9:00 a.m. – 2:00 p.m.  |
| OSU/Michigan Tailgate       | 11/26/25                         | W           | 518 Bistro/Commons | 10:30 a.m. – 1:00 p.m. |
| Open House                  | 12/4/25                          | Th          | WCSCC              | 5:00 – 7:30 p.m.       |
| WCSCC Regular Board Meeting | 12/17/25                         | W           | G101/Board Room    | 6:30 p.m. Meeting      |

*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 October 2025 **(Exhibit E)**
2. Approval of the Financial Reports for October 2025 **(Exhibit F)**
3. Approval to designate the following depositories for a five-year period beginning December 8, 2025 and ending December 7, 2030:

Farmers National Bank

Huntington National Bank

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

| <b>OTHERS</b>                                      |          |              |
|----------------------------------------------------|----------|--------------|
| CTE Teachers with more than 25 students in a level | \$683.76 | Jeff Mehling |

2. 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:

| <b>NAME</b>    | <b>SUBSTITUTE TEACHING AREA(S)</b> | <b>EFFECTIVE DATE</b> |
|----------------|------------------------------------|-----------------------|
| Dustin Reed    | HS Academic/Career Tech Teacher    | 10/18/25              |
| Jason Zimmerly | HS Academic/Career Tech Teacher    | 11/19/25              |

3. 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:

| <b>NAME</b>      | <b>AREA</b>                             | <b>CLASS</b> | <b>STEP</b> | <b>HOURLY RATE</b> | <b>EFFECTIVE</b> |
|------------------|-----------------------------------------|--------------|-------------|--------------------|------------------|
| Katrina Brubaker | Adult Education Certified Nursing Tutor | II           | 0           | \$18.24            | 11/20/25         |
| Emily Cromer     | Adult Education Certified Nursing Tutor | II           | 0           | \$18.24            | 11/20/25         |
| Jarred Hendrix   | Adult Education Certified Nursing Tutor | II           | 0           | \$18.24            | 11/20/25         |

**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 2025-2026 school year (number of days listed include holidays and are at 8 hrs/day unless otherwise indicated):

| NAME          | POSITION                 | CONTRACT | DAYS                              | CLASS    | STEP | HOURLY RATE | EFFECTIVE |
|---------------|--------------------------|----------|-----------------------------------|----------|------|-------------|-----------|
| Ameena Hoshaw | Administrative Assistant | New 1    | 141 days (prorated from 210 days) | 2 (7/11) | 10   | \$22.01     | 11/6/25   |

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. Ferris Lawn Mower Asset #9724 S/N 2016835814, valued at \$3,000 to be traded towards the purchase of a new Ferris Lawn Mower

F. Approval to accept the following donations:

1. \$250 from Byron Morris Foundation for use by our Health Occupation Students of America (HOSA) student participants
2. \$1,000 from Smithville Brethren Church for use by the Key Club Food Pantry for students who are food insecure
3. Kenna Metal Tooling from Tim Doerfler of Soapboxr Creative for use by our Machining Technologies students, with an approximate value of \$85,000
4. 2005 Toyota Camry from Jeremy Hartzler for use by Auto Technologies students, with an approximate value of \$2,884
5. 4520 P Ventrac Power Unit from Shaun Blosser of Venture Products for use by our Ag Mechanics students, with an approximate value of \$31,285
6. Decommissioned radiology PPE from Veterinary Wellness Partners for use by our Animal Science students, with an approximate value of \$0
7. Prevention/infection control products: Sani-Wipes, alcohol preps, and Sani-Hands from Dru Strohmenger for use by our Medical Assisting students, with an approximate value of \$500

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

## **V. REGULAR AGENDA**

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

1. Approval of the amended Standard Form of Agreement between Sol Harris/Day Architecture, Inc. and the Wayne County Schools Career Center for professional design services related to the Ag Mechanics Lab renovations and parking expansion, with the exception of Exhibit C Pre-Design which has been completed (copies available)

2. Approval of a Research Subaward Agreement with The University of Akron Office of Research Administration for the Rapids Grant. This grant will allow WCSCC to purchase \$47,777 in equipment for our manufacturing programs. (copies available)
3. Approval of the Second Amendment to an Affiliation Agreement with OhioHealth Corporation (copies available)
4. Approval of a Student Affiliation Agreement with Wadsworth City Schools for clinical learning experiences (copies available)
5. Approval of a Student Affiliation Agreement with JAG Burbank for clinical learning experiences (copies available)
6. Approval of a Student Affiliation Agreement with Ohio's Hospice, Inc. for clinical learning experiences (copies available)
7. Approval of a Student Affiliation Agreement with Central American Medical Outreach, Inc. (CAMO) for clinical learning experiences (copies available)
8. Approval of a Student Affiliation Agreement with Aultman Orrville Hospital (AOH) for clinical learning experiences (copies available)
9. Approval of a Student Affiliation Agreement with Mt. Eaton Care Center, Inc. for clinical learning experiences (copies available)
10. Approval of a school/institutional membership with the Orrville Area Chamber of Commerce for 2026 for a cost of up to \$450
11. Approval of a school/institutional membership with the Wooster Area Chamber of Commerce for 2026 for a cost of up to \$480
12. Approval of a Delinquent Debt Collection Agreement with the Ohio Attorney General for Adult & Community Education (copies available)
13. Approval to apply for a Wayne County Retired Teachers Association Endowment Fund for Educational Program/Project Grants in the amount of \$499.19 (copies available)

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

**B. Resolutions (Roll Call)**

1. Approval of a resolution to rescind prior board action(s) and adopt a Special Education Model Policies and Procedures for Joint Vocational School Districts (**Exhibit G**)

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

1. Approval of the 2025-2026 High School Practical Nursing Program Student Handbook (copies available)

2. Approval of the 2026-2027 AE Diploma Registered Nurse Program Student Handbook Addendum (copies available)
3. Approval of the following revised/new/deleted board policies (copies available):

| NUMBER | STATUS  | TITLE                                     |
|--------|---------|-------------------------------------------|
| 3440   | Revised | Job-Related Expenses (Professional Staff) |
| 4440   | Revised | Job-Related Expenses (Classified Staff)   |

***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 School Education Association (WCJVSEA) and the Wayne County Joint Vocational School District (WCJVSD) regarding the new Fire/EMT Program that will be housed off campus at the Wayne County Fire & Rescue Regional Training Facility (WCRFA) (copies available)

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

- B. Approval to allow Wooster City Schools Key Club members to ride Wayne County Schools Career Center buses for Key Club events when traveling jointly with the WCSCC Key Club, provided that:
  - A parent or guardian has submitted a signed permission slip;
  - The request has received administrative approval; and
  - All required medical and emergency contact forms are completed and on file prior to transportation

Transportation is contingent upon space availability, adherence to district policies, and the maintenance of appropriate supervision and safety standards.

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

- C. Approval to allow home school students participating in sophomore visits to ride Wayne County Schools Career Center buses to the Wayne County Fire & Rescue Association Regional Training Facility site and/or the Engineering Program at Orrville High School, provided that:
  - A parent or guardian has submitted a signed permission slip;
  - The request has received administrative approval; and
  - All required medical and emergency contact forms are completed and on file prior to transportation

Transportation is contingent upon space availability, adherence to district policies, and the maintenance of appropriate supervision and safety standards.

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

- D. Approval of the purchase of a new Ferris Lawn Mower from Mast Lepley for \$8,899 from PI funds. This reflects a \$3,000 trade in value for the old Ferris Lawn Mower and a \$1,000 rebate (copies available)

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

**VII. ITEMS OF DISCUSSION**

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

| NUMBER  | STATUS               | TITLE                                                                                                                       |
|---------|----------------------|-----------------------------------------------------------------------------------------------------------------------------|
| 1422    | Replacement          | Nondiscrimination and Equal Employment Opportunity -                                                                        |
| 1422.02 | Rescind              | Nondiscrimination Based on Genetic Information of the Employee                                                              |
| 1662    | Rescind              | Anti-Harassment                                                                                                             |
| 2266    | Revised              | Nondiscrimination on the Basis of Sex in Education Programs or Activities                                                   |
| 2430.02 | Rejected             | Participation of Community/Stem School Students in Extracurricular Activities                                               |
| 2431    | Rejected             | Interscholastic Athletics                                                                                                   |
| 3122    | Replacement          | Nondiscrimination and Equal Employment Opportunity                                                                          |
| 3122.02 | Rescind              | Nondiscrimination Based on Genetic Information of the Employee                                                              |
| 3130    | Revised              | Assignment and Transfer                                                                                                     |
| 3362    | Rescind              | Anti-Harassment                                                                                                             |
| 4122    | Replacement          | Nondiscrimination and Equal Employment Opportunity                                                                          |
| 4122.02 | Rescind              | Nondiscrimination Based on Genetic Information of the Employee                                                              |
| 4162    | Revised/Title Change | Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety-Sensitive Functions                  |
| 4162.01 | New                  | Drug and Alcohol Testing of Employees w/o CDL Licenses Who Transport Students in Alternative Vehicles (Non-DOT Testing) New |
| 4362    | Rescind              | Anti-Harassment                                                                                                             |
| 5113    | Replacement          | Admission of Students Participating under District Open Enrollment                                                          |
| 5136    | Revised              | Personal Communication Devices                                                                                              |
| 5200    | Revised              | Attendance                                                                                                                  |
| 5223    | Revised              | Released Time for Religious Instruction During the School Day                                                               |
| 5410    | Revised              | Promotion, Academic Acceleration, Placement, and Retention                                                                  |
| 6109    | New                  | Acceptance of Payment by Credit Card (New)                                                                                  |
| 6830    | Revised              | Audit                                                                                                                       |
| 7540.02 | Revised              | Web Accessibility, Content, Apps and Services                                                                               |
| 7541    | Rescind              | Electronic Data Processing Disaster Recovery Plan                                                                           |
| 8300    | Revised              | Continuity of Organizational Operations Plan                                                                                |
| 8305    | Revised              | Information Security                                                                                                        |
| 8400    | Revised              | School Safety                                                                                                               |
| 8451    | Adopted              | Pediculosis (Head Lice)                                                                                                     |
| 8451    | Retired              | Disease Carrying and/or Transmitting Insects                                                                                |
| 8462    | Revised              | Student Abuse and Neglect                                                                                                   |

|         |                      |                                                                                                                                |
|---------|----------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 8600.04 | Revised/Title Change | Bus Driver Certification                                                                                                       |
| 8640    | Revised              | Transportation for Non-Routine Trips                                                                                           |
| 8650    | Revised/Title Change | Drug and Alcohol Testing of Employees w/o CDEL<br>Licenses Who Transport Students in Alternative Vehicles<br>(Non-DOT Testing) |

B. Board discussion

**VIII. EXECUTIVE SESSION**

- A. Executive Session (for the purpose of preparing and reviewing for negotiations, and for the discussion of the employment of a public employee) **(Roll Call)**

**IX. MOTION TO ADJOURN (VOICE)**

**NOTE: The next Regular Meeting will be Wednesday, December 17, 2025 in G101/Board Room.  
The meeting will begin at 6:30 p.m.**