



Kip Crain, Superintendent
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**

Wednesday, July 16, 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 July 16, 2025 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Motion to approve the minutes from the June 25, 2025 Regular Meeting **(Exhibit B) (Voice)**
- E. 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. School Nurse Update by Tracy Ferguson, School Nurse and Alesha Yuden, Assistant to School Nurse
- D. Updates on Superintendent’s Advisory Committees
- E. Staffing
- F. Individual Meeting with Board Members
- G. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Convocation Day	8/13/25	W	WCSCC	7:30 a.m. (grab-and-go breakfast) – 3 p.m.
Student Orientation	8/14/25	Th	WCSCC	1-6 p.m.
In-Service Day – 2 p.m. Ice Cream Social	8/15/25	F	WCSCC	7:30 a.m. (grab-and-go breakfast) – 3 p.m.
1 st Day for 2 nd Year Students Only	8/18/25	M	WCSCC	
1 st Day for 1 st Year Students Only	8/19/25	T	WCSCC	
WCSCC Board Workshop	8/20/25	W	G101/Board Room	4:30 p.m.?
WCSCC Regular Board Meeting	8/20/25	W	G101/Board Room	6:30 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 June 2025 **(Exhibit E)**
2. Approval of the Financial Reports for June 2025 **(Exhibit F)**

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 following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Abby Neidert	Counselor	Resignation	8/2/25

Audrey Repp	Intervention Specialist	Resignation in order to accept the School Counselor position	8/12/25
Joann Tabellion	Patient Care Technologies Instructor	Retirement	8/31/25

2. Kendall Mowrer, Math Instructor, move to Class IV, Step 5 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 Dustin Reed as a long-term substitute in Math effective August 12, 2025 through October 17, 2025
4. Employment of the following person(s) as full-time Certified Personnel for the 2025-2026 school year per Board Policy and the negotiated agreement:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE	SALARY
Christopher Kubilus	Cybersecurity & Computer Programming Instructor	New 1	185	1	10	8/12/25	\$63,635
Audrey Repp	School Counselor	2 of 2	184	7	20	8/13/25	\$88,570
Stefanie Tuttle	Culinary Arts Instructor	New 1	185	1	10	8/12/25	\$63,635

5. Approval of the following Certified Personnel for extended time for the 2025-2026 school year per the negotiated agreement:

DAYS	NAME
16	Audrey Repp, School Counselor

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

CTSO		
Educators Rising Advisor	2.0%	Deb McDonald
FFA Advisor	3.5%	Alexandria DeWitt
FFA Assistant	1.5%	Erin Baker
SkillsUSA Advisor (split)	2.5%	Warren Caskey
SkillsUSA Advisor (split)	1%	Jessica Immel
SkillsUSA Assistant	1.5%	Jessica Immel
BPA	1.5%	Jennifer Rue
HOSA Advisor	3.0%	Sara Hostetler
DEPARTMENT CHAIRS		
Business, Technology/Engineering, Construction, Mfg. & Mechanics	6.0%	Jeff Mehling
Health, Education & Public Services	6.0%	Angela Ramsay
Special Education – split	3.0%	Erin Baker
Special Education – split	3.0%	Dawn Gummo
Student Services	6.0%	Michelle Bower
Mathematics	6.0%	Jennifer Majka
Science	6.0%	Dan Davis
Social Studies	6.0%	Kimberly Huffman
English	6.0%	Brad Tietz

STUDENT CLUBS		
Key Club	2.5%	Beverly Squirrel
National Honor Society	2.5%	Jennifer Majka
Student Leadership Council	5.0%	Kimberly Huffman
Diversity Club	1.0%	Emily Caldwell
Student Ambassadors	5.0%	Lauren Rohaley
OTHERS		
MSW Leader	6.0%	Theresa Morgan
MSW Assistant	2.0%	Lauren Romano
Resident Educator Coordinator	7.0%	Deb McDonald
LPDC Chair	1.5%	Jennifer Rue
Weekday School Monitor	\$20/hr	Ryan Fernandez
Weekday School Monitor	\$20/hr	Brad Tietz
Dean of Students	8.0%	Bruce Woodruff
Banquets	\$200/event	Stefanie Tuttle
Banquets	\$200/event	Kathy Hanna
Yearbook Advisor	2.5%	Bradley Nyholm
EPEC Chair	1.5%	Kimberly Huffman
Curriculum Development	2.5%	Andy Nicholson

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

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Charity Brown	HS Nursing	V	12	\$36.67	8/13/25
Angela Howard	HS Nursing	IV	16	\$37.15	8/13/25
Brigit Jackson	School Nurse Assistant	II	12	\$25.68	8/13/25
Jamie Krystofek	HS Nursing	IV	19	\$40.60	8/13/25
Natalie Marty	HS Nursing	IV	11	\$32.05	8/13/25
Dorothy Pearce	HS Nursing	IV	21	\$41.81	8/13/25
Kim Schreiber	HS Nursing	IV	22	\$41.81	8/13/25
Erin Siders	HS Nursing	IV	15	\$36.07	8/13/25
Karen Wambach	HS Nursing	V	15	\$40.09	8/13/25
Beth Weese	HS Nursing	V	20	\$46.46	8/13/25
Jody Widmer	HS Nursing	IV	24	\$41.81	8/13/25

8. 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
Ermal Allen	HS Academic/Career Tech Teacher	8/13/25
William Arndt	HS Academic/Career Tech Teacher	8/13/25
Jessica Artrip	HS Academic/Career Tech Teacher	8/13/25
Deborah Ault (Goudy)	HS Academic/Career Tech Teacher	8/13/25
Hannah Baker	HS Academic/Career Tech Teacher	8/13/25
Terez Bilinovich	HS Academic/Career Tech Teacher	8/13/25
Wilma Cheatham	HS Academic/Career Tech Teacher	8/13/25
Robbin Christman	HS Academic/Career Tech Teacher	8/13/25
Donna Fairhurst	HS Academic/Career Tech Teacher	8/13/25
Tory Hardman	HS Academic/Career Tech Teacher	8/13/25
Brent Miller	HS Academic/Career Tech Teacher	8/13/25

John Miller	HS Academic/Career Tech Teacher	8/13/25
Elijah Minso	HS Academic/Career Tech Teacher	8/13/25
Laurie Mobley	HS Academic/Career Tech Teacher	8/13/25
Jennifer Most	HS Academic/Career Tech Teacher	8/13/25
Nancy Neldon	HS Academic/Career Tech Teacher	8/13/25
William Rutter	HS Academic/Career Tech Teacher	8/13/25
Matthew Steiner	HS Career Tech Teacher	8/20/25
Jettie Tope	HS Academic/Career Tech Teacher	8/13/25
Michael Whitman	HS Academic/Career Tech Teacher	8/13/25

B. Classified Employment

1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Denise Kotowski	Part-Time Cleaner	Resignation	4/25/25

2. Employment of the following person(s) as part-time Classified Personnel as per Board Policy and the Non-Bargaining Unit Handbook for the 2025-2026 school year (number of days listed includes holidays and are at 8 hrs/day unless otherwise indicated):

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	HOURLY RATE	EFFECTIVE
Cynthia Parks	Account Clerk I	New 1 (7/1/23)	189 (179 + 10 holidays) @ 7 hrs/day	NB Acct Clerk I (7/11)	8	\$20.44	7/21/25

3. Employment of the following person(s) as part-time/hourly/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 year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	HOURLY RATE	EFFECTIVE
Michelle Griffin	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	1	10	\$20.32	8/12/25

4. 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
Melnee Benfield	Aide/Monitor	1	\$15.00	8/13/24
	Cashier/Cook	3	\$15.80	8/13/24
	Admin. Asst.	6	\$17.00	8/13/24
Lesia Forbes	Admin. Asst.	8	\$17.80	8/20/25
Shelly Myers	Cashier/Cook	3	\$15.80	8/13/24

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. 2006 Bluebird Transit Bus #11, Bar Code Tag 00012016, Serial # 1BABHCKA36F237641 to be placed up for auction due to extensive repairs needing completed, which cost more than the value of the bus. If no bids, it will be scrapped.

F. Approval to accept the following donations:

1. Facial Room equipment from Brenda Blackwell for use in the Cosmetology program, with an approximate value of \$1,000
2. \$100 from Sara-Ann Mathias for use in the Aspire programs

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

V. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. Approval of a 2025-2026 Employment Services Contract with the Tri-County Educational Service Center (copies available)
2. Approval of a 2025-2026 Educational/Special Services Contract with the Tri-County Educational Service Center (copies available)
3. Approval of Annual Insurance Policy Renewal for Early Childhood Education & Care with Hartford Fire Insurance Company, for a total of \$400 (copies available)
4. Approval of Annual Insurance Policy Renewal for the WCSCC drone with Global Aerospace, Inc., for a total of \$TBD (copies available at the meeting)
5. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne and Holmes Counties, Inc. from 7/1/25 through 6/1/26 for the provision of the Pathways to Success Program (copies available)
6. Approval of a Standard Rental Service Agreement with Cintas (copies available)
7. Approval of a 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 (copies available)

Motion to approve Grants and Agreements (Roll Call)

B. Resolutions (Roll Call) (none)

C. Documents and Materials (Voice)

1. Approval of the following overnight field trip request(s) (copies available):

FIELD TRIP	REASON	LOCATION	DATE	# STUDENTS	# ADVISORS	# PARENTS
Columbus Hair Show	COS Senior's Columbus Hair Show	Greater Columbus Convention Center – Columbus, OH	9/14-9/15/25	25	3	0

2. Approval of the following textbooks for the Industrial Maintenance Technologies program:

PUBLISHER	ISBN	TITLE	AUTHOR(S)	EDITION
American Technical Publishers	978-0-8269-3686-8	Industrial Maintenance & Troubleshooting	Denis Foss and Jonathan F. Gosse	4th
American Technical Publishers	978-0-8269-3687-5	Industrial Maintenance & Troubleshooting Handbook	Denis Foss	4th

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval to start a new high school Fire/EMT program, as a 3-year pilot, to begin the 2026-2027 school year, along with a 3-year partnership with the Wayne County Fire and Rescue Training Facility at a cost of \$40,000 each year for facility use and supplies

Motion to approve Item A. (Roll Call)

- B. Recommending budget appropriations in the amount of \$33,000 to cover driver education expenses for eligible students for FY26

Motion to approve Item B. (Roll Call)

VII. ITEMS OF DISCUSSION

- A. Appoint Delegate and Alternate to OSBA Capital Conference
- B. August Board Workshop
- C. First reading of the following revised/new/deleted board policies (copies available):

NUMBER	STATUS	TITLE
1422	Revised	Nondiscrimination and Equal Employment Opportunity
1623	Revised	Section 504/ADA Prohibition Against Disability Discrimination in Employment
1662	Revised	Anti-Harassment
2260	Revised	Nondiscrimination and access to Equal Educational Opportunity
2260.01	Revised	Section 504/ADA Prohibition Against discrimination Based on Disability
2266	Revised	Nondiscrimination on the Basis of Sex in Education Programs or Activities
3122	Revised	Nondiscrimination and Equal Employment Opportunity
3123	Revised	Section 504/ADA Prohibition Against Disability Discrimination in Employment
3362	Revised	Anti-Harassment

3440	Revised	Job-Related Expenses
4122	Revised	Nondiscrimination and Equal Employment Opportunity
4123	Revised	Section 504/ADA Prohibition Against Disability Discrimination in Employment
4362	Revised	Anti-Harassment
4440	Revised	Job-Related Expenses
5517	Revised	Anti-Harassment
6550	Revised	Travel Payment & Reimbursement/Relocation Costs

D. 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, August 20, 2025 in G101/Board room.
The meeting will begin at 6:30 p.m.**