



**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, March 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 March 19, 2025 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Outstanding Business Partner
  - 1. Albright Welding Supply
- F. Student and Staff Recognition
  - 1. High School Staff Excellence Award  
Erin Baker, Intervention Specialist
  - 2. Northwestern Student Recognition  
Karizma Brinker, Interactive Media, WCSCC Student of the Month  
Miranda Smith, Medical Assisting, WCSCC Student of the Month  
Alexander Boehm, Engineering Technologies, WCSCC Achievement Award
  - 3. Other Schools  
Kaylee Bauman, Early Childhood Education & Care, WCSCC Student of the Month – Heritage Private  
Isaac Stoller, Machining Technologies, WCSCC Student of the Month – Homeschooled  
Tayler Von Ratibor, Welding Technologies, WCSCC Achievement Award – Wooster Christian
- G. Motion to approve the minutes from the February 19, 2025 Regular Meeting **(Exhibit B.1)** and the March 6, 2025 Special Meeting **(Exhibit B.2) (Voice)**

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

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

A. Director’s Report **(Exhibit C)**

B. Principal’s Report **(Exhibit D)**

C. Email Options for Board Members (Dr. Andrew Cerniglia, IT Supervisor, to present options)

D. Updates on Superintendent’s Advisory Committees

E. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Spring Break (No School)	3/24- 3/28/25	M-F		
April Board Meeting	4/23/25	4 <sup>th</sup> W	G101/Board Room	6:00 p.m. Reception 6:30 p.m. Regular 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 February 2025 **(Exhibit E)**
2. Approval of the Financial Reports for February 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. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2024-2025 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Beth Weese	HS Nursing	V	20	\$46.46	3/19/25

2. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2024-2025 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
Matthew Baumiller	Academic Teacher – Long Term Sub in Mathematics Only	4/21/25 through the end of the day on 5/30/25

3. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, BCI/FBI background checks and appropriate licensure, per time sheets, effective 2024-2025 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Beth Weese	Adult Education Certified – Nursing Instructor	V	20	\$46.46	3/19/25

**B. Classified Employment**

1. Approval of the following resignation:

NAME	POSITION	REASON	EFFECTIVE @ END OF DAY
Loretta Peters	Custodian	Retirement	6/30/25

2. Approval of the reimbursement of \$100 for Bus Driver Recertification Training for Kathy Keener
3. Rescind employment of the following person(s) as full-time Classified Personnel as per Board Policy and the Non-Bargaining Unit Handbook for the 2024-2025 school year (number of days listed include holidays and are at 8 hrs/day unless otherwise indicated):

NAME	POSITION	CONTRACT	DAYS	CLASS	HOURLY RATE	STEP	EFFECTIVE
Nathan Richeson	Account Clerk II	New 1	81 days (prorated from 12 month)	NB Acct Clerk II (7/11)	\$21.75	7	3/10/25

**C. Consultant Contracts (none)**

**D. Volunteers (none)**

E. Approval to remove the following from inventory:

1. Demo wiring station with Bar Code Tag #00012270 from Robotics to be torn down into parts for other lab set-ups the panel sent to Buildings and Grounds
2. STEM cart robotics with Bar Code Tag #00012260 from Robotics to be torn down into parts for other lab set-ups
3. Approval to donate the following items to the Wayne County Sheriff's Office due to the closure of the Adult Education Law Enforcement Training Academy:

Ammunition

2 cases of Winchester Ranger Slugs 500 rounds total sealed  
2 cases of Winchester Ranger 00 Buckshot 500 rounds sealed  
3 cases of Federal Target Load Birdshot 750 rounds sealed  
1 case of Winchester Super Target 7 ½ Lead Shot 250 sealed  
3 opened cases – NOT FULL CASES AT ALL  
    1 of Federal  
    1 of Winchester Ranger  
    1 of Winchester Ranger Slug

Firearms

20 Smith & Wesson pistol firearms with magazines  
5 Mossburg shotguns

Equipment

1 large shotgun case  
1 large pistol case

F. Approval to accept the following donations:

1. Donation of miscellaneous automation parts from Schaeffler for use in the Robotics program, with an approximate value of \$5,000
2. Donations received from the following businesses/organizations for the WCSCC Drug Free Program:

BUSINESS/ORGANIZATION	AMOUNT
BCI – Wooster Division	\$500
Lowe & Young	\$250
Magni-Power Company	\$500
SH Distributing, Inc.	\$500
United Titanium	\$500
Wooster Glass	\$1,500
Wooster Hydrostatics	\$500

3. Donation of HVAC parts from Peppers Plumbing & Mechanicals for use in Adult Education programs, with an approximate value of \$750
4. Donation of \$1,000 from Smithville Brethren Church for use by the Key Club Food Pantry to aid in funding students in need of food attainment assistance

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

**V. REGULAR AGENDA**

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

1. Approval of the use of the Board Room/G101 and two buses (possibly three buses for part of one day) and drivers for the Vital Connections program on or about June 4-6, 2025
2. Approval to apply for an Attorney General's FY25 Program Based School Safety Grant in the amount of \$40,000 to harden exterior/interior glass with ballistic film, essentially to finish the outside and then do inside windows that provide line of site into classrooms
3. Approval of an Affiliation Agreement with Chippewa Local Schools for clinical learning experiences (copies available)
4. Approval to accept a renewal grant in the amount of \$27,000 from the Orrville Area United Way for the Aspire program
5. Approval to accept a renewal grant in the amount of \$17,560 from the United Way of Wayne & Holmes Counties for Fast-Track Credentialing and 3<sup>rd</sup> party certifications
6. Approval of a Memorandum of Agreement with the Orrville Area United Way (copies available)
7. Termination of a contract with Mathematica. This is due to the U.S. Department of Education terminating the contract for the Connecting Adults to Success study, effective February 10, 2025. Mathematica is immediately halting all of their data collection efforts, including the program data request and the career navigator logs.

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

**B. Resolutions (Roll Call)**

1. Approval of the resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor **(Exhibit G)**

***Motion to approve Resolution 1. (Roll Call)***

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

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

FIELD TRIP	REASON	LOCATION	DATE	# STUDENTS	# ADVISORS	# PARENTS
Business Professionals of America (BPA)	State Leadership Conference	Greater Columbus Convention Center – Columbus, OH	3/10-3/11/25	20	4	0

2. Approval of the following revised/new/replacement/rejected/rescinded/renumbered/deleted board policies (copies available):

NUMBER	STATUS	TITLE
0100	Revised	Definitions
0142.1	Revised	Oath
0151	Revised	Organizational Meeting
0152	Revised	Officers
0155	Rejected	Technical Correction Committees
0163	Revised	Presiding Officer
0164	Revised	Notice of Meetings
0165	New	Board Meetings
0165.1	Rescind	Regular Meetings
0165.2	Rescind	Special Meetings
0166	New	Agendas
0167.2	Renumbered	Executive Session
0167.7	New	Use of Personal Communication Devices
0173	Rescind	Board Officers
		Employment of Personnel for Co-Curricular/Extra-Curricular Activities
4120.08	Revised	
4121	Revised	Criminal History Record Check
5136	Revised	Personal Communication Devices
5136.01	New	Electronic Equipment
5200	Rejected	Attendance
5500	Revised	Student Conduct
5780	New	Student/Parent Rights
6220	Revised	Budget Preparation
6320	Revised	Purchasing and Bidding
6460	Revised	Vendor Relations
7530.01V1	Revised	Cellular Telephone Allowance
		Board-Owned Technology Resources Used for Communication
7530.01V2	Rejected	
		Staff Use of Personal Communication Devices
7530.02	Revised	
		Student Education Technology Acceptable Use and Safety
7540.03	Revised	
		Staff Technology Acceptable Use and Safety
7540.04	Revised	
		Artificial Intelligence ("AI")
7540.09	New	
8310	Revised	Public Records
9160	Rejected	Public Attendance at School Events

***Motion to approve Documents and Materials (Voice)***

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

- A. Approval of the sponsorship and support of Kristin Samson, for the 2025-2026 Leadership Wooster class sponsored by the Wooster Area Chamber of Commerce for a cost of \$1,650

## **VII. ITEMS OF DISCUSSION**

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

<b>NUMBER</b>	<b>STATUS</b>	<b>TITLE</b>
1130	Revised	Conflict of Interest
3113	Revised	Conflict of Interest
4113	Revised	Conflict of Interest
6110	Revised	Grant Funds
6111	Revised	Internal Controls
6112	Revised	Cash Management of Grants
6114	Revised	Cost Principles – Spending Federal Funds
6325	Revised	Procurement – Federal Grants/Funds
6550	Revised	Travel Payment & Reimbursement/Relocation Costs
7450	Revised	Property Inventory

- B. Board discussion

## **VIII. EXECUTIVE SESSION**

- A. Executive Session (to discuss the employment of a public employee) **(Roll Call)**

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

**NOTE: The next Regular Meeting will be Wednesday, April 23, 2025 in G101/Board Room.  
The reception will begin at 6:00 p.m. and the meeting will follow at 6:30 p.m.**