**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

**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT**

**BOARD OF EDUCATION REGULAR MEETING**

**Wednesday, May 21, 2025**

**6:30 p.m.**

**Agenda (Exhibit A)**

1. **OPENING**
2. Call to Order – Pledge of Allegiance – Moment of Silence
3. Roll Call
4. Motion to approve the April 23, 2025 Agenda – corrections – additions – deletions **(Roll Call)**
5. Public Participation/Introduction of Guests
6. Work Based Learning (WBL) presentation by Andrew Cerniglia, IT Supervisor
7. Motion to approve the minutes from the April 23, 2025 Regular Meeting **(Exhibit B) (Voice)**
8. Executive Session (if needed) **(Roll Call)**

1. **SUPERINTENDENT’S REPORT (VOICE)**
2. Director’s Report **(Exhibit C – to be presented at the meeting)**
3. Principal’s Report **(Exhibit D)**
4. Update on Administration and Staffing
5. Updates on Superintendent’s Advisory Committees
6. Updates on Field Trips and Chaperones
7. Important Upcoming Dates and Times

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EVENT** | **DATE** | **DAY** | **LOCATION** | **TIME** |
| Senior Recognition Ceremony | 5/22/25 | Th | Wayne Co. Event Center | 7:00 p.m. Start |
| Memorial Day – No School | 5/26/25 | M |  |  |
| Last Day for Seniors | 5/27/25 | T |  |  |
| Last Day of School | 5/30/25 | F |  |  |
| Teacher Work Day | 6/2/30 | M |  |  |
| June Board Meeting | 6/25/25 | W | G101/Board Room | 6:30 p.m. Regular Meeting |

***Motion to approve Superintendent’s Report (Voice)***

1. **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:*

1. Finance
2. Approval of the list of purchase orders and budgetary check register for April 2025

 **(Exhibit E)**

1. Approval of the Financial Reports for April 2025 **(Exhibit F)**
2. Approval of the Five Year Forecast **(Exhibit G – to be presented at the meeting)**

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

1. **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:*

1. Certified Employment
2. Approval of the following resignation(s):

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME** | **POSITION** | **REASON** | **EFFECTIVE** |
| Cody Rising | Cybersecurity & Computer Programming Instructor | Resignation | 6/2/25 |

1. Ryley Poling, Math Instructor, moved to Class 5, 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, for a salary of $60,308
2. Employment of the following person(s) as full-time Certified Personnel for the 2025-2026 school year as per Board Policy and the negotiated agreement:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** | **EFFECTIVE** | **SALARY** |
| Wendy Stoller | Multiple Language Learner Tutor | New 1 | 185 | 2 | 7 | 8/12/25 | $59,989 |

1. Revision to the 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** |
| Erin Siders | HS Nursing | IV | 15 | $36.07 | 4/21/25 *(was 4/23/25)* |

1. 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 2024-2025 year:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME** | **AREA** | **CLASS** | **STEP** | **HOURLY RATE** | **EFFECTIVE** |
| Erin Siders | Adult Education Certified Nursing Instructor | IV | 15 | $36.07 | 4/23/25 |

1. 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** |
| William Arndt | Adult Education CertifiedNursing Instructor | IV | 18 | $39.42 | 7/1/25 |
| William Arndt | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Kody Brenning | Adult Education CertifiedT&I Instructor | IV | 6 | $27.64 | 7/1/25 |
| Charity Brown | Adult Education CertifiedNursing Instructor | V | 12 | $36.67 | 7/1/25 |
| Samaria Brown | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Rosa Cleaver | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Rebecca Elkevizth | Instructor, Aspire, IELCE, FLT | V | 2 | $27.29 | 7/1/25 |
| Rebecca Fields-Pittman | Instructor, Aspire, IELCE, FLT | IV | 1 | $23.85 | 7/1/25 |
| Christopher Garrett | Adult Education CertifiedT&I Instructor | II | 7 | $22.15 | 7/1/25 |
| Rachael Gorey | Instructor, Aspire, IELCE, FLT | III | 2 | $21.83 | 7/1/25 |
| Emily Hartzler | Adult Education Certified Aspire – Supplemental | V | 10 | $34.58 | 7/1/25 |
| Emily Hartzler | Adult Education Certified ADP – Supplemental | V | 10 | $34.58 | 7/1/25 |
| Todd Hinton | Adult Education CertifiedT&I Instructor | V | 10 | $34.58 | 7/1/25 |
| Daniel Holderman | Adult Education CertifiedT&I Instructor | III | 21 | $37.17 | 7/1/25 |
| Dale Klinect | Adult Education CertifiedT&I Instructor | III | 21 | $37.17 | 7/1/25 |
| Jamie Krystofek | Adult Education CertifiedNursing Instructor | IV | 19 | $40.60 | 7/1/25 |
| Melissa Lowell | Adult Education CertifiedMA Instructor | III | 7 | $25.32 | 7/1/25 |
| Natalie Marty | Adult Education CertifiedNursing Instructor | IV | 11 | $32.05 | 7/1/25 |
| Natalie Marty | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Jeff Mehling | Adult Education Certified T&I – Supplemental | III | 20 | $37.17 | 7/1/25 |
| Lori Milligan | Adult Education CertifiedAOP Instructor | III | 7 | $25.32 | 7/1/25 |
| Laurie Mobley | Adult Education CertifiedProctor – Supplemental | II | 0 | $18.24 | 7/1/25 |
| Barbara Moline | Adult Education CertifiedAssessments | II | 0 | $18.24 | 7/1/25 |
| Rochelle Neuenschwander | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Jacqueline Payne | Adult Education CertifiedCosmetology Instructor | III | 8 | $26.07 | 7/1/25 |
| Dorothy Pearce | Adult Education CertifiedNursing Instructor | IV | 21 | $41.81 | 7/1/25 |
| Dorothy Pearce | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Ryan Pearson | Adult Education CertifiedLETA Commander | II | 22 | $32.53 | 7/1/25 |
| April Post | Adult Education CertifiedAOP Instructor | V | 13 | $37.79 | 7/1/25 |
| April Post | Instructor, Aspire, IELCE, FLT | V | 13 | $37.79 | 7/1/25 |
| John Robison | Instructor, Aspire, IELCE, FLT | V | 8 | $32.59 | 7/1/25 |
| Kim Schreiber | Adult Education CertifiedNursing Instructor | IV | 22 | $41.81 | 7/1/25 |
| Samantha Stephens | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Scott Viator | Adult Education CertifiedT&I Instructor | II | 11 | $24.92 | 7/1/25 |
| Karen Wamback | Adult Education CertifiedNursing Tutor | II | 0 | $18.24 | 7/1/25 |
| Karen Wamback | Adult Education CertifiedNursing Instructor | V | 15 | $40.09 | 7/1/25 |
| Josi Weaver-Kranz | Adult Education Certified Career Services – Supplemental | IV | 27 | $41.81 | 7/1/25 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Patricia Wehn | Adult Education CertifiedNursing Instructor | IV | 25 | $41.81 | 7/1/25 |
| Noah Wellman | Adult Education CertifiedT&I Instructor | III | 10 | $27.66 | 7/1/25 |
| Leanna Wentzel | Adult Education Certified Nursing Instructor – Supplemental | V | 21 | $46.46 | 7/1/25 |
| Leanna Wentzel | Adult Education Certified Nursing Tutor – Supplemental | II | 0 | $18.24 | 7/1/25 |
| Jody Widmer | Adult Education CertifiedSTNA Instructor | IV | 24 | $41.81 | 7/1/25 |
| Tiffany Wong | Instructor, Aspire, IELCE, FLT | IV | 1 | $23.85 | 7/1/25 |
| Alesha Yuden | Adult Education CertifiedMA Instructor | II | 7 | $22.15 | 7/1/25 |
| Joan Zimmerman-Miller | Adult Education CertifiedADP Instructor | V | 2 | $27.29 | 7/1/25 |

1. Classified Employment
2. Approval of the following resignation(s):

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME** | **POSITION** | **REASON** | **EFFECTIVE** |
| Amariah Stoller | Aide/Monitor | Resignation | 5/30/25 |

1. Employment of Thomas Smith to provide Maintenance/Custodial support at $28.95 per hour from July 1, 2025 through June 30, 2026, part-time/hourly/as needed/per time sheets
2. Rescind, due to retirement effective 6/30/25, the 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 includes holidays and are at 8 hrs/day unless otherwise indicated):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAME** | **POSITION** | **CONTRACT** | **DAYS** | **CLASS** | **STEP** | **HOURLY****RATE** |
| Loretta Peters | Custodian | C | 12 month | II | 42 | $32.92 |

1. Employment of the following person(s) as part-time/hourly/per time sheets/as needed, per Casual Labor Scale, 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** |
| Mark Kaufman | IT Help | 2 of 1st 2 (7/1/23) | Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk | I | 3 | $15.80 |

1. Employment of the following Classified 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** |
| Karen Burgett | Casual Labor | I | 7 | $17.40 | 7/1/25 |
| Therese Clevenger | Adult Education Classified | I | 25 | $19.96 | 7/1/25 |
| Therese Clevenger | Office, Aspire, Adult Literacy, Literacy Ed, ESL | I | 25 | $19.96 | 7/1/25 |
| Robbie Pittman | Adult Education ClassifiedAspire, IELCE, FLT | I | 7 | $14.23 | 7/1/25 |

1. Consultant Contracts (none)
2. Volunteers (none)
3. Approval to remove the following from inventory:

1. Various items from IT to be removed from inventory and disposed via recycling through Buildings and Grounds or Adult Education for teaching purposes (copies available)

1. Approval to accept the following donations:

1. Donation of one bundle of steel bar from Ohio Gratings for use in the Welding and Fabrication program with an approximate value of $988.16

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

1. **REGULAR AGENDA**
2. Grants and Agreements **(Roll Call)**
3. Approval of the Employment Services Contract Addendum with the Tri-County Educational Service Center (copies available)
4. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne and Holmes Counties, Inc. to host the Career Exploration Day during the month of June 2025. Goodwill provides funding to offset the cost of staffing. (copies available)
5. Approval to accept a renewal grant in the amount of $10,000 from Dollar General for the Aspire program
6. Approval to accept a grant in the amount of $250 from the Ohio Association of Adult and Continuing Education for the Aspire program

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

1. Resolutions **(Roll Call)**
2. Approval of the resolution to contract with Energy Optimizers USA, LLC for the Wayne County Career Center’s Facility Improvement and Energy Savings Project based upon the authority of O.R.C. 167.081 for contracts procured through a Regional Council of Governments **(Exhibit H)**

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

1. Documents and Materials **(Voice)**
2. Approval of the following overnight field trip request(s) (copies available):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FIELD TRIP** | **REASON** | **LOCATION** | **DATE** | **#****STUDENTS** | **#****ADVISORS** | **#****PARENTS** |
| Educators Rising | Nat’l. Leadership Conference and Competition | Rosen Shingle Creek – Orlando, FL | 6/25-6/30/25 | 9 | 2 | 0 |

1. Approval of the 2026-2027 WCSCC Adult Diploma Registered Nurse Program Student Handbook Addendum (copies available)
2. Approval of the 2025-2026 Student/Parent Handbook (copies available)
3. Approval of the 2025-2026 Special Services Guidelines and Procedures (copies available)
4. Approval of the Animal Science Course of Study (copies available)
5. Approval of the following revised/new/replacement/rejected/rescinded/renumbered/deleted board policies (copies available):

|  |  |  |
| --- | --- | --- |
| **NUMBER** | **STATUS** | **TITLE** |
| 0131.1 |  Revised | Technical Corrections |
| 0171 |  Revised | Review of Policy |
| 1422.01 |  New | Drug-Free Workplace |
| 2260.02 |  Rejected | Single Gender Classes and Activities |
| 2271 |  Revised | College Credit Plus Program |
| 2340 |  Revised | Field and Other District-Sponsored Trips |
| 2430.02 |  Rejected | Participation of Community/Stem School Students in Extra-Curricular Activities |
| 2431 |  Revised | Interscholastic Athletics |
| 2460 |  Revised | Special Education |
| 5113 |  Revision | Admission of Students Participating Under District Open Enrollment |
| 5223 |  Revised | Released Time for Religious Instruction |
| 5330 |  Revised | Use of Medications |
| 5350 |  Revised | Student Mental Health and Suicide Prevention |
| 5610 |  Revised | Removal, Suspension, Expulsion, and Permanent Exclusion of Students |
| 5751 |  Revised | Parental Status of Students |
| 5771 |  Revised | Search and Seizure |
| 5780.01 |  New | Parents’ Bill of Rights |
| 6151 |  Revised | Insufficient Funds Checks |
| 7421 |  New | Restrooms, Locker Rooms, Shower Rooms and Changing Rooms |
| 7440.01 |  New | Video Surveillance and Electronic Monitoring |
| 8142 |  Revised | Criminal History Record Check for Contracted School Services |
| 8452 |  Revised | Automated External Defibrillators (AED) |
| 8500 |  Revised | Food Services |
| 7310 |  Revised | Disposition of Surplus Property |
| 1613 |  Revised | Student Supervision and Welfare |
| 3213 |  Revised | Student Supervision and Welfare |
| 4213 |  Revised | Student Supervision and Welfare |
| 5223 |  Rejected | Released Time for Religious Instruction |
| 5223 | Revised | Released Time for Religious Instruction During the School Day |

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

1. **NEW BUSINESS (ROLL CALL)**

1. 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) to approve personal leave that goes over the 6% threshold, without setting precedence (copies available)

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

2. Approval of a Medical Leave of Absence for Lesa Krites, Aide/Monitor, effective 8/20/25

***Motion to approve Item 2. (Roll Call)***

3. Approval of the list of student fees for the 2025-2026 school year (copies available)

***Motion to approve Item 3. (Roll Call)***

4. Approval of the amendment to the contract for Dr. Kip Crain, Superintendent regarding legal holidays (copies available)

***Motion to approve Item 4. (Roll Call)***

5. Approval of the amendment to the contract for Mary Workman, Treasurer regarding legal holidays

 (copies available)

***Motion to approve Item 5. (Roll Call)***

6. Approval to utilize K-12 Business Consulting to create a 20 year capital plan at a cost of $10,750

***Motion to approve Item 6. (Roll Call)***

1. **ITEMS OF DISCUSSION**
2. Board discussion
3. **EXECUTIVE SESSION**
4. Executive Session (if needed) **(Roll Call)**
5. **MOTION TO ADJOURN (VOICE)**

**NOTE: The next Regular Meeting will be Wednesday, May 21, 2025 in G101/Board Room.**

 **The meeting will begin at 6:00 p.m.**