



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

Wednesday, April 10, 2019

7:30 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 April 10, 2019 Agenda – corrections – additions – deletions (**Roll Call**)
- D. Public Participation/Introduction of Guests
- E. Student and Staff Recognition
 - 1. Adult & Community Education Staff Excellence Awards
Greg Chandler, Public Safety Coordinator
 - 2. High School Staff Excellence Awards
Heather Lessiter, Communications & District Events Specialist
Pam Tarleton, Head Cook
 - 3. Northwestern Student Recognition
Emily Cromer, Practical Nursing, WCSCC Student of the Month
Jared Martin, Engineering Technologies, WCSCC Student of the Month
Steven Diaz, Graphic Design & Photography, WCSCC Perseverance Award
Mikayla Linscott, Patient Care Technologies, WCSCC Achievement Award
 - 4. Norwayne Student Recognition
Madison Lunsford, Early Childhood Education & Care, WCSCC Student of the Month
Amyra Bowman, Medical Assisting, WCSCC Student of the Month
Faith Inman, Medical Assisting, WCSCC Perseverance Award
Austin Hartzler, Criminal Justice, WCSCC Achievement Award

F. Motion to approve the minutes from the March 20, 2019 Regular Meeting **(Exhibit B) (Voice)**

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

II. SUPERINTENDENT’S REPORT (VOICE)

A. Director’s Report **(Exhibit C)**

B. Principal’s Report **(Exhibit D)**

C. Updates on Superintendent’s Advisory Committees

D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Spring Break	4/15-4/19/19	M-F		
Waiver Day	4/22/19	M		
Dinner With Your Teacher	4/23/19	T	WCSCC	5:30 p.m.-7:30 p.m.
WCSCC Board of Education Meeting	5/15/19	W	G101/Board Room	7:00 p.m. Reception 7:30 p.m. Regular Meeting
AG Day	5/16/19	Th	WCSCC	

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 March 2019 **(Exhibit E)**
2. Approval of the Financial Reports for March 2019 **(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. Resignation of Jessica Wiandt, Science Instructor, effective at the end of the day on August 10, 2019
2. Resignation of Shannon Hornacek, Science Instructor, effective at the end of the day on August 3, 2019
3. Resignation of Gregg Gillespie, Landscape and Turf Management Instructor, effective at the end of the day on August 12, 2019
4. Andrew Cerniglia, ITS Supervisor, new three year contract effective August 1, 2019 through July 31, 2022, Step 10, 225 days
5. Jeff Schleich, CT Supervisor, new one year contract effective August 1, 2019 through July 31, 2020, Step 17, 225 days
6. Employment of the following person as full-time Certified Personnel as per Board Policy and the negotiated agreement effective July 1, 2019 through August 30, 2019:

NAME	CONTRACT	CLASS	STEP
Merickel, Keri	C	4	41

7. Employment of the following persons as full-time Certified Personnel as per Board Policy and the negotiated agreement for 184 days, unless otherwise noted, for the 2019-2020 school year:

NAME	CONTRACT	CLASS	STEP
Andrasik, Sarah	2 of 2	2	10
Arko, Andy	C	2	28
Baechle, Jenny	C	6	7
Bartel, Lori	C	4	20
Bauman, Taylor	2 of 2	1	4
Brown, Scott	C	4	35
Bunphithak, Natthaphon	New 2	2	14
Calderone-Davis, Kelly	C	6	15
Carraway, Kenneth	2nd 1	1	11
Caskey, Warren	2 of 2	5	16
Davis, Dan	C	5	15
Ehlert-Mowery, Donna	C	6	19
Garver, Krista	New 2	1	9
Gerber, Mark	C	5	23
Gough, Brett	2 of 2	4	22
Grimes, Rich	C	2	27

Gummo, Dawn	C	6	8
Hackworth, Tracy	C	4	18
Hanna, Kathy	C	3	23
Harlan, Jim	C	7	31
Hawkins, Anita	C	4	35
Hoefges-Fetty, Betty	C	6	25
Huffman, Kimberly	C	6	23
Immel, Jessica	3rd 1	5	12
Keener, Julie	New 2	6	10
Kerling, Peter	2nd 1	1	11
Layfield-Bower, Michelle	C	6	23
Long, Amber	New 2	4	14
Majka, Jennifer	<i>New C</i>	5	12
Martell, Rod	C	3	21
McConahay, Benjamin	3rd 1	1	9
McDonald, Debra	C	7	26
Mehling, Jeff	New 2	2	10
Miller, Kelly	<i>New C</i>	7	14
Morabito, Mike	2 of 2	5	33
Morgan, Theresa	C	5	21
Nichols, Julia	C	4	25
Nicholson, Andrew	C	6	23
Peters, William	C	7	21
Plybon, Linda	C	5	37
Ramsay, Angela	New 2	4	12
Repp, Ashley	C	6	11
Repp, Audrey	2 of 2	7	14
Ritchey, Helena	New 2	4	12
Romano, Lauren	2 of 2	3	5
Rue, Jennifer	2 of 2	7	6
Schaefer, Mathew	2nd 1	4	6
Seal, Chris	2 of 2	2	12
Seenes, Amanda	2 of 2	3	8
Shetler, Richard	2 of 2	5	23
Shoup, Lyle	2nd 1	1	8
Skelley, Samantha	2nd 1	5	5
Squirrell, Beverly	C	7	15
Starlin, Danielle	New 2	2	13
Stoller, Marty	3rd 1	1	12
Tabellion, Joann	New 2	4	24
Tietz, Amy	C	5	17
Tietz, Brad	C	5	19
Tresch, Dawn	2nd 1	3	14
Urbach, Liz	New 2	4	8
Wimer, Gary	C	5	35
Woodruff, Bruce	C	5	27
Zimmerman, Liala	C	7	28

8. Employment of the following part-time Certified Teaching Assistants for the 2019-2020 school year as per Board Policy and the negotiated agreement:

NAME	CONTRACT	CLASS	STEP
O'Hearn, Celia	C (182 days at 5.75 hrs/up to 29.5 hrs/wk)	II	7
Schemrich, Helen	C (182 days at 5.75 hrs/up to 29.5 hrs/wk)	II	10

9. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets for the 2019-2020 school year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Blackie	Robin	Adult Education Certified minimum of 840 hours/maximum of 1400 hours per fiscal year	II	15	\$26.58	07/01/19
Spreng	Amy	Adult Education Certified minimum of 840 hours/maximum of 1400 hours per fiscal year	II	10	\$22.92	07/01/19
Wiggam	Kathryn	Adult Education Certified minimum of 840 hours/maximum of 1400 hours per fiscal year	IV	5	\$25.43	07/01/19

10. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per calendars for the 2019-2020 school year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Hartzler	Emily	Adult Education Certified - 120 days @ 7 hrs/day	V	4	\$27.43	07/01/19
Phillips	Anna	Adult Education Certified - 184 days @ 7 hrs/day	IV	7	\$26.97	07/01/19
Weaver-Kranz	Josi	Adult Education Certified - 184 days @ 7 hrs/day	IV	21	\$39.61	07/01/19

11. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2018-2019 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Welch	Joy	Adult Education Certified	III	5	\$22.60	04/10/19

12. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2018-2019 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Drozd	Joseph	HS Academic/Career Tech Teacher	03/28/19

B. Classified Employment

1. Resignation of Carolyn Goodrich, Adult & Community Education Administrative Assistant, for the purpose of retirement at the end of the day on June 30, 2019
2. Employment of the following persons as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Auble, Tammy	Admin Assistant	2nd 1	215 days + 11 holidays	3 (7/11)	6
Becker, Deb	Account Clerk II	C	12 month	NB Acct. Clerk II (7/11)	22
Bottomley, Matthew	Custodian	C	12 month	3	31
Cooper, Diana	Supt. Admin. Asst.	C	12 month	NB Superintendent AA	21
Dalessandro, Chris	IT Specialist	C	220 days + 11 holidays	6	22
Dalessandro, Yvette	Custodian	New 2	12 month	3 (7/11)	7
Douglass, Crystal	Admin Assistant	New 2	225 days + 11 holidays	4 (7/11)	9
Engman, Connie	Dir. of Op. Admin. Asst.	New 2	12 month	NB Dir. of Ops. AA (7/11)	15
Grzybowski, Ed	IT Specialist	C	220 days + 11 holidays	6	17
Haley, Jason	Safety & Security Monitor	C	182 days + 10 holidays @ 7 hrs/day	6	17
Hornfeck, Stacey	Admin Assistant	C	200 days + 10 holidays	5 (7/11)	10
Lessiter, Heather	Communications & District Events Specialist	New 2	190 days + 10 holidays	5 (7/11)	3
Lingle, Don	Custodian-Lead Afternoon	C	12 month	4 (7/11)	12
Markley, Brenda	Account Clerk I	C	12 month	NB I	24
Martell, Melody	Asst to School Nurse	2 of 2	190 days + 10 holidays	6 (7/11)	14
Musser, Alisha	Admin Assistant	C	220 days + 10 holidays	3 (7/11)	8
Peters, Loretta	Custodian	C	12 month	4	36
Pumphrey, Tammy	Admin Assistant	C	190 days + 10 holidays	4	23
Roman, Andrea	Account Clerk I	New 2	12 month	NB Acct. Clerk I (7/11)	9
Ross, Alan	Transportation Specialist	C	184 days + 10 holidays @ 8 hrs/day	6 (7/11)	6
Sears, Kathryn	Admin Assistant	C	12 month	4 (7/11)	17
Smith, Tom	Maintenance/Custodian	C	12 month	4 (7/11)	17
Tackett, Dale	Admin Assistant	C	228 days + 11 holidays	5	24
Tackett, Sharon	Custodian	C	12 month	4	22
Tarleton, Pam	Head Cook	C	187 days + 10 holidays @ 7 hrs/day	4	22
Turner, Rhonda	Account Clerk II	2 of 2	12 month	NB Acct. Clerk II (7/11)	12

Woodruff, Lisa	7 Hour Cook	C	182 days + 10 holidays @ 7 hrs/day	3 (7/11)	7
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3. Employment of the following persons as full-time Classified Personnel for Adult & Community Education as per Board Policy and negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Neff, Andrea	Adult Ed AA	C	229 days + 11 holidays @ 6 hrs/day	4	32
Wolf, Taryn	AE AA Financial Aide Clerk	C	239 days + 11 holidays	5 (7/11)	12

4. Employment of the following person part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Barnhouse, Michael	Aide/Monitor	2 nd 1	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	2
Beery, Norman	Aide/Monitor	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	9
Bilinovich, Terez	Aide/Monitor	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	6
Burkholder, Rick	Aide/Monitor	2 nd 1	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	5
Dodds, Rebecca	Part-Time Cook	2 nd 1	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	4
Haskins, Jacob	IT Evening Assistant	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	3
Hobbs, Christine	Aide/Monitor	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk 5.75 hrs/day	I	7
Krites, Lesa	Aide/Monitor	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	12
Moffitt, Melinda	Aide/Monitor	2 nd 1	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	3
Myers, Shelly	Snack Shack Monitor	2 of 2	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	2
Oser, Brenda	AE AA	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	12
Rutter, Christina	Aide/Monitor	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	10
Spangler, Brian	Cashier	C	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	6
Stephenson, Deborah	Aide/Monitor	2 of 2	Hrly/time shfts/reg sched/as needed up to 29.5 hrs/wk	I	3

Tuttle, Stephanie	Aide/Monitor	2 nd 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	5
Ware, Darlene	Cashier	C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	8
Woodward, Beth	PT Café Cook	2 of 2	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	2
Yarman, Trina	Aide	C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	9

5. Employment of the following person part-time/hourly/per time sheets/as needed, per Casual Labor Pay Scale, with a maximum of 29.5 hours per week (unless specifically noted) for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Bowman, Trevor	Casual Labor	2 of 2	Part time/hrly/as needed/per time sheets (max. of 40 hrs. per week for Summer Help only)	I	4
Haley, Jason	Casual Labor	C	Part time/hrly/as needed/per time sheets (max. of 40 hrs. per week for Summer Help only)	I	7
Johnson, Elizabeth	Casual Labor	New 2	Part time/hrly/as needed/per time sheets not to exceed 200 hrs. (asst. w/ placement, enrollment and retention for both HS and AE)	I	6
Long, Amber	Animal Care/Feeding	C	Hrly/time shts as needed	I	15
O'Hearn, Celia	Animal Care/Feeding	2 of 2	Part time/hrly/as needed/per time sheets	I	7
Smith, Rocky	Casual Labor	C	Part time/hrly/as needed/per time sheets (max. of 40 hrs. per week for Summer Help only)	I	5
Tuttle, Stefanie	Casual Labor	New 2	Part time/hrly/as needed/per time sheets up to 29.5 hrs/wk	I	1

C. Consultant Contracts (none)

D. Volunteers:

1. Approval of the following volunteers for Aspire and English for Speakers of Other Languages (ESOL) for the 2018-2019 school year:

LAST	FIRST	BACKGROUND INFORMATION
Brinkerhoff	Peggy	New Aspire Volunteer; retired from Waynedale High School

E. Approval to remove the following from inventory:

1. 3D printer Dimension SST 1200ES due to bad systems processing CPU board
2. Various monitors to be sold at the next yard sale (copies available)

- 3. EKG in poor condition and cannot be repaired
- 4. Broken centrifuge

F. Approval to accept the following donations:

- 1. Golf cart and trailer axle set from Josh Suttle for use in the Truck Mechanics program, with an approximate value of \$650
- 2. John Deere diesel power unit from Superior Diesel, Inc. for use in the Truck Mechanics program, with an approximate value of \$2,500
- 3. Additional donations received from the following businesses and organizations for the Drug Free Clubs of America program:

BUSINESS	LEVEL	AMOUNT
Wooster Motor Ways – 3 rd Quarter Donation	Gold	\$500
	TOTAL	\$500

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

V. REGULAR AGENDA

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

- 1. Approval of an End User License Agreement with Sirchie LiveScan for the purpose of a fingerprint taking process for the Criminal Justice program (copies available)
- 2. Approval of a Cleveland Clinic Clinical Education Agreement (copies available)

Motion to approve Grants and Agreements (Roll Call)

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

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

- 1. Approval of the revised Adult & Community Education Student Handbook (copy available)
- 2. Approval of the revised Adult & Community Education Employee Handbook (copy available)
- 3. Approval of the revised Adult & Community Education Salaried Scheduled Handbook Leave Policies Addendum (copy available)

4. Approval of the following overnight field trip request (copies available):
 - a. *Approximately 2 students, 2 advisors, and 0 parents to attend*
 BPA – Business Professionals of America
 National Leadership Conference and Competition
 Anaheim Convention Center – Anaheim CA
 May 1-5, 2019

5. Approval of the following textbook (copy available):
 - a. Introductory Medical-Surgical Nursing, 12th Edition, 978-1-4963-5133 ISBN-13

6. Approval of the following job descriptions:
 - a. Evaluator and CTE Manager
 - b. Supervisor – Career Technical HS
 - c. Supervisor – Career Technical HS and AE
 - d. Supervisor of Academics
 - e. Technology Manager
 - f. Supervisor – ITS
 - g. Director of Operations
 - h. AA – Director of Operations and AE
 - i. Principal

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval of the following Adult Education Tuition Rates for the 2019-2020 school year:

Office Technology Programs	\$6.25 per hour	(no increase)
Licensed Practical Nursing Programs	\$7.75 per hour	(no increase)
Medical Assisting	\$6.25 per hour	(no increase)
Industrial Training Programs	\$12 per hour	(increase \$4.25 aligning with RAMTEC)
Cosmetology	\$6.25 per hour	(no increase)
Dental Assisting	\$6.25 per hour	(no increase)
Law Enforcement Training Academy	\$7.75 per hour	(no increase)

Motion to approve Item A.

VII. ITEMS OF DISCUSSION

- A. First reading of the following revised/new/deleted board policies:

NUMBER	STATUS	TITLE
0100	Revised	Definitions

5610	Revised	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
5610.03	Revised	Emergency Removal of Students
6320	Revised	Purchasing and Bidding
6325	Revised	Procurement – Federal Grants/Funds
7540	Revised	Technology
7540.02	Revised	Webb Accessibility, Content, Apps, and Services
7540.04	Revised	Staff Technology Acceptable Use and Safety
7544	New	Use of Social Media
8400	Revised	School Safety
8500	Revised	Food Services

B. Board discussion

VIII. EXECUTIVE SESSION

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

IX. MOTION TO ADJOURN (VOICE)

**NOTE: The next Regular Meeting will be held on Wednesday, May 15, 2019.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**