



**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, July 20, 2016  
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 July 20, 2016 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the June 15, 2016 Regular Meeting **(Exhibit B) (Voice)**
- F. Board Committee Reports **(Exhibit C)**
  - 1. Communications, Community Relations & Retention Committee  
Chair: Janice Grim  
Asst. Chair: Sue Williams  
Staff Liaison: Kip Crain
  - 2. Curriculum Committee  
Chair: Susie Lawson  
Asst. Chair: Janice Gallagher  
Staff Liaison: Jeff Schleich
  - 3. Facilities Committee  
Chair: Frank Besancon  
Asst. Chair: Curt Denning  
Staff Liaison: Lynn Moomaw

- 4. Finance and Legislative Committee  
 Chair: Susie Lawson  
 Asst. Chair: Doug Stuart  
 Staff Liaison: Mary Workman
  
- 5. Personnel Committee  
 Chair: Greg Roadruck  
 Asst. Chair: Kurt Steiner  
 Asst. Chair: Doug Stuart  
 Staff Liaison: Matt Brown
  
- 6. Student Services Committee  
 Chair: Douglas Zook  
 Asst. Chair: Philip Keener  
 Staff Liaison: Matt Brown
  
- 7. Technology and Assessment Committee  
 Chair: Don Noble  
 Asst. Chair: Larry Acker  
 Staff Liaison: Cheryl Boyer

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

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

- A. Director’s Report **(Exhibit D)**
- B. Principal’s Report **(Exhibit E)**
- C. RAMTEC Update
- D. Permanent Improvement Levy
- E. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
				10 a.m.-5 p.m. for Administrative Workshop
Board and Administrative Workshop	8/2/16	W	G101/Board Room	5 p.m.-7 p.m. for Board Workshop
Student/Parent Orientation	8/17/16	W	WCSCC	12:30 p.m.-6:30 p.m.
Convocation Day	8/18/16	Th	WCSCC/Commons	7:30 a.m.-3:00 p.m.
Staff In-Service Day	8/19/16	F	WCSCC/Commons	7:45 a.m.-3:00 p.m.
First Day for Juniors/First Year Students	8/22/16	M	WCSCC	
First Day for All Students	8/23/16	T	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 June 2016 **(Exhibit F)**
2. Approval of the Financial Reports for June 2016 **(Exhibit G)**
3. Approve the following Change Funds for the 2016-2017 school year:

Change Funds

\$ 450.00	Cafeteria
350.00	Culinary Arts
100.00	Treasurer’s Office
100.00	Adult Education Office
100.00	Landscape & Plant Technologies C.S.
75.00	Central Supply
75.00	Kathy Sears – Fees
75.00	Dale Tackett – Fees
50.00	Animal Care C.S.
150.00	Cosmetology C.S.
75.00	AE Cosmetology C.S.
20.00	<u>Front Office – Parking Permits</u>
\$ 1,620.00	<i>Total Change Funds</i>

4. Approval of the following Fund Transfer for 2016-2017:

From:  
001 General Fund \$1,000

To:  
018-9600 Board/ADM Scholarship Fund \$1,000

Purpose is to award 2 - \$500 Ambassador Program Achievement Awards

5. Approval to accept the following donations (none)

***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 payment of substitutes and aides to attend orientation training at the start of the 2016-2017 school year. Certified staff will be paid at half the daily rate.
2. Resignation of Vanessa Marion, Adult Education Instructor, effective at the end of the day on June 30, 2016
3. Debra McDonald, moved to Class VI, Step 23 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2016-2017 school year
4. Approval of the employment of Kathie Kister, for assistance with placement, enrollment and retention, for both high school and adult education, part-time/hourly/as needed/per time sheets, not to exceed 100 hours, effective July 1, 2016 for the 2016-2017 school year at a rate of \$29.23 per hour
5. Approval of the employment of Janice Anderson, for assistance with placement, enrollment and retention, for both high school and adult education, part-time/hourly/as needed/per time sheets, not to exceed 200 hours, effective July 1, 2016 for the 2016-2017 school year at a rate of \$28.75 per hour
6. Employment of the following Certified Personnel for the 2016-2017 school year:

LAST	FIRST	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Schneider	Aaron	Social Studies Instructor	New 1 (one year contract)	185	IV	6	8/16/16

7. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2016: Administrators, Managers, Coordinators, Key Club Advisors, and School Board Members
8. Modification of the following contracts for Certified Personnel for the 2016-2017 school year:

NAME	CONTRACT	CLASS	STEP
Immel, Jessica	2 <sup>nd</sup> 1 (211 days) – was 164 days	AE2	11
Kanne, Joan	11 <sup>th</sup> 1 (152 days) – was 162 days	AE3	19
Tresch, Dawn	12 <sup>th</sup> 1 (148 days) – was 143 days	AE1	20

9. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2016-2017 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Calderone-Davis	Kelly	Adult Education Certified – Supplemental	V	9	\$31.80	07/21/16
Hummel	Shirley	Instructor, ABLE, Adult Literacy, Literacy Ed	Bachelors	10	\$18.50	07/01/16
McDonald	Debra	Adult Education Certified – Supplemental	V	15	\$37.97	07/01/16
Porr	Joanne	Adult Education Certified	V	0	\$24.80	07/21/16
Roberts	Steven	Adult Education Certified	II	0	\$17.27	07/01/16
Shaw-Johnson	Mary	Adult Education Certified	II	0	\$17.27	07/01/16

10. Modification of the following contract for Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2016-2017 year::

LAST	FIRST	AREA	CLASS	STEP	RATE	EFFECTIVE
Johns	Aimee	Adult Education Certified	III	3 (was 2)	\$21.30 (was \$20.68)	07/01/16

11. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2016-2017 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Cottom	Kaylee	HS Academic Teacher – Long Term Sub in English/Language Arts Only	07/01/16

12. Employment of the following positions through the Tri-County ESC for the 2016-2017 through 2018-2019 school years:

RAMTEC Robotics/PLCs Instructor  
RAMTEC CNC/Advanced Manufacturing Instructor

**B. Classified Employment**

1. Approval of the payment for substitutes and aides to attend orientation training at the start of the 2016-2017 school year. Classified staff will be paid at an hourly rate.
2. Resignation of Crystal Robinson, Substitute, effective July 1, 2016
3. Modification of the following contracts for Classified Personnel for the 2016-2017 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Becker, Deb	Acct Clerk II	C	12 month	II (7/11)	19
Tackett, Dale	Admin Assistant – High School Office Manager	C	228 days + 11 holidays	5 (was Class 4)	21 (was Step 23)

C. Consultant Contracts

1. Deborah’s Garden Market, Life’s A Beach, on or about July 11, 2016, \$20 per student
2. Deborah’s Garden Market, Save the Monarchs, on or about August 8, 2016, \$10 per student
3. Deborah’s Garden Market, Fairy Garden “Fair Style”, on or about September 12, 2016, \$20 per student
4. Deborah’s Garden Market, Fabulous Fall in the Garden, on or about October 10, 2016, \$15 per student
5. Deborah’s Garden Market, Popular Pumpkin Centerpiece, on or about November 14, 2016, \$20 per student
6. Deborah’s Garden Market, Boxwood and Berry Winter Wreath, on or about December 12, 2016, \$15 per student
7. Dennis Lipp, Painting for the Fun of It, on or about September 19 – October 24, 2016, \$300
8. Greg Thompson, Adult Child & Infant CPR, on or about August 31, 2016, \$220
9. Greg Thompson, Adult Child & Infant CPR, on or about October 12, 2016, \$220
10. Greg Thompson, Adult Child & Infant CPR, on or about December 7, 2016, \$220

D. Volunteers (none)

E. Approval to remove the following from inventory (none)

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

**V. REGULAR AGENDA**

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

1. Approval to accept a two year agreement, effective July 15, 2016, with Greenleaf Family Center to provide Deaf and Hard of Hearing Services for parents at WCSCC events as requested, needed, and/or required by law (copies available)
2. Approval of an agreement for shared services between Green Local Schools and the Wayne County Schools Career Center **(Exhibit H)**
3. Approval of the Adopted Framework for the use of school nursing staff for Drug Free Clubs of America (DFCA) drug testing **(Exhibit I)**
4. Approval of an Agreement of Articulation for Adult & Community Education with The University of Akron College of Applied Science and Technology for Associate of Technical Studies Adult Building Maintenance Technology (copy available)
5. Approval of an Agreement of Articulation for Adult & Community Education with

The University of Akron College of Applied Science and Technology for Associate of Technical Studies Adult Computer & Accounting Office Specialist Program (copy available)

6. Approval of an Agreement of Articulation for Adult & Community Education with The University of Akron College of Applied Science and Technology for Associate of Technical Studies Adult Industrial Maintenance Program (copy available)
7. Approval of an Agreement of Articulation for Adult & Community Education with The University of Akron College of Applied Science and Technology for Associate of Technical Studies Adult Administrative Office Program (copy available)
8. Approval of an Agreement of Articulation for Adult & Community Education with The University of Akron College of Applied Science and Technology for Associate of Technical Studies Adult Medical Office Billing and Coding Specialist Program (copy available)
9. Approval of an Agreement of Articulation for Adult & Community Education with The University of Akron College of Applied Science and Technology for Associate of Technical Studies Adult Precision Machining Program (copy available)

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

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

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

1. Approval of the 2016-2017 Emergency Operations Plan for High School (copy available)
2. Approval of the 2016-2017 Emergency Operations Plan for Adult & Community Education (copy available)
3. Approval of the AE LPN Student Handbook Program Addendum (copy available)
4. Approval of the following jobs descriptions (copies available):
  - a. Safety and Security Monitor
  - b. Counselor
5. Approval of the following textbooks:
  - a. Mathematics for Business, 10<sup>th</sup> Edition; Salzman, Clendenen; ISBN #978-0-13-289835-5
  - b. Business Law Today, the Essentials, 10<sup>th</sup> Edition; Roger, LeRoy, Miller; ISBN #978-1-133-19135-3
  - c. Microeconomics, 9<sup>th</sup> Edition; Tucker; ISBN #978-1-305-50711-1

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

**VI. NEW BUSINESS (ROLL CALL) (none)**

**VII. ITEMS OF DISCUSSION**

- A. Board discussion

**VIII. EXECUTIVE SESSION**

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

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

**NOTE: The date and time of the next Regular Meeting will be held on Wednesday, August 17, 2016. The Regular Meeting will begin at 7:30 p.m.**