



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, May 20, 2015
7:30 p.m.
Agenda (Exhibit A)

I. OPENING

- A. Call to Order – Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Public Participation/Introduction of Guests
- D. Student and Staff Recognition
 - 1. Tammy Pumphrey, Receptionist, WCSCC Staff Excellence Award
 - 2. Dale Tackett, AA for Discipline, WCSCC Staff Excellence Award
 - 3. Students placing in the Top 10 at State and Nationals, Ambassadors, and those receiving Special Awards will be recognized. A list of students will be distributed.

NOTE: There will be a brief recess in order to move to the Board Room/G101, in the Administration Building, for the remainder of the board meeting.

- E. Motion to approve the May 20, 2015 Agenda – corrections – additions – deletions **(Roll Call)**
- F. Motion to approve the minutes from the April 22, 2015 Regular Meeting **(Exhibit B) (Voice)**
- G. 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

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

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit D)**

- B. Principal’s Report **(Exhibit E)**

- C. Important Upcoming Dates and Times

EVENT	DATE	LOCATION	TIME
HS PN Pinning Ceremony	5/21/15	Commons	7:00 p.m.
Last Day for Seniors	5/22/15	WCSCC	
Last Day for Juniors	5/27/15	WCSCC	
Teacher Check Out Day	5/28/15	WCSCC	
SkillsUSA National Conference	6/21-6/27/15	Louisville, KY	
June Board of Education Meeting	6/24/15	G101	7:00 p.m. Reception/ 7:30 p.m. Meeting
HOSA National Skill Contest	6/25-6/28/15	Lake Buena Vista, FL	

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 April 2015 **(Exhibit F)**
2. Approval of the Financial Reports for April 2015 **(Exhibit G)**
3. Approval of the Five Year Forecast **(Exhibit H) (copies presented at meeting)**
4. Approval of the 2015-2016 Student Activity Account Budgets as proposed per the SAA Account Portfolio (copies available)
5. Approval of the 2015-2016 Rotary Account Budgets proposed per the Rotary Account Portfolio (copies available)
6. Approval to accept the following donations:
 - a. Two Dell Latitude LS laptop computers from Ardenna Hunt for use in the Electronics and Computer Networking program, approximate value is \$50
7. Approval to accept the 2.6% increase on Health Care Coverage through the Stark County COG beginning July 1, 2015 **(Exhibit I)**

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 Melody Martell, Certified Teaching Assistant, effective at the end of the day on May 27, 2015
2. Resignation of Joann Tabellion, Medical Assisting Program Director for Adult & Community Education, effective at the end of the day on June 30, 2015
3. Employment of Keri Merickel, Medical Assisting Coordinator for Adult & Community Education, Class III, Step 12 effective June 1, 2015-June 30, 2015
4. Employment of Keri Merickel, Medical Assisting Coordinator for Adult & Community Education, Class III, Step 13 effective July 1, 2015-June 30, 2016
5. Employment of Melody Martell, Medical Assisting Program Director for Adult & Community Education, Class III, Step 6 effective June 1, 2015-June 30, 2015
6. Employment of Melody Martell, Medical Assisting Program Director for Adult & Community Education, Class III, Step 7 effective July 1, 2015-June 30, 2016
7. Reduction in Force of Tiffany Mennell, Certified Teaching Assistant, for the 2015-2016 school year: Tiffany’s limited contract for the 2015-2016 school year and direct the treasurer to give written notice on or before May 30, 2015
8. Approval of the employment of the following for 2014-2015 supplemental positions per the negotiated agreement:

Others		
Banquets	\$100/event	Lesia Krites
Breakfast Banquets	\$50/event	Lesia Krites

9. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, for the 2014-2015 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Cahill	Beverly	Adult Education Certified	IV	15	\$34.17	6/1/15
Demiter	Cynthia	Adult Education Certified	IV	10	\$29.47	5/1/15

10. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective May 21-June 30, 2015:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Cerniglia	Andrew	Adult Education Certified– Supplemental up to 80 hrs	V	15	\$37.97	5/21/15

11. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective July 1, 2015-July 31, 2015:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Cerniglia	Andrew	Adult Education Certified– Supplemental up to 80 hrs	V	16	\$37.97	7/1/15

12. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, for the 2015-2016 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Ackerman	Matthew	Adult Education Certified	III	1	\$20.08	07/01/15
Baldwin	Kevin	Adult Education Certified	III	10	\$26.20	07/01/15
Ball	Carol	Adult Education Certified	II	3	\$18.64	07/01/15
Banks	Michael	Adult Education Certified	II	2	\$18.10	07/01/15
Carr	Philip	Adult Education Certified	II	10	\$22.92	07/01/15
Caskey	Warren	Adult Education Certified – Supplemental	IV	0	\$22.29	07/01/15
Chupp	Phillip	Adult Education Certified	II	0	\$17.27	07/01/15
Clevenger	Therese	Instructor, ABLE, Adult Literacy, ESL Civics		2	\$14.50	07/01/15
Click	Theresa	Adult Education Certified	V	2	\$25.85	07/01/15
Coleman	Richard	Adult Education Certified	III	6	\$23.28	07/01/15
Conwill	Kristopher	Adult Education Certified	IV	0	\$22.29	07/01/15
Cooper	Diana	Adult Education Certified	III	0	\$19.78	07/01/15
Elliott	Sandra	Adult Education Certified – Supplemental	V	15	\$37.97	07/01/15
Fields	Kevin	Adult Education Certified – Supplemental	III	9	\$25.44	07/01/15
Fisher	Matthew	Adult Education Certified	V	0	\$24.80	07/01/15
Gengo	Frances	Adult Education Certified	IV	8	\$27.78	07/01/15
Gigax	Larry	Instructor, ABLE, Adult Literacy	Bachelors	10	\$18.50	07/01/15
Glessner	Patricia	Adult Education Certified	III	9	\$25.44	07/01/15
Good	John	Adult Education Certified	II	7	\$20.98	07/01/15
Hedberg	Michelle	Adult Education Certified – Supplemental	AE1	13	\$31.56	07/01/15

Holderman	Daniel	Adult Education Certified	III	11	\$26.99	07/01/15
Indermuhle	Dennis	Adult Education Certified	II	14	\$25.80	07/01/15
Kanne	Joan	Adult Education Certified – Supplemental	AE3	18	\$40.66	07/01/15
Klinect	Dale	Adult Education Certified	II	15	\$26.58	07/01/15
Knapp	Danielle	Adult Education Certified	II	3	\$18.64	07/01/15
Manos	Stacey	Adult Education Certified	V	11	\$33.73	07/01/15
Martell	Rodney	Adult Education Certified – Supplemental	III	11	\$26.99	07/01/15
Martin	Terrie	Adult Education Certified	II	5	\$19.78	07/01/15
Marty	Paul	Adult Education Certified	III	10	\$26.20	07/01/15
Mennell	Tiffany	Adult Education Certified	II	1	\$17.57	7/1/15
Merickel	Keri	Adult Education Certified – Supplemental	III	13	\$28.63	7/1/15
Miller	Kimberly	Adult Education Certified	IV	8	\$27.78	07/01/15
Milligan	Lori	Adult Education Certified	II	2	\$18.10	07/01/15
Musser	Alisha	Adult Education Certified	II	2	\$18.10	07/01/15
Pearson	Ryan	Adult Education Certified	II	10	\$22.92	07/01/15
Plantz	Clarence	Adult Education Certified	II	15	\$26.58	07/01/15
Reichert	Sharon	Instructor, ABLE Adult Literacy, ESL Civics		2	\$14.50	07/01/15
Ritchey	Helena	Adult Education Certified – Supplemental	IV	5	\$25.43	07/01/15
Ritchey	Timothy	Adult Education Certified – Supplemental	AE3	3	\$26.10	07/01/15
Ritz	Debora	Adult Education Certified	IV	9	\$28.62	07/01/15
Russell	Melvin	Adult Education Certified	III	11	\$26.99	07/01/15
Sackett	Sally	Adult Education Certified	II	11	\$23.61	07/01/15
Slack	Mary Sue	Instructor, ABLE Adult Literacy, FLT Rotary	Masters	12	\$21.50	07/01/15
Snow	Misty	Adult Education Certified	II	2	\$18.10	07/01/15
Swartz	Richard	Adult Education Certified	IV	2	\$23.27	07/01/15

Teichmer	April	Adult Education Certified	II	10	\$22.92	07/01/15
Tresch	Dawn	Adult Education Certified – Supplemental	AE1	19	\$37.69	07/01/15
Weaver-Kranz	Josi	Adult Education Certified – Supplemental	AE1	17	\$35.53	07/01/15
Wehn	Patricia	Adult Education Certified	IV	15	\$34.17	07/01/15
Welch	Lois	Adult Education Certified	III	0	\$19.78	07/01/15
Wilson	Alan	Adult Education Certified	IV	9	\$28.62	07/01/15
Wilson	Janel	Adult Education Certified	IV	5	\$25.43	07/01/15
Wilson	Robert	Adult Education Certified – Supplemental	AE1	20	\$38.82	07/01/15
Yoss	Mary	Adult Education Certified	II	2	\$18.10	07/01/15

13. Employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, for the 2015-2016 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Barnes	Connie	Instructor, FLT Rotary	Bachelors	9	\$18.00	07/01/15
Bricker	Marianne	Instructor, ABLE, Adult Literacy	Bachelors	15	\$21.00	07/01/15
Edington	Denise	Instructor, ABLE, Adult Literacy	Bachelors	9	\$18.00	07/01/15
Elkevizth	Rebecca	Instructor - ABLE, ESL Civics, Adult Literacy, Literacy Ed Rotary	Masters	2	\$16.50	07/01/15
Gastier	Ann	Instructor, ABLE & Adult Literacy	Masters	2	\$16.50	07/01/15
Hardman	Charles	Adult Education Certified	II	13	\$25.05	07/01/15
Hartzler	Emily	Coordinator, ABLE, Adult Literacy, FLT Rotary, Literacy Ed Rotary	Masters	10	\$20.50	07/01/15
Jindra	Cheryl	Instructor, ABLE, Adult Literacy, ESL Civic	Masters	4	\$17.50	07/01/15
Martell	Melody	Adult Education Certified	III	4	\$21.94	07/01/15
Roberts	Linda	Instructor, ABLE, Adult Literacy	Bachelors	9	\$18.00	07/01/15
Robison	John	Instructor, ABLE, Adult Literacy	Masters	7	\$19.00	07/01/15
Smith	Katherine	Adult Education Certified	IV	5	\$25.43	07/01/15

Starr	Martha	Instructor, ABLE, Adult Literacy	Masters	4	\$17.50	07/01/15
Zehnder	Jennifer	Instructor, FLT Rotary	Bachelors	8	\$17.50	07/01/15

14. Employment of the following certified individuals to substitute in area(s) indicated, effective July 1, 2015 for the 2015-2016 school year:

LAST	FIRST	LONG-TERM SUBSTITUTE TEACHING AREA(S)
Mennell	Tiffany	Cosmetology

B. Classified Employment

1. Approval of the revised Casual Labor Wage Scale to include Proctor (**Exhibit J**)
2. Revision to the contract for the following person as full time Classified Personnel for the 2015-2016 school year as per Board Policy and negotiated agreement:

LAST	FIRST	POSITION	CONTRACT	DAYS	CLASS	STEP
Waggy	Pam	Aide	C	73 days + 3 holidays @ 5.5 hrs/day, 75 days + 2 holidays @ 7 hrs/day, 37 days + 4 holidays @ 4 hrs/day	I	13

3. Employment of the following persons part-time/hourly/per time sheets/regularly scheduled/as needed, with a maximum of 29.5 hours per week (unless specifically noted) for the 2015-2016 school year:

LAST	FIRST	POSITION	CONTRACT	DAYS	CLASS	STEP
Schar	Deborah	Cook/Cashier	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	3

4. Approval of the employment of the following persons part-time/hourly/as needed/per time sheets, with a maximum of 29.5 hours per week (unless specifically noted) for the 2015-2016 school year:

LAST	FIRST	POSITION	CONTRACT	DAYS	CLASS	STEP
Anderson	John	Casual Labor	New 1	Part time/hrly/ as needed/per time sheets	I	5

5. Approval of the following hourly rates for Adult & Community Education Grant Funded Programs with contracts between July 1, 2015 and June 30, 2016. These programs include Adult Basic & Literacy Education, English for Speakers of Other Languages & Families Learning Together. The only change from FY15 is that Step 1 Classified Aide was changed to \$8.10 per hour to reflect current minimum wage:

ABLE/ESOL/FLT GRANT FUNDED PROGRAMS				
Pay Scale				
Step	Classified Aide	Classified Office	Instructor BA/BS	Instructor MA
1	\$8.10	\$9.40	\$14.00	\$16.00

2	\$8.20	\$9.80	\$14.50	\$16.50
3	\$8.40	\$10.20	\$15.00	\$17.00
4	\$8.60	\$10.60	\$15.50	\$17.50
5	\$8.80	\$11.00	\$16.00	\$18.00
6	\$9.00	\$11.40	\$16.50	\$18.50
7	\$9.20	\$11.80	\$17.00	\$19.00
8	\$9.40	\$12.20	\$17.50	\$19.50
9	\$9.60	\$12.60	\$18.00	\$20.00
10	\$9.80	\$13.00	\$18.50	\$20.50
11	\$10.00	\$13.40	\$19.00	\$21.00
12	\$10.20	\$13.80	\$19.50	\$21.50
13	\$10.40	\$14.20	\$20.00	\$22.00
14	\$10.60	\$14.60	\$20.50	\$22.50
15	\$10.80	\$15.00	\$21.00	\$23.00

A step raise will be awarded any year an hourly employee works 80 or more hours or when an hourly employee works between 1-79 hours for three consecutive years in which there was not a step raise awarded until the cap is reached.

6. Employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, regularly scheduled, for the 2015-2016 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Benfield	Melnee	Child Care Aide, FLT Rotary	Classified Aide	15	\$10.80	07/01/15
Bower	Shannon	Child Care Aide, FLT Rotary	Classified Aide	6	\$ 9.00	07/01/15
Bower	China	Child Care Aide, FLT Rotary	Classified Aide	3	\$ 8.40	07/01/15
Clevenger	Therese	Office, ABLE, Adult Literacy FLT Rotary, ESL Civics	Classified Office	15	\$15.00	07/01/15
Dalessandro	Yvette	Child Care Aide, FLT Rotary	Classified Aide	5	\$ 8.80	07/01/15
Johnson	Teresa	Child Care Aide, FLT Rotary	Classified Aide	6	\$ 9.00	07/01/15
Reichert	Sharon	Office, ABLE, Adult Literacy, FLT Rotary	Classified Office	15	\$15.00	07/01/15
Rinehart	Deborah Kay	Child Care Aide, FLT Rotary	Classified Aide	7	\$ 9.20	07/01/15
Zerrer	Lee	Program Aide, FLT Rotary	Classified Office	8	\$12.20	07/01/15
Zimmerer	Kayla	Child Care Aide, FLT Rotary	Classified Aide	7	\$ 9.20	07/01/15

7. Employment of the following classified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, for the 2015-2016 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Lindenmuth	Barbara	Child Care Aide, FLT Rotary	Classified Aide	5	\$ 8.80	07/01/15

C. Consultant Contracts

1. Deborah’s Garden Market, Planting for Butterflies and Hummingbirds, on or about June 10, 2015, \$10 per student
2. Deborah’s Garden Market, Creative Herb Gardening, on or about June 24, 2015, \$10 per student
3. Deborah’s Garden Market, Hydrangea Help, on or about July 8, 2015, \$10 per student
4. Deborah’s Garden Market, Shady Retreats, on or about July 22, 2015, \$10 per student
5. Deborah’s Garden Market, Butterflies and Hummingbirds, on or about August 12, 2015, \$10 per student
6. Deborah’s Garden Market, Succulents Are Trendy and Oh So Easy, on or about August 26, 2015, \$10 per student

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 for Adult & Community Education to apply for supplemental grants for program enhancement and operation up to a maximum of \$10,000 each, as needed, for the 2015-2016 school year
2. Approval to accept a renewal grant in the amount of \$62,243.75 from the United Way of Wayne & Holmes Counties for the Families Learning Together program
3. Approval to appoint Matt Brown, Principal and Lynn Moomaw, Director of Operations as Title IX Coordinators and Sexual harassment Officers for the Wayne County Schools Career Center at 518 W. Prospect St., Smithville, OH 44677 (330-669-7000) high school and Adult Education programs
4. Approval of an agreement for shared services for the Business Entrepreneurship program between Green Local Schools, Orrville City Schools, Rittman Exempted Village Schools, Southeast Local Schools and the Wayne County Schools Career Center (**Exhibit K**)
5. Approval for up to 45 hours for the Summer Nursing Review Program for Adult & Community Education to be reimbursed by the General Fund
6. Approval for up to 45 hours for the Summer Cosmetology Review Program for Adult & Community Education to be reimbursed by the General Fund

Motion to approve Grants and Agreements (Roll Call)

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

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

1. Approval of the following job descriptions (copies available):
 - a. Placement Coordinator
 - b. Business Entrepreneurship Proctor
2. Approval of the Course of Study renewal for Culinary Arts (copy available)
3. Approval of the revision to the Early Childhood Education and Care Lab Manual (copy available)
4. Approval of the revision to the Preschool Parent Handbook (copy available)

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval for sponsorship and support of Sean Havalotti for the 2015-2016 Leadership Wooster class sponsored by the Wooster Area Chamber of Commerce for a cost of \$1,000

Motion to approve Item A. (Roll Call)

VII. ITEMS OF DISCUSSION

- A. Board discussion

VIII. EXECUTIVE SESSION

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

IX. MOTION TO ADJOURN (VOICE)

**NOTE: The next Regular Board Meeting will be held on Wednesday, June 24, 2015.
The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**