



Kip Crain, Superintendent
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**
**(To be held via Zoom in lieu of the Governors orders restricting meetings of more than 10 people
during the COVID-19 Pandemic)**

**Prior to the start of the meeting, the District Records Commission – Board President, Superintendent,
and Treasurer – will meet to consider district records.**

**Wednesday, June 23, 2021
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 June 23, 2021 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the May 19, 2021 Regular Meeting **(Exhibit B) (Voice)**
- F. Executive Session (if needed) **(Roll Call)**

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit C)**
- B. Principal’s Report **(Exhibit D)**
- C. Safety Protocol Update:
 - a. Recommendations from the Safety Protocol Task Force and Superintendent are under Documents and Material for approval
- D. Permanent Improvement Levy Renewal

E. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Independence Day Holiday	7/5/21	M		
WCSCC Board of Education Meeting	7/21/21	W	G101/Board Room	7:30 p.m.

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 May 2021 **(Exhibit E)**
2. Approval of the Financial Reports for May 2021 **(Exhibit F)**
3. Approval of the FY21 Amended Appropriations **(Exhibit G – to be presented at the meeting)**
4. Approval of the FY22 Temporary Appropriations **(Exhibit H)**
5. Approval of the following Fund Transfers:

From:

001 General Fund \$ 4,500

To:

018-9814 WCSCC Drug Free \$ 4,500

6. Approval of the following Fund Transfers after July 1, 2021:

From:

001 General Fund \$164,757

To:

034 OSFC Maintenance Fund \$164,757

7. Approval to accept the Health Care Coverage rates through the Stark County COG beginning July 1, 2021 **(Exhibit I)**

8. Approval to accept the proposal for property, fleet, and liability insurance with Ohio School Plan as presented. The new premiums are \$56,399, plus the excess crime coverage at \$2,228 for a total of \$58,627. Ohio School Plan is endorsed by the OSBA, OASBO, and BASA (copies available)
9. Approval of the following Change Funds for the 2021-2022 school year:

2020-2021 CHANGE FUNDS	
TO	AMOUNT
Treasurer's Office	\$100.00
Adult Education Office	\$100.00
Dale Tackett - Student Fees	\$75.00
Stephanie Tuttle - Student Fees	\$75.00
Dale Tackett - Customer Service Change	\$250.00
Pam Tarleton	\$450.00
- Cafeteria (\$300.00)	
- Snack Shack (\$150.00)	
Peter Kerling – Grass Roots Café	\$350.00
Tammy Pumphrey - Parking Permit	\$20.00
Amber Long - Animal Care	\$50.00
Alex DeWitt – Agribusiness & Production	\$100.00
Angela Ramsay - Cosmetology High School	\$150.00
Kathy Hanna – Hospitality Career Café	\$100.00
Sandra Elliott - Cosmetology Adult Ed.	\$75.00
Ken Carraway - Ag Mechanics	\$100.00
Rich Shetler - Auto Tech	\$150.00
Jeff Mehling - Welding	\$50.00
Ben McConahay -Truck Mechanics	\$50.00
Rod Martell - Carpentry	\$50.00
Marty Stoller - Precision Machining	\$50.00
Kayla Carraway - Graphic Design	\$50.00
Garage Sale	\$100.00
Total:	\$2,495.00

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

IV. NEW BUSINESS (ROLL CALL)

- A. Approval of the list of student fees for the 2021-2022 school year (**Exhibit J – to be presented at the meeting**)

Motion to approve Item A. (Roll Call)

- B. Approval of the Adult & Community Education Hourly Rates Pay Scale for Adult & Community Education employees with contracts between July 1, 2021 and June 30, 2022 (**Exhibit K**)

Motion to approve Item B. (Roll Call)

- C. Approval for sponsorship and support of Bre Welty, AE Marketing Coordinator, for the 2021-2022 Leadership Wooster class sponsored by the Wooster Area Chamber of Commerce for a cost of \$1,200 to be paid for from Adult & Community Education Funds

Motion to approve Item C. (Roll Call)

- D. Approval of the Last Chance Agreement with the Wayne County Joint Vocational School Education Association and Related Staff Member (**Exhibit L**)

Motion to approve Item D. (Roll Call)

- E. Approval to purchase two new 2021 – 10 passenger Ford Transit Conversion School Vans for \$34,880 each (\$69,760 total) from Pallotta Ford (copies of quote available), who matched state term pricing. To be purchased with Permanent Improvement funds.

Motion to approve Item E. (Roll Call)

V. 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 following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2021: Administrators, Managers, Coordinators, Key Club Advisors, and School Board Members
2. Approval for certified substitutes to attend Substitute Orientation Training annually and to be paid at half the daily rate
3. Marty Stoller, moved to Class 2, Step 14 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2021-2022 school year

4. Benjamin McConahay, moved to Class 4, Step 11 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2021-2022 school year
5. Approval to pay for coursework for licensure for Transition to Work Endorsement, up to \$8,500 each, for the following:

Charlotte Allen

6. Approval to pay for coursework for licensure for Veterinary Technician, up to \$6,000, for the following:

Alexandria DeWitt, Agribusiness and Production Instructor

7. Approval of the following Certified Personnel for extended time for the 2021-2022 school year per the negotiation agreement:

Days

10	Jenny Baechle, Special Education Coordinator
15	Michelle Bower, Counselor
12	Alexandria DeWitt, Agribusiness and Production
10	Dawn Gummo, Special Education Coordinator
2	Tracy Hackworth, School Nurse
9	Betty Hoefges, Counselor
1	Deb McDonald, Early Childhood Education and Care
10	Michael McMorrow, Special Education Coordinator
10	Linda Plybon, Special Education Coordinator
15	Smantha Skelley, Guidance Counselor
1	Danielle Starlin, Ambassador Training
5	Marty Stoller, Machining Technologies

8. Employment of the following for 2021-2022 supplemental positions per the negotiated agreement:

CTSO		
FCCLA (Educators Rising) Advisor	2.0%	Deb McDonald
FFA Advisor	3.5%	Alexandria DeWitt
FFA Assistant	1.5%	Ken Carraway
SkillsUSA Advisor	3.5%	Warren Caskey
SkillsUSA Assistant	1.5%	Angela Ramsay
BPA	1.5%	Jennifer Rue
HOSA Advisor	3.0%	Andrew Nicholson
Department Chairs		
Student Services Department Chair	6.0%	Linda Plybon 3% split Michelle Bower 3% split
Mathematics Department Head	6.0%	Amy Tietz
Science Department Head	6.0%	Dan Davis 3% split Ryan Fernandes 3% split

Social Studies Department Head	6.0%	Theresa Morgan
English Department Head	6.0%	Brad Tietz
Student Clubs		
Key Club Advisor	2.5%	Beverly Squirrell
National Honor Society	2.5%	Jennifer Majka
Student Leadership Council	5.0%	Kimberly Huffman
Diversity Club	1.0%	Chris Seal
Student Ambassadors	5.0%	Danielle Starlin
Others		
HSTW Leader	6.0%	Theresa Morgan
HSTW Assistant	2.0%	Lori Bartel
Resident Educator Coordinator	7.0%	Deb McDonald
LPDC Chair	1.5%	Amy Tietz
Wellness Chair	1.5%	Jennifer Majka
Dean of Students	8.0%	Bruce Woodruff
Banquets	\$100/event	Peter Kerling/Mikayla Griffin
Breakfast Banquets	\$50/event	Peter Kerling/Mikayla Griffin
Yearbook Advisor	2.5%	Jennifer Rue 1.25% split Kayla Carraway 1.25% split
Social Media Editor	2.5%	Heather Lessiter
STAR	1.0%	Heather Lessiter
EPEC Chair	1.5%	Deb McDonald

9. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2021-2022 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Arndt	Coquette	Adult Education Certified	V	14	\$37.60	07/01/21
Boggs	Lynette	Adult Education Certified – Supplemental	AE / Admin	11	\$52.22	07/01/21
Boggs	Michael	Adult Education Certified	III	14	\$30.08	07/01/21
Boswell	Cynthia	Adult Education Certified	IV	10	\$30.06	07/01/21
Crabb	Michele	Adult Education Certified	V	13	\$36.51	07/01/21
Davis	Daniel	Adult Education Certified – Supplemental	V	10	\$33.41	07/01/21
Elliott	Sandra	Adult Education Certified – Supplemental	AE / Admin	8	\$51.41	07/01/21
Emerson	Tate	Adult Education Certified	IV	7	\$27.51	07/01/21
Engle	Charline	Adult Education Certified	IV	0	\$22.74	07/01/21
Fish	James	Adult Education Certified	IV	20	\$40.40	07/01/21

George	Timothy	Adult Education Certified	II	10	\$23.38	07/01/21
Hackworth	James	Adult Education Certified	III	18	\$33.85	07/01/21
Howard	Angela	Adult Education Certified	IV	16	\$35.89	07/01/21
Howard	Angela	Adult Education Certified	II	1	\$17.92	07/01/21
Kanne	Joan	Adult Education Certified – Supplemental	V	20	\$44.89	07/01/21
Kormos	Robin	Adult Education Certified	IV	16	\$35.89	07/01/21
Kormos	Robin	Adult Education Certified	II	0	\$17.62	07/01/21
Krystofek	Jamie	Adult Education Certified	II	0	\$17.62	07/01/21
Krystofek	Jamie	Adult Education Certified	IV	9	\$29.19	07/01/21
Lovejoy	Bobbi Jo	Adult Education Certified	II	0	\$17.62	07/01/21
Lovejoy	Bobbi Jo	Adult Education Certified	IV	13	\$32.85	07/01/21
Mehling	Jeff	Adult Education Certified – Supplemental	III	18	\$33.85	07/01/21
Moore	Jonathan	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	2	\$16.50	07/01/21
Moore	Jonathan	Adult Education Certified	V	0	\$25.30	07/01/21
Mumaw	James	Adult Education Certified	IV	12	\$31.90	07/01/21
O'Brien	Katherine	Adult Education Certified	II	0	\$17.62	07/01/21
O'Brien	Katherine	Adult Education Certified	IV	14	\$33.83	07/01/21
Ogden II	William	Adult Education Certified	II	15	\$27.11	07/01/21
Pearce	Dorothy	Adult Education Certified	II	0	\$17.62	07/01/21
Ramsay	Angela	Adult Education Certified – Supplemental	IV	11	\$30.97	07/01/21
Ritchey	Helena	Adult Education Certified – Supplemental	IV	5	\$25.94	07/01/21
Ritz	Debora	Adult Education Certified	IV	17	\$36.98	07/01/21
Robison	John	Adult Education Certified	V	7	\$30.57	07/01/21
Steiner	Florence	Adult Education Certified	II	0	\$17.62	07/01/21
Steiner	Florence	Adult Education Certified	IV	16	\$35.89	07/01/21
Stephens	Samantha	Adult Education Certified	II	0	\$17.62	07/01/21
Stephens	Samantha	Adult Education Certified	IV	12	\$31.90	07/01/21

Stoller	Wendy	Adult Education Certified	IV	1	\$23.04	07/01/21
Stouffer	John	Adult Education Certified	IV	1	\$23.04	07/01/21

10. Revision of the employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2021-2022 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Chandler	Gregory	Adult Education Certified minimum of 840 hours per fiscal year	III (was II)	19	\$34.86 (was \$27.51)	07/01/21

11. Revision of the employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2021-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Pearson	Ryan	Adult Education Certified	II	19 (was 15)	\$30.51 (was \$27.11)	07/01/21

12. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2021-2022 school year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Schreiber	Kim	HS Nursing	IV	18	\$38.09	07/01/21
Widmer	Jody	HS Nursing	IV	20	\$40.40	07/01/21

B. Classified Employment

1. Resignation of Elizabeth Johnson, Assistant for Placement, Enrollment, and Retention for both HS and AE, effective at the end of the day on June 30, 2021
2. Resignation of Jessica Brown, Aide/Monitor, effective at the end of the day on May 21, 2021
3. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2021:
Executive Assistant to the Superintendent and Communications & District Events Specialist
4. Approval of the payment of classified substitutes and aides to attend Substitute Orientation Training annually and to be paid at an hourly rate
5. Approval to employ up to 12 student workers for the 2021-2022 school year part-time/as needed/per time sheets, not to exceed 29.5 hours per week, per the Student Worker Pay Scale
6. Employment of the following person as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Peters, Rebecca	7 Hour Cook	New 1	182 days + 10 holidays @ 7 hrs/day	I	10	08/02/21

7. Employment of the following persons as part-time/hourly/per time sheets/regularly scheduled/as needed, per Board Policy and the negotiated agreement, with a maximum of 29.5 hours per week (unless specifically noted) for the 2021-2022 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Goudy, Deborah	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	10

8. Employment of the following persons as 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 2020-2021 year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Dressler, Ronald	Casual Labor	New 1	Part time/hrly/as needed/per time sheets (max. of 40 hrs. per week for Summer Help only)	I	0	06/10/21

9. Employment of the following persons as 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 2021-2022 year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Dressler, Ronald	Casual Labor	2 nd 1	Part time/hrly/as needed/per time sheets (max. of 40 hrs. per week for Summer Help only)	I	0
Mihelic, Brandon	Casual Labor	New 1	Part time/hrly/as needed/per time sheets up to 29.5 hrs/wk	I	0
Rosenbaum, Kyle	Casual Labor	2 nd 1	Part time/hrly/as needed/per time sheets up to 29.5 hrs/wk	I	2

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. 90 Holt McDougal United States Government textbooks @ 2012 ISBN: 978-0-547-45138-1. Will attempt to sell or donate prior to disposal.
2. 65 Glencoe Geometry: Integration, Application, Connection textbooks @ 1998 ISBN: 0-02-825275-6. Will attempt to sell or donate prior to disposal.

F. Approval of the following donations:

1. Kia Rondo LX Wagon 4D from Todd M. Horst with an approximate value of \$931
2. Donations received from the following businesses and organizations for the WCSCC Drug Free program:

BUSINESS	LEVEL	AMOUNT
LuK Schaeffler Group Automotive	Platinum	\$3,000
Wooster Glass	Silver	\$1,500
	TOTAL	\$4,500

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

VI. REGULAR AGENDA

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

1. Approval to enter into a contract with WQKT/WKVX for advertising during high school football game broadcasts (10 games, 4-10 playoffs, 7 state championships) for a maximum total of \$2,268 to be paid from the Carl D. Perkins grant (copies available)
2. Approval of an Affiliation Agreement with Summa Rehab Hospital, LLC for clinical learning experiences (copies available)
3. Approval of a Memorandum of Understanding with Goodwill Industries of Wayne and Holmes Counties, Inc. for the Pathways to Success Program (copies available)
4. Approval to accept a renewal grant in the amount of \$155,800 from the Ohio Department of Higher Education (ODHE) for the Aspire Program
5. Approval to accept a renewal grant in the amount of \$28,000 from the Ohio Department of Higher Education (ODHE) for the Integrated English Literacy & Civics Education Program
6. Approval of a Memorandum of Understanding with the Ohio Talent Development Network (OTDN) to serve as the conduit for job profiling, job matching, consultation, assessments, certifications, etc.

Motion to approve Grants and Agreements (Roll Call)

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

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

1. Approval of the WCSCC 2021-2022 School Safety Protocols (copies available)
2. Approval of the revised Records Retention Schedule (RC-2) **(Exhibit M)**

3. Approval of the Memo of Understanding for OTES 2.0 with the Wayne County Joint Vocational School Education Association (**Exhibit N**)
4. Approval of the Certificate of Records Disposal (WCSCC Destroy Document) (copies available)
5. Approval of the revised Medical Assisting Student Handbook Program Addendum (copies available)
6. Approval of the following job descriptions (copies available):
 - a. Café Head Cook
 - b. Cook/Cashier
 - c. Café Cook – Part Time
 - d. Café Snack Shack Monitor
 - e. AA Principal
 - f. AA Front Office
 - g. AA Attendance/Reception

Motion to approve Documents and Materials (Voice)

VII. ITEMS OF DISCUSSION

- A. Board Workshop Planning
- B. Draft of Student Recognition Schedule (copies available)
- C. Board discussion

VIII. EXECUTIVE SESSION

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

IX. MOTION TO ADJOURN (VOICE)

**NOTE: The next Regular Meeting will be Wednesday, July 21, 2021 in G101/Board Room.
The meeting will begin at 7:30 p.m.**