

MINUTES OF THE REGULAR MEETING
OF THE
WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

August 15, 2018

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Steiner at 7:30 p.m. on Wednesday, August 15, 2018, in the Career Center.

Pledge of Allegiance– Moment of Silence.

ROLL CALL

Roll Call showed members Mr. Larry Acker, Mr. Frank Besancon, Mr. TJ DeAngelis, Mrs. Lisa Gwin, Mr. Philip Keener, Mrs. Susie Lawson, Mr. Don Noble, Dr. Gregory Roadruck, Mr. Dan Stavnezer, Mr. Doug Stuart, Mrs. Ann Tschantz, Mrs. Sue Williams, and Mr. Kurt Steiner were in attendance.

APPROVAL OF AGENDA CORRECTIONS/ADDITIONS/DELETIONS

A motion by Dr. Roadruck was seconded by Mr. Stavnezer to approve the August 15, 2018 agenda, corrections, additions, and deletions.

II. SUPERINTENDENT'S REPORT (VOICE)

<i>EVENT</i>	<i>DATE</i>	<i>DAY</i>	<i>LOCATION</i>	<i>TIME</i>
<i>Fair Day – No School</i>	9/10/18	<i>M (was T)</i>		
<i>Waiver Day – No School</i>	9/11/18	<i>T (was W)</i>		

V. SUPERINTENDENT'S CONSENT AGENDA (ROLL CALL)

A. Certified Employment

Addition to 5. 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:

<i>LAST</i>	<i>FIRST</i>	<i>AREA</i>	<i>CLASS</i>	<i>STEP</i>	<i>HOURLY RATE</i>	<i>EFFECTIVE</i>
<i>Wesalowski</i>	<i>John</i>	<i>Adult Education Certified</i>	<i>II</i>	<i>8</i>	<i>\$21.61</i>	<i>08/15/18</i>

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AGENDA CORRECTIONS/ADDITIONS/DELETIONS – (Con't)

Revision to 5. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets (new), effective 2018-2019 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Fox	Leslie	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$16.00	08/15/18
Gorey	Rachael	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	1	\$14.00	08/15/18
Roberts	Stephanie	Adult Education Certified	II	0	\$17.27	08/01/18
Wamback	Karen	Adult Education Certified	IV	11	\$30.36	08/01/18

Addition to 6. 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
Miller	John	HS Academic/Career Tech Teacher	07/01/18
Yablonski	Barbara	HS Academic/Career Tech Teacher	07/01/18

B. Classified Employment

Revision to 2. Approval of the employment of Connie Engman, Administrative Assistant to Director of Operations & Adult Education, Step 14 of the Non-Bargaining Unit Handbook for New Hires after July 1, 2011, effective August 16, 2018 for 217 (was 218) days plus 10 holidays (prorated portion of the 260 day, 11 holiday contract)

Addition of 8. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2018-2019 year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Bowman	Trevor	Custodial	10	\$13.10	07/01/18

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AGENDA CORRECTIONS/ADDITIONS/DELETIONS – (Con't)

Addition of 9. Revision to the employment of the following person part-time/hourly/per time sheets/as needed, with a maximum of 4 hours for the 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Beery, Norm	Casual Labor – for Ag Mechanics Lab/ Customer Service	New 1	Hrly/time shrs as needed	I	8 (was 7)	7/1/18- 8/15/18

E. Approval to remove the following from inventory:

Addition of 5. Broken pressure washer, WCSEC barcode tag #00012203, to be traded in to Wilcox for a value of \$1,591.81 towards the purchase of a new one

VI. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

Addition of 10. Approval to apply for an Orrville Area United Way grant for Aspire Wayne County/Families Learning Together in the amount of \$36,500

Addition of 11. Approval of an agreement with Beegle & Associates LLC (dba Cafeteria Logix) School Food Service Consultants (copies available)

Addition of 12. Approval of a Feasibility Design Proposal from Sol Harris/Day Architecture for the Auto Tech and Culinary Interior Improvements (copies available)

Addition of C. Resolutions (Roll Call)

- 1. **BE IT RESOLVED** that, the Board of Education of the Wayne County Joint Vocational School District hereby agrees to utilize the legal services of Peters Kalail & Markakis Co., L.P.A. as one of the law firms it engages to represent the District.*

Motion to approve Resolution 1. (Roll Call)

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AGENDA CORRECTIONS/ADDITIONS/DELETIONS – (Con't)

Roll call vote on the motion was as follows: Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Stuart, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried

PUBLIC PARTICIPATION/INTRODUCTION OF GUESTS

Linda Hall and Theresa Morgan

BOARD MINUTES

A motion by Dr. Roadruck was seconded by Mr. Keener to approve the minutes from the July 18, 2018 Regular Board Meeting.

Voice call vote on the motion was as follows: Dr. Roadruck, Mr. Keener, Mr. Acker, Mr. Besancon, Mr. DeAngelis, Mrs. Gwin, Mrs. Lawson, Mr. Noble, Mr. Stavnezer, Mr. Stuart, Mrs. Tschantz, Mrs. Williams and Mr. Steiner – all say yes.

The motion was carried.

BOARD COMMITTEE REPORTS

Finance and Legislative Committee

SUPERINTENDENT'S REPORT

A motion by Mrs. Lawson was seconded by Mr. Stavnezer to approve the Superintendent's Report as follows:

- A. Director's Report
- B. Principal's Report
- C. Safety and Security Update

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SUPERINTENDENT'S REPORT – (Con't)

D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Staff Convocation Day	8/16/18	Th	WCSCC-Start in the Commons	7:30 a.m.
Staff In-Service Day	8/17/18	F	WCSCC-Start in the Commons	7:45 a.m.
First Day for First Year Students	8/20/18	M	WCSCC	
School Day for All Students	8/21/18	T	WCSCC	
Labor Day – No School	9/3/18	M		
Fair Day – No School	9/10/18	M		
Waiver Day – No School	9/11/18	T		
WCSCC Board of Education Meeting	9/19/18	W	G101/Board Room	7:00 p.m. Reception/ 7:30 p.m. Regular Meeting

Voice call vote on the motion was as follows: Mrs. Lawson, Mr. Stavnezer, Mr. Acker, Mr. Besancon, Mr. DeAngelis, Mrs. Gwin, Mr. Keener, Mr. Noble, Dr. Roadruck, Mr. Stuart, Mrs. Tschantz, Mrs. Williams, and Mr. Steiner – all say yes.

The motion was carried.

TREASURER'S CONSENT AGENDA

A motion by Mr. Acker was seconded by Mr. Stuart to approve the Treasurer's Consent Agenda as follows:

A. Finance

1. Approval of the list of purchase orders and budgetary check register for July 2018
2. Approval of the Financial Reports for July 2018
3. Approval to accept the following donations:
 - a. Welding materials from Worthington Industries for use for training purposes in the Welding Technology Program, with an estimated value of \$40

Roll call vote on the motion was as follows: Mr. Acker, yes; Mr. Stuart, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried

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NEW BUSINESS

A. APPROVAL OF THE 2018-2020 PART-TIME STAFF NEGOTIATED AGREEMENT

A motion by Mrs. Lawson was seconded by Mr. Keener to approve the 2018-2020 Part-Time Staff Negotiated Agreement.

Roll call vote on the motion was as follows: Mrs. Lawson, yes; Mr. Keener, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried

B. APPROVAL OF THE REVISION TO THE ASPIRE/ESOL/FLT GRANT FUNDED PROGRAMS PAY SCALE, EFFECTIVE 7/1/18

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve the revision to the ASPIRE/ESOL/FLT Grant Funded Program pay scale, effective 07/01/2018.

Roll call vote on the motion was as follows: Dr. Roadruck, yes; Mr. Stuart, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Stavnezer, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried

SUPERINTENDENT'S CONSENT AGENDA

A motion by Mr. Stavnezer was seconded by Mrs. Tschantz to approve the Superintendent's Consent Agenda as follows:

A. Certified Employment

1. Approval for John Miller as Hourly Certified Teaching Assistant for the 2018-2019 school year:

NAME	CONTRACT	CLASS	STEP	EFFECTIVE
Miller, John	3 rd 1 (as needed/per time sheets, not to exceed 200 hrs total AND not to exceed 29.5 hrs/week)	Masters - \$26.32/hr	4	08/20/18

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SUPERINTENDENT'S CONSENT AGENDA- (Con't)

2. Resignation of Andrew Dalessandro, Adult Education Instructor, effective February 4, 2018
3. Revision of the following contract for Adult & Community Education, which was originally approved on May 16, 2018, in order to add Adult Education (AE) as one of his areas:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Gigax	Larry	Instructor, Aspire, Adult Literacy, Literacy Ed, AE	Bachelors	12	\$19.50	07/01/18

4. Revision of the following contracts for Adult & Community Education, per change of schedule/calendar:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Clutter	Jason	Adult Education Certified – New 1 3 days @ 9.5 hrs/day 49 days @ 8.75 hrs/day 2 days @ 7 hrs/day 20 days @ 4.5 hrs/day 30 days @ 3.75 hrs/day 17 days @ 13.25 hrs/day	IV	10	\$29.47	07/01/18
Lovejoy	Bobbi Jo	Adult Education Certified – New 1 12 days @ 9.5 hrs/day 46 days @ 8.75 hrs/day 2 days @ 7 hrs/day 45 days @ 4.5 hrs/day 6 days @ 3.75 hrs/day 7 days @ 13.25 hrs/day 1 day @ 17.5 hrs/day	IV	11	\$30.36	07/01/18
Wentzel	Leanna	Adult Education Certified – New 1 13 days @ 9.5 hrs/day 43 days @ 8.75 hrs/day 2 days @ 7 hrs/day 81 days @ 4.5 hrs/day 27 days @ 3.75 hrs/day 2 days @ 13.25 hrs/day	V	14	\$36.86	07/01/18

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SUPERINTENDENT'S CONSENT AGENDA- (Con't)

5. 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
Fox	Leslie	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$16.00	08/15/18
Gorey	Rachael	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	1	\$14.00	08/15/18
Roberts	Stephanie	Adult Education Certified	II	0	\$17.27	08/01/18
Wamback	Karen	Adult Education Certified	IV	11	\$30.36	08/01/18
Wesalowski	John	Adult Education Certified	II	8	21.61	08/25/18

6. 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
Allen	C Ermal	HS Academic/Career Tech Teacher	07/01/18
Miller	John	HS Academic/Career Tech Teacher	07/01/18
Yablonski	Barbara	HS Academic/Career Tech Teacher	07/01/18

B. Classified Employment

1. Resignation of Connie Engman, AE Administrative Assistant, for the purpose of taking the position of Administrative Assistant to Director of Operations & Adult Education, effective at the end of the day on August 15, 2018
2. Approval of the employment of Connie Engman, Administrative Assistant to Director of Operations & Adult Education, Step 14 of the Non-Bargaining Unit Handbook for New Hires after July 1, 2011, effective August 16, 2018 for 217 days plus 10 holidays (prorated portion of the 260 day, 11 holiday contract)
3. Approval for all part-time bargaining staff who attend Convocation Day on August 16, 2018 for meetings and Public School Works and for new part-time bargaining unit staff to attend two hours of Orientation Training on August 14, 2018 will be paid at their regular rate of pay per the Part-Time Bargaining Unit Negotiated Agreement
4. Resignation of Serena Sword, Families Learning Together Child Care Aide, effective May 24, 2018

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SUPERINTENDENT'S CONSENT AGENDA- (Con't)

5. Revision to the employment contract for the following person part-time/hourly/per time sheets/as needed, with a maximum of 29.5 hours per week (unless specifically noted) for the 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Waggy, Pam	ECE/Preschool Duties	C	Hrly/time shts as needed for a maximum of 60 hours	I	16

6. Employment of the following persons part-time/hourly/per time sheets/as needed, with a maximum of 29.5 hours per week for the 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
O'Hearn, Celia	Animal Care/Feeding	New 2	Part time/hrly/as needed/per time sheets	I	6

7. 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 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Butterbaugh, Shelly	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	0
Krites, Lesa	Aide/Monitor	C	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	11
Moffitt, Melinda	Aide/Monitor	New 1	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	2

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

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Bowman	Trevor	Custodial	10	\$13.10	07/01/18

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SUPERINTENDENT'S CONSENT AGENDA- (Con't)

9. Revision to the employment of the following person part-time/hourly/per time sheets/as needed, with a maximum of 4 hours for the 2018-2019 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Beery, Norm	Casual Labor – for Ag Mechanics Lab/ Customer Service	New I	Hrly/time shts as needed	I	8	7/1/18-8/15/18

C. Consultant Contracts:

1. Greg Thompson, Adult, Child & Infant CPR, on or about September 12, 2018, \$220
2. Greg Thompson, Adult, Child & Infant CPR, on or about November 14, 2018, \$220
3. Greg Thompson, First Aid Refresher, on or about October 18, 2018, \$150
4. Greg Thompson, First Aid Refresher, on or about December 6, 2018, \$150
5. Greg Thompson, First Aid Basics, on or about September 18 & 19, 2018, \$300
6. Greg Thompson, First Aid Basics, on or about November 20 & 21, 2018, \$300
7. Central Fire District, First Aid & CPR Training for 22 high school nursing students, on August 15, 2018 in the amount of \$75 per student

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. Approval to remove books from TRC inventory and donate to AAUW/Kiwanis Book Sale
2. Approval to remove computers/laptops from inventory and transfer to students who earned or purchased them for the 2017-2018 school year
3. Approval to remove various items from IT, because they are no longer workable/useable, and send them to Buildings & Grounds for dismantling for disposal/recycling
4. Approval to remove computers from inventory for buy-back/trade-in from PowerOn Services, Inc. towards the purchase of replacement computers
5. Broken pressure washer, WSCC barcode tag #00012203, to be traded in to Wilcox for a value of \$1,591.81 towards the purchase of a new one

Roll call vote on the motion was as follows: Mr. Stavnezer, yes; Mrs. Tschantz, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stuart, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried

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REGULAR AGENDA

GRANTS AND AGREEMENTS

A motion by Mr. Besancon was seconded by Mr. Acker to approve the following Grants and Agreements:

1. Approval of an agreement with the Tri-County Educational Services Center to provide Employment Services for the 2018-2019 school year at an estimated cost of \$911,440.42 plus an estimated \$7,000 for professional development
2. Approval of an agreement with the Tri-County Educational Services Center to provide Educational/Special Services for the 2018-2019 school year at an estimated cost of \$6,945
3. Approval of an agreement with The Village Network for truancy issues, effective 12/1/18-6/30/19. Non-TANF eligible students will be serviced at \$17.81 per 15-minute billable unit up to \$5,000 total through the contract period
4. Approval of a Memo of Understanding with The Village Network for the provision of mental health services, effective 6/6/18-6/5/19
5. Approval of an Affiliation Agreement with Wayne Durable Medical Equipment (aka Wayne Health) for the purpose of providing an internship component for the Medical Billing & Coding program
6. Approval of a Memorandum of Understanding with the Ohio Talent Network (OTN) to serve as the conduit for job profiling, job matching, consultation, assessments, certifications, etc.
7. Approval to request services, choose vendors, and enter into contracts for Category 1 & 2 services such as managed wireless and Internet access to meet requirements of the Universal Service Fund/School and Libraries Division Program for the next funding year. The program, also known as "E-Rate", currently provides us with various discounts based on our enrollment, school setting status, and National School Lunch Program data.
8. Approval of an Ohio ACTE Organizational Affiliation Agreement with WCSCC for \$4,500
9. Approval of an OSBA Services Agreement for the August 15, 2018 Board of Education Workshop
10. Approval to apply for an Orrville Area United Way grant for Aspire Wayne County/Families Learning Together in the amount of \$36,500

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GRANTS AND AGREEMENTS - (Con't)

11. Approval of an agreement with Beegle & Associates LLC (dba Cafeteria Logix) School Food Service Consultants
12. Approval of a Feasibility Design Proposal from Sol Harris/Day Architecture for the Auto Tech and Culinary Interior Improvements

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Acker, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried.

DOCUMENTS AND MATERIALS

A motion by Mr. Stavnezer was seconded by Mrs. Lawson to approve the following documents and materials:

1. Approval of the 2018-2019 Human Resources Flow Chart with names
2. Approval of the 2018-2019 Human Resources Flow Chart with positions
3. Approval of the revised Adult & Community Education NATCEP Student Handbook Program Addendum
4. Approval of the revised Adult School of Cosmetology Student Handbook Program Addendum
5. Approval of the revised Course of Study for Medical Assisting
6. Approval of the following job descriptions:
 - a. AE Office Administrative Assistant

Voice call vote on the motion was as follows: Mr. Stavnezer, Mrs. Lawson, Mr. Acker, Mr. Besancon, Mr. DeAngelis, Mrs. Gwin, Mr. Keener, Mr. Noble, Dr. Roadruck, Mr. Stuart, Mrs. Tschantz, Mrs. Williams and Mr. Steiner – all say yes.

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**RESOLUTION #18-7 THE BOARD OF EDUCATION OF THE WAYNE COUNTY
JOINT VOCATIONAL SCHOOL DISTRICT UTILIZES PETERS KALAIL &
MARKAKIS CO., L.P.A.**

A motion by Dr. Roadruck was seconded by Mr. Stuart to approve Resolution #18-7 agreeing to utilize the legal services of Peters Kalail & Markakis Co., L.P.A.

BE IT RESOLVED that, the Board of Education of the Wayne County Joint Vocational School District hereby agrees to utilize the legal services of Peters Kalail & Markakis Co., L.P.A. as one of the law firms it engages to represent the District.

Roll call vote on the motion was as follows: Dr. Roadruck, yes; Mr. Stuart, yes; Mr. Acker, yes; Mr. Besancon, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mr. Keener, yes; Mrs. Lawson, yes; Mr. Noble, yes; Mr. Stavnezer, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried

ITEMS OF DISCUSSION

A. Board Discussion

EXECUTIVE SESSION

A motion by Mr. Besancon was seconded by Mr. Keener to go into Executive Session at 7:50 p.m. for the purpose of employment of a public employee.

Roll call vote on the motion was as follows: Mr. Besancon, yes; Mr. Keener, yes; Mr. Acker, yes; Mr. DeAngelis, yes; Mrs. Gwin, yes; Mrs. Lawson, yes; Mr. Noble, yes; Dr. Roadruck, yes; Mr. Stavnezer, yes; Mr. Stuart, yes; Mrs. Tschantz, yes; Mrs. Williams, yes; and Mr. Steiner, yes.

The motion was carried.

Dr. Crain and Mrs. Workman were not present.

President Steiner called the Board back into Regular Session at 8:04 p.m.

ADJOURNMENT

A motion by Mrs. Lawson was seconded by Mr. Noble to adjourn the August Regular Board Meeting at 8:04 p.m.

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Voice call vote on the motion was as follows: Mrs. Lawson, Mr. Noble, Mr. Acker, Mr. Besancon, Mr. DeAngelis, Mrs. Gwin, Mr. Keener, Dr. Roadruck, Mr. Stavnezer, Mr. Stuart, Mrs. Tschantz, Mrs. Williams and Mr. Steiner – all say yes.

The motion was carried.

President

Treasurer