



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)**

Wednesday, August 19, 2020
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 August 19, 2020 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the July 15, 2020 Regular Meeting **(Exhibit B) (Voice)**
- F. Executive Session (if needed) **(Roll Call)**

II. SUPERINTENDENT’S REPORT (VOICE)

- A. Director’s Report **(Exhibit C – to be presented at board meeting)**
- B. Principal’s Report **(Exhibit D)**
- C. Updates on School Opening Protocols
- D. Updates on Spring/Summer Renovations
- E. Updates on Superintendent’s Advisory Committees
- F. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Labor Day – No School	09/07/20	M		
Fair Day – No School	09/14/20	M		
Waiver Day – No School	09/15/20	T		
WCSCC Board of Education Meeting	09/23/20	W	Zoom	7:30 p.m. Regular Meeting

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 July 2020 **(Exhibit E)**
2. Approval of the Financial Reports for July 2020 **(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. Approval for Career Technical Workforce Development Substitutes holding CTWD Substitute Teaching Licensure to work up to one semester in another CTWD field during the 2020-2021 school year, due to the Covid-19 Pandemic, per the Superintendent's request, and per Ohio Department of Education Guidelines
2. Resignation of Bobbi Jo Lovejoy, AE Practical Nursing Instructor, effective at the end of the day on August 28, 2020
3. Resignation of Jared Mellor, Adult Education Trade & Industry Instructor, effective July 29, 2020

4. Employment of the following person(s) as full-time Certified Personnel as per Board Policy and the negotiated agreement for the 2020-2021 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Irving, Timothy	Electronics Instructor	New 1	185	1	6	08/11/2020

5. Approval to pay Celia O'Hearn, Animal Science Teaching Assistant, and Thomas Tyler, Precision Machining Teaching Assistant, \$2,750 for the 2020-2021 school year for Teaching Leadership per the Memo of Understanding with the Wayne County Joint Vocational School District Education Association OEA/NEA (copies available)
6. Employment of the following for 2020-2021 school year as supplemental positions per the negotiated agreement:

WCSCC RESIDENT EDUCATOR/PROGRAM MENTORS	
3.0% (of Class 1, Step 1 Base)	Warren Caskey
3.0% (of Class 1, Step 1 Base)	Dan Davis
3.0% (of Class 1, Step 1 Base)	Dawn Gummo
3.0% (of Class 1, Step 1 Base)	Amber Long
3.0% (of Class 1, Step 1 Base)	Kelly Miller
3.0% (of Class 1, Step 1 Base)	Angela Ramsay
3.0% (of Class 1, Step 1 Base)	Jennifer Rue
3.0% (of Class 1, Step 1 Base)	Beverly Squirrell
3.0% (of Class 1, Step 1 Base)	Amy Tietz
3.0% (of Class 1, Step 1 Base)	Liala Zimmerman

7. Employment of the following for 2020-2021 school year as supplemental positions per the negotiated agreement:

Student Clubs		
Key Club Advisor	2.5%	Beverly Squirrell
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
Parking Lot Monitor	\$12/hour	Andy Arko
Parking Lot Monitor	\$12/hour	Brett Gough
Dean of Students	8.0%	Bruce Woodruff
Weekday School Monitor	\$12/hour	Brad Tietz
Social Media Co-Editor	1.25%	Heather Lessiter
Social Media Co-Editor	1.25%	Danielle Starlin
STAR	1.0%	Heather Lessiter
EPEC Chair	1.5%	Deb McDonald

8. Employment of the following personnel as Extra Help Tutors for the 2020-2021 school year as needed, per time sheets, per the negotiated agreement:

LAST	FIRST	STEP	HOURLY RATE
Baechle	Jenny	1 Masters	\$24.16
Ehlert	Donna	8 Masters	\$32.96
Gummo	Dawn	0 Masters	\$23.27
Majka	Jennifer	6 Masters	\$30.44
Plybon	Linda	3 Masters	\$26.67
Smilan	Jennifer	2 Bachelors	\$23.03
Squirrell	Beverly	5 Masters	\$29.19
Zimmerman	Liala	0 Masters	\$23.27

9. Revision to the Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Wamback	Karen	Adult Education Certified	V	10 (was 9)	\$33.41 (was \$32.44)	07/01/20

10. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2020-2021 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Arndt	Coquette	Adult Education Certified	V	14	\$37.60	08/19/20
Barnhouse	Michael	Instructor, Aspire, Adult Literacy, Literacy Ed	Masters	1	\$16.00	08/10/20
Maximovich	Kayla	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	1	\$14.00	08/10/20
Wellman	Noah	Adult Education Certified	III	6	\$23.75	08/17/20
Wong	Tiffany	Instructor, Aspire, Adult Literacy, Literacy Ed	Bachelors	1	\$14.00	08/10/20

11. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2020-2021 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Carraway	Kayla	HS Career Tech – Graphic Design & Photography Only	08/10/20
Moore	Jennifer	HS Academic/Career Tech Teacher	08/10/20
Yablonski	Barbara	HS Academic/Career Tech Teacher	08/10/20

B. Classified Employment:

1. Approval for all part-time bargaining unit staff who attend Convocation Day on August 17, 2020 to receive up to 5 hours of pay at their regular rate of pay, per time sheets, for Public School Works Training and morning sessions

2. Rescind the following contract for the employment of the following persons as 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 2020-2021 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Stephenson, Deborah	Aide/Monitor	<i>New C</i>	Hrly/time shts/reg sched/as needed up to 29.5 hrs/wk	I	4

C. Consultant Contracts (none)

D. Volunteers (none)

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

F. Approval to accept the following donations:

1. 13 polo shirts that have an estimated value of \$156 each from Liberty Tactical for use in the Law Enforcement Training Academy
2. Keyence Measuring Machine from Moog Flo-Tork for use in the Machining Technology program, valued at approximately \$5,000
3. Additional donations received from the following businesses and organizations for the Safe & Drug Free Clubs of America:

BUSINESS	LEVEL	AMOUNT
Wooster Glass	Silver	\$1,500
	TOTAL	\$1,500

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

V. REGULAR AGENDA

A. Grants and Agreements (Roll Call)

1. 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.
2. Approval of a Clinical Site Agreement with Keystone Pointe Health and Rehabilitation for clinical learning experiences (copies available)
3. Approval of an Affiliation Agreement with Gilcrest Center for clinical learning experiences (copies available)

4. Approval of an agreement with the Tri-County Educational Service Center to provide Employment Services for the 2020-2021 school year at an estimated cost of \$811,372.51 (copies available)
5. Approval of an agreement with the Tri-County Educational Service Center to provide Educational/Special Services for the 2020-2021 school year at an estimated cost of \$6,672 (copies available)
6. Approval of an agreement to hire mental health counseling services with The Counseling Center for \$57,446.40 (to be paid from the Student Wellness and Success Fund) for 12 months beginning August 18, 2020
7. Approval of a Support & Maintenance Agreement with ACEware Systems, Inc. to provide technical support of Adult & Community Education's student registration system
8. Approval to apply for a renewal grant in the approximate amount of \$35,000 from the Orrville United Way for the Aspire & Families Learning Together programs
9. Approval of a Donation Agreement with The Wooster Brush Company for Epson RC420 Scada Robot Controllers and related equipment for use in the RAMTEC Robotics lab valued at approximately \$3,000 (copies available)
10. Approval to pursue the Purdue Pharma, L.P., et al. claim with Peters Kalail & Markakis Co., L.P.A. Attorneys at Law (copies available)
11. Approval of a Memo of Understanding with The Counseling Center of Wayne and Holmes County to provide mental health counseling services for the 2020-2021 school year (copies available)
12. Approval to accept a grant in the amount of \$8,000 from The Mental Health and Recovery Board of Wayne and Holmes County K-12 Education Prevention Fund for the purpose of expanding the O'Huddle student mentorship program at WCSCC (copies available)

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

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

1. Approval of the 2020-2021 Human Resources Flow Chart with names **(Exhibit G)**
2. Approval of the 2020-2021 Human Resources Flow Chart with positions **(Exhibit H)**
3. Approval of the Wayne County Schools Career Center High School Practical Nursing Program Student Handbook Addendum (copies available)
4. Approval of the revised Certified Substitute Handbook (copies available)
5. Approval of the Patient Care Technology Program Student Handbook (copies available)
6. Approval of the revised Law Enforcement Training Academy Student Handbook Program Addendum (copies available)

7. Approval of the revised Medical Assisting Student Handbook Program Addendum (copies available)
8. Approval of the revised Cosmetology Student Handbook Program Addendum (copies available)
9. Approval of the revised Nurse Aide (NATCEP) Student Handbook Program Addendum (copies available)
10. Approval of the revised Student/Parent Handbook (copies available)
11. Approval of the revised High School Staff Resource Manual (copies available)
12. Approval of the Adult & Community Education Student Handbook (copies available)
13. Approval of the Memo of Understanding with O'Huddle to provide student mentoring services for the 2020-2021 school year
14. Approval of the following job descriptions (copies available):
 - a. Café Head Cook
 - b. Café Cook – Cashier
 - c. Café Cook – PT
 - d. Custodian – Cleaner PT
 - e. Student Support Coordinator
 - f. Vocational Special Education Coordinator
15. Approval of the following revised/new/deleted board policy as permitted per Board Policy 0131 – Legislative (copies available)

NUMBER	STATUS	TITLE
2266	New	Nondiscrimination on the Basis of Sex in Education Programs or Activities

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Recommendation to change certified substitute pay to \$90 per day for days 1-30, then \$120 per day for days 31-90 effective August 18, 2020. Substitute will be paid a \$2,500 bonus for substitutes who work more than 90 days for the 2020-2021 school year only. The \$2,500 bonus will not apply for long-term substitutes who are paid on the regular teaching salary schedule. The bonus will be payable at the completion of the school year. The increased rate of \$120 per day will take effect the first day worked after the Treasurer's Office has received written notification from the substitute via email at wccc_payroll@tccsa.net. A request for the \$2,500 bonus must be emailed to wccc_payroll@tccsa.net after the first day worked after day 90.

Motion to approve Item A. (Roll Call)

VII. ITEMS OF DISCUSSION

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

NUMBER	STATUS	TITLE
1520	Revised	Employment of Administrators
1530	Revised	Evaluation of Directors and other Administrators
2270	Revised	Religion in the Curriculum
3124	Revised	Employment Contract
5001	New	Welcoming Everyone
5200	Revised	Attendance
5517.02	Deleted	Sexual Violence
5610	Revised	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
5611	Revised	Due Process Rights
6144	Revised	Investments
6152	Revised	Student Fees, Fines, and Charges
6152.01	Revised	Waiver of School Fees for Instructional Materials
6325	Revised	Procurement – Federal Grants/Funds
6424	Revised	Procurement Cards
8450.01	New	Protective Facial Coverings During Pandemic/Epidemic Events
8800	Revised	Religious/Patriotic Ceremonies and Observances

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, September 23, 2020 via Zoom.
The meeting will begin at 7:30 p.m.**