

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

**December 20, 2023**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Doug Stuart at 7:30 p.m. on Wednesday, December 20, 2023, held in the Career Center.

Call to Order – Pledge of Allegiance given by Bram McCourt and Rylan Wickens – Moment of Silence.

**ROLL CALL**

Roll Call showed members Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart, was in attendance.

TJ DeAngelis and Ann Tschantz were unable to attend.

**APPROVAL OF AGENDA CORRECTIONS / ADDITIONS / DELETIONS**

Roll Call Vote to Approve the December 20, 2023, Regular Board Meeting Agenda and Addendum as presented/amended.

**IV. SUPERINTENDENT’S CONSENT AGENDA**

C. Classified Employment

**Addition to 1.** Approval of the following resignation(s):

<b>NAME</b>	<b>POSITION</b>	<b>REASON</b>	<b>EFFECTIVE</b>
Tammy Pumphrey	Administrative Assistant/Student Intervention	Retirement	3/29/24

G. Approval of the following donations:

**Addition of 4.** \$260 from the Ohio FFA Foundation for use by first year FFA students to purchase jackets.

**Addition of 5.** \$1,000 from Superior Diesel for the WCSCC Key Club Food Pantry

**V. REGULAR AGENDA**

**Addition of 5.** Approval of an Award Agreement, from the Ohio Work Ready Grant program, between the Ohio Department of Higher Education and the Wayne County Schools Career Center

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**AGENDA CORRECTIONS, ADDITIONS, AND DELETIONS – (Con't)**

Motion and then Roll Call vote to approve the December 20, 2023, corrections, additions, and deletions.

Motion by Susie Lawson, second by Greg Roadruck  
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble,  
Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**PUBLIC HEARING ON THE FY 2024-2025 TAX BUDGET**

**PUBLIC PARTICIPATION /INTRODUCTION OF GUEST**

None

**STUDENT AND STAFF RECOGNITION**

Updates given from:

Green Local Schools, Dean Franks, Superintendent, Andy Bracher, Principal  
Dalton Local Schools, Steve Watkins Principal

1. **Dalton Student Recognition**

Bram McCourt, Construction Technologies, Student of the Month  
Aaron Miller, Interactive Media, Student of the Month  
Kendel Nussbaum, Dental Assisting, Perseverance Award

2. **Smithville Student Recognition**

Emma McClintock, Business Entrepreneurship, Student of the Month  
Elisa Vicent-Pacheco, Patient Care Technologies, Student of the Month  
Kristin Hinchley, Business Entrepreneurship, Perseverance Award  
Rylan Wickens, Early Childhood Education & Care, Achievement Award

**APPROVAL OF THE FY 2025 TAX BUDGET**

Motion to approve the 2025 Tax Budget as presented.

Motion by Zachary Bolinger, second by Jody Starcher  
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble,  
Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**BOARD MINUTES**

Motion to Approve the Minutes from the November 15, 2023, Regular Meeting

Motion by Don Noble, second by Zachary Bolinger  
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble,  
Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

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**SUPERINTENDENT’S REPORT**

- A. Director’s Report
- B. Principal’s Report
- C. Updates on Superintendent’s Advisory Committees
- D. Stakeholder Meeting Update – Secondary and Post-Secondary
- E. Update on OFCC/CTE Construction Project
- F. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Winter Break	12/21/23- 1/2/24	Th-T		
Martin Luther King Day	1/15/24	M		
Tentative WSCC Board of Education Meeting	1/17/24	W	G101/Board Room	Time TBD - Organizational Meeting with the Regular Meeting to Follow

Motion to approve the Superintendent’s Report Items A-F

Motion by John Smith, second by Mike Davis.

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**TREASURER’S CONSENT AGENDA**

- A. Finance
  - 1. Approval of the list of purchase orders and budgetary check register for November 2023
  - 2. Approval of the Financial Reports for November 2023
  - 3. Approval of the FY24 Amended Appropriations
  - 4. Approval to increase the 2023-2024 Change Fund for Adult & Community Education Cosmetology from \$75 to \$100

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TREASURER'S CONSENT AGENDA – (Con't)

Motion and then Roll Call Vote to approve the Treasurer's Consent Agenda Item A.

Motion by Susie Lawson, second by Zachary Bolinger  
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**SUPERINTENDENT'S CONSENT AGENDA**

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. All Employment

1. Approval of the State of Ohio Minimum Wage increase to \$10.45/hour effective January 1, 2024

B. Certified Employment

1. Revision of the employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Bethanie Schaefer	HS Academic/Career Tech Teacher	11/13/23 (was 11/15/23)
Jettie Tope	HS Academic/Career Tech Teacher	11/13/23 (was 11/15/23)

2. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	SUBSTITUTE TEACHING AREA(S)	CLASS	STEP	HOURLY RATE	EFFECTIVE
Wanda Pfahler	School Nurse	IV	22	\$41.81	12/20/23

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SUPERINTENDENT’S CONSENT AGENDA – (Con’t)

3. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE DATE
Hannah Baker	HS Academic/Career Tech Teacher	12/20/23
Elijah Minso	HS Academic/Career Tech Teacher	12/20/23

4. Employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Chris Kubilus	Adult Education Certified – minimum total of 840 hours per fiscal year, split between these two pay rates	Bachelors	3	\$17.94	1/1/24
		IV	1	\$23.85	1/1/24

C. Classified Employment

1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Alan Ross	Transportation Specialist	Resignation	5/3/24
Deborah Stephenson	PT Custodian/Cleaner	Resignation	10/13/23
Tammy Pumphrey	Administrative Assistant /Student Intervention	Retirement	3/29/2024

2. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 year:

NAME	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Jennifer Bauman	Admin. Asst.	5	\$16.60	12/20/23

D. Consultant Contracts (none)

E. Volunteers (none)

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SUPERINTENDENT'S CONSENT AGENDA – (Con't)

F. Approval to remove the following from inventory:

1. Approval to scrap a 1997 International Dump Truck with Bar Code #00012428/Serial #1HTGGADR9VH429318. Usable parts have been removed for use in Diesel Technologies.

G. Approval of the following donations:

1. Donation of a Garrett MT 5500 Magnascanner from Blaine Budd for use by the Criminal Justice program, with an approximate value of \$1,000
2. Use of a FANUC and Lincoln cobot from Last Arrow Manufacturing, for use by Welding and Robotics students for a year or possibly longer, with no value assigned per the donor.
3. Donation of materials and consumables for welding booth sponsorship from BWXT Technologies for use by the Welding program, with an approximate value of \$850
4. \$260 from the Ohio FFA Foundation for the use by first year FFA students to purchase jackets.
5. \$1,000 from Superior Diesel for the WCSCC Key Club Food Pantry

Motion and then Roll Call Vote to approve the Superintendent's Consent Agenda Items A-G

Motion by Jody Starcher, second by Lisa Gwin

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**REGULAR AGENDA**

**Grants and Agreements**

A. Grants and Agreements

1. Approval of an Award Agreement, from the Talent Ready Grant program, between the Ohio Department of Higher Education and the Wayne County Schools Career Center
2. Approval of the Educational/Special Services Contract Addendum with the Tri-County Educational Service Center
3. Approval of the use of the Commons, and other areas as needed, for the Wayne County Farm Bureau Breakfast, catered by Culinary Arts, on Saturday, February 3, 2024, or an alternate date if it would need to be rescheduled.
4. Approval of an institutional membership with North Central Workforce Alliance of Ohio (NCWA) for 2023-2024 for a cost of \$500

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GRANTS AND AGREEMENTS – (Con't)

5. Approval of an Award Agreement, from the Ohio Work Ready Grant program, between the Ohio Department of Higher Education and the Wayne County Schools Career Center

Motion and then Roll Call Vote to approve Grants and Agreements Items 1-5

Motion by John Smith, second by Sandra Cerniglia  
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**Resolutions**

1. Approval of the Ohio School Plan Member Model Resolution: Employee Dishonesty and Faithful Performance of Duty Policy in Lieu of Bond

**OHIO SCHOOL PLAN MEMBER MODEL RESOLUTION:  
EMPLOYEE DISHONESTY AND FAITHFUL PERFORMANCE OF DUTY POLICY IN  
LIEU OF BOND**

**WHEREAS**, the Board of Education of Wayne County Joint Vocational School District, Wayne County, Ohio (“Board of Education”) is a member of the Ohio School Plan, a joint self-insurance pool established pursuant to Ohio Revised Code § 2744.081;

**WHEREAS**, the Ohio General Assembly, by the enactment of H.B. 291 (eff. Mar. 20, 2019), codified at Ohio Revised Code § 3.061, has authorized political subdivisions to acquire employee dishonesty and faithful performance of duty policy coverage for officers, employees, and appointees of political subdivisions who are otherwise required by law to obtain individual surety bonds for the faithful performance of the discharge of their duties before assuming office;

**WHEREAS** such employee dishonesty and faithful performance of duty policy may be in lieu of such officers, employees, and appointees being required to obtain individual surety bonds;

**WHEREAS**, under Ohio Revised Code § 3.061(A)(2), “employee dishonesty and faithful performance of duty policy” is defined as a policy of insurance, or a coverage document issued by a joint self-insurance pool authorized under Ohio Revised Code § 2744.081, to protect a political subdivision from financial or property loss caused by the fraudulent or dishonest actions of, and the failure to perform a duty prescribed by law for, an officer, employee, or appointee that is otherwise required by law to give an individual surety bond before the discharge of official duties;

**WHEREAS** the Wayne County Joint Vocational School District is a “political subdivision” for purposes of Ohio Revised Code § 3.061;

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RESOLUTIONS – (Con't)

**WHEREAS**, in accordance with Ohio Revised Code § 3.061, the Board of Education must adopt a policy by resolution authorizing the purchase of “employee dishonesty and faithful performance of duty policy” in lieu of requiring officers, employees, and appointees to acquire individual surety bonds before the beginning of the individual’s term of office or employment;

**WHEREAS** a school officer, employee, or appointee who is otherwise required by law to obtain a surety bond for the faithful performance of discharge of public duties shall not commence the discharge of duties until coverage by an “employee dishonesty and faithful performance of duty policy” is documented; and

**WHEREAS**, it is the desire of the Board of Education, in accordance with the authority granted to it under Ohio Revised Code § 3.061, to adopt an employee dishonesty and faithful performance of duty policy in lieu of requiring those officers, employees, and appointees to obtain individual surety bonds for the faithful performance of the discharge of their public duties, and all of the following shall apply:

1. Notwithstanding any section of the Revised Code requiring an officer, employee, or appointee of the Board of Education to give bond before being entitled to enter upon the duties of the office or employment, an officer, employee, or appointee shall be considered qualified to hold the office or employment, without giving bond, on the date the oath of office is taken, certified, and filed as required by law;
2. Notwithstanding Ohio Revised Code § 3.30 or any other section of the Revised Code that provides an office or employment is vacated upon the failure to file bond, the officer, employee, or appointee shall be entitled to enter upon the duties of the office or employment without acquiring an individual surety bond after (a) the date of the adoption of this resolution, (b) the acquisition of an employee dishonesty and faithful performance of duty policy from the Ohio School Plan, and (c) the oath of office is filed as provided in the preceding paragraph;
3. All officers, employees, or appointees who would otherwise be required to file a bond before commencing the discharge of duties shall be covered by and are subject to the employee dishonesty and faithful performance of duty policy instead of a surety bond requirement;
4. The coverage amounts for an officer, employee, or appointee under the employee dishonesty and faithful performance of duty policy acquired from the Ohio School Plan shall be equal to or greater than the maximum amount of the bond otherwise required by law. If no amount, or only a minimum amount, of coverage is specified in law for the particular officer, employee, or appointee, the amount of coverage shall be an amount agreed upon by the Board of Education; and



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RESOLUTION – (Con't)

5. Prior to taking the oath of office and commencing the discharge of his or her duties, an officer, employee, or appointee otherwise required by law to acquire an individual surety bond for the faithful discharge of public duties shall first confirm that coverage under the Board of Education's policy with Ohio School Plans is documented and effective as of the date of commencement of the discharge of said public duties.

**NOW, THEREFORE, BE IT RESOLVED**, that on this 20<sup>th</sup> day of December, 2023, the Board of Education of Wayne County Joint Vocational School District, Wayne County, Ohio, hereby authorizes the Treasurer to purchase an employee dishonesty and faithful performance of duty policy through the Ohio School Plan to provide coverage for those school officers, employees, or appointees who are otherwise required by law to acquire a surety bond before entering upon the discharge of public duties. The Treasurer is further authorized to effect all policies and procedures necessary to carry out this Resolution and administer the terms of the employee dishonesty and faithful performance of duty policy in accordance with this Resolution.

Motion and then Roll Call vote to approve Resolution 1

Motion by Don Noble, second by John Smith  
Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

2. Approval of a Resolution to Advertise to Bid for the WCSCC Welding Addition Project (CTE Construction Project, Phase One)

**Resolution to Advertise  
to Bid**

**WHEREAS**, the Wayne County Schools Career Center (JVS) District Board of Education wishes to advertise and receive bids for the Welding Addition Project (CTE Construction Project, Phase One) and wishes to approve the construction documents prior to the advertisement;

**WHEREAS**, the Board of Education has appointed certain authorized representatives (the "Authorized Representatives") to act on its behalf during the planning, bidding, award and construction phases of the building Project;

**WHEREAS**, the Board of Education has contracted with a qualified professional design firm, SoL Harris/Day Architecture, Inc. (the "Architect"), under Section 153.65 to 153.71, ORC, to prepare plans, specifications and estimates of cost, and such data as the Board of Education deem necessary in compliance with Section 3318.091, ORC;

**WHEREAS**, the Board of Education, on behalf of the State of Ohio, now desires to commence the competitive bidding process for the Bid Package for the Project authorized under Sections 3313.46 and 3318.10, ORC;

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RESOLUTIONS – (Con’t)

**THEREFORE, BE IT RESOLVED**, the Board of Education of the Wayne County Schools Career Center (JVS) District authorizes the Treasurer to advertise and receive bids on behalf of said Board as per the Contract Documents submitted by SoL Harris/Day Architecture, Inc. for Wayne County Schools Career Center Welding Addition Project (CTE Construction Project, Phase One).

Motion and then Roll Call Vote to approve Resolution 2

Motion by Zachary Bolinger, second by Jody Starcher

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**DOCUMENTS AND MATERIALS**

1. Approval of the revised 2022-2024 High School Practical Nursing Student Handbook Program Addendum
2. Approval of the revised 2023-2025 High School Practical Nursing Student Handbook Program Addendum
3. Approval of the revised 2024 Adult & Community Education Nurse Aide (NATCEP) Student Handbook Program Addendum
4. Approval of the revised 2023-2025 Adult & Community Education Practical Nursing Program Student Handbook Addendum
5. Approval of the 2024-2025 School Year Calendar
6. Approval of the following overnight field trip request:

<b>FIELD TRIP</b>	<b>REASON</b>	<b>LOCATION</b>	<b>DATE</b>	<b># STUDENTS</b>	<b># ADVISORS</b>	<b># PARENTS</b>
SkillsUSA	Regional Officer Training Institute (ROTI)	Deer Creek Lodge & Conference Ctr. – Mount Sterling, OH	1/15-1/18/24	1	0 (SkillsUSA State Director Jackie Walker will be chaperone in charge)	0

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DOCUMENTS AND MATERIALS – (Con't)

Motion and then Voice Vote to approve Documents and Materials Items 1-6

Motion by Lisa Gwin, second by John Smith

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**NEW BUSINESS**

- A. Appointment of the current Board President to serve as President Pro-Tempore for the 2024 Organizational Meeting
- B. Approval for the Organizational Meeting to take place on 1/17/24 at 7:30 p.m. in G101/Board Room with the Regular Meeting to follow.
- C. Approval of CTE Construction Project and timeline
- D. Approval to give Dr. Kip Crain, Superintendent and/or Lynn Moomaw, Director of Operations the authority to sign change orders up to \$25,000 during the WCSCC CTE Construction Project
- E. Approval to reimburse Andrew Cerniglia, IT Supervisor, up to \$1,300 for an online Data Science Certificate Program

Motion and then Roll Call Vote to approve New Business Items A-E

Motion by John Smith, second by Zachary Bolinger

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble, Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

**ITEMS OF DISCUSSION**

- A. 2024 Regular Board Meeting Schedule and need to move February Regular Board Meeting or add a Special Board Meeting in February for Welding Lab Bid Approval (copies available)
- B. The Board recapped the Superintendent and Treasurer evaluations. Doug Stuart and Susie Lawson thanked Board Members and staff for their service and work.

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**MOTION TO ADJOURN**

Motion and then Voice Vote to Adjourn at 8:46 p.m.

Motion by John Smith, second by Susie Lawson

Motion Carried.

Yes: Zachary Bolinger, Sandra Cerniglia, Mike Davis, Lisa Gwin, Ryan Kuzma, Susie Lawson, Don Noble,  
Greg Roadruck, John Smith, Jody Starcher, Doug Stuart

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President

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Treasurer

DRAFT