

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

**July 17, 2019**

The Wayne County Joint Vocational School District Board of Education was called to order in Regular Session by President Tschantz at 7:30 p.m. on Wednesday, July 17, 2019 in the Career Center.

Pledge of Allegiance - Moment of Silence.

**ROLL CALL**

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

Mr. Don Noble was unable to attend.

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

A motion by Mr. Steiner was seconded by Mrs. Herman to approve the July 17, 2019 agenda, corrections, additions and deletions.

**I. OPENING**

*Revision to F.* Executive Session (for the purpose of consideration of the employment of a public employee) (was if needed)

**IV. TREASURER'S CONSENT AGENDA**

A. Finance

*Revision to 2.* Approval of the Financial Reports for June (*was May*) 2019

**V. SUPERINTENDENT'S CONSENT AGENDA**

B. Classified Employment

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APPROVAL OF AGENDA CORRECTIONS / ADDITIONS / DELETIONS (Con't)

*Addition of 3.* Resignation of Stefanie Tuttle, from all positions except for breakfast and banquet contracts, for the purpose of taking the Classified Support Specialist position effective August 1, 2019

*Addition of 4.* Employment of the following person as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Tuttle, Stefanie	Classified Support Specialist	New 1	184 days + 10 holidays @ 8 hrs/day	5 (7/11)	5

**V. REGULAR AGENDA**

C. Documents and Materials

*Addition of 1.* Approval of the following job descriptions

- a. AA Student Services
- b. AA Principal
- c. AA Student Intervention
- d. AA Attendance Reception
- e. AE Public Safety Services Coordinator

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

The motion was carried.

**PUBLIC PARTICIPATION / INTRODUCTION OF GUEST**

Linda Hall and Theresa Morgan

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**BOARD MINUTES**

A motion by Mrs. Gwin was seconded by Mr. Stavnezer to approve the Minutes from the June 19, 2019 Regular Meeting.

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

The motion was carried.

**EXECUTIVE SESSION**

A motion by Mrs. Lawson was seconded by Mr. Besancon to go into Executive Session at 7:33 p.m. for the purpose of consideration of the employment of a public employee.

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

The motion was carried.

President Tschantz called the Board back into Regular Session at 7:47 p.m.

**SUPERINTENDENT'S REPORT**

A motion by Mr. Keener was seconded by Mrs. Herman to approve the Superintendent's Report as follows.

- A. Director's Report
- B. Principal's Report
- C. Updates on Superintendent's Advisory Committees
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
New Staff Orientation	08/13/19	T	WCSCC	
Student/Parent Orientation	08/14/19	W	WCSCC	12:00 p.m. – 7:00 p.m.
Staff Convocation Day	08/15/19	Th	WCSCC	7:30 a.m. – 3:00 p.m.
Staff In-Service Day	08/16/19	F	WCSCC	7:45 a.m. – 3:00 p.m.
First Day for First Year Students	08/19/19	M	WCSCC	
School Day for All Students	08/20/19	T	WCSCC	

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**SUPERINTENDENT’S REPORT (Con’t)**

WCSCC Board Workshop Meeting	08/21/19	W	G101/Board Room	3:00 p.m. – 7:00 p.m. (prior to the board meeting)
WCSCC Board of Education Meeting	8/21/19	W	G101/Board Room	7:30 p.m. Regular Meeting

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

The motion was carried.

**TREASURER’S CONSENT AGENDA**

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

**A. Finance**

1. Approval of the list of purchase orders and budgetary check register for June 2019
2. Approval of the Financial Reports for June 2019
3. Approval of the following Change Funds for the 2019-2020 school year:

<b>2019-2020 CHANGE FUNDS</b>	
<b>TO</b>	<b>AMOUNT</b>
Treasurer's Office	\$100.00
Adult Education Office	\$100.00
Dale Tackett - Student Fees	\$75.00
Kathy Sears - Student Fees	\$75.00
Dale Tackett - Customer Service Change	\$250.00
Pam Tarleton	\$450.00
- Cafeteria (\$300.00)	
- Snack Shack (\$150.00)	
Peter Kerling - Old School House	\$350.00

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## TREASURER'S CONSENT AGENDA (Con't)

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
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
Mike Morabito - Graphic Design	\$50.00
Garage Sale	\$100.00
Total:	\$2,395.00

4. Approval of the following Fund Transfer for 2019-2020:

From:

001 General Fund	\$1,000
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To:

018-9600 Board/ADM Scholarship Fund	\$1,000
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Roll call vote on the motion was as follows: Mr. Stuart, Mr. Stavnezer, Mr. Besancon, Mr. DeAngelis, Mrs. Gwin, Mrs. Herman, Mr. Keener, Mrs. Lawson, Dr. Roadruck, Mr. Steiner, Mrs. Williams and Mrs. Tschantz – all say yes.

The motion was carried.

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**SUPERINTENDENT'S CONSENT AGENDA**

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

A. Certified Employment

1. Resignation of Joann Tabellion, Medical Assistant Program Director, effective September 1, 2019
2. Approval for certified substitutes to attend orientation training annually and to be paid at half the daily rate
3. Approval of the following staff to represent the Wayne County Schools Career Center as members on community/professional organizations effective August 1, 2019: Administrators, Managers, Coordinators, Key Club Advisors, and School Board Members
4. Revision to the employment of the following part-time Certified Teaching Assistant for the 2019-2020 school year as per Board Policy and the negotiated agreement:

NAME	CONTRACT	CLASS	STEP
Tyler, Thomas	New 1 (182 days at 5.75 hrs/up to 29.5 hrs/wk)	II	20 ( <i>was 10</i> )

5. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

LAST	FIRST	SUBSTITUTE TEACHING AREA(S)	EFFECTIVE
Hyser	Heather	HS Academic/Career Tech Teacher	07/18/19
Miller	Brent	HS Academic/Career Tech Teacher	07/18/19
Razzano	Lois	HS Academic/Career Tech Teacher	07/18/19
Bilinovich	Terez	HS Career Tech Teacher – Cosmetology Only	07/18/19
Salisbury	Laura	HS Academic/Career Tech Teacher	07/18/19
Freeland	Tara	HS Career Tech Teacher – Cosmetology Only	07/18/19
Reed	Elaine	HS Academic/Career Tech Teacher	07/18/19
Weber	Gayle	HS Academic/Career Tech Teacher	07/18/19

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SUPERINTENDENT'S CONSENT AGENDA (Con't)

6. Revision to the employment of the following Certified Personnel for Adult & Community Education, full-time, regularly scheduled, pending sufficient enrollment, per time sheets, effective 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Chandler	Gregory	Adult Education Certified minimum of 840 hours/maximum of 1400 hours per fiscal year <i>(was as needed per timesheets)</i>	II	17	\$28.19	07/18/19

7. 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 2019-2020 year:

LAST	FIRST	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Robison	John	Instructor, Aspire, Adult Literacy, Literacy Ed, AE <i>(added AE)</i>	Masters	11	\$21.00	07/01/19

B. Classified Employment

- Approval of the payment for classified substitutes and aides to attend orientation training annually and to be paid at an hourly rate
- Employment of the following classified individual(s) to substitute in area(s) indicated for the 2019-2020 school year:

LAST	FIRST	SUB AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Johnson	Elizabeth	Monitor	3	\$10.65	07/18/19
Drozdz	Marie	Aide/Monitor	0	\$9.74	07/18/19
		Cafeteria	2	\$10.34	07/18/19
		Admin. Assistant	5	\$11.30	07/18/19
Hyser	Heather	Aide/Monitor	0	\$9.74	07/18/19
Nussbaum	Julie	Aide/Monitor	2	\$10.34	07/18/19
Freeland	Tara	Aide/Monitor	3	\$10.65	07/18/19

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SUPERINTENDENT'S CONSENT AGENDA (Con't)

3. Resignation of Stefanie Tuttle, from all positions except for breakfast and banquet contracts, for the purpose of taking the Classified Support Specialist position effective August 1, 2019
4. Employment of the following person as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2019-2020 school year:

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP
Tuttle, Stefanie	Classified Support Specialist	New 1	184 days + 10 holidays @ 8 hrs/day	5 (7/11)	5

C. Consultant Contracts

D. Volunteers

E. Approval to remove the following from inventory:

1. Approval to trade in EZ GO utility vehicle with WCSCC bar code tag #00012010/Serial #2338035 for a new one.
2. Approval to remove various items from IT inventory as they are no longer functioning or needed.

Description	Asset ID	Type	Serial #
Monitor	3776	Gateway	0034395886
Laptop	2729	HP	2CE0201H4D
laptop	2859	HP	2CE1120PTH
laptop	2858	HP	2CE1120S8V
Monitor	2909	ASUS	B3LMTF012881
Laptop Cart	6516		B112S00221
Laptop Cart	6517		B118E00130
Laptop Cart	6518		B11AR00236
Laptop Cart	6519		B118E00083
Monitor	3432	AOC	11751BA094903



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SUPERINTENDENT'S CONSENT AGENDA (Con't)

Monitor	6784	AOC	11751BA095028
Monitor	3830	Gateway	MX08G15247605267AY7U
Monitor	3436	AOC	11751BA094972
Monitor	2190	AOC	11751BA094456
Monitor	3688	AOC	11751BA095962
Camera	6615	Hitachi	60653097
Camera	6707	Sony	335267
Camera	15365	Sony	451089
Camera	14943	JBC	169R2574

3. Approval to remove various computers from inventory and donate to the Electronics and Computer Networking program to use as parts throughout their coursework.

<b>Description</b>	<b>Asset ID</b>	<b>Type</b>	<b>Serial #</b>
Computer	2893	DakTech	110602017
Computer	2961	DakTech	110602015
Computer	10828	HP	MXL6221JHT
Computer	7447	HP	MXL41211CQ
Computer	10829	HP	MXL6221C17
Computer	7450	HP	MXL41211BG
Computer	10823	HP	MXL6221BZK
Computer	7444	HP	MXL4121JNH
Computer	10827	HP	MXL6221JKH
Computer	7443	HP	MXL412117D
Computer	7446	HP	MXL412118M
Computer	7441	HP	MXL41211BH
Computer	7442	HP	MXL4121JMS
Computer	7448	HP	MXL4121195
Computer	7445	HP	MXL41211C6
Computer	10826	HP	MXL6221JK6
Computer	10820	HP	MXL6221JKG
Computer	7449	HP	MXL412117Q
Computer	6664	Lenovo	PBDG304

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SUPERINTENDENT'S CONSENT AGENDA (Con't)

Computer	6655	Lenovo	PBDG293
Computer	6656	Lenovo	PBMY517
Computer	6661	Lenovo	PDBG286
Computer	10652	Lenovo	MP15ER01
Computer	2957	DakTech	110602033
Computer	2954	DakTech	110505058
Computer	3079	DakTech	110602013

F. Approval to accept the following donations:

1. Two aluminum super single rims from Wooster Motor Ways for use in the Truck Mechanics program, with an approximate value of \$600.

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

The motion was carried.

**REGULAR AGENDA**

**GRANTS AND AGREEMENTS**

A motion by Mrs. Lawson was seconded by Mr. Stuart to approve the following Grants and Agreements:

A. Grants and Agreements

1. Approval of a three year Standard Rental Service Agreement contract with Cintas
2. Approval of an Affiliation Agreement with Trillium Creek Dermatology & Surgery Center for the purpose of providing a clinical component for the Adult Medical Assisting Program

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GRANTS AND AGREEMENTS (Con't)

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

The motion was carried.

**RESOLUTIONS**

None

**DOCUMENTS AND MATERIALS**

A motion by Mrs. Williams was seconded by Mr. Besancon to approve the following Documents and Materials as follows:

1. Approval of the revised High School 2019-2020 Practical Nursing Student Handbook
2. Approval of the following job descriptions:
  - a. AA Student Services
  - b. AA Principal
  - c. AA Student Intervention
  - d. AA Attendance Reception
  - e. AE Public Safety Services Coordinator

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

The motion was carried.

**NEW BUSINESS**

None

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**ITEMS OF DISCUSSION**

A. Appoint Delegate and Alternate to OSBA Capital Conference

1. Delegate – Dan Stavnezer
2. Alternate – TJ DeAngelis

B. Board discussion

**ADJOURNMENT**

A motion by Mr. Stavnezer was seconded by Mrs. Herman to adjourn the July Regular Board Meeting at 8:08 p.m.

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

The motion was carried.

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President

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Treasurer

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