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

Wednesday, March 20, 2013

7:30 PM

Agenda (Exhibit A)

I. Opening

- A. Call to Order - Pledge of Allegiance
- B. Moment of Silence
- C. Roll Call
- D. Public Participation/Introduction of Guests
- E. Student and Staff Recognition
 - 1. Brittany Fisher, Cosmetology, WCSCC Student of the Month from Northwestern
 - 2. Corey Johnson, Electronics and Computer Networking, WCSCC Student of the Month from Northwestern
 - 3. Cameron Howard, Criminal Justice, WCSCC Extra Help Student of the Month from Northwestern
 - 4. Ionna Peterson, Animal Care and Management, WCSCC Student Success Award from Northwestern
 - 5. Jarid Mika, Precision Machining, WCSCC Student of the Month from Norwayne
 - 6. Martha Jenkins, Medical Office Management, WCSCC Student of the Month from Norwayne
 - 7. Amber Wurgler, Medical Office Management, WCSCC Extra Help Student of the Month from Norwayne
 - 8. Sydney Norton, Practical Nursing, WCSCC Student Success Award from Norwayne
 - 9. Daniel Crites, Adult Practical Nursing Student completing Nurse Aide component of program, WCSCC AE Exceptional Student of the Month
 - 10. Linda Plybon, VOSE Coordinator, WCSCC Staff Excellence Award
 - 11. Kristi Maximovich, Administrative Assistant to the Director of Operations, WCSCC Staff Excellence Award
- F. Motion to approve the minutes from the February 20, 2013 Regular Board Meeting (**Exhibit B**) (**Voice**)

G. Board Committee Reports (**Exhibit C**)

Note: All items will be in written reports in exhibit unless a board member wants to request discussion, highlight an item, or add to a report.

1. Communications, Community Relations & Retention Committee

Chair: Janice Grim
Asst. Chair: Sue Williams
Staff Liaison: Kip Crain

2. Curriculum Committee

Chair: Susie Lawson
Asst. Chair: Bob Reynolds
Staff Liaison: Jeff Schleich

3. Facilities Committee

Chair: Frank Besancon
Asst. Chair: Curt Denning
Staff Liaison: Lynn Moomaw

4. Finance and Legislative Committee

Chair: Susie Lawson
Asst. Chair: Doug Stuart
Staff Liaison: Mary Workman

5. Personnel Committee

Chair: Greg Roadruck
Asst. Chair: Kurt Steiner
Staff Liaison: Matt Brown

6. Student Services Committee

Chair: Douglas Zook
Asst. Chair: Philip Keener
Staff Liaison: Matt Brown

7. Technology and Assessment Committee

Chair: Don Noble
Asst. Chair: Bill Gantz
Staff Liaison: Cheryl Boyer

H. Executive Sessions

1. For consideration of the employment of public employees (**Roll Call**)
2. For discussion, with the Board's legal counsel, of disputes involving the Board that are the subject of pending or imminent court action (**Roll Call**)
3. For matters required to be confidential by Federal law or rules or State statutes (**Roll Call**)

II. Superintendent's Report

1. Director's Report (**Exhibit D**)
2. Principal's Report (**Exhibit E**)
3. Important Upcoming Dates and Times (copies available)
 - a. Health Occupations Students of America (HOSA) State Contest will be March 21st and 22nd at Tolles Career and Technical Center.
 - b. There will be no school on Friday, March 29th.
 - c. Spring Break will run from April 1st through April 5th.
 - d. The FFA Northeastern Skills Classic will be held on April 11th.
 - e. National Honor Society Induction Ceremony will take place on April 15th at 7:30 p.m. in the commons.
 - f. April 16th will be Career Tech Tuesday.
 - g. April 18-20th is FCCLA State Competition at the Ohio State Fairgrounds.
 - h. WCSCC Prom will be held on April 20th. Grand March will take place at WCSCC in the Commons. Dinner and dancing will be at Memories.
 - i. SkillsUSA State Competition runs from April 23rd through April 24th in Columbus.
 - j. Dinner With Your Teacher will take place from 6-7:30 p.m. on April 25th.
4. Calamity Days

Information had been forwarded to the Ohio Department of Education seeking the approval of 2/22/2013 as a calamity day due to inclement weather. Approval was received on 3/7/13.

5. Motion to approve Superintendent's Report (**Voice**)

III. Reconsideration of items approved at February 20, 2013 Board of Education Meeting under the Treasurer's Consent Agenda:

1. Motion to rescind items c. and d. from the February Treasurer's Consent Agenda approved by the board of education (**Exhibit F**) on February 20, 2013. (**Roll Call After Discussion**)
2. Motion to remove the following assets from inventory and list for sale on "Craig's List". Area companies and schools will be made aware of items for sale on this list (**see company/school lists on Exhibit G**). Removal costs will be the responsibility of buyer. Items not purchased will be sold for scrap value. Items are:
 - a. AB Dick press 9985 two color, tag #00000367-15672.
 - b. Bobbitish Stitcher, WCSCC bar code tag #04305-00000360.
 - c. Challenge MPC paper cutter, WCSCC bar code tag #190017-00000372.
 - d. NuARC light table, WCSCC bar code tag #00000345.
 - e. NuARC light table, WCSCC bar code tag #10851-00000342.
 - f. Vastech plate processor, WCSCC bar code tag #00000369.
 - g. ECRM image setter, WCSCC bar code tag #00000376.
 - h. Vastex film processor, WCSCC bar code tag #00000368.

- i. AB Dick Press 9910, no bar code.
- j. Platemaker XANTE 4, WCSCC bar code tag #00000363.
- k. AB Dick printing press 9810, no bar code.
- l. AB Dick printing press 9970, WCSCC bar code tag #05018.
- m. Vastex exposure unit, WCSCC bar code tag #00000370.
- n. Amergraph plate burner, WCSCC bar code tag #10883-00000373.

(Roll Call After Discussion)

- 3. Motion to remove the following assets from inventory and list for sale on “Craig’s List”. Area companies and schools will be made aware of items for sale on this list (**see company/school lists on Exhibit H**). Removal costs will be the responsibility of buyer. Items not purchased will be sold for scrap value. Items are:
 - a. #2 Cincinnati Mill, asset #00012056, serial #750100/4A2V5H-13, manufactured 1959
 - b. Wells Index knee type mill (belt drive), old asset #11354, serial #18260, manufactured 1975
 - c. Brown wash out booth, asset #15278, serial #SS3138007
 - d. Vastex screen press, asset # 00000374/15673, serial #VTX006079

(Roll Call After Discussion)

IV. Treasurer’s Consent Agenda (Roll Call After Discussion):

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:

1. Finance

- a. Approve the list of purchase orders for the month (**Exhibit I**)
- b. Approve the Financial Reports for February 2013 (**Exhibit J**)
- c. Approval of Amended Appropriations and Resources (**Exhibit K**)
- d. Approval to accept the following donations:
 - 1) Correction from February agenda: Five hospital beds valued at approximately \$3,900.07 each from Wooster Community Hospital for use in the Patient Care Technologies program, for a total value of approximately \$19,500.35 (versus six hospital beds valued at approximately \$3,500 each that were approved in February).
 - 2) 500 pounds of carbon steel valued at \$90 from American Auger for use by the Welding Technology program.
 - 3) 200 pounds of stainless steel valued at \$100 from AT&F Advanced Metals for use by the Welding Technology program.

- 4) 802 pounds of stainless steel valued at \$360.90 from Ebner Furnaces for use by the Welding Technology program.
 - 5) 138 various machinist's tools valued at \$975 from Dennis Harold for use by the Precision Machining program.
 - 6) Particle board valued at \$200 from P. Graham Dunn for use by the Precision Machining program.
 - 7) \$400 from an anonymous donor to the Ag Mechanics/Power Technologies program.
 - 8) Five side bed stands valued at approximately \$600 each from Wooster Community Hospital for use in the Patient Care Technologies program, for a total value of approximately \$3,000.
 - 9) Two over bed tables valued at approximately \$275 each from Wooster Community Hospital for use in the Patient Care Technologies program, for a total value of approximately \$550.
 - 10) \$516.01 from the Edward, Arlene and Kaye Maibach Fund, a component fund of the Wayne County Community Foundation, for an annual contribution for traditional student programs (to be tracked in Principal's account).
 - 11) \$3,148.95 from the Wayne County Schools Career Center Fund, a component fund of the Wayne County Community Foundation, for an annual contribution for equipment.
 - 12) Ten urinary catheters donated by Pleasant View Nursing Home valued at approximately \$75, for use in nursing/health programs.
 - 13) Seven scrub tops and four scrub pants donated by Michael and Cynthia Shires valued at approximately \$100, for use in nursing/health programs.
 - 14) A Belkin 550VA, 330 watt UPS with an approximate value of \$60 donated by Lee Peart, for use in the Snack Shack.
 - 15) 16 XL PLTW (Project Lead The Way) polo shirts valued at \$192 from Jeff and Keri Merickel, for use by the Engineering Technologies program.
- e. Approve the following Purchase Orders over \$5,000 (copies available in blue folder):
- 1) Squire Sanders, LLP, legal services FY13, \$20,000
 - 2) Martin Public Seating, F128 (Graphic Design and Photography) classroom and lab furniture, \$16,706.13
 - 3) Boggs Graphic Equipment, Challenge Model 20 Paper Cutter and set up charge / trade in value for asset MPC Challenge Paper Cutter and removal charge, \$0. **Note:** This PO is under \$5,000. However, it is tracking a trade of equipment for Graphic Design and Photography.
 - 4) Wooster Printing & Litho, Spring 2013 Adult Education Catalog, mail prep, etc., \$11,463
 - 5) Wooster Printing & Litho, Summer 2013 Adult Education Booklet Mailer, mail prep, etc., \$6,931.50
 - 6) CDWG Government, Inc., Microsoft Enrollment for Education Solutions (quote #J426320), \$7,593.88
- f. Motion to approve the Treasurer's Consent Agenda (**Roll Call**)

V. Superintendent's Consent Agenda (Roll Call After Discussion):

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 Superintendent recommends the following actions:

NOTE: All employee hires are pending BCI/FBI background checks, appropriate licensure and any other required documentation.

1. Certified Employment

- a. Resignation of Christine Boyan, IT Media Instructor, effective at the end of the day on May 31, 2013, for the purpose of retirement.
- b. Resignation of Jill Parker, Extra Help Coordinator, effective at the end of the day on May 31, 2013, for the purpose of retirement.
- c. Resignation of Brian Hessey, OWA Chippewa, effective at the end of the day on May 31, 2013, for the purpose of retirement.
- d. Chris Boyan, Administrative Position of Coordinator of Adult Education Evening and High School Aides & Extracurricular Events for FY13 at a stipend of \$5,000 – Supplemental.
- e. Lesa Krites, Substitute for Culinary Arts, supplemental contract for \$100 per banquet and \$50 per breakfast banquet for the 2012-2013 school year.
- f. Jeff Schleich, Supervisor of Curriculum, new three year contract, August 1, 2013 through July 31, 2016, Step 11, 240 days.
- g. Andrew Cerniglia, Supervisor of CT and Nursing, new three year contract, August 1, 2013 through July 31, 2016, Step 4, 240 days.
- h. Lynette Boggs, CT Supervisor, new two year contract, August 1, 2013 through July 31, 2015, Step 3, 240 days. Insurance individual/board split and STRS retirement pick-up at the same rate as the certified negotiated agreement.
- i. Sandy Elliott, Adult Ed Manager and Transitions Coordinator, new three year contract, August 1, 2013 through July 31, 2016, Step 11, 240 days.
- j. Employment of Chris Boyan, IT Media Instructor, as Yearbook Advisor for the 2012-2013 school year, 2.5% of Class 1, Step 1 Base per the Certified Negotiated Agreement.
- k. Employment of the following individuals to substitute in area(s) indicated for the 2012-2013 school year:

Last Name	First Name	Licensure
Arnold	Maureen	Medical Assisting
Baker	Brian	AYA
Freeland	Tara	Career Tech - Cosmetology
Humphrey	Amanda	Career Tech – Int'l Business
Keppler-Bopp	Elke	General

Shook	Clairice	General
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1. Approval of the employment of the following certified personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, effective 2012-2013 year:

- 1) Roger Brenneman, Public Safety Services Instructor, Step 5, \$20.00 hourly, effective 3/26/13.
- 2) Lori Milligan, Adult Education Instructor, Step 9, \$15.00 hourly, effective 3/20/13.
- 3) Rosella Jones, MSN, Adult Education Practical Nursing Instructor, Step 7, \$27.00 hourly, effective 3/11/13.
- 4) Sonya Kurfiss, BSN, Adult Education Practical Nursing Instructor, Step 7, \$26.00 hourly, effective 3/11/13.
- 5) Tara Calame, BSN, Adult Education Practical Nursing Instructor, Step 5, \$25.00 hourly, effective 3/11/13.

2. Classified Employment

- a. Resignation of Myla Hershberger, Study Hall Monitor, effective March 8, 2013.
- b. Approval of the employment of Clairice Shook, Casual Labor Pay Scale, Step 0, part time/hourly/as needed/per time sheets, effective **February 8, 2013** (correction from February 12, 2013 approved 2/20/13).
- c. Employment of the following individuals to substitute in area(s) indicated for the 2012-2013 school year:

Last Name	First Name	Sub Area
Bowman	Marissa	Classified
McClure	Michelle	Classified
Shook	Clairice	Classified
Shook	Suzanne	Classified
Young	Richard	Classified

3. Consultant Contracts

- a. Karla Addington-Smith, grade and certify (if student receives a passing grade) Dog Grooming Certification Bather/Brushing Testing, \$285.

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

VI. Regular Agenda:

1. Motion to approve the following Grants and Agreements (Roll Call After Discussion):

- a. Approval of an agreement with the Wayne County Fire & Rescue Association Regional Training Facility for the purpose of providing their facility and certain equipment needed for the training of firefighters and EMS personnel as required by the Ohio Department of Public Safety, Division of EMS (copies available).

- b. Approval of an agreement with Wooster Community Hospital for the purpose of the medical facility to provide clinical training for students enrolled in the Emergency Medical Technician program (copies available).

2. Motion to approve the following Resolutions:

- a. Resolution dealing with Universal Voucher Program:

House Bill 136 (the Universal Voucher Program of the 129th General Assembly) was stopped by the action of two thirds of the publicly elected school boards in Ohio. Over 400 boards passed resolutions in opposition to HB 136.

OSBA is urging that boards pass the following resolution. Employee associations should be encouraged to adopt similar resolutions.

Ohio already has four voucher programs. These four programs and charter school deductions add up to about \$1 billion being deducted from public school districts this year. It is conceivable that, with the zealous expansion of these "choice" programs, more than one half of public school districts' funds will be deducted within a very few years. **(Exhibit L) (Roll Call After Discussion)**

- b. Resolution dealing with Ohio Educational Service Centers:

The resolution opposes the reduction in funding to ESC's as contained in HB 59. It also opposes the elimination of elected ESC governing boards and the dilution of public accountability, transparency and the core educational mission of ESC's. **(Exhibit M) (Roll Call After Discussion)**

- c. Resolution accepting the Rates as Determined by the Budget Commission and authorizing the Necessary Tax Levies and certifying them to the County Auditor **(Exhibit N) (Roll Call After Discussion)**

3. Motion to approve the following Documents and Materials (Voice):

- a. Approval of the following overnight field trip requests (copies available):

<u>DATE</u>	<u>STAFF</u>	<u>EVENT/LOCATION</u>
3/7-3/8/13	Craig Wellert	Future Farmers of America (FFA) State FFA Competition UNOH- Lima, OH
3/21-3/22/13	Shelly Perry	Health Occupations Students of America (HOSA) State Conference and Competition Crowne Plaza Columbus-Dublin, OH

4/17-4/19/13	Deb McDonald	Family, Career, and Community Leaders of America (FCCLA) State Leadership Conference and Competition Embassy Suites- Columbus, OH
4/18-4/20/13	Pamela Vorkapich	SkillsUSA- Precision Machining Skills Ohio Championships Sinclair Community College- Dayton, OH
4/22-4/24/13	Pamela Vorkapich	SkillsUSA Skills Ohio Championships Hyatt Regency/Greater Columbus Convention Center- Columbus, OH

- b. Approval of the following revised Administrative Guidelines, Policies and Forms:

Section	Number	Status	Title
Policy	3440	Revised	Job-Related Expenses – Certified
Policy	4440	Revised	Job-Related Expenses - Classified

VII. Items of Discussion

1. First reading of the revised Course of Study for Truck Mechanics (copy available).
2. First reading of an addendum to the Career Training Handbook for Adult Students, specific to the Law Enforcement Training Academy (copies available).
3. First reading of revisions/additions to the following handbooks (copies available):
 - a. WCSCC Adult Practical Nursing Student Handbook
 - b. WCSCC High School Practical Nursing Student Handbook
 - c. 2013-2014 WCSCC High School Student Parent Handbook
4. First reading of the following textbooks for use in Graphic Design and Photography (copies available):
 - a. Photography and Digital Imaging (5th Edition), Rosen & Devries, 2005, Kendall/Hunt Publishing
 - b. The Adobe Photoshop CS5 Book for Digital Photographers, Scott Kelby, 2011, New Riders
5. First reading of the following revised Administrative Guidelines, Policies and Forms:

Section	Number	Status	Title
Policy	6152	Revised	Student Fees, Fines, and Charges

6. Purchase orders over \$5,000.

VIII. Executive Session (if needed) (Roll Call)

IX. Adjournment (Voice)

**NOTE: The next Regular Board Meeting will be held on Wednesday, April 17, 2013.
The reception will begin at 7:00 PM and the meeting will begin at 7:30 PM.**