



**Kip Crain, Superintendent**  
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**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING**

**\*\*\*Records Commission Meeting Prior to Board Meeting\*\*\***

**Wednesday, November 15, 2023  
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 November 15, 2023 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Recognition of the following organizations for their vital and extraordinary support for the Wayne County Schools Career Center's grant application for lab renovation and equipment:

3M Media	MK Metals
AT&F	Orrville Area Chamber of Commerce
Albright Welding Supply	Orrvillon
ArtiFlex	Rayco
BWXT	Real Truck – ARE
EPak	Schaeffler
Ebner Furnaces	Silco Fire & Security
Frito Lay	Sol Harris Day
JM Smucker Company	The College of Wooster
MCTV	Wooster Brush

- F. Recognition of Lynn Moomaw, WCSCC Director of Operations and Adult & Community Education for receiving the Athena Award from the Wayne County Women's Network
- G. Motion to approve the minutes from the October 18, 2023 Regular Meeting **(Exhibit B) (Voice)**
- H. Public Hearing to consider the proposed 2023-2024 School Year Calendar (copies available)

I. Executive Session (if needed) **(Roll Call)**

**II. SUPERINTENDENT’S REPORT (VOICE)**

- A. Director’s Report **(Exhibit C – to be presented at the meeting)**
- B. Principal’s Report **(Exhibit D)**
- C. Updates on Superintendent’s Advisory Committees
- D. Stakeholder Meeting Update – Secondary and Post-Secondary
- E. Adult & Community Education Strategic Plan and Financial Detail
- F. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
Sophomore Visits	11/16, 11/17 & 11/20	Th, F, M	WCSCC	
OSU vs. <del>W</del> ichigan Tailgate Party	11/22/23	W	WCSCC Culinary Arts	10 a.m. – 1 p.m.
Thanksgiving Break	11/23- 11/27/23	Th-M		
Open House	12/7/23	Th	WCSCC	5-7:30 p.m.
WCSCC Board of Education Meeting	12/20/23	W	G101/Board Room	7:00 p.m. Reception 7:30 p.m. Regular Meeting

*Motion to approve Superintendent’s Report (Voice)*

**III. TREASURER’S CONSENT AGENDA**

**(ROLL CALL: Motion \_\_\_\_\_, Second \_\_\_\_\_)**

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 October 2023 **(Exhibit E)**
2. Approval of the Financial Reports for October 2023 **(Exhibit F)**
3. Approval of the November Five Year Forecast **(Exhibit G – to be presented at the meeting)**
4. Approval of the FY24 Amended Appropriations **(Exhibit H)**

5. Approval to establish New Fund 4959324 – Career Technical Construction Program Grant
6. Approval of the Intrafund Transfer within the General Fund of \$1,333,488 to provide for the local share of the Career Technical Construction Program Award (HB33)

***Treasurer's Consent Agenda (Roll Call)***

**IV. SUPERINTENDENT'S CONSENT AGENDA**

**(ROLL CALL: Motion \_\_\_\_\_, Second \_\_\_\_\_)**

**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 of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE DATE
Joy Welch	Substitute	Resignation	10/29/23

2. Approval of the Full-Time Certified Staff Seniority List (Bargaining Unit Members) effective November 15, 2023 **(Exhibit I)**
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
Jeanette Heazlit	HS Academic/Career Tech Teacher	11/15/23
Laurie Mobley	HS Academic/Career Tech Teacher	11/15/23
Galyn Petro	HS Academic/Career Tech Teacher	11/15/23
Bethanie Schaefer	HS Academic/Career Tech Teacher	11/15/23
Jettie Tope	HS Academic/Career Tech Teacher	11/15/23

4. Employment of the following Certified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2023-2024 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE DATE
Robert Budgake	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Richard Coleman	Adult Education Certified LETA Instructor	III	8	\$26.07	11/16/23

Daniel Cuckler	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Timothy George	Adult Education Certified LETA Instructor	II	10	\$24.20	11/16/23
Aleck Halvorsen	Adult Education Certified LETA Instructor	IV	7	\$28.47	11/16/23
Bryon Meshew	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Douglas Miller	Adult Education Certified LETA Instructor	II	9	\$23.50	11/6/23
Keith Moser	Adult Education Certified LETA Instructor	III	5	\$23.86	11/16/23
Scott Schmoll	Adult Education Certified LETA Instructor	II	9	\$23.50	11/16/23
Jodie Schumacher	Adult Education Certified LETA Instructor	V	1	\$26.50	11/9/23

**B. Classified Employment**

1. Approval of the Full-Time Classified Staff Seniority List (Bargaining Unit Members) effective November 15, 2023 **(Exhibit J)**
2. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2023-2024 school year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Brigit Jackson	Substitute Nurse Assistant	II	10	\$24.20	11/15/23

3. Approval of unpaid medical leave for Deborah Stephenson, Part-time Custodian/Cleaner through the end of the calendar year

**C. General Employment**

1. Approval of the Part-Time Staff Seniority List (Bargaining Unit Members) effective November 15, 2023 **(Exhibit K)**

**D. Consultant Contracts (none)**

**E. Volunteers (none)**

**F. Approval to remove the following from inventory:**

1. Approval to remove a list of various items from IT for disposal/recycling (copies available)

**G. Approval of the following donations:**

1. Donation of refreshments for Adult Education Customized Training from Bruce Steiner, with an approximate value of \$109.44
2. Donation of two metal toolboxes, one plastic tool box, one plastic toolbox full of miscellaneous tools, and one Campbell Hausfeld Air Compressor from Medway Drug Enforcement Agency for use in various programs, with an approximate value of \$1,000

3. \$150 from the Wayne County Dairy Committee for use by WCSCC FFA students
4. Donation of a crate of woodworking tools (valued at \$575), shopsmith planer (valued at \$550), shopsmith Mark V with accessories (valued at \$700), and a Miller AED-200LE welder (valued at \$800) from James and Elizabeth Blackman for use in the Buildings and Grounds program, with a total approximate value of \$2,625
5. Donation of a one-day rental fee of two excavators from General Rent-All for use by Smithville Construction Technologies students, with an approximate value of \$575
6. Donation of a toolkit from Stanley Black & Decker for use in the Construction Technologies program, with an approximate value of \$1,500
7. Donation of alginate and impression trays from Gregg Orthodontics for use in the Dental Assisting program, with an approximate value of \$700

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

**V. REGULAR AGENDA**

**A. Grants and Agreements (Roll Call)**

1. Approval of a school/institutional membership with the Orrville Area Chamber of Commerce for 2024 for a cost of \$225
2. Approval of a school/institutional membership with the Wooster Area Chamber of Commerce for 2024 for a cost of up to \$550
3. Approval of the Affiliation Agreement with Aultman Orrville Dunlap Family Physicians for clinical learning experiences (copies available)
4. Approval of the Adult & Community Education Cosmetology Student Handbook Program Addendum (copies available)
5. Approval of the Adult & Community Education Medical Assisting Student Handbook Program Addendum (copies available)
6. Approval of the Adult & Community Education Nurse Aide (NATCEP) Student Handbook Program Addendum (copies available)
7. Approval of the Adult & Community Education Practical Nursing Student Handbook Addendum (copies available)
8. Approval of the revised High School 2022-2024 Practical Nursing Student Handbook (copies available)
9. Approval of the revised High School 2023-2025 Practical Nursing Student Handbook (copies available)

***Motion to approve Grants and Agreements (Roll Call)***

**B. Resolutions (Roll Call)**

1. Approval of the Stark County Schools' Council of Governments, acting jointly as a member of the Ohio School Consortium, to issue a request for proposal for the purchase of competitive retail natural gas service **(Exhibit L)**

***Motion to approve Resolution 1. (Roll Call)***

2. Approval of a Resolution authorizing the school district board to enter into a Resolution of Acceptance in the Ohio Facilities Construction Commission Career Technical Construction Program **(Exhibit M)**

***Motion to approve Resolution 2. (Roll Call)***

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

1. Approval of the Criminal Justice Course of Study (copies available)
2. Approval of the following revised/new/deleted board policies (copies available):

NUMBER	STATUS	TITLE
0141.2	Revised	Conflict of Interest
3120.08	Revised	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
4120.08	Revised	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
5320	Revised	Immunization
5330	Revised	Use of Medications
5330.05	Replacement	Procurement and Use of Naloxone (Narcan) in Emergency Situations
5337	New	Care of Students with Active Seizure Disorders
6240	New	Board of Revision Complaints and Counter Complaints
6700	Revised	Fair Labor Standards Act (FLSA)
7440	Revised	Facility Security
8120	Revised	Volunteers
8210	Revised	School Calendar
8330	Revised	Student Records
8451	Revised	Disease Carrying and/or Transmitting Insects
8650	Revised	Transportation by School Van
9160	Revised	Public Attendance at School Events
9211	Revised	District Support Organizations

3. Approval of the following job description(s) (copies available):
  - a. Adult & Community Education Administrative Assistant – Administrative Team
  - b. Treasurer

*Motion to approve Documents and Materials (Voice)*

**VI. NEW BUSINESS (ROLL CALL)**

- A. Approval of the Ohio Facilities Construction Commission Career Technical Construction Program Project Agreement (**Exhibit N**)

*Motion to approve New Business A. (Roll Call)*

**VII. ITEMS OF DISCUSSION**

- A. Board discussion

**VIII. EXECUTIVE SESSION**

- A. Executive Session (for the purpose of reviewing Superintendent and Treasurer evaluations) (**Roll Call**)

**IX. MOTION TO ADJOURN (VOICE)**

**NOTE: The next Regular Meeting will be Wednesday, December 20, 2023 in G101/Board Room. The reception will begin at 7:00 p.m. and the meeting will begin at 7:30 p.m.**