



Kip Crain, Superintendent
Mary A. Workman, Treasurer
Matt Brown, Principal

518 West Prospect Street
Smithville, Ohio 44677

High School: 330-669-7000
High School Fax: 330-669-7001
Adult Education: 330-669-7070
Adult Ed Fax: 330-669-7071
Website: www.wcsc.org

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

Wednesday, September 20, 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 September 20, 2023 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
- E. Motion to approve the minutes from the revised minutes from the July 19, 2023 Regular Meeting **(Exhibit B.1)** and the August 16, 2023 Regular Meeting **(Exhibit B.2) (Voice)**
- F. 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. Driver’s Education Updates
- E. Important Upcoming Dates and Times

| EVENT | DATE | DAY | LOCATION | TIME |
|----------------------------------|----------|-----|-----------------|--|
| Parent Teacher Conferences | 10/5/23 | Th | WCSCC | 4-8 p.m. |
| No School | 10/6/23 | F | | |
| Trades and Treats | 10/11/23 | W | WCSCC | TBD – Save the Date! |
| Staff In-Service | 10/13/23 | F | WCSCC | 8 a.m.-3 p.m. |
| WCSCC Board of Education Meeting | 10/18/23 | W | G101/Board Room | 7:00 p.m. Reception 7:30 p.m. Regular Meeting |
| Fall Advisory Committee Meetings | 10/26/23 | Th | WCSCC | 5 p.m. |

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 August 2023 **(Exhibit E)**
2. Approval of the Financial Reports for August 2023 **(Exhibit F)**
3. Approval of the FY24 Permanent Appropriations **(Exhibit G)**

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 |
|-------------|--|-------------|-----------|
| Hannah Getz | Substitute - HS Academic/ Career Tech Teacher | Resignation | 8/1/23 |

2. Employment of the following person(s) as full-time Certified Personnel for the 2023-2024 school year per Board Policy and the negotiated agreement:

| NAME | POSITION | CONTRACT | DAYS | CLASS | STEP | EFFECTIVE |
|----------------|---|----------|---|-------|------|-----------|
| Lauren Rohaley | School & Community Relations Coordinator | New 1 | 120 days (prorated from 184 days) | 3 | 6 | 9/11/2023 |

3. Melody Martell, Assistant to School Nurse, moved to certified Class 1, Step 15 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2023-2024 school year
4. Employment of the following certified staff for the 2023-2024 school year as mentor supplemental contract positions @ 3% of Class 1, Step 1 Base per the negotiated agreement:

| WCSCC RESIDENT EDUCATOR/ PROGRAM MENTORS |
|---|
| Kelly Calderone |
| Dan Davis |
| Julie Keener |
| JoAnn Tabellion |
| Jennifer Rue |

5. Employment of the following for the 2023-2024 school year for Extra Help Tutor supplemental positions per the negotiated agreement, as needed, per time sheets:

| NAME | STEP | HOURLY RATE |
|---------------------|-------------|-------------|
| Erin Baker | 1 Masters | \$26.01 |
| Donna Ehlert-Mowery | 8 Masters | \$35.49 |
| Mark Gerber | 6 Masters | \$32.78 |
| Jennifer Majka | 6 Masters | \$32.78 |
| Kendall Mowrer | 1 Bachelors | \$23.76 |
| Mat Schaefer | 2 Bachelors | \$24.80 |
| Alyssa Sleutz | 2 Bachelors | \$24.80 |
| Jennifer Smilan | 4 Bachelors | \$26.89 |
| Bev Squirrell | 8 Masters | \$35.49 |

6. Employment of the following for the 2023-2024 school year for supplemental positions per the negotiated agreement:

| OTHERS | | |
|---------------------|---------|--------------|
| Parking Lot Monitor | \$20/hr | Mat Schaefer |

7. Revision to the following for the 2023-2024 school year for supplemental positions per the negotiated agreement:

| CTSO | | |
|----------------------------|------------------------|---|
| HOSA Co-Advisor (3% split) | 1.5% | Krista Garver (was only Andy Nicolson at the full 3%) |
| HOSA Co-Advisor (3% split) | 1.5% (was the full 3%) | Andy Nicholson |

8. 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 |
|------------------|---|--------------|-------------|--------------------|------------------|
| Tracie Ackerman | Adult Education Certified Cosmetology Instructor | III | 8 | \$26.07 | 9/19/23 |
| Andrew Cerniglia | Adult Education Certified T&I Instructor – Supplemental | AE/Admin | 14 | \$55.62 | 8/28/23 |
| Natalie Marty | Adult Education Certified Nursing Instructor | IV | 9 | \$30.21 | 9/1/23 |

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 2023-2024 year:

| NAME | AREA | CLASS | STEP | HOURLY RATE | EFFECTIVE |
|------------------|---|--------------|-------------|--------------------------|------------------|
| Toray Green | Adult Education Certified Cosmetology Instructor (was Adult Education Certified minimum of 840 hours per fiscal year) | V | 10 | \$34.58 (was 33.41) | 8/28/23 |
| Jacqueline Payne | Adult Education Certified Cosmetology Instructor | III | 6 | \$24.58 (was \$23.75) | 8/28/23 |
| April Post | Instructor, Aspire, Adult Literacy, Literacy Ed | Masters | 3 (was 1) | \$20.11 (was \$19.02) | 7/18/23 |

B. Classified Employment

1. Employment of Mikayla Hawkins up to 40 hrs. for the 2023-2024 school year for work on the SkillsUSA winter event at Class 2 (7/11), Step 6 per time sheets

C. Consultant Contracts (none)

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. Removal of a 1998 International Bus (WCSCC Bar Code Tag 0001185/ Serial # 1HVBABL4WH617518) due to inability to pass inspection and it being unsafe transport for students, with an approximate scrap value of \$500
2. Removal of a 1998 Chevy Van (WCSCC Bar Code Tag 00012019/ Serial # 1GNKG25R6W10) due to it being rusted out, unable to pass inspection, and it being unsafe transport for students, with an approximate scrap value of \$500

F. Approval of the following donations:

1. Donation of a 2017 International A26 Engine/Differentail from Navistar, Inc.for use in the Diesel Technologies program, with no value per Navistar, Inc.
2. Donation of a male rabbit with supplies from Cheri Sparks for use in the Animal Science program, valued at approximately \$30
3. Donation of a diesel engine and generator from The Barn Restaurant for use in the Diesel Technologies program, valued at approximately \$1,000
4. Donation of a pregnant female guinea pig from Alyss Hall for use in the Animal Science program, valued at approximately \$30

Superintendent's Consent Agenda (Roll Call)

V. REGULAR AGENDA

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

1. Approval to a Bilateral Articulation Agreement with Hocking College for the Construction Technologies Program (copies available)
2. Approval of the Affiliation Agreement with Concordia at Sumner for clinical learning experiences (copies available)
3. Approval of the Affiliation Agreement with Cloverleaf Local Schools for clinical learning experiences (copies available)
4. Approval of the Affiliation Agreement with University Hospitals Health System for clinical learning experiences (copies available)
5. Approval of the Affiliation Agreement with The Inn at Ashland Woods for clinical learning experiences (copies available)
6. Approval fo the Affiliation Agreement with Wadsworth City Schools for clinical learning experiences (copies available)

Motion to approve Grants and Agreements (Roll Call)

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

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

1. Approval of the revised WCSCC Practical Nursing Program Student Handbook Program Addendum 2023-2025 for Junior Students (copies available)

2. Approval of the revised WCCSC Practical Nursing Program Student Handbook Program Addendum 2022-2024 for Senior Students (copies available)
3. Approval of the revised WCCSC Nurse Aide (NATCEP) Student Handbook Program Addendum (copies available)
4. Approval of the revised WCCSC Practical Nursing Faculty Handbook (copies available)
5. Approval of the revised WCCSC Adult Practical Nursing Program Student Handbook Addendum (copies available)
6. Approval of the following overnight field trip request (copies available):

| FIELD TRIP | REASON | LOCATION | DATE | # STUDENTS | # ADVISORS | # PARENTS |
|---------------------|----------------------------|---|---------------|------------|------------|-----------|
| SkillsUSA | Fall Leadership Conference | Greater Columbus Convention Center – Columbus, OH | 11/9-11/10/23 | 25 | 2 | 0 |
| Cosmetology Seniors | Columbus Hair Show | Greater Columbus Convention Center – Columbus, OH | 10/8-10/9/23 | 15 | 3 | 0 |

7. Approval of the following job description(s) (copies available):
 - a. Practical Nursing Faculty

Motion to approve Documents and Materials (Voice)

VI. NEW BUSINESS (ROLL CALL)

- A. Approval of the Memorandum of Understanding between the Wayne County Joint Vocational School District and the Wayne County Joint Vocational School District Education Association whereas the parties agree the School Nurse will adjust her work schedule for the 2023-2024 school year from 8 a.m. to 3 p.m. to 7:30 a.m. to 2:30 p.m. in order to work with a student with medical issues. After the 2023-2024 school year, the School Nurse will return to her normal 8 a.m. to 3 p.m. work schedule (copies available)
- B. Approval for the pre-purchasing (\$40,028.61) of long lead time electrical components from Wolff Brothers Supply of Wooster for the Welding program renovation (quotes and letter of explanation available)
- C. Approval of the following resolution (none)

VII. ITEMS OF DISCUSSION

- A. First reading of the following revised/new/deleted custom board policy (copies available):

| NUMBER | STATUS | TITLE |
|--------|--------|----------------------------|
| po5510 | New | Transgender and Non-Binary |

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 Wednesday, October 18, 2023 in G101/Board Room.
The meeting will begin at 7:30 p.m.**