

The Warren County Vocational School District met on Thursday, July 21, 2011 in regular session at 6:00 p.m. in the Administration building of the Warren County Vocational School District. The meeting was called to order by Bobbie Grice, President of the Board.

I. CALL TO ORDER

A. Roll Call

ROLL CALL

Mr. Dave Barton	present
Mrs. Bobbie Grice	present
Mrs. Bonnie Baker-Hicks	present
Mr. Paul Hillard	present
Mr. Mike Kruse	present
Mrs. Esther Larson	present
Mrs. Lori Raleigh	absent

B. Pledge of Allegiance

C. Adoption of Agenda

ADOPTION OF AGENDA

(122-11) Moved by Mrs. Baker-Hicks seconded by Mr. Kruse to approve the agenda.

Roll Call: Mr. Barton, aye; Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye, Motion carried.

D. Recognition of Guests

Tom Harris	WCCC
Peg Allen	WCCC

II. PUBLIC PARTICIPATION ON AGENDA ITEMS

NONE

III. PRESENTATIONS/UPDATES

UPDATE

A. Tom Harris – Overview of Adult Education

IV. TREASURER'S REPORT

A. Minutes – Regular Meeting – June 16, 2011

6/16/11
REGULAR
MINUTES

(123-11) Moved by Mrs. Baker Hicks seconded by Mr. Hillard to approve the minutes of the June 16, 2011 regular meeting.

Roll Call: Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye;
Mr. Kruse, abstain; Mrs. Larson, aye; Mr. Barton, aye.
Motion carried.

Special Meeting – June 27, 2011

6/27/11
SPECIAL
MEETING

(124-11) Moved by Mr. Hillard seconded by Mrs. Larson to approve the minutes of the June 27, 2011 special meeting.

Roll Call: Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye;
Mrs. Larson, aye; Mr. Barton, aye; Mrs. Grice, aye.
Motion carried.

Special Meeting – July 18, 2011

7/18/11
SPECIAL
MEETING

(125-11) Moved by Mrs. Baker-Hicks seconded by Mr. Hillard to approve the minutes of the July 18, 2011 special meeting.

Roll Call: Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye;
Mr. Barton, abstain; Mrs. Grice, aye; Mrs. Baker-Hicks, aye.
Motion carried.

B. Financial Report

C. Bank Reconciliation/Investments

D. Advances/Transfers

TREAS.
REPORT

(126-11) Moved by Mr. Kruse seconded by Mr. Hillard to approve the financial reports items B, C, and D with the advances/transfers as follows:

	FROM	TO	AMOUNT
ADVANCES/ TRANSFERS	001 7410 921	524 5210 9988	\$ 11,921.75
	001 7200 910	006 5100	\$ 19,528.62
	001 7200 910	006 5100	\$ 4,265.37
	006 7420 922	001 5220	\$ 15,000.00
	009 7420 922	001 5220	\$ 90,000.00
	012 7420 922	001 5220	\$160,200.00
	012 7420 922 9000	001 5220	\$ 800.00
	012 7200 910 9001	012 5100	\$ 1,000.00
	012 7200 910 9001	012 5100 9007	\$ 27,801.00

REGULAR MEETING

JULY 21, 2011

ADVANCES/
TRANSFERS
CONT.

012 7200 910 9001	012 5100	\$ 4,500.00
012 7420 922 9007	001 5220	\$ 56,400.00
012 7420 922 9013	001 5220	\$ 39,900.00
012 7200 910 9017	012 5100 9007	\$ 27,801.00
012 7200 910 9017	012 5100	\$ 4,500.00
012 7200 910 9027	012 5100 9007	\$ 10,438.00
012 7200 910 9027	012 5100 9013	\$ 17,363.00
012 7200 910 9027	012 5100	\$ 4,500.00
012 7200 910 9028	012 5100 9013	\$ 27,810.00
012 7200 910 9028	012 5100	\$ 4,500.00
012 7200 910 9028	012 5100 9007	\$ 900.00
012 7200 910 9028	012 5100 9013	\$ 3,300.00
200 7420 922 9250	001 5220	\$ 5,600.00

Roll Call: Mr. Kruse, aye; Mrs. Larson, aye; Mr. Barton, aye;
Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye;
Motion carried.

E. Resolution #694-11 – Amended Appropriations – July 2011, FY12

R#694-11
AMENDED
APPROP.

(127-11) Moved by Mrs. Larson seconded by Mrs. Baker-Hicks to
approve resolution #694-11, amended appropriations, July 2011, FY12.

Roll Call: Mrs. Larson, aye; Mr. Barton, aye; Mrs. Grice, aye;
Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye.
Motion carried.

F. Informational – Adult Education Profit/Loss – NO ACTION

V. NEW BUSINESS

A. Personnel

(128-11) Moved by Mrs. Grice seconded by Mrs. Baker-Hicks to approve
the following:

1. Extended Leave

EXTENDED
LEAVE

Approved an extended medical leave of absence for one (1) year
(pending final medical confirmation by 7/29/11) per WCVSD Board Policy,
File: GCBD – Professional Staff Leaves and Absences for the following instructor:

Clint Breier
Effective: 8/19/11 – 5/31/12

2. Resignation

Approved acceptance of the following resignation:

RESIGNATION

Larry Lambdin
Aviation Instructor
Effective: 7/31/11

3. Employment Recommendations

a. Approved employment of the following adult education, certified, part-time instructors per salary schedule #28, as needed, pending completion of employment requirements and program enrollment, effective, 7/22/11 – 6/30/12.

A/E
PT
INSTRUCTORS

Robin McKee
Melissa Murdock
James Quinn
Michael Utter
Jodi Tucker
Robbie Wallace

A/E
PART-TIME

b. Approved employment of the following adult education part-time, classified secretary, based on salary schedule #1, not to exceed 24 hours per week, as needed, pending completion of employment requirements, effective 7/22/11-6/30/12.

Sonja Cain
Barb Hare
Myla Thoma

A.B.L.E.

c. Approved employment for the following certified coordinator/instructors pending ODE’s approval of A.B.L.E./G.E.D. 2011-2012 ABLE Grant hourly wage listed in Part H, Program Personnel effective 7/1/11 – 6/30/12.

Full-Time Instructor:
Linda McBride
(35 hours/week)

BUS
DRIVER

d. Approved employment of the following classified bus driver, as needed, per Salary Schedule #24, 1-year limited contract, 2011-2011 work calendar, effective 2011-2012 school year, pending satisfactory completion of background information as follows:

Rhonda Pangburn
3.5 hours per day, Step 9

- e. Approved employment during the 2011-2012 school year the following individuals as bus drivers for activities outside school hours (7:30 a.m. – 3:00 p.m.) on an as needed basis per WCVSD Teacher's Association Master Agreement and upon meeting Ohio Department of Transportation driving requirements.

Jim Cargo
Rick Centers
Steve Williamson

- f. Approved employment of the following individual on an as needed basis between July 25 thru August 7, 2011 at the hourly rate of Step 5 on salary schedule 5. (WCCC to be reimbursed by Atrium Hospital.)

Nita Teeters

- g. Approved employment of the following individual(s) for a full-time, classified position, 1-year limited contract, pending satisfactory completion of employment requirements.

CLASSIFIED

Nita Teeters
Greentree Building Coordinator
Salary Schedule #5, Step 5
Effective: 8/8/11

Joseph Behymer
Computer/Network Technician
Salary Schedule #26, Step 7
Effective: 8/1/11

- h. Approved employment of the following individual(s) for part-time, classified position, 1-year limited contract, 24 hours per week, pending satisfactory completion of employment requirements.

Marcus Justus
Computer/Network Technician
Salary Schedule #26, Step 2
Effective: 8/1/11

i. Approved employment for the 2011-2012 school year the following secondary, certified instructor(s)/teacher(s), for a 1-year limited teaching contract, pending satisfactory completion of employment requirements and certification.

SECONDARY
CERTIFIED
INSTRUCTORS

Kelsey Cooper
English
Master, Step 0

Roy Broderick
Math
Master, Step 4

4. Extended Time

Approved a one (1) day extended time for the 2011-2012 school year for the following individual(s):

EXTENDED
DAY

Roy Broderick
Kelsey Cooper

5. Curriculum Development

Approved the supplemental contract for curriculum development per Article 18, Section G, Item K, in the 7/1/09 – 6/30/12 WCVSD Master Agreement

CURRICULUM
DEVELOPMENT

Joy Santoloci
15 hours for Curriculum Development @ \$18.97 per hour
Effective: 2011-2012 school year

6. Mentors

Approved the following supplemental contracts for the following teachers/instructors as mentors for the 2011-2012 school year:

MENTORS

MENTORS	LEVEL	\$Per Individual	MENTEE
Rick Centers	III	\$1,200.00	Delohn Collins
Brandon Welch	III	\$1,200.00	Kelsey Cooper

Roll Call: Mr. Barton, aye; Mrs. Grice, aye; Mrs. Baker-Hicks, aye;
Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye.
Motion carried.

B. Salary Schedule(s)/Salary Schedule Placement

(129-11) Moved by Mrs. Baker-Hicks seconded by Mrs. Larson to approve the following:

SALARY
SCHEDULE/
REVISIONS

- 1. Revised salary schedule #26 - Computer/Network Technician, effective 7/22/11.
- 2. Salary schedules # 25 and 30, with ½% lump sum payment based on the 2010-2011 salary, effective 7/1/11.
- 3. Salary – 1 ½% increase and ½% lump sum based on 2010-2011 salary for the following Adult Education ABLE/GED full-time, certified coordinator/instructor per ODE’s ABLE/GED 2011-2012 Grant hourly wage listed in Part H, Program Personnel, effective 7/1/11 – 6/30/12.

Karen Karnes
Linda McBride (35 hours/week)

- 4. Salary – 1 ½% increase and ½% lump sum based on 2010-2011 salary for the following Adult Education ABLE/GED full-time, classified secretary per ODE’s ABLE/GED 2011-2012 Grant hourly wage listed in Part H, Program Personnel, effective 7/1/11 – 6/30/12.

Holly Rose

- 5. Salary – 1 ½% increase and ½% lump sum based on 2010-2011 salary for the following Adult Education full-time coordinators, effective 7/1/11:

Brigham, Ben
Conaway, Catherine
Cox, Donna
Reed, Gary
Reese, Richard
Smith, Larry

Roll Call: Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye;
Mr. Kruse, aye; Mrs. Larson, aye; Mr. Barton, aye.
Motion carried.

C. Deletion of Job Description(s)/Salary Schedule(s)

(130-11) Moved by Mrs. Baker-Hicks seconded by Mr. Hillard to approve the deletion of the following job descriptions and salary schedules:

1. Job Descriptions

DELETIONS

Accounts Inventory
Attendance/Truancy
Systems Specialist

2. Salary Schedules

#29 – Systems Specialist
#27 – Accounts Inventory Coordinator

Roll Call: Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye;
Mrs. Larson, aye; Mr. Barton, aye; Mrs. Grice, aye.
Motion carried.

D. Coordinator

(131-11) Moved by Mrs. Larson seconded by Mr. Barton to approve
the following appointment of the district’s Homeless Coordinator for the
2011-2012 school year:

HOMELESS
COORD.

Kim Gambill

Roll Call: Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye;
Mr. Barton, aye; Mrs. Grice, aye; Mrs. Baker-Hicks, aye.
Motion carried.

E. Agreements/Contracts/Memorandum of Understandings

(132-11) Moved by Mr. Kruse seconded by Mrs. Larson to approve the following:

TRUANCY
SERVICES

- 1. Services from Warren County ESC Truancy services, not to exceed \$12,000.00, for the 2011-2012 school year from Warren County Educational Service Center (WCESC) 320 Silver Street, Lebanon.

Roll Call: Mr. Kruse, aye; Mrs. Larson, aye; Mr. Barton, aye;
Mrs. Grice, abstain; Mrs. Baker-Hicks, abstain; Mr. Hillard, aye.
Motion carried.

(133-11) Moved by Mrs. Larson seconded by Mr. Hillard to approve the
following:

CONSULTANT

2. Consultant Contract

Jackie Gardiner as a consultant for the Special Education Case Ratio Grant in the
amount of \$10,000.00, effective 7/1/11 (paid via grant).

3. FormShare

FORMSHARE

Renewal contract with FormShare, LLC for Business Process Automation, effective 8/1/11 – 7/30/13, in the amount of \$3,020.00 for year one and \$3,020.00 for year two.

Roll Call: Mrs. Larson, aye; Mr. Barton, aye; Mrs. Grice, aye;
Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye.
Motion carried.

F. Resolutions

(134-11) Moved by Mrs. Baker-Hicks seconded by Mr. Hillard to approve R#695-11:

R#695-11

CARPETING

1. Resolution Number 695-11 --- Award to River City Furniture the contract for carpeting (\$35,527.00).

Roll Call: Mr. Barton, aye; Mrs. Grice, aye; Mrs. Baker-Hicks, aye;
Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye.
Motion carried.

(135-11) Moved by Mr. Hillard seconded by Mrs. Larson to approve resolution #693-11 as follows:

R#693-11

“LAST CHANCE AGREEMENT”

2. Resolution Number 693-11 --- “Last Chance Agreement” effective immediately; with 10 days suspension without pay effective 8/19/11 thru 9/1/11 for Mr. Patrick J. Lemming, Fire Science/EMT Basic Instructor.

Roll Call: Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye;
Mr. Kruse, aye; Mrs. Larson, aye; Mr. Barton, aye.
Motion carried.

G. WCCC Cafeteria Prices

(136-11) Moved by Mrs. Baker-Hicks seconded by Mr. Kruse to approve the WCCC Cafeteria Prices for 2011-2012 school year as follows:

11-12

CAFETERIA PRICES

Student Breakfast	\$1.25
Adult Breakfast	\$1.75
Student Regular Lunch	\$2.80
Adult Lunch	\$3.00
Milk	\$.50

Roll Call: Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye;
Mrs. Larson, aye; Mr. Barton, aye; Mrs. Grice, aye;
Motion carried.

H. Handbooks/Resource Guide

HANDBOOKS/
RES. GUIDES

(137-11) Moved by Mr. Kruse seconded by Mr. Hillard to approve adoption of the following handbooks/resource guide:

- The Learning Lab Preschool Parent Handbook, 2011-2012
- The Learning Lab Preschool Staff Handbook, 2011-2012
- WCCC Overview of Your Rights and Responsibilities Guide, 2011-2012

Roll Call: Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye;
Mr. Barton, aye; Mrs. Grice, aye; Mrs. Baker-Hicks, aye.
Motion carried.

I. Board Policies

BOARD
POLICIES

(138-11) Moved by Mrs. Baker-Hicks seconded by Mr. Larson to approve the following board policies:

- File: GDN-E (Also, AFD-E) Classified Evaluation
- File: ING – Animals in the Schools
- File: JFG – Interrogations and Searches

Roll Call: Mr. Kruse, aye; Mrs. Larson, aye; Mr. Barton, aye;
Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye.
Motion carried.

J. Curricula

CURRICULA

(139-11) Moved by Mrs. Baker-Hicks seconded by Mr. Kruse to approve the following curricula:

- American Government/Economics and Financial Literacy
- American History
- Chemistry
- English III and IV
- Environmental Science
- Global Conflicts Social Studies
- Information Technology Computer Programming
- Multi-skilled Technician (Adult Education)
- Physics

Roll Call: Mrs. Larson, aye; Mr. Barton, aye; Mrs. Grice, aye;
Mrs. Baker-Hicks, aye; Mr. Hillard, aye; Mr. Kruse, aye;
Motion carried.

K. First Readings/Revisions – NO ACTION

1. Curricula –

- Anatomy & Phys.
- Biotechnology
- Chemistry
- Drama
- Earth and Space Science
- Modern American History

L. WCCC Foundation Fund – Authorized Signatures

AUTHORIZED
SIGNATURES

(140-11) Moved by Mr. Hillard seconded by Mrs. Larson to approve the Superintendent and the Treasurer of the Warren County Career Center are authorized signatories, (and both signatures are required) in matters related to the Warren County Career Center Foundation Fund.

Roll Call: Mr. Barton, aye; Mrs. Grice, aye; Mrs. Baker-Hicks, aye;
Mr. Hillard, aye; Mr. Kruse, aye; Mrs. Larson, aye.
Motion carried.

M. Donations

(141-11) Moved by Mr. Barton seconded by Mr. Kruse to approve the following donations:

DONATIONS

\$2,000.00 (for student fees)
From: Miami Valley Aerie 1395 Fraternal Order of Eagles

\$500.00 (for Skills CTSO support)
From: Johnson Controls, Inc.

Roll Call: Mrs. Grice, aye; Mrs. Baker-Hicks, aye; Mr. Hillard, aye;
Mr. Kruse, aye; Mrs. Larson, aye; Mr. Barton, aye.
Motion carried.

VI. OSBA COMMITTEE REPORTS

A. Legislative Liaison – Mike Kruse – none

B. Student Achievement Liaison – Esther Larson – none

VII. UPCOMING DATES

July 20-23, 2011

High Schools That Work Staff Development Conference
Gaylord Opryland Ctr., Nashville, TN

July 26-28, 2011

CTAE All-Ohio Conference, Hyatt Regency, Columbus, OH

August 4, 2011 (Thursday)

VIP Picnic in the Commons
12:00 noon

August 15, 2011

“New Teachers” Technology Training

August 18, 2011 (Thursday) --- WCCC “New” Teacher Day

August 19, 2011 (Friday) --- WCCC Professional Development Day
(for all secondary certified staff)

August 22, 2011 (Monday) --- WCCC Teachers Work Day
(Commons area 7:30 a.m., Welcome Back)

August 23, 2011 (Tuesday) --- WCCC First Student Day – Juniors Only

Discussion: Ms. Hess stated August 24, 2011 WCCC First Student Day – Seniors Only

August 25, 2011 (Wednesday) --- WCCC All Students Report

September 17, 2011 (Saturday) @ 8:30 a.m.

4th Annual Jewell Education Foundation Golf Outing
(To benefit WCCC Student Scholarship/Financial Aid Fund)
Heatherwoode Golf Course, Springboro, OH

November 17-19, 2011

Ohio Association for Career & Technical Education (ACTE)
Expo 2011 St. Louis, Missouri

VIII. SUPERINTENDENT’S REPORT

SUPT.
REPORT

Greentree Update
OACTE Conference – Yvonne Kaszubowski – “Educator of the Year”
WCCC 2011 Career Camp Evaluations
Warren County Fair
Special Board meeting in August 2011

IX. BOARD MEMBER COMMENTS

Mrs. Baker-Hicks commented on how much she likes the Career Center and the work we do for students and adults.

X. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

NONE

XI. EXECUTIVE SESSION – PERSONNEL

EXEC.
SESSION

NONE

XII. ADJOURN

ADJOURN

(142-11) Moved by Mr. Hillard seconded by Mr. Barton to adjourn the meeting at 6:50 p.m. Approval unanimous.

Bobbie Grice, President

Karen R. Royer, Treasurer