

The Warren County Vocational School District met on Thursday, September 15, 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

Dave Barton	present
Bobbie Grice	present
Bonnie Baker-Hicks	present
Paul Hillard	present
Michael Kruse	present
Esther Larson	present
Lori Raleigh	present

B. Pledge of Allegiance

C. Adoption of Revised Agenda

ADOPTION  
REVISED  
AGENDA

(163-11) Moved by Mrs. Larson seconded by Mr. Barton to approve the adoption of the revised agenda.

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

II. "PUBLIC PARTICIPATION ON AGENDA ITEMS"

NONE

III. PRESENTATION/RECOGNITIONS

A. Introduction of WCCC "New" Staff for 11-12 school year

Peg Allen introduced Eric Robinette as the new reporter from The Western Star.

Guests

GUESTS

Peg Allen	WCCC
Gary Patton	WCCC
Joel Anderson	WCCC
Tom Harris	WCCC
Nancy Fields	Comey & Shepherd Reality
Delohn Collins	WCCC
Roy Broderick	WCCC

GUESTS CONT.	David Miller	WCCC
	Nita Teeters	WCCC
	Todd Thackery	SHP Leading Design
	Justin Koenes	Quandel
	Joe Behymer	WCCC
	Christine Rohler	WCCC

PRESENTATIONS

B. Justin Koenes, Quandel and Todd Thackery, SHP Leading Design

C. Overview of Secondary Program – Gary Patton, Director of Secondary Education

D. Overview of Adult Education – Tom Harris, Director of Adult and Community Education

## IV. TREASURER'S REPORT

MINUTES  
AUGUST 18, 2011

A. Minutes – Regular Meeting – August 18, 2011  
(164-11) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to approve the minutes of the August 18, 2011 regular meeting.

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

TREAS.  
REPORT

B. Financial Report  
C. Bank Reconciliation/Investments  
D. Advances/Transfers

(165-11) Moved by Mrs. Larson seconded by Mrs. Baker-Hicks to approve the financial reports items B, C and D with advances/transfers as follows:

FROM	TO	AMOUNT
001 7410 921	009 5210	\$11,600.00
001 7410 921	012 5210	\$47,100.00
001 7410 921	012 5210 9013	\$ 5,500.00
001 7410 921	012 5210 9030	\$ 100.00

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

R#697-11  
AMENDED  
APPROP.

E. Amended Appropriations Resolution #697-11, FY12  
(166-11) Moved by Mrs. Raleigh seconded by Mr. Kruse to approve the Amended Appropriations resolution #697-11, FY12.

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

F. Dental Rates effective October 1, 2011

DENTAL  
RATES

(167-11) Moved by Mrs. Baker-Hicks seconded by Mrs. Grice to approve the following dental rates, effective October 1, 2011:

HMO-In Network

	Premium	Board Share	Employee Share
Family	\$ 98.62	\$ 83.83	\$ 14.79 (was \$ 13.96/month)
Single	\$ 33.99	\$ 28.89	\$ 5.10 (was \$ 4.81/month)

Indemnity- Out of Network

	Premium	Board Share	Employee Share
Family	\$ 110.45	\$ 93.88	\$ 16.57 (was \$ 15.63/month)
Single	\$ 38.08	\$ 32.37	\$ 5.71 (was \$ 5.39/month)

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

G. Life Insurance

LIFE  
INSURANCE

(168-11) Moved by Mrs. Raleigh seconded by Mrs. Larson to approve the life insurance at \$0.14 per thousand with the Fort Dearborn Life Insurance Company, effective October 1, 2011.

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

Discussion: Life Insurance

V. NEW BUSINESS

A. Job Description

JOB  
DESCRIPTION

(169-11) Moved by Mr. Barton seconded by Mr. Kruse to approve the following job description:

Assistant EMIS Coordinator

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

B. Personnel

(170-11) Moved by Mr. Kruse seconded by Mr. Barton to approve  
the following:

1. Retirement

Accepted the following retirement:

RETIREMENT

Gary Reed  
Public Safety Coordinator, Adult Education  
Effective: January 1, 2012

2. Resignation

Accepted the following resignation:

RESIGNATION

Robert Morgan, Adult Education  
Effective: August 9, 2011

3. Lane Change

Approved the following salary lane change per Article XVIII, Economic  
Provisions, B – Lane Changes in the 7/1/09 – 6/30/12 WCVSD Master  
Agreement:

LANE  
CHANGE

Brittney Doseck  
From: BA, Step 2  
To: BA+1, Step 2  
Effective: 11-12 school year

4. Employment Recommendations

a. Adult Ed Certified Part-Time

Approved employment of the following adult education, certified, part-time  
instructors per salary schedule #28, as needed, not to exceed 24 hours per week,  
pending satisfactory completion of employment requirements and program  
enrollment, effective 9/16/11 – 6/30/12:

A/E CERT  
P/T INSTR.

Karen Robori – Public Safety Services Training  
Carmen McBeath – Public Safety Services Training  
Casey Sellers – Business & Industry Partnerships  
Brice Duffie – Medical Billing & Coding  
Anna Lee Duffie – Medical Billing & Coding

b. Adult Ed Certified Part-Time Training Instructors

Approved employment of the following adult education, certified, part-time training instructors at \$25.00 per hour, per salary schedule #28, as needed, not to exceed 24 hours per week, pending satisfactory completion of employment requirements and program enrollment, effective 9/16/11 - 6/30/12

A/E, CERT.  
P/T TRAINING  
INST.

Robert Turner – Electrical Power Line Mechanic  
Andy Franckhauser – Auto CAD

c. Adult Ed Certified Part-time Instructor

Approved the following adult education, certified, part-time instructor, for ACT test preparation at \$25.00 per hour, as needed, not to exceed 50 hours, pending satisfactory completion of employment requirements and program enrollment, effective 9/16/11 - 6/30/12

ACT  
TEST

Diane Ciolli

d. Banquet/Cafeteria Worker

Approved the following instructor as a banquet/cafeteria worker for the 2011 - 2012 school year, as needed, not to exceed 60 hours total at a rate of \$24.34 an hour per WCVSD Master Agreement, 7/1/09 - 6/30/12, Article XVIII – Economic Provisions, “G” – Supplemental Salary, Item “I” – Banquet Service:

INSTR.  
BANQUET

Kathleen Cole

e. Classified Banquet/Cafeteria Workers

Approved employment of the following individuals as classified banquet/cafeteria workers for the 2011 - 2012 school year, as needed, not to exceed 50 hours, at a rate of \$10.00 an hour

CLASSIFIED  
BANQUET

Jerry “Leon” Johnson  
Marge Trovillo

f. Secondary Certified

SECONDARY  
SUBS

Approved employment of the following secondary, certified, personnel, as regular and/or Thursday School substitutes, as needed, pending satisfactory completion of employment requirements, effective 9/16/11-6/30/12

Jennifer Baumaster	Tiffany Lefton	Jennifer Parrett
Shari Garrett	Jim Lorz	Sara Timmerman
Eric Hounshell	Alex Mayne	

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

C. Textbook(s)

TEXTBOOKS

(171-11) Moved by Mrs. Raleigh seconded by Mr. Barton to approve adoption of textbooks for the 2011-2012 school year.

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

D. Agreements/Contracts/Memorandum of Understandings

(172-11) Moved by Mrs. Larson seconded by Mr. Hillard to approve the following:

1. ProSource

PROSOURCE  
LEASE  
GREENTREE

Approved addendum to existing lease agreement with ProSource, 4720 Glendale Milford Road, Cincinnati, Ohio 45242 for a copier at the Greentree Health Science Academy, effective through 1/31/2016.

2. Cincinnati Vending Company

CINN.  
VENDING  
GREENTREE

Approved the service agreement with Cincinnati Vending Company for vending machines at the Greentree Health Science Academy, effective 9/16/11 for one year (Cincinnati Vending will pay 12% commission on net sales).

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

3. Services from Warren County ESC

TRUANCY SERVICES

(173-11) Moved by Mr. Kruse seconded by Mrs. Larson to approved revision of contract for Truancy services, not to exceed \$13,000.00, for the 2011-2012 school year from Warren County Educational Service Center (WCESC) 320 Silver Street, Lebanon, Ohio 45036.

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

E. Field Trip

(174-11) Moved by Mrs. Raleigh seconded by Mrs. Baker-Hicks to approve the out-of-state travel for secondary programs as follows:

FIELD TRIPS

- 1. Program: WCCC/Kings Business Academy Satellite Field Trip  
Location: Washington DC and Philadelphia  
Date: 3/8/12 - 3/12/12  
Cost: Paid through students and fundraisers
- 2. Program: WCCC Cosmetology  
Location: Indianapolis, Indiana  
Date: October 3, 2011  
Cost: Paid through students

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

F. Policy Revisions First Reading Board Policies – No Action

POLICY REV. 1<sup>ST</sup> READING

- File: EBCD                      Emergency Closings
- File: EBCD-R                 Emergency Closings

G. Donation(s)

(175-11) Moved by Mr. Barton seconded by Mr. Kruse to approve the following donations:

- 1. \$1,800.00            (for HVAC program)  
From: Jason Trombock, 2-J Supply

DONATIONS

1-Model # CMPB100C4B SER. # 4082130837  
90% Efficient Furnace

DONATIONS  
CONT.

1-Model # CMPB100C4B SER. # 4066940833  
90% Efficient Furnace

2. \$1,882.96 (for HVAC program)  
From: Tom Holman, Allied Supply

1-54,000 BTU Furnace Model # HG95E5412B  
Ser. # TB300667400AF03V0161

1-1 ½ Ton A/C (condensing unit) Model # HC18D2VAE  
Ser. # AA85W0E0200AVA7H0210

1- 1 ½ Ton Cased Coil Model # HMPD244A-175R  
Ser. # K07-00008829

1-Model # 612-38-35- 3/8 x 3/4 OD Line Set  
1-Model # EL3030-2 30 x 30 x 2 Condenser Pad

3. \$19.95(Media Center)  
From: Mr. Jeff Kraus

The Aspie Teen’s Survival Guide

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

VI. OSBA COMMITTEE REPORTS

- A. Legislative Liaison – Mike Kruse - None
- B. Student Achievement Liaison - Esther Larson – None

VII. UPCOMING DATES

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

UPCOMING  
DATES

September 24, 2011 (Saturday, 10:30 a.m.)  
Greentree Health Science Academy Formal Dedication  
Greentree Health Science Academy, Middletown OH

October 13, 2011 (Thursday)  
WCCC District Advisory Committee Kick Off (5:30 p.m.)  
WCVSD Board of Education Meeting (6:15 p.m.)

October 24 – November 6, 2011  
OGT Testing, WCCC

November 7, 2011 (Monday)  
WCCC Professional Development Day (Secondary & Adult Education)  
(WCCC Main Campus No School)

November 8, 2011 (Tuesday)  
Election Day

UPCOMING  
DATES  
CONT.

November 10, 2011 (Thursday, 3:00 p.m. – 8:00 p.m.)  
WCCC Parent/Teacher Conferences

November 11, 2011 (Friday, 8:00 a.m.)  
5th Annual Veteran's Day Breakfast  
WCCC Commons Area

November 13-16, 2011 (Sunday – Wednesday)  
OSBA Capital Conference  
Greater Columbus Convention Center, Columbus, OH

November 17- 19, 2011 (Thursday – Saturday)  
Ohio Association for Career & Technical Education (ACTE) Expo 2011  
St. Louis, Missouri

November 23-25, 2011 (Wednesday – Friday)  
WCCC Campus Closed – Thanksgiving Recess

November 29 – December 1, 2011 (Tuesday – Thursday)  
Sophomore Visitation

December 8, 2011 (Thursday, 4:30 p.m. – 7:00 p.m.)  
WCCC Sophomore Open House

December 15, 2011 (Thursday, 6:00 p.m.)  
WCVSD Board of Education Meeting/Holiday Reception  
WCCC Media Center, [social/hors d'oeuvres]

December 21, 2011 – January 2, 2012  
WCCC Holiday Break

January 24-26, 2012 (Wednesday – Friday)  
30th Annual Career-Technical & Adult Education Legislative Seminar  
Hyatt on Capitol Square, Columbus, OH

VIII. SUPERINTENDENT'S REPORT

SUPT.  
REPORT

2011-2012 Enrollment Numbers, Level I & II

Satellite Program Report (DRAFT)

Sunshine Fund

Important reminders:

October 13, 2011 Board meeting will be in CenturyLink Room.

IX. INFORMATIONAL ITEMS

Professional Leave Tally

X. BOARD MEMBER COMMENTS

NONE

XI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

NONE

XII. EXECUTIVE SESSION

EXEC.  
SESSION

(176-11) Moved by Mr. Kruse seconded by Mrs. Larson to approve entering executive session at 6:51 p.m. for personnel employment and preparation for negotiations.

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

The Board reconvened at 7:08 p.m.

Discussion: ACTE Nationals

XIII. ADJOURN

ADJOURN

(177-11) Moved by Mr. Kruse seconded by Mr. Barton to adjourn the meeting at 7:13 p.m. Approval unanimous.

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Bobbie Grice, President

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Karen R. Royer, Treasurer