

Minutes and Tape Available of Board Meeting

REGULAR MEETING

August 20, 2009

The Warren County Vocational School District met on Thursday, August 20, 2009 for the regular meeting at 6:02 p.m. in the Administration Building of the Warren County Vocational School District. The meeting was called to order by Mrs. 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. Michael Kruse	present
Mrs. Esther Larson	present
Mrs. Lori Raleigh	present
Mrs. Diane Trifiro	present

B. Pledge of Allegiance

C. Recognition of Guests

Tom Harris	WCCC Adult Ed
Peg Allen	WCCC
Joel Anderson	WCCC
Gary Patton	WCCC
Matt Ross	Formshare
Nancy Fields	Turtlecreek Twp Resident
Paul Poppleton	Turnbull Poppleton & Assoc.
Richard Budke	Turnbull Poppleton & Assoc.
Donna Davis Norris	SWOCA
Shari Jones	Sodexo
Matt Meibers	SHP Leading Design
Todd Thackery	SHP Leading Design
Rich Cardwell	Ennis, Roberts & Fischer

II. PUBLIC PARTICIPATION ON AGENDA ITEMS

None

(135-09) Moved by Mr. Kruse seconded by Mr. Barton to move the SUPERINTENDENT'S REPORT to Item #IV.

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

III. PRESENTATIONS/UPDATES

A. Sodexo, Shari Jones

B. Construction Update

IV. SUPERINTENDENT'S REPORT

SUPT'S
REPORT

Tom Harris, Director of Adult & Community Education – Overview of Adult Education

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

2009-2010 Enrollment Level I (Class of 2011)

2009-2010 Enrollment Level II (Class of 2010)

Greentree Update

OGT Data Gathering Process

V. EXECUTIVE SESSION

EXEC.
SESSION

(136-09) Moved by Mrs. Raleigh seconded by Mr. Barton to enter into executive session at 6:34 p.m. to discuss with attorney pending legal action.

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

The Board reconvened at 6:47. No action taken.

VI. TREASURER'S REPORT

TREAS.
REPORT

A. Minutes

(137-09) Moved by Mrs. Trifiro seconded by Mrs. Larson to approve the minutes from the July 16, 2009 regular meeting and the minutes from the July 29 and August 3, 2009 special meetings.

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

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

(138-09) Moved by Mrs. Raleigh seconded by Mrs. Baker-Hicks to approve the reports as presented by the Treasurer, items B, C, and D with advances/transfers as follows:

FROM	TO	AMOUNT
001-7410-921	012-5210	\$ 20,200.00
001-7410-921	012-5210-9007	\$ 5,700.00
001-7410-921	012-5210-9024	\$ 450.00
001-7410-921	012-5210-9027	\$ 1,000.00
001-7410-921	012-5210-9029	\$ 4,000.00
001-7410-921	461-5210-9910	\$ 650.00
001-7410-921	501-5210-9910	\$ 9,900.00
001-7410-921	461-5210-9010	\$ 650.00
461-7420-922-9910	001-5220	\$ 650.00

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

RES. #616-09

E. Amended Appropriations Resolution #616-09, August FY 10

(139-09) Moved by Mrs. Raleigh seconded by Mrs. Larson to approve the Amended Appropriations Resolution #616-09, August FY 10.

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

F. Informational – Adult & Community Education Profit/Loss Update

VII. NEW BUSINESS

A. Benefits/Salaries/Salary Schedules

(140-09) Moved by Mrs. Larson seconded by Mrs. Baker-Hicks to approve the following:

1. Adult and Community Education full-time coordinators and full-time instructors' 2009-2010 salary/salary schedules and benefits will remain the same as 2008-2009. A 2% lump sum payment based on 2008-2009 salary will be made payable on 11-15-2009.

A/E COORD.
SALARY

CLASSIFIED
& CERT.
SALARY

2. Classified and certified administrators (not including superintendent and treasurer) 2009-2010 salary/salary and benefits will remain the same as 2008-2009. A 2% lump sum payment based on 2008-2009 salary will be made payable on 11-15-2009.

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

B. Personnel

(141-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Trifiro to approve the following:

LEAVE
REQUEST

1. Leave Request

Approve the leave request as follows:

Kristin A. Wineberg
Maternity leave (per 7/1/09 – 6/30/12 WCVSD Teacher’s Association
Master Agreement, Article XV, Section B).
Anticipated Effective Date: 10/19/09 (maximum length of leave
request – 12 weeks)

RESIGNATION

2. Resignation

Accept a resignation from:

Derek Brown (Adult & Community Education)
Effective: 8/6/09

3. Employment Recommendations

A/E PART TIME
INSTRUCTORS

a. Approve employment of the following adult education certified part-time instructors, per Salary Schedule #28, as needed, pending completing of employment requirements and program enrollment:

Effective 7/1/2009 – 6/30/2010
Marta Caceras
Sandra Harris
Mark Paduk
Anita Young

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Scott Davis
Mark Greatorex
Greg Hauser
Michael Reigelsperger

G.E.D.
EXAMINERS

b. Approve employment of the following G.E.D. Examiners at \$85.00 per testing session, as needed, pending completion of employment requirements, effective 7/1/2009 – 6/30/2010:

Ellisa Johnson
Shirley Rhoten

SECONDARY
CERTIFIED
SUBS

c. Approve employment of the following secondary, certified, substitute personnel, as needed, effective 2009-2010 school year, pending satisfactory completion of employment requirements:

Maya Dorsey
Todd Richhart
Corey Tuck
Amy Webb
Carolyn Witham

EXTENDED
TIME

4. Extended Time

Approve a supplemental contract for extended time for the following individuals:

Greg Beasley	2 days, 2008-2009 school year
Diane Ciolli	½ day on 8/11/09
Rod Dillon	1 day on 8/13/09
Mikele Giambra	1 day on 8/18/09
Yvonne Kaszubowski	2 days, 2008-2009 school year
Mark Rogal	2 days, 2008-2009 school year
Jack Worley	1 day on 8/18/09

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

CORRECTION

C. Adjustment/Correction

(142-09) Moved by Mrs. Larson seconded by Mr. Barton to approve the following adjustment/correction:

1. Extended time and Contract
Marie Krohn should be Maria Krohn
Effective: 2009-2010 school year

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

2. Agreements/Contracts/Memorandum of Understandings

(143-09) Moved by Mrs. Trifiro seconded by Mrs. Larson to approve the adjustment in the amount listed on the 7/16/2009 Board Agenda for the following:

WCESC
AGREEMENT

Services for the 2009-2010 school year from Warren County Educational Service Center (WCESC) 320 Silver Street, Lebanon, not to exceed \$55,065.48 as follows:

Resource Coordinator/Intervention Coordinator
Effective: 8/1/09 – 6/30/10

OGT Tutoring
Effective: 2009-2010 School year

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

D. Agreements/Contracts/Memorandum of Understandings

(144-09) Moved by Mrs. Raleigh seconded by Mrs. Larson to approve the following:

GRIFFIN
INDUSTRIES

1. Griffin Industries – Spend Cooking Oil Removal Service Agreement commencing on 7/21/09, (no charge).

JEWISH
VOCATIONAL
SERVICES

2. Job Coaching, Development, Placement & Follow-Along Services – Agreement for Job Coaching, Development, Placement & Follow-Along Services between Jewish Vocational Service and WCCC in collaboration with RSC, effective 2009-2010 school year for Project SEARCH students. The cost to WCCC is not to exceed \$10,000.00 and will be billed quarterly.

FORMSHARE

3. Approve the contract with FormShare, LLC for Business Process Automation, effective 8/13/09 – 6/30/11; year one for the amount of \$4,690.00 (\$2,640.00 [825 head count times \$3.20] and a one-time costs/set up fee for 12 modules for \$2,050.00); and year two calculated at head count times \$3.20.

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

E. Handbooks

HANDBOOKS

(145-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Larson to approve the adoption of the following:

1. The Learning Lab Preschool Parent Handbook, 2009-2010
2. The Learning Lab Preschool Staff Handbook, 2009-2010

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

DONATIONS

F. Donations

(146-09) Moved by Mrs. Raleigh seconded by Mr. Barton to approve the donation of bedding for animal care from the Humane Association of Warren County.

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

G. OSBA Delegates for OSBA Capital Conference

OSBA
DELEGATES

(147-09) Moved by Mr. Barton seconded by Mrs. Raleigh to appoint Mike Kruse as the OSBA delegate and Bobbie Grice as the OSBA alternate delegate.

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

SPECIAL
BOARD MTG

H. WCVSD Special Board Meeting

(148-09) Moved by Mrs. Raleigh seconded by Mr. Barton to approve a Special Board meeting on August 27th at 6:30 p.m. to discuss the evaluation of the Superintendent and Treasurer.

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

VIII. INFORMATIONAL ITEMS

INFORM.
ITEMS

Professional Leave

STNA Training Agreement at the Courseview Campus (Mason, OH) between Sinclair Community College and WCCC. Sinclair Community College agrees to pay \$453.00 per student for instruction.

Affiliation Agreements

To obtain clinical experiences for Adult and Community Education Medical Program Students at the following agencies:

Doctors Urgent Care Office
3290 Village Drive
Middletown, OH

Walden Ponds Health Center
5971 Golf Club Lane
Indian Springs, OH 45011

Articulation Agreement

WCCC Electrical Power Line Mechanic Programs students to facilitate the seamless transfer of college-level credit worthy coursework towards an Associate of Technical Studies Degree in Electric Power Utilities:

Marion Technical College

Business Contract Agreement

WCCC Adult & Community Education will offer State Tested Nursing Assistant classes (78 hours per class) at Sinclair Community College, 5386 Courseview Drive, Mason, OH.

OSBA
REPORTS

IX. OSBA COMMITTEE REPORTS

A. Legislative Liaison – Bobbie Grice

B. Student Achievement Liaison – Diane Trifiro

X. UPCOMING DATES

August 17 and 20, 2009 --- WCCC “New” Teacher Day Orientation

UPCOMING
DATES

August 21, 2009 (Friday) --- WCCC Professional Development Day (for all secondary certified staff)

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August 24, 2009 (Monday) --- WCCC Teachers Work Day

(Commons area 7:30 a.m., Welcome Back)

August 25, 2009 (Tuesday) --- WCCC First Student Day – Juniors Only

UPCOMING
DATES
(CONT'D)

August 26, 2009 (Wednesday) --- WCCC All Students Report

September 9, 2009, 2:30 – 7:30 p.m.

WCCC Administration Team meeting.

Location: TBA

September 12, 2009 (Saturday) @ 8:30 a.m.

2nd Annual Jewell Education Foundation Golf Outing

(To benefit WCCC Student Scholarship/Financial Aid Fund)

Heatherwoode Golf Course, Springboro, OH

September 17, 2009 (Thursday)

WCVSD Board of Education meeting with reception to meet “new” 2009-2010 staff.

September 30 – October 3, 2009

National Career Pathways Network (NCPN) ‘09 Annual Conf.

Hyatt Regency, Atlanta, Georgia

October 8, 2009, 5:30 – 7:30 p.m.

Southwest Region Fall Conference

Great Oaks ITCD, Scarlett Oaks Campus

3254 Kemper Rd., Cincinnati, OH

November 8-11, 2009

OSBA Capital Conference

Greater Columbus Convention Center, Columbus, OH

November 19-21, 2009

Ohio Association for Career & Technical Education (ACTE) 2009 Convention and Career Tech Expo Nashville, TN

XI. BOARD MEMBER COMMENTS

None

XII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None

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XIII. EXECUTIVE SESSION

EXEC.
SESSION

(149-09) Moved by Mr. Barton seconded by Mr. Kruse to enter into executive session at 7:47 p.m. to discuss personnel.

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

The Board reconvened at 8:03 p.m. No action taken.

XIV. ADJOURN

ADJOURN

(150-09) Moved by Mr. Barton seconded by Mr. Kruse to adjourn the meeting at 8:04 p.m. Approval unanimous.

Bobbie Grice, President

Karen R. Royer, Treasurer