

REGULAR MEETING

December 17, 2009

The Warren County Vocational School District met on Thursday, December 17, 2009 for the regular meeting at 6:07 p.m. in the Embarq Room 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	absent
	Mrs. Lori Raleigh	present
	Mrs. Diane Trifiro	present

B. Pledge of Allegiance

C. Recognition of Guests

Peg Allen	WCCC
Holly Montgomery	WCCC
Gary Patton	WCCC
Bev McHone	WCCC
Jackie New	WCCC
Marsha Sowards	WCCC
Angie Wilson	WCCC
Tom Harris	WCCC Adult Ed
John Wilson	Spouse of Angie Wilson
Rick New	Spouse of Jackie New
Nancy Fields	Turtlecreek Twp Resident

(197-09) Moved by Mr. Barton seconded by Mrs. Raleigh to approve the revised agenda.

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

II. PUBLIC PARTICIPATION ON AGENDA ITEMS

None

III. PRESENTATIONS

A. Veteran's Day Video by Digital Design Program  
Greg Beasley, Instructor

B. Tom Harris – Overview of Adult Education

C. Gary Patton – Overview of Secondary Education

#### IV. TREASURER'S REPORT

TREAS.  
REPORT

A. Minutes Regular Meeting

NOV 15  
MINUTES

(198-09) Moved by Mr. Barton seconded by Mrs. Raleigh to approve the minutes from the November 19, 2009 regular board meeting.

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

B. Financial Report

C. Bank Reconciliation/Investments

D. Advances/Transfers

(199-09) Moved by Mrs. Trifiro seconded by Mr. Kruse to approve the reports as presented by the Treasurer, items B, C, and D with advances/transfers as follows:

ADVANCES/  
TRANSFERS

FROM	TO	AMOUNT
001-7410-921	012-5210-9007	\$ 7,800.00
001-7410-921	012-5210-9013	\$ 5,000.00
001-7410-921	200-5210-9250	\$ 6,500.00

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

RES. #621-09

E. Amended Appropriations Resolution #621-09 for December 2009, FY 10.

(200-09) Moved by Mrs. Raleigh second by Mrs. Grice to approve Amended Appropriations Resolution #621-09 for December, 2009.

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

RES. #622-09

F. (201-09) Moved by Mr. Barton seconded by Mr. Kruse to adopt a written plan for public school 403(b) Tax Deferred Annuity Program as follows:

WHEREAS, Warren County Vocational School District has established a retirement plan (the "Plan") under Section 403(b) of the Internal Revenue Code of 1986, as amended (the "Code");

WHEREAS, the Internal Revenue Service has issued final regulations under Section 403(b) of the Code that would, in relevant part, require the Warren County Vocational School District to adopt a written plan to ensure compliance with Section 403(b) of the Code and the regulations there under:

BE IT RESOLVED THAT: Effective December 17, 2009 the Board Warren County Vocational School District Board of Educational authorizes the Warren County Vocational School District to adopt the 403(b) Plan for a Public School attached hereto.

BE IT FURTHER RESOLVED THAT: The Board authorizes the Treasurer of Warren County Vocational School District to execute the 403(b) Plan for the Public School attached hereto anytime an update is required of the Code and the regulations there under.

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

2010  
BUDGET  
HEARING

G. (202-09) Moved by Mrs. Raleigh seconded by Mr. Barton to schedule the Budget Hearing for January 14, 2010 at 5:45 p.m.

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

2010  
REORGANIZA-  
TIONAL MTG.

H. (203-09) Moved by Mr. Barton seconded by Mr. Kruse to schedule the 2010 Re-organizational Board Meeting on January 14, 2010 at 6:00 p.m.

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

V. NEW BUSINESS

(204-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to approve the following:

MATERNITY  
LEAVE

A. Leave

Approve the leave request for:

Rebecca Stevens  
Maternity leave 2010 FMLA

Anticipated Effective Date: 3/15/2010  
(maximum length of leave request – 12 weeks)

B. Personnel Employment

ADULT ED  
COSMO

1. Approve employment of part-time coordination services for adult education cosmetology program, (services to be performed after regular work hours) at a rate of \$22.00 per hour, not to exceed 100 hours, effective 1/1/10 – 6/30/10:

Ruth “Jean” Puckett

ADULT ED  
PART TIME  
INSTRUCTORS

2. Approve 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 12/18/2009 – 6/30/2010:

Susan Botdorf  
Cassandra Gabbard  
Gary Gibson  
Dennis Waldbillig

CERTIFIED  
SUBS

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

Moriah Barnes  
Amanda Boldman  
Ann Carnahan  
Erin Cilfton  
Cassandra Gabbard  
John Crites

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

C. Executive Session

EXECUTIVE  
SESSION

(205-09) Moved by Mr. Barton seconded by Mr. Kruse to enter into executive session at 6:50 p.m. to discuss personnel.

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

The Board reconvened at 6:58 p.m.

D. Resignations

RESIGNATIONS (206-09) Moved by Mrs. Trifiro seconded by Mr. Barton to approve the resignations of the following individuals:

Chris Tamar  
Effective: 12/18/2009

Chuck Goodyear  
Effective 1/15/2010

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

E. Agreements/Contracts/Leases/Waivers

(207-09) Moved by Mr. Barton seconded by Mr. Kruse to approve the following:

1. Lease Agreement

OLD  
WARREN  
COUNTY  
COURTHOUSE

Renewal of Lease Agreement (no monetary rent) with Warren County Board of Commissioners to lease 1,902 square feet of the Old Warren County Courthouse located at 300 East Silver Street, Lebanon, Ohio to conduct classroom teaching/training of high school and adult education students, effective 1/1/2010-12/31/2010.

2. Contract Agreement

PRODUCTION  
SERVICES  
UNLIMITED

Enter into a contract agreement with Production Services Unlimited, Inc., 575 Columbus Avenue, Lebanon, Ohio to shred and recycle old documents per contract agreement, effective 1/1/2010 – 12/31/2010.

COMMUNITY  
SAFE™

3. Approve the renewal of the agreement with Communitysafe™, c/o OneCommand, Inc., 11500 Northlake Drive, Cincinnati, OH for the remaining 12 months (July 2009 – July 2010) in the amount of \$1,150.50.

GM  
MECHANICAL  
MAINTENANCE  
AGREEMENT

4. Approve a Performance Maintenance Program agreement in the amount of \$6,420.00, with GM Mechanical for the following equipment, effective 1/1/2010 – 1/1/2011:

- 1 Cooling Tower
- 1 Pump Package
- 7 Unit Heaters
- 8 Heat Recovery ERV Units
- 9 Exhaust/Supply Fans
- 31 Heat Pumps

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

F. Facility Rental Fees

FACILITY  
RENTAL  
FEES

(208-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to  
approve the WCCC Facility Rental Rate Structure and WCCC  
Facility Use Request Form effective 1/1/2010 – 12/31/2010.

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

G. Resolution #623-09 – IPP Waiver Gateway to Success

RES. #623-09

(209-09) Moved by Mrs. Raleigh seconded by Mrs. Baker-Hicks to  
approve Resolution #623-09 for IPP waiver for Gateway to Success  
Program.

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

H. Warren County Career Center Safety Plan

WCCC  
SAFETY  
PLAN

(210-09) Moved by Mr. Barton seconded by Mr. Kruse to approve  
the Safety Plan for the Warren County Career Center which was  
provided to the Board members at the 10/15/2009 Regular Board  
Meeting.

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

I. Board Policies

BOARD  
POLICIES

1. (211-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Trifiro  
to approve the following board policy:

BHBA – School Board Conferences, Conventions and Workshops

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

2. First reading of the following board policies (no action taken):

- BCFA – Business Advisory Committee to the Board
- BCFB – Family and Civic Engagement Committee
- EBAA – Reporting of Hazards
- EBC – Emergency Safety Plans
- EBCD – Emergency Closings
- IGD – Co-curricular and Extra Activities
- IKFC – Graduation Competencies and Requirements
- IND/INDA – School Ceremonies and Observances; Patriotic Exercises
- IGBA – Programs for Students with Disabilities
- JGA – Corporal Punishment

J. 2010 WCVSD Board Meeting Dates

2010  
WCVSD  
BOARD  
MTG  
DATES

(212-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to approve the following 2010 WCVSD Board Meeting dates with all meetings beginning at 6:00 p.m.:

- |                        |                    |
|------------------------|--------------------|
| January 14, 2010       | July 15, 2010      |
| February 18, 2010      | August 19, 2010    |
| March 18, 2010         | September 16, 2010 |
| April 15, 2010         | October 21, 2010   |
| May 20, 2010           | November 18, 2010  |
| June 28, 2010 (Monday) | December 16, 2010  |

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

K. Field Trip

FIELD  
TRIP

(213-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Trifiro to approve participation of the Teacher Academy in the Future Educators Association 20<sup>th</sup> National Conference in San Antonio, Texas on February 12-14, 2010.

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

COURSE  
OF  
STUDIES/  
CURRICULUM

L. Course of Studies/Curriculum – No Action Taken

First Reading – Course of Studies for Adult and Community Education  
Course of Studies:

- Cosmotology
- Electrical Power Line Mechanic

Heating, Ventilation and Air Conditioning  
Heavy Equipment & Site Construction Technology  
Industrial Maintenance  
Informational Technology  
Medical Billing/Coding  
Medical Assistant  
Multi-Skilled Technician  
Welding

## CURRICULUM

## 2. Curriculum

(214-09) Moved by Mrs. Trifiro seconded by Mrs. Raleigh to approve the following curriculum:

WCCC Learning Lab Preschool Standards Curriculum Assessment Alignment Tool.

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

## DONATIONS

## M. Donations

(215-09) Moved by Mr. Barton seconded by Mr. Kruse to accept the following donations:

1. 1999 Infinity automobile  
Donated by: PPG Training Center, 777 Dearborn Pk., Worthington, OH
2. \$200.00 donated to WCCC Principal's Fund for WCCC student holiday needs. Donated by: Ron Stott, 8320 Anglers Club, Cicero, NY 13039
3. \$1,000.00 donated to WCCC Principal's Fund for WCCC student holiday needs. Donated by: Ohio Eagles Charity Fund, c/o Lebanon Eagles #1395
4. Anonymous money donations from WCCC staff donated to WCCC Principal's Fund for WCCC student holiday needs. in the amount of \$525.00.
5. One hospital bed  
Donated by: Lavann Thompson, 908 N Broadway #4, Lebanon, OH
6. 5,000 pounds of steel  
Donated by: Fecon, Lebanon, OH
7. 4,000 pounds of steel  
Donated by: George Steel, Lebanon, OH



8. 7,000 pounds of steel

Donated by: Armor Metals, 4600 N. Mason-Montgomery Rd., Mason

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

VI. OSBA COMMITTEE REPORTS

OSBA  
REPORTS

A. Legislative Liaison – Bobbie Grice reported on HB318

B. Student Achievement Liaison - Diane Trifiro – none

VII. INFORMATIONAL

Professional Leave Tally

Enrollment Level I

Enrollment Level II

Changes in Enrollment

Correspondence from WC Commissioners

VIII. EVENTS

EVENTS

December 17, 2009

WCVSD Board of Education Meeting/Holiday Reception

WCCC Commons, 5:30 – 6:00 p.m. [social/hors d'oeuvres]

December 24, 25, 31, 2009 and January 1, 2010

WCCC Campus Closed – WCCC Holiday Break

January 26-27, 2010

30<sup>th</sup> Annual Career-Technical & Adult Education Legislative Seminar

Hyatt on Capitol Square, Columbus, OH

IX. SUPERINTENDENT'S REPORT

Update – Construction Projection (Informational)

Update – Greentree Health/Science Academy

Work Session for WCVSD Board of Education

Proposed dates: Wednesday, February 3, 2010  
5:30 p.m. – 8:00 p.m.

Thursday, February 4, 2010  
5:30 p.m. – 8:00 p.m.

SPECIAL  
MTG  
FEB. 4, 2010

(216-09) Moved by Mrs. Grice seconded by Mrs. Raleigh to approve the special meeting on Thursday, February 4, 2010 from 5:30 p.m. – 8:00 p.m.

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

Race to the Top (RTTT) grant application and MOU

X. APPOINTMENT OF PRESIDENT PRO TEMPORE

APPT.  
PRESIDENT  
PRO TEMPORE

(217-09) Moved by Mrs. Baker-Hicks seconded by Mr. Barton to appoint Mrs. Grice as President Pro Tempore for the January 14, 2010 Organizational Board Meeting.

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

XI. BOARD MEMBER COMMENTS

None

XII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None

EXEC.  
SESSION

XIII. EXECUTIVE SESSION

(218-09) Moved by Mr. Barton seconded by Mr. Kruse to enter into Executive Session at 7:32 p.m. to discuss personnel.

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

The Board reconvened at 7:33 p.m.

(219-09) Moved by Mrs. Trifiro seconded by Mr. Barton to approve a 2% lump sum payment to Maggie Hess.

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

XIV. ADJOURN

ADJOURN

(220-09) Moved by Mrs. Baker-Hicks seconded by Mr. Kruse to adjourn  
the meeting at 7:35 p.m. Approval unanimous.

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Bobbie Grice, President

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Karen R. Royer, Treasurer