

*Minutes and Tape Available of Board Meeting*

REGULAR MEETING

July 16, 2009

The Warren County Vocational School District met on Thursday, July 16, 2009 for the regular meeting at 6:00 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
Nancy Fields	Turtlecreek Twp Resident

II. PUBLIC PARTICIPATION ON AGENDA ITEMS

None

III. PRESENTATIONS/UPDATES

A. Construction Timeline Update

B. Tour/walk through Areas A, B and C of Career Center building

IV. TREASURER'S REPORT

A. Minutes

JUNE 29  
MINUTES

(111-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to approve the minutes for the Regular Board Meeting on June 29, 2009.

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.

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TREAS.  
REPORT

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

(112-09) Moved by Mr. Barton seconded by Mr. Kruse to approve the reports as presented by the Treasurer, items B, C, and D with advances/transfers as follows:

FROM	TO	AMOUNT
001-7200-910	006-5100	\$ 49,391.94
001-7410-921	413-5210-9909	\$ 210.22
001-7410-921	012-5210-9013	\$ 37,500.00
001-7410-921	012-5210	\$ 6,705.20
001-7410-921	012-5210-9002	\$ 1,100.50
001-7410-921	012-5210-9007	\$ 585.00
001-7410-921	012-5210-9011	\$ 786.30
001-7410-921	012-5210-9013	\$ 1,647.58
001-7410-921	012-5210-9017	\$ 15,557.08
001-7410-921	012-5210-9024	\$ 2,373.65
001-7410-921	012-5210-9027	\$ 652.64
001-7410-921	012-5210-9028	\$ 6,746.41
001-7410-921	006-5210	\$ 50.00
006-7420-922	001-5220	\$ 20,900.00
009-7420-922	001-5220	\$ 88,700.00
011-7420-922-9310	001-5220	\$ 2,039.31
012-7420-922	001-5220	\$ 47,900.00
012-7200-910-9000	012-5100-9013	\$ 15,000.00
012-7200-910-9001	012-5100	\$ 36,991.78
012-7200-910-9001	012-5100-9007	\$ 15,000.00
012-7200-910-9001	012-5100-9024	\$ 4,471.69
012-7420-922-9001	001-5220	\$ 1,500.00
012-7420-922-9002	001-5220	\$ 35,050.00
012-7420-922-9007	001-5220	\$ 58,699.73
012-7420-922-9008	001-5220	\$ 200.00
012-7200-910-9010	012-5100-9002	\$ 21,169.28
012-7200-910-9010	012-5100-9011	\$ 10,481.25
012-7420-922-9011	001-5220	\$ 11,700.00
012-7420-922-9013	001-5220	\$ 26,000.00
012-7420-922-9013	001-5220	\$ 37,500.00
012-7200-910-9015	012-5100-9013	\$ 9,500.17
012-7200-910-9017	012-5100-9024	\$ 1,000.00
012-7200-910-9017	012-5100-9024	\$ 9,000.00
012-7420-922-9017	001-5220	\$ 37,500.00

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FROM	TO	AMOUNT
012-7420-922-9024	001-5220	\$ 35,800.00
012-7200-910-9026	012-5100	\$ 20,000.00
012-7200-910-9026	012-5100-9007	\$ 20,000.00
012-7200-910-9027	012-5100	\$ 30,000.00
012-7200-910-9027	012-5100-9007	\$ 10,000.00
012-7420-922-9027	001-5220	\$ 19,100.00
012-7200-910-9028	012-5100-9007	\$ 20,194.95
012-7200-910-9028	012-5100-9024	\$ 10,000.00
012-7420-922-9028	001-5220	\$ 51,200.00
200-7420-922-9230	001-5220	\$ 600.00
200-7420-922-9250	001-5220	\$ 2,230.00
439-7420-922-9909	001-5220	\$ 1,400.00
501-7420-922-9908	001-5220	\$ 6,300.96
501-7420-922-9909	001-5220	\$ 284.22

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.

## E. Amended Appropriation Resolution #610-09, July, 2009

RES. #610-09 (113-09) Moved by Mrs. Raleigh seconded by Mrs. Larson to approve the Amended Appropriation Resolution #610-09, July 2009.

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.

## F. Revised Contract with FormShare, LLC

FORMSHARE CONTRACT (114-09) Moved by Mrs. Baker-Hicks, seconded by Mrs. Larson to approve the revised contract with FormShare, LLC for 2 process leave and requisition in the amount of \$3,360.00

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.

## G. Sheakley UniService

SHEAKLEY UNISERVICE (115-09) Moved by Mrs. Trifiro seconded by Mr. Barton to approve the renewal of administrative services for Workers' Compensation by Sheakley UniService for \$1,538.00.

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.

V. NEW BUSINESS

A. Personnel

(116-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Larson to approve the following:

1. Contract Revision – Secondary

CONTRACT  
REVISIONS

Revision of employment contract as follows:

Diane Ciolli  
From: Masters, Step 5  
To: BA + 1, Step 10  
Effective: 2008-2009 School Year

Christopher Tamar  
From: BA + 1, Step 4  
To: BA + 1, Step 5  
Effective: 2009-2010 School Year

2. Contract Revision – Adult Education – A.B.L.E./G.E.D.

Linda McBride  
From: 32 hours per week  
To: 34 hours per week  
Effective: 7/1/2009 – 6/30/2010

3. Date of Service Extension

DATE OF  
SERVICE  
EXTENSION

Extend date of service as follows:

Ian Henrich  
Information Technology Intern  
\$9.00 per hour as needed  
Effective: July 18 – August 10, 2009

4. Employment Recommendations

SECONDARY  
CERTIFIED  
INSTRUCTORS

a. Employment for the 2009-2010 school year of the following secondary, certified instructors/teachers pending completion of employment requirements which include the TTW endorsement for licensure:

Maria Krohn (CTSE Coordinator)  
Bachelor, Step 2

A.B.L.E.  
CLASSIFIED  
P/T  
PERSONNEL

b. Employment of the following adult education A.B.L.E., classified, part-time personnel, salary schedule #1, and pending satisfactory completion of employment requirements:

Amy Stevens  
Secretary/Receptionist  
\$12.60/hr.  
Not to exceed 24 hours per week  
Effective: 7/27/2009 – 6/30/2010

A.B.L.E./  
G.E.D. P/T  
CERTIFIED  
INSTRUCTOR

c. Employment of the following part-time, certified instructor, as needed, per A.B.L.E./G.E.D. 2009-2010 Grant, pending satisfactory completion of employment requirements.

Karen Kinney  
Effective: 7/1/2009 – 6/30/2010

5. Extended Time

EXTENDED  
TIME

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

Maria Krohn  
5 Days  
Effective 2009-2010 School Year

Toni Welles  
2 Days (OGT Training)  
Effective 6/1/2009 – 7/31/2009

6. Supplemental Contracts

SUPPLEMENTAL  
CONTRACTS

a. Approve supplemental contracts for the following teachers/instructors as mentor for the 2009-2010 school year:

<u>Mentor</u>	<u>Level</u>	<u>\$ Per Individual</u>
Rebecca Bollinger	1	\$ 400.00

b. Approve 2009-2010 contract revision as follows:

<u>Mentor</u>	<u>Level</u>	<u>\$ Per Individual</u>
Peter Tarkin	From: III	From: \$1,200.00
	To: I	To: \$ 400.00

7. Salaries

A.B.L.E./  
G.E.D.  
SALARIES

Approve salaries according to A.B.L.E./G.E.D. 2009-2010 grant,  
effective 7/1/2009 – 6/30/2010 as follows:

Full-time Instructor  
Linda McBride  
\$ 23.26

Full-time Secretary  
Holly Rose  
\$17.76

Part-time Instructors (not to exceed 24 hours per week) at \$22.80:  
Katherine Ann Browne  
Marta Caceres  
Sandra Harris  
Karen Kinney  
Mike “Mark” Paduk

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. Agreements/Contracts/Memorandum of Understandings

1. Services

WCESC  
PURCHASED  
SERVICES

(117-09) Moved by Mrs. Larson seconded by Mrs. Raleigh to approve  
purchasing the following services for the 2009-2010 school year from  
Warren County Educational Services Center (WCESC) 320 Silver Street,  
Lebanon, not to exceed \$54,765.48 as follows:

Resource Coordinator/Intervention Coordinator  
Effective: 8/1/2009 – 6/30/2010

OGT Tutoring  
Effective: 2009-2010 School Year

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

## 2. Apple Lease

APPLE  
LEASE

(118-09) Moved by Mrs. Trifiro seconded by Mrs. Raleigh to approve the the Apple Lease/AppleEquity Option at a cost of \$26,630.00, effective 7/17/2009 – 7/16/2012 (AppleEquity Option allows a school that owns their equipment at term's end may seek to trade in that equipment for credit toward new systems or for cash).

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.

## C. WCCC Cafeteria Lunch Prices

LUNCH  
PRICES

(119-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Larson to approve WCCC Cafeteria Lunch Prices for the 2009-2010 school year as follows:

Student Breakfast	\$ 1.25
Adult Breakfast	\$ 1.75
Student Regular Lunch	\$ 2.75
Student Premium Lunch	\$ 3.75
Adult Lunch	\$ 3.00
Milk	\$ .50

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.

## D. Resolutions

## RES. #611-09

## 1. Resolution #611-09

(120-09) Moved by Mrs. Trifiro seconded by Mrs. Larson to approve necessity for a one (1) mill continuing Permanent Improvement levy.

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.

## RES. #612-09

## 2. Resolution #612-09

(121-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to give authority to issue Quality School Construction Bonds (QSCB).

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.

E. First Reading – Handbooks – No Action Taken

HANDBOOKS

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

F. Handbooks/Resource Guide

(122-09) Moved by Mr. Barton seconded by Mr. Kruse to adopt the following handbooks/resource guide:

ADULT ED  
F/T HANDBOOK

1. WCCC Adult & Community Education Division 2009-2010  
Full Time Student Handbook

ADULT ED  
P/T HANDBOOK

2. WCCC Adult & Community Education Division 2009-2010  
Career Enhancement Courses Student Handbook (Part-Time)

SUB TEACHER  
RESOURCE GUIDE

3. WCCC Substitute Teacher Resource Guide

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. Calendars – 2009-2010

(123-09) Moved by Mrs. Baker-Hicks seconded by Mrs. Raleigh to approve the following calendars:

A/E CALENDAR

1. WCCC Adult & Community Education Division Student Calendar for 2009-2010.

REVISED  
2009-2010  
CALENDAR

2. Revised WCCC 2009-2010 School Calendar

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.

DONATIONS

H. Donations

(124-09) Moved by Mr. Barton seconded by Mr. Kruse to approve the following donations:



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Cincinnati State Technical & Community  
3520 Central Parkway, Cincinnati, OH 45223  
\$2,500.00

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.

VI. OSBA COMMITTEE REPORTS

A. Legislative Liaison – Bobbie Grice

B. Student Achievement Liaison – Diane Trifiro

VII. UPCOMING EVENTS

UPCOMING  
EVENTS

July 20-25, 2009  
Warren County Fair, Lebanon Fair Grounds

July 26-28, 2009  
CTAE All-Ohio Conference  
Hyatt Regency, Columbus, OH

August 10, 2009 (Monday)  
VIP Picnic @ Otterbein Pavilion  
10:00 a.m. – 2:00 p.m.

August 20, 2009 (Thursday) --- WCCC “New” Teacher Day

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

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

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

September 12, 2009 (Saturday) @ 8:30 a.m.  
2<sup>nd</sup> Annual Jewell Education Foundation Golf Outing  
(To benefit WCCC Student Scholarship/Financial Aid Fund)  
Heatherwoode Golf Course, Springboro, OH

September 30 – October 3, 2009  
National Career Pathways Network (NCPN) ‘09 Annual Conf.  
Hyatt Regency, Atlanta, Georgia

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November 19-21, 2009  
Ohio Association for Career & Technical Education (ACTE)  
2009 Convention and Career Tech Expo  
Nashville, TN

VIII. SUPERINTENDENT'S REPORT

SUPT'S  
REPORT

Tom Harris – Overview of Adult Education

Gary Patton – Overview of Secondary Programs

IX. BOARD MEMBER COMMENTS

BOARD  
MEMBER  
COMMENTS

Mrs. Larson commented on the construction spreadsheet thanking  
Mrs. Royer.

X. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Nancy Fields commented on the home values. Also asked about the public  
coming in for lunch. Also addressed the county fair and having literature at the  
fair.

XI. EXECUTIVE SESSION

EXEC.  
SESSION

(125-09) Moved by Mr. Barton seconded by Mr. Kruse to enter  
into executive session at 8:04 p.m. to discuss personnel performance.

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 8:55 p.m. No action taken.

XII. ADJOURN

ADJOURN

(126-09) Moved by Mrs. Larson seconded by Mrs. Grice to adjourn  
the meeting at 8:56 p.m. Approval unanimous.

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Bobbie Grice, President

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Karen R. Royer, Treasurer