



WARREN COUNTY CAREER CENTER
BOARD OF EDUCATION MEETING

December 17, 2009

Embarq Room

6:00 p.m.

- I. Call to Order
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Recognition of Guests

- II. Public Participation on Agenda Items

- III. Introduction(s)/Presentation(s)
 - 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
 - A. Minutes – Regular Meeting – November 19, 2009
 - B. Financial Report
 - C. Bank Reconciliation/Investments
 - D. Advances/Transfers
 - E. Amended Appropriations Resolution #621-09 December 2009 FY 09
 - F. Resolution #622-09 – Adopt a written plan for Public School 403(b) Tax Deferred Annuity Programs

V. New Business

A. Leave Request

Recommend approval of leave request as follows:

Rebecca Stevens

Maternity leave 2010 FMLA

Anticipated Effective Date: 3/15/10

(maximum length of leave request – 12 weeks)

B. Personnel Employment Recommendations

1. Recommend 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

2. Recommend employment of the following adult education, certified, part-time instructor per salary schedule #28, as needed, pending completion of employment requirements and program enrollment effective 12/18/09 – 6/30/10.

Susan Botdorf

Cassandra Gabbard

Gary Gibson

Dennis Waldbillig

3. Recommend 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 Clifton

Cassandra Gabbard

John Crites

C. Executive Session - Personnel

D. Action on Resignations of the following individuals:

Chris Tamar

Effective: 12/18/09

Chuck Goodyear

Effective: 1/15/10

E. Agreement(s)/Contract(s)/Lease(s)/Waiver(s)

1. Lease Agreement - Recommend 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: 1/1/10 – 12/31/10
2. Contract Agreement – Recommend entering into a Contract Agreement with Production Services Unlimited, Inc., 575 Columbus Ave., Lebanon, OH to shred and recycle old documents per contract agreement. Effective: 1/1/10 – 12/31/10.
3. Agreement – Recommend approval of renewal of agreement with Communitysafe™ c/o OneCommand, Inc., 11500 Northlake Dr., Cincinnati, OH for the remaining 12 months (July 2009 – July 2010) in the amount of \$1,150.50.
4. Agreement – Recommend approval of a Performance Maintenance Program agreement in the amount of \$6,420.00, effective 1/1/10 – 1/1/11 with GM Mechanical for the following equipment:
 - 1 Cooling Tower
 - 1 Pump Package
 - 7 Unit Heaters
 - 8 Heat Recovery ERV Units
 - 9 Exhaust/Supply Fans
 - 31 Heat Pumps

- F. Facility Rental Fees
 Recommend approval of WCCC Facility Rental Rate Structure and WCCC Facility Use Request Form. Effective: 1/1/10 – 12/31/10.
(ATTACHMENT A)
- G. Resolution #623-09 - IPP Waiver – Gateway to Success
 Recommend approval of Resolution Number 623-09, for IPP waiver for Gateway to Success program.
- H. WCCC’s Safety Plan
 Recommend approval of Safety Plan for the Warren County Career Center. (“Draft” copy handed out at 10/15/09 Board meeting.)
- I. Board Policies
1. Recommend adoption of the following board policy (ATTACHMENT B):
 - BHBA – School Board Conferences, Conventions and Workshops
 2. First reading of the following board policies (ATTACHMENT C):
 - 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

Recommend approval of 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

K. Field Trip

Recommend participation of the Teacher Academy in the Future Educators Association 20th National Conference in San Antonio, Texas on February 12-14, 2010.

L. Course of Studies/Curriculum

1. First Reading - Course of Studies for Adult and Community Education Course of Studies. (ATTACHMENT D)

Cosmetology
Electrical Power Line Mechanic
Heating, Ventilation and Air Conditioning
Heavy Equipment & Site Construction Technology
Industrial Maintenance
Information Technology
Medical Billing/Coding
Medical Assistant
Multi-Skilled Technician
Welding

2. Recommend approval of the following curriculum:

WCCC Learning Lab Preschool Standards Curriculum Assessment Alignment Tool. (Copy was included in 11/19/09 Board Agenda Packet)

M. Donation(s)

Recommend acceptance of the following donation(s):

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

VI. OSBA Committee Reports

- A. Legislative Liaison – Bobbie Grice
- B. Student Achievement Liaison - Diane Trifiro

VII. Informational

- Professional Leave Tally (ATTACHMENT E)
- Enrollment Level I (ATTACHMENT F)
- Enrollment Level II (ATTACHMENT G)
- Changes in Enrollment (ATTACHMENT H)
- Correspondence from WC Commissioners (ATTACHMENT I)

VIII. 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

30th Annual Career-Technical & Adult Education Legislative Seminar
Hyatt on Capitol Square, Columbus, OH

IX. Superintendent's Report

- Update – Construction Project (Informational)
- Update – Greentree Health/Science Academy
- Work Session for WCVSD Board of Education
Proposed dates: Wednesday, February 3, 2010, 5:30 – 8:00 p.m.
Thursday, February 4, 2010, 5:30 – 8:00 p.m.

X. Board Member Comments

XI. Public Participation on Non-Agenda Items

XII. Executive Session – Personnel

XIII. Recess

Mission

To prepare youths and adults to make informed career choices and to successfully enter, compete, and advance in a changing world.

Vision

WCCC is the valued partner of choice within the educational and economic systems of our communities, by providing quality academic and career technical education. We pave the way for a future of opportunities unique to each of our learners.