



3529 N. State Route 48  
Lebanon, OH 45036-1099  
513-932-5677 or 1-877-547-5102  
Fax: 513-934-0121  
www.wccareercenter.com

WARREN COUNTY CAREER CENTER  
BOARD OF EDUCATION MEETING

July 16, 2009

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. Presentations/Updates
  - A. Construction Timeline Update
  - B. Tour/walk through of Areas A, B, and C of Career Center building.
  
- IV. Treasurer's Report
  - A. Minutes – Regular Meeting – June 29, 2009
  - B. Financial Report
  - C. Bank Reconciliation/Investments
  - D. Advances/Transfers
  - E. Amended Appropriations Resolution #610-09, July 2009
  - F. Revised contract with FormShare LLC for 2 process leave and requisition in the amount of \$3,360.00
  - G. Renewal of administrative service for Worker's Comp. Sheakley UniService \$1,538.00

V. New Business

A. Personnel

1. Contract Revision - Secondary

Recommend revision of employment contract as follows:

**Diane Ciolli**

From: Masters, Step 5

To: BA + 1, Step 10

Effective: 2008-2009 school year

**Christopher Temar**

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: 7/1/09 – 6/30/10

3. Date of Service Extension

Recommend approval to 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

- a. Recommend employment for the 2009-2010 school year the following secondary, certified instructor(s)/teacher(s) pending completion of employment requirements which include the TTW endorsement for licensure.

**Marie Krohn** (CTSE Coordinator)

Bachelor, Step 2

- b. Recommend employment of the following adult education ABLE, 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: 7/27/09 – 6/30/10

- c. Recommend employment for 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 7/1/09 - 6/30/10

5. Extended Time

Recommend approval of supplemental contract for extended time for the following individual(s):

**Marie Krohn**  
 5 days  
 Effective: 2009-2010 school year

**Toni Welles**  
 2 days (OGT Tutoring)  
 Effective: 6/1/09 – 7/31/09

6. Supplemental Contracts

- a. Recommend approval of 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>
<b>Rebecca Bollinger</b>	I	\$400.00

- b. Recommend 2009-2010 contract revision as follows:

<u>Mentor</u>	<u>Level</u>	<u>\$ Per Individual</u>
<b>Peter Tarkin</b>	From: III To: I	From: \$1200.00 To: \$400.00

7. Salaries

1. Recommend approval of salaries according to A.B.L.E./G.E.D. 2009-2010 grant, effective 7/1/09-6/30/10 as follows:

Full-time Instr.        **Linda McBride** ----- \$23.26

Full-time Secretary    **Holly Rose** ----- \$17.76

Part-time Instructors: ----- \$22.80  
(not to exceed 24 hours per week)

**Katherine Ann Browne**

**Marta Caceres**

**Sandra Harris**

**Karen Kinney**

**Mike “Mark” Paduk**

C. Agreements/Contracts/Memorandum of Understandings

1. Services

Recommend approval of purchasing the following services for the 2009-2010 school year from Warren County Educational Service Center (WCESC) 320 Silver Street, Lebanon, not to exceed \$54,765.48 as follows:

**Resource Coordinator/Intervention Coordinator**

Effective: 8/1/09 – 6/30/10

**OGT Tutoring**

Effective: 2009-2010 School year

2. Apple Lease

Recommend approval of 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.)

D. WCCC Cafeteria Lunch Prices

Recommend approval of WCCC Cafeteria Lunch Prices for 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

E. Resolution(s)

Recommend approval of the following resolution(s):

1. Resolution #611-09 -- Necessity for a one (1) mill continuing Permanent Improvement levy
2. Resolution #612-09 -- Request the authority to issue Quality School Construction Bonds (QSCB)

F. First Reading – Handbooks

Recommend first reading of the following:

1. The Learning Lab Preschool Parent Handbook, 2009-2010  
(ATTACHMENT A)
2. The Learning Lab Preschool Staff Handbook, 2009-2010  
(ATTACHMENT B)

G. Handbook(s)/ Resource Guide

Recommend adoption of the following handbook(s)/resource guide:  
(handbooks and resource guide were included in 6/29/09 Board Packet)

1. WCCC Adult & Community Education Division 2009-2010 Full-Time Student Handbook
2. WCCC Adult & Community Education Division 2009-2010 Career Enhancement Courses Student Handbook (Part-Time)
3. WCCC Substitute Teacher Resource Guide

H. Calendar(s) – 2009-2010

1. WCCC Adult & Community Education Division Student Calendar  
Recommend adoption of the following WCCC Adult & Community Education Division Student Calendar for 2009-2010.  
(ATTACHMENT C)
2. WCCC 2009-2010 School Calendar (Revised)  
Recommend adoption of revised WCCC 2009-2010 School Calendar.  
(ATTACHMENT D)

I. Donation(s)

Recommend acceptance of the following donation(s):

Cincinnati State Technical & Community 3520 Central Parkway, Cincinnati, OH 45223	\$2,500.00
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VI. OSBA Committee Reports

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

VII. Upcoming Dates

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

November 19-21, 2009

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

VIII. Superintendent's Report

- Tom Harris – Overview of Adult Education
- Gary Patton – Overview of Secondary Programs

IX. Board Member Comments

X. Public Participation on Non-Agenda items

XI. Executive Session – Personnel Performance

XII. Adjourn

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.