



WARREN COUNTY CAREER CENTER
BOARD OF EDUCATION

March 19, 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. Presentation(s)
 - A. New Career Technical Educator Award by the Ohio ACTE Special Needs Division – Sandy Hempel, WCCC Project SEARCH Instructor

 - B. GRADS – Connie Lyall, WCCC Instructor

 - C. Construction Update

- IV. Treasurer's Report
 - A. Minutes – Regular Meeting – February 19, 2009

 - B. Financial Report

 - C. Bank Reconciliation/Investments

 - D. Advances/Transfers

 - E. Amended Appropriations Resolution #600-09, March 2009

 - F. Amounts and Rates Resolution #601-09

 - G. Transfer from General Fund to 034 Facilities Maintenance \$261,261.54. (Required by OSFC)

 - H. Approval of contract with Horan and Associates, as insurance consultants, 18,500.00, effective 3/1/09 – 2/28/10.

V. New Business

A. Personnel

1. Resignation

Recommend acceptance of resignation of the following:

Ronald Campbell (substitute instructor).

2. Contracts

Recommend approval of the following administrative contracts:

David Cairns

Director of Technology
Step 9, Two-year contract
Effective: 8/1/09 – 7/31/11

Thomas Harris

Director of Adult and Community Education
Step 9, Two-year contract
Effective: 8/1/09 – 7/31/11

Jeffrey Lumpkins

Assistant Director of Secondary Education
Step 7, Two-year contract
Effective: 8/1/09 – 7/31/11

Patti Veroni

Human Resources Specialist
Step 7, Two-year contract
Effective: 7/1/09 – 6/30/11

3. Employment Recommendations

- a. Recommend employment of the following adult education, certified, part-time instructors as per salary schedule #28, as needed, pending completion of employment requirements and program enrollment, effective 3/20/09 – 6/30/09.

Anita Young

- b. Recommend employment for the following part-time, certified instructor, as needed, per A.B.L.E./G.E.D. 2008-2009 Grant, effective 3/20/09 - 6/30/09.

Anita Young

- c. Recommend employment of the following adult education part-time, classified secretary, based on 2008-2009 work calendar and salary schedule #1, not to exceed 24 hours per week, as needed, completion of employment requirements, effective 3/19/09 – 6/30/09.

Donna Robinson

- d. Recommend employment of the following classified, substitute personnel, as needed, effective 3/20/09-6/30/09, pending satisfactory completion of employment requirements.

Jerry Gayhart
Jacqueline Noble
Maggie Smith
Jennifer Woods

- e. Recommend approval of the following individual as tour guide for WCCC's 8th grade visitation day(s) at a rate of \$85.00 per day.

Pamela Cook

B. Job Description(s)

- 1. Recommend deletion of the following job description:

Adult Education Coordinator of Practical Nursing

- 2. Recommend approval of the following job descriptions:

New Description - (Attachment A)

Adult Education Coordinator of Nursing Programs

Revised Descriptions – (Attachment B)

Adult Basic and Literacy Education Coordinator
Adult Education Program Instructor
Adult Education Secretary
Adult Education Program Coordinator
Bus Driver
Custodian/Maintenance
Director of Adult Education
Director of Facilities Operations
Janitorial
Secretary to the Director of Adult Education

C. Proposal(s)
Recommend approval of WCCC Alumni Hall of Fame proposal. (Attachment C)

D. First “DRAFT” Readings
Recommend first readings of the following “DRAFT” items:

- 1) WCCC 2009-2010 Student Handbook (DRAFT) (Attachment D)
- 2) WCCC 2009-2010 School Calendar (DRAFT) (Attachment E)

E. Resolution(s)
1. Resolution #602-09 - Authorizing the Commencement of Bidding Loose Furnishings Bid Packages Related to an Ohio School Facilities Commission Expedited Local Partnership Program Project Consisting of Renovations/Additions to the Warren County Career Center

F. Board Policies
Recommend approval of the following board policies: (Attachment F)

- JFCA – Student Dress
- JFCB – Care of School Property by Students
- JHFD – Student Automobile Use
- JGD - Student Suspension
- JGDA – Emergency Removal of Student
- JGE - Student Expulsion
- JHCD – Administering Medicines to Students
- JHCD-R – Administering Medicines to Students
- JHG – Reporting Child Abuse
- JHG-R – Reporting of Child Abuse
- JN – Student Fees, Fines, Charges and Pre-pays
- JO-R - Student Records

G. Agreement(s)/Contract(s)/Memorandum of Understanding(s)
Recommend approval of the following:

1. Subcontract between Sinclair Community College and WCCC, effective during the 2008-2009 school year, at a maximum cost of \$3,625.00
2. Recommend approval to provide any eligible individual/institutional training under the Trade Adjustment Assistance (TAA) contracts between Warren County Career Center Adult and Community Education and the Indiana Department of Workforce Development.

- H. Recommend approval of Satellite Program Agreement between Kings Local School District and WCCC, effective 2009-2010 school year.

Gateway to College

- I. Emergency Disaster Location
Recommend approval for the Cincinnati Plant, SUMCO to use WCCC's South Campus as an emergency/disaster site if the need would arise.
- J. Discussion – A-Z Effective School Board Award (Distributed January 2009)

VI. Upcoming Events

March 2009,

8th Grade Tours @ WCCC

Franklin – March 30, 11:30 a.m. – 2:00 p.m.

Little Miami – March 31, 11:30 a.m. – 2:00 p.m.

Waynesville MS – April 1, 8:15 to 10:45 a.m.

March 31, 2009 @ 5:00 – 7:00 p.m.

WCCC Senior Internship Portfolio Fair

WCCC Commons

April 6-13, 2009

WCCC Spring Recess

April 21-24, 2009

Treasurer's Conference, Columbus, OH

April 21, 2009, 5:30 – 8:00 p.m.

Meet & Greet, WCCC Commons

April 24 and 25, 2009

Skills USA State Competition, Columbus, OH

April 30 – May 2, 2009

ACTE Region 1 Conference, Cleveland, OH

May 4, 2009 @ 5:30 p.m.

Project Excellence Award Dinner

May 14, 2009 @ 8:00 a.m.

NTHS Induction Ceremony
WCCC Commons

May 14, 2009 @ 4:30 – 6:30 p.m.

WCCC Teacher Academy Portfolio Fair
WCCC Commons

May 21, 2009 @ 7:00 p.m.

WCCC Awards Ceremony
Location: Oasis Church, Middletown, OH

May 26, 2009, 7:00 p.m.

Greentree Certificate Ceremony
Greentree Health/Science Academy Auditorium
101 W. Elm Street, Monroe, OH 45050

June 2, 2009 @ 7:30 – 11:00 a.m.

WCCC Employee Recognition; WCCC Commons

June 4, 2009, 7:00 p.m. (tentative date/time)

Adult and Community Education Completion Ceremony
WCCC

June 16-18, 2009 @ 8:30 a.m. – 3:00 p.m.

2008 High Tech Career Camp
Warren County Career Center

July 26-28, 2009

CTAE All-Ohio Conference
Hyatt Regency, Columbus, OH

VII. OSBA Community Report

A. Legislative Liaison – Bobbie Grice

B. Student Achievement Liaison - Diane Trifiro

VIII. Information Items

- Professional Leave Tally (Attachment G)
- 2008-2009 Level I Enrollment Numbers (Attachment H)
- 2008-2009 Level II Enrollment Numbers (Attachment I)
- 2008-2009 Changes in Enrollment Report (Attachment J)

IX. Superintendent's Report

- Tom Harris – Overview of Adult Education
- Gary Patton – Overview of Secondary Education
- Greentree Health Science Academy
- 2009-2010 Projected Enrollment

X. Board Member Comments

XI. Public Participation on Non-Agenda items.

XII. Executive Session – Personnel and Negotiations

XIII. 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.