WARREN COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Wednesday, May 25, 2016
6:00 p.m.
Administration Building
Regular Board Meeting

I. Call to Order
   A. Roll Call
   B. Pledge of Allegiance
   C. Approval of Revised Agenda

II. *Public Participation

III. Introduction(s)/Presentation(s)
   A. Gary Patton – Director of Secondary Education
   B. Tom Harris – Director of Adult Education
   C. Parent Recognition – Larry Reeves

IV. Treasurer’s Report
   A. Minutes
      Regular Meeting – April 21, 2016
      Work Session – May 12, 2016
   B. Financial Report
   C. Bank Reconciliation/Investments
D. Advances/Transfers

E. Amended Appropriations #910-16

F. Five Year Forecast
   Recommend approval of Five Year Forecast

V. **New Business**

A. **Personnel**

1. Employment Recommendations

   a. Recommend employment of the following certified, secondary personnel pending satisfactory completion of employment requirements effective 2016-2017 school year:

      Molly Addis  
      Project Lead the Way Instructor  
      Satellite Program – Little Miami Junior High School  
      MA, Step 0

      Mark Poeppelman  
      ISS Instructor  
      BA, Step 0

      Holly Todd  
      Dental Assisting Instructor  
      BA, Step 0

   b. Recommend approval of the following secondary certificated teaching staff effective 2016-17 school year pending completion of employment and licensure requirements:

      **One-Year Limited Contracts**

      Steve Abrell  
      Kimberly Adams-Harris  
      Robert Arkill  
      Cassandra Barnes  
      Joe Behymer  
      Andrea Bowman  
      Ryan Burgess  
      Jim Cargo  
      Emily Chandler  
      Tina Cox  
      Justin Deeter  
      Kimberly Gates  
      John Gates  
      Diana Graham  
      Stephanie Heidenreich  
      Chuck Higgins  
      Tim Keene  
      Erin Magness  
      Marcus Makras  
      Kelly McGhee
Barb Patterson       Levetra Staten
Robert Plagge

Three-Year Limited Contracts

Roy Broderick      Hugh McPhail
Delohn Collins     David Miller
Jennifer Conard    Howard Norris
Toni Crawford      Kelly Shields
Catherine Duell    Peter Tarkin
Deon Gephart       Dan Tobler
Leanna Kincer      Kristin Wineberg
Jeffrey Little

Continuing Contracts

Emily White

c. Recommend approval of the following revised secondary personnel contract, effective 2016-17 school year:
   Maegan Peloe
   From BA, Step 0 to MA, Step 8

d. Recommend approval of the following classified staff effective July 1, 2016 pending completion of employment requirements:

Two-Year Contract

Virginia Emroll
AE Part-time Building Coordinator – Greentree Campus
14 hours per week
Salary Schedule 5, Step 1

Jennifer Goldwasser
AE Part-time Secretary
24 hours per week
Salary Schedule 6, Step 1

Shonda Marburger
Departmental Secretary
Schedule 5, Step 1
Teresa Myers  
Part-time Custodian  
24 hours per week  
Salary Schedule 23, Step 2

Darryl Retallick  
Computer Network Tech  
Salary Schedule 26, Step 1

Continuing Contract

Jean Ann Cloud  
Assistant to Treasurer, Payroll  
Salary Schedule 18, Step 5

e. Recommend employment of the following summer maintenance staff, not to exceed 24 hours per week, pending satisfactory completion of background information effective 5/26/16-8/5/16:

- Samantha Garvey  
  Salary Schedule 1

- Mary Myers  
  Salary Schedule 1

f. Recommend employment of the following summer interns for the technology department, pending satisfactory completion of employment requirements, effective 6/1/16-8/5/16:

- Casey Pike - $9.00/hour  
- Mitchell Smith - $9.00/hour  
- Nicholas Weingartner - $10.00/hour

g. Recommend employment of the following classified substitute, pending satisfactory completion of employment requirements, effective 6/1/16-6/30/16:

- Heidi Malburg

h. Recommend approval of a two year administrative contract effective 8/1/16-7/31/18:

- Kim Fladung – Salary Schedule 33-D, Step 4 (Pro-rated from July 1, 2016)  
- Kendra Murphy – Salary Schedule 33-B, Step 3  
- Melissa Solazzo - Salary Schedule 33-F, Step 2
2. Resignations
Recommend acceptance of the following resignation:

Christine Rohler
Adult Education Cosmetology Instructor
For purpose of retirement; effective August 31, 2016

Donna Cox
Adult Education Coordinator
Resignation effective June 30, 2016

Virgil Neal
Auto Collision Instructor
Resignation effective May 31, 2016

3. Supplemental Contracts

a. Approval of stipends for PLTW for required professional development at a rate of $175.00 per day for the following individuals; utilizing Perkins funds for both 2015-2016 and 2016-2017.

Molly Addis – 10 days
Roy Broderick – 10 days
Moriah Mercer – 10 days
Marcus Makras – 6 days
Juliana Fortes-Thomas – 20 days

b. Recommend approval of the following certified instructors/teachers for supplemental contracts for the 2016-2017 school year as per the WCVSTA Master Agreement, Article 18, Item F:

Toni Crawford – FEA Advisor
Maegan Peloe – FFA Advisor
Gordie Gregg – DECA Advisor
Lisa Powell – FCCLA Advisor
Steve Williamson – Skills USA Advisor
Carrie Frandoni – Assistant Skills USA Advisor
Christie Leis – BPA Advisor
Mikele Giambra – NTHS Advisor (1/2)
Stephanie Heidenreich – NTHS Advisor (1/2)
Kathleen Wilson – Career Tech Month Advisor
Sharon Moeller – SADD Advisor (1/3)
Pam Plunkett – SADD Advisor (1/3)
Steve Williamson – SADD Advisor (1/3)
c. Recommend approval of banquet/cafeteria workers, as needed, not to exceed a total of 60 hours per school year at a rate of $10.00 per hour, effective 2016-2017 school year:

Jerry “Leon” Johnson  
Marge Trovillo  
Kristin Montgomery

d. Recommend approval of the following as banquet/cafeteria certified instructor, at a rate of $24.34 per hour per the WCVSD Master Agreement, Article XVIII Economic Provisions, “G” – Supplemental Salary, Item “I” – Banquet Service:

Kathleen Wilson- As needed, not to exceed a total of 50 hours for the 2016-2017 school year.  
Jeff Piper - As needed, not to exceed a total of 8 hours for the 2016-2017 school year.

e. Recommend employment of the following individual(s) for Thursday School Instructor, on an as needed basis after school, for an amount of $40.00 per session, effective 2016-2017 school year:

Sandy Colson  
Andrea Bowman

f. Recommend approval for employment of the following personnel as WCCC High Tech Career Camp Coordinator for a total sum of $375.00 from June 7-9, 2016:

Yvonne Kaszubowski

g. Recommend approval for employment of the following personnel as WCCC High Tech Career Camp Instructors for a total sum of $175.00 each from June 7-9, 2016:

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Amount</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Greg Beasley</td>
<td>Tim Keene</td>
<td>June 7-9, 2016</td>
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<td>Ryan Burgess</td>
<td>Howard Norris</td>
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<td>Jenifer Conard</td>
<td>Heidi Malburg</td>
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<td>Chris Conover</td>
<td>Joni Martin</td>
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<td>Tina Cox</td>
<td>Kaitlyn Matthey</td>
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<td>Carrie Frandoni</td>
<td>Kelly McGhee</td>
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<td>John Gates</td>
<td>Pam Plunkett</td>
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<td>Deon Gephart</td>
<td>Jeff Piper</td>
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<td>Mikele Giambra</td>
<td>Dave Siebert</td>
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<td>Diana Graham</td>
<td>Toni Welles</td>
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<td>Chuck Higgins</td>
<td>Kathleen Wilson</td>
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<td>Mike Wolf</td>
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h. Recommend approval of supplemental contract for ½ day extended time, per individual, for satellite instructor training on August 5, 2016 for the following individuals:

- Steve Abrell
- Molly Addis
- Cassandra Barnes
- Joe Behymer
- Roy Broderick
- Jennifer Conard
- Toni Crawford
- Justin Deeter
- Juliana Fortes-Thomas
- Kim Harris
- Reggie Holtrey
- Jennifer Conard
- Christie Leis
- Jeff Little
- Jeffrey Lumpkins
- Marcus Makras
- Hugh McPhail
- Moriah Mercer
- Robert Plagge
- Brittany Selhorst
- Kelly Shields
- Brian Shoff

i. Recommend approval of supplemental contracts for extended time, effective 2016-2017 school year, for the following individuals:

<table>
<thead>
<tr>
<th>Extended Day(s)</th>
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<tbody>
<tr>
<td>Yvonne Kaszubowski</td>
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<td>Stephanie Heidenreich</td>
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<td>Mikele Giambra</td>
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<td>Sandy Hempel</td>
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<td>Maria Koronkiewicz</td>
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<td>Julie Green</td>
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<td>Diana Graham</td>
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<td>Andrea Bowman</td>
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<td>Molly Addis</td>
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<td>Holly Todd</td>
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<td>Maegan Peloe</td>
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<td>Juliana Henkes Fortes-Thomas</td>
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<td>Melissa Klaassen</td>
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j. Recommend approval of supplemental contracts for extended time, effective 5/26/16 – 6/30/16, for the following individuals:

<table>
<thead>
<tr>
<th>Extended Day(s)</th>
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<tbody>
<tr>
<td>Sandra Colson</td>
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<td>Charla Cornwell</td>
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<td>Pam Plunkett</td>
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k. Recommend approval of stipend in the amount of $320.00 for services as WCCC’s Career Development Building Representative for the 2016-2017 school year.

Leanna Kincer
1. Recommend approval a supplemental contract for three extended days (6/13/16, 6/14/16, 7/6/16) for certification testing for the following:

   Levetra Staten

m. Recommend approval of supplemental contract for curriculum development per Article 18, Section K, I the 7/1/15-6/30/18 WCVSD Master Agreement:

   Kim Gates
   8 hours for Curriculum Development at $18.97 per hour
   Effective 2016-2017 school year

n. Recommend approval of two days for follow-up on the Special Education audit to be paid from the 2016-2017 Secondary Perkins Grant:

   Maria Koronkiewicz
   Diana Graham
   Andrea Bowman
   Cheryl Parker
   Cathy Duell

o. Recommend approval of 1 day extended time for the following individuals serving on the SLO review committee for the 2016-2017 school year:

   Christine Leis       Jeff Piper
   Sharon Moeller       Peter Tarkin

B. Agreements/Contracts/Memorandum of Understandings
   Recommend approval of the following:

   1. Renewal of agreement between the Warren County Board of Commissioners on behalf of the Warren County Department of Human Services (WCDHS) and the Warren County Career Center on behalf of Warren County Adult Basic and Literacy Education (ABLE). Purpose of contract is to define the relationship and responsibilities for services provided by ABLE to CDHS recipients. Effective 7/1/16-6/30/17.

   2. Renewal of agreement with Warren County Combined Health District to administer a three dose series of Hepatitis B vaccinations for district employees upon request.

   3. Renewal of MOU with the Warren County Emergency Services effective 6/1/16 – 6/1/18.

   4. Renewal of Miami University College Credit Plus Memorandum of Understanding for the 2016-2017 school year.
5. Annual License agreement and development fee with Tools for Schools for Education with Purpose and Career Tree effective July 1, 2016.

C. First Reading

1. 2016-2017 WCCC Advisory Committees (Secondary and Adult Education)
2. 2016-2017 District Business Advisory Committee

D. Policies
Recommend approval of the following policy:

File EFG  Student Wellness Program
File EFG-R  Student Wellness

E. Adult Education 2016-2017 Catalog and Fees
Recommend approval of the following:

1. 2016-2017 WCCC Adult Education and Workforce Development Program Guide and Fees

F. Donations

1. Recommend approval to accept (pending approval from Secondary and/or Adult Director and Superintendent) donations throughout the 2016-2017 school year from the following for welding and HVAC programs:

   American Electric Power
   Armor Metals
   BAE Systems
   Dayton Power and Light
   Duke Energy
   Fecon
   George Welding
   Iron Works
   J.W. Harris
   Mound Steel

G. Resolutions
Recommend approval of the following resolutions:

1. Resolution #908-16 - Contingency Plan for student make-up days for the 2016-2017 school year in the event school is closed for more than the allotted calamity days/hours. Makeup days will begin following the last day of school for students, May 25, 2017.
2. Resolution #909-16 - Adoption of a calamity day alternative make-up plan to allow WCCC students to access and complete online classroom/lab lessons in order to complete up to three days (18 hours) of instruction in excess of the days/hours allotted for calamity day closures.

H. Out of Town Travel
Recommend approval to travel out of state to Kentucky and Indiana to the Skills USA National competitions, 6/20/16-6/25/16.

VI. OSBA Committee Reports
A. Legislative Liaison – William Russell
B. Student Achievement Liaison – Bobbie Grice

VIII. Upcoming Events
May 30, 2016
   Memorial Day (District Closed)
June 2, 2016
   Adult Education Graduation
June 6, 2016
   Warren County Career Center Education Foundation Golf Outing
June 7 – 9, 2016
   Career Camp

IX. Informational Items
   • Professional Leave Tally

X. Superintendent’s Report

XI. Board Member Comments

XII. Executive Session
For the purpose of discussing the appointment, employment, promotion, discipline or compensation of public employees ORC 121.22(G)(1).

XIII. Adjourn
*A maximum of 30 minutes of public participation may be permitted at each board meeting. Each person addressing the board shall give their name and address. If several wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The board’s guidelines for public participation will be followed.

**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.