

RECORD OF PROCEEDINGS

HELD

August 12, 2021

The Board of Education of the Washington County Joint Vocational School District met for the Regular meeting on August 12, 2021 at 6:00 p.m. in the Annex Building Board Room.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye.

The Pledge of Allegiance was recited and Mrs. West gave the opening prayer.

Introduction of Guests – Mike Elliott, Tony Huffman, Kaye Spiker, Tyler Stacy, Rebecca Hilverding, and Gary Gaughan

Treasurer's Report and Business

- a. Lunchroom Report for FY2021

Resolution #36-21

Moved by Mr. Arnold and seconded by Mr. Lauer to approve the following consent agenda items:

- a. Waive the reading and approve the minutes of the regular meeting of June 28, 2021.
- b. Approve the Financial Report by fund/special cost center, check register, bank reconciliation, and record of cash and investments for the month of June and July 2021.
- c. Approve change money for 2021-2022 for the following:
Lunchroom Fund - \$200
Adult Tech - \$100
- d. Authorize the Treasurer to establish the **REAP Grant** (Fund 599-922R) for the 2021-2022 school year; approve revenue and appropriations in the amount of \$66,309.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye. President West declared the resolution adopted.

Superintendent's Report and Business

- a. Student Enrollment
- b. Student Handbook
- c. Teacher In-Service August 23-24, 2021
- d. Summer Projects – Update
- e. Southeast Region Fall Conference – September 30th, Nelsonville York
- f. Discipline Events January through May 2021 – 0 Harassment/0 Bullying/0 intimidation – ORC 3313.666
- g. Restraint & Seclusion for 2020-2021 School Year - 0
- h. OSBA Capital Conference – November 7-9, 2021
- i. Memorandum of Understanding – Lancaster House – Reunification Site
- j. Custodian Staff

Resolution #37-21

Moved by Mr. Booth and seconded by Mr. Arnold to approve the following consent agenda items:

- a. Recommend the following Student Activity Programs and Sponsors for 2021-2022:

Auto Collision	Chad Barth
Auto Service Technology	Dave Everson
Building Technology	Ken Gebhart
*Business Professionals of America	Lynette Snyder
Cosmetology	Phyllis Boyd
Cultural/Benevolent	Kaye Spiker
Diesel Truck Mechanics	Shayne Garner
Digital Marketing	Lynette Snyder
Electricity	Jeff Canterbury
*FFA Chapter	Jason Lipot
Graphic Design & Video Production	Chris Palmer
Heavy Equipment	Daniel Dailey
Landscape Const./Turf Mgt.	Jason Lipot
Masonry	Casey Strahler
Medical College Prep	Robin Wright
*National Voc. Tech. Honor Society	Evan Schaad
*Ohio Skills USA	Ken Gebhart
Patient Health Care	Marie Crum
Sports Medicine & Exercise Science	Lauren Copen
*Student Council	Stacy Bradford
Welding	Tyler Stacy
*Per 11.05 of WCCCTA, payment made to each advisor.	

- b. Appoint OSBA official delegate **Stacy Adams Hall** and **Lloyd Booth** as alternate for the OSBA Capital Conference to be held on November 7-9, 2021.
- c. Accept the following donations:
 - 1. Lowe’s Home Improvement, 842 Pike Street, Marietta, OH 45750, donated 4,000 lbs. of miscellaneous nails and screws to the Building Technology program.
 - 2. Michael Moore, 613 27th Street, Vienna, WV 26105 donated a 2004 Cadillac to the Auto Mechanics program.
- d. Employ the following part-time Adult Technical Training instructor for the year ending June 30, 2022:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
Amber Peck	Business Office Skills Specialist	\$25.00	August 12, 2021
Amber Peck	COST	\$28.00	August 12, 2021

- e. Employ the following part-time Adult Technical Training non-instructor for the year ending June 30, 2022:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
*Kayla Theiss	Surgical Technologist Part-Time Manager	\$23.92	July 1, 2021

*Amended from Resolution #26-21.

- f. Employ the following substitute teacher for the 2021-2022 school year: Gary Ruble at a rate of \$162.50/per day and Ellen Bond at a rate of \$150.00/per day.
- g. Amend the following substitute teacher contracts for the 2021-2022 school year to \$162.50/per day that were previously approved per Resolution #33-21: Gayle King.
- h. Approve Surgical Technologist Manager part-time job description. Attached
- i. Approve 2021-2022 Student Handbook for Washington County Career Center. Attached
- j. Employ Lauren Copen as the Resident Educator Mentor \$1,500 for school year 2021-2022, to be paid in June 2022, per Section 11.12 of negotiated agreement.
 - 1. Phyllis Boyd – Year 3
 - 2. Tina Marie Crum– Year 1
- k. Employ Dave Everson as the Resident Educator Coach \$1,000 for school year 2021-2022, to be paid in June 2022, per Section 11.12 of negotiated agreement.
 - 1. Chad Barth – Year 2
- l. Employ Kenneth Gebhart as the Resident Educator Coach \$1,000 for school year 2021-2022, to be paid in June 2022, per Section 11.12 of negotiated agreement.
 - 1. Tyler Stacy – Year 1
- m. Approve Resident Educator allocation for July 1, 2021, through June 30, 2022, per Article 11.08 Tuition Reimbursement, H:

Resident Educator:		
Tina Marie Crum	First Year – TBD	\$3,000
Tyler Stacy	First Year – Rio Grande	\$3,000

- n. Approve Memorandum of Understanding with Lancaster House and Washington County Career Center for reunification site.
- o. Approve Classified Custodian Staff to add another full-time employee.
- p. Amend Adult Technical Training 2022 School Calendar (Resolution #47-20) and approve 2023 School Calendar. Attached

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye. President West declared the resolution adopted.

Resolution #38-21 – Accept Retirement of Keelan McLeish

Moved by Mr. Lauer and seconded by Mr. Lyons to adopt the following resolution:

WHEREAS, **Keelan McLeish**, with 33 years of service at the Career Center has requested to be released from his contract of employment for retirement purposes by way of his letter of retirement effective August 20, 2021; and

BE IT RESOLVED, That under the provisions of ORC3319.15, the resignation be accepted; and,

BE IT FURTHER RESOLVED, That severance pay be provided under the provisions of his contract; and,

BE IT FURTHER RESOLVED, That the Board of Education commends him for his public service rendered, commitment to students, and loyalty to the school and the community; and,

BE IT FURTHER RESOLVED, That this retirement is accepted with deep regret, but with best wishes and sincere appreciation.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye. President West declared the resolution adopted.

Resolution #39-21 – Accept Resignation of Kimberly Miller

Moved by Mr. Arnold and seconded by Mr. Lyons to adopt the following resolution:

WHEREAS, **Kimberly Miller**, Patient Health Care Instructor, has submitted a letter of resignation; therefore,

BE IT RESOLVED, That the resignation of Kimberly Miller be accepted effective August 20, 2021.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye. President West declared the resolution adopted.

Resolution #40-21 – Employ Transitions/Placement Coordinator

Moved by Mr. Lauer and seconded by Mr. Booth to adopt the following resolution:

Employ **Rebecca Hilverding** as full-time Transitions/Placement Coordinator beginning August 16, 2021. Her employment classification is Classification I, Step 1 (7.5 hrs./day) (219 days/year) at \$42,767 for the 2021-2022 school year.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye. President West declared the resolution adopted.

Resolution #41-21 – Employ Patient Health Care Instructor

Moved by Mr. Lauer and seconded by Mr. Booth to adopt the following resolution:

Employ: **Tina Marie Crum**
Program: Patient Health Care
Beginning: September 13, 2021
Salary Step: C-10
5 Extended Days
Note: Pending receipt of BCI/FBI background checks with no record.

BE IT FURTHER RESOLVED, That under the provisions of ORC 3319.08, such employee shall be directed and assigned.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye. President West declared the resolution adopted.

Resolution #42-21 – Employ Welding Instructor

Moved by Mr. Arnold and seconded by Mr. Lyons to adopt the following resolution:

Employ: **Tyler Stacy**
Program: Welding
Beginning: August 23, 2021
Salary Step: C-3
5 Extended Days – August 16, 2021
Note: Pending receipt of BCI/FBI background checks with no record.

BE IT FURTHER RESOLVED, That under the provisions of ORC 3319.08, such employee shall be directed and assigned.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
 Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
 Mrs. West, Aye. President West declared the resolution adopted.

Resolution #43-21 – Employ CDL Training Manager

Moved by Mr. Lauer and seconded by Mr. Arnold to adopt the following resolution:

Employ **Gene Bartlett** as full-time CDL Training Manager beginning August 30, 2021. His employment classification is Classified Step 1 (8.0 hrs./day) (260 days/year) at \$40,290.74 (pro-rated salary for 219 days) – 20 pays for the remainder of the 2021-2022 school year.

BE IT FURTHER RESOLVED, That under the provisions of ORC 3319.081, such employee shall be directed and assigned.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
 Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
 Mrs. West, Aye. President West declared the resolution adopted.

Resolution #44-21 – Amend Job Description, Salary Schedule and Contract for Health & Wellness Specialist

Moved by Mr. Booth and seconded by Mr. Lyons to adopt the following resolution:

BE IT RESOLVED, That the following job description and salary schedule for Health & Wellness be amended as submitted by the Superintendent (Resolution #23-21), from 182-day to 189-day contract.

Health & Wellness Specialist								
	Class	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 10
	<i>I</i>	28,078	29,201	30,324	31,588	32,753	33,904	35,238
		\$ 24.760	\$ 25.750	\$ 26.741	\$ 27.855	\$ 28.883	\$ 29.898	\$ 31.074
		1.0000	1.0400	1.0800	1.1250	1.1665	1.2075	1.2550
Annual rate for Health & Wellness Specialist shall be 189 days (1,134 hours) per year includes legal holidays approved by Board policy. The Health & Wellness Specialist's normal day shall consist of six hours.								

Amend **Jennifer Smicker**, Health & Wellness Specialist contract to Classification I, Step 3 (6 hours per day – 189 days a year at \$30,324) – 24 pays for the 2021-2022 school year (Resolution #34-21).

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
 Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
 Mrs. West, Aye. President West declared the resolution adopted.

Recess into Executive Session

Moved by Mr. Arnold and seconded by Ms. Adams Hall to recess into Executive Session to consider the employment of a public employee or official at 6:26 p.m.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Aye;
Mrs. West, Aye.

Mr. Lyons had to leave at 7:11 PM

President Mrs. West declared the meeting back in session at 7:42 p.m.

ADJOURNMENT

Moved by Mr. Arnold and seconded by Mr. Lauer to adjourn.

Roll Call: Ms. Adams Hall, Aye; Mr. Arnold, Aye; Mr. Booth, Aye;
Mr. Lauer, Aye; Mr. Lang, Aye; Mr. Lyons, Absent;
Mrs. West, Aye. President West declared the meeting adjourned at
7:43 p.m.

President

Treasurer