

RECORD OF PROCEEDINGS

HELD

September 12, 2024

The Board of Education of the Washington County Joint Vocational School District met for the Regular meetings on September 12, 2024, at 6:00 p.m. in the Annex Board Room.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent;
Mr. Arnold, Aye;

The Pledge of Allegiance was recited, and Mr. Crone gave the opening prayer.

Introduction of Guests – Evan Schaad, Tim Kilpatrick and Mike Elliott

Treasurer's Report and Business

- a. Finance Committee – November 14, 2024, at 5:15 PM
- b. Fraud Training
- c. Proper Public Purpose Resolution

Resolution #51-24

Moved by Mr. Lyons 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 August 8, 2024.
- b. Approve the Financial Report by the fund/special cost center, check register, bank reconciliation, and record of cash and investments for the month of August 2024.
- c. Approve Final Appropriations for the 2024-2025 school year. below
- d. Approve transfer of \$127,045 to Capital Acquisition and Maintenance Reserve (set aside) fund per the requirement of H.B. 4122 and H.B. 345 for the 2024-2025 school year.
- e. Authorize the Treasurer to establish the **Career Z Challenge** (Fund 019-925Z) for the 2024-2025 school year; approve revenue and appropriations in the amount of \$20,547.94.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye. President Arnold declared the resolution adopted.

**WASHINGTON COUNTY CAREER CENTER
 FY25 PERMANENT APPROPRIATIONS**

Fund	Permanent Appropriation
001 General Fund	\$ 11,147,676.00
001-9992 Cap. & Maint. Set aside	127,045.00
TOTAL	11,274,721.00
Special Revenue Funds	
007-0000 Staff Service Fund	1,000.00
007-9004 Morris Trust Fund	293,760.05
019-919J JobsOHio	17,939.25
019-924R Ohio Reach - Ohio Children	3,000.00
019-925Z Career Z Challenge	20,547.94
200 Student Activity Fund (Memo Only)	91,914.13
499-916D Ohio Adult Diploma Grant	35,000.00
499-923S School Safety Grant	2,629.47
499-924D Drivers Ed (CODE) Grant	137,110.62
499-924E CTE Equipment Grant	2,500,000.00
499-924R Super RAPIDS Fund	160,813.79
501-9024 ASPIRE Grant (FY24)	8,086.91
501-9025 ASPIRE Grant (FY25)	148,001.00
524-924S Secondary Carl Perkins (FY24)	10,397.68
524-925A Adult Perkins (FY25)	69,874.91
524-925S Secondary Carl Perkins (FY25)	175,711.36
599-922T - Career Exploration ODJFS	-
599-922W - WORC III ARC Grant	26,289.27
599-925P -ARC - AOMC	134,000.00
TOTAL	3,836,076.38
Capital Projects Funds	
003 Permanent Improvement	2,200,000.00
TOTAL	2,200,000.00
Enterprise	
006 Lunchroom	338,749.00
009 Uniform Supply	55,350.00
011 Rotary - Customer Service	114,957.00
012 Adult Education	3,120,666.00
TOTAL	3,629,722.00
Fiduciary	
007-9001 Scholarship Fund	1,000.00
007-9003 Marietta Community Foundation	2,505.00
007-9005 Orion Eng Carbons Scholarship	4,834.00
022-0000 Pell Grants	250,000.00
022-9001 Unclaimed Funds	-
TOTAL	258,339.00
GRAND TOTAL	\$ 21,198,858.38

Superintendent’s Report and Business:

1. Report
 - a. 2024 Clery Act Report/2023 Data
 - b. DCB Roof Update – Finishing most work the week of Sept 9
 - c. Annex Building Update – Meeting Sept 17 to review plan
 - d. School Report Card for 2023-2024 5 STAR

Resolution #52-24

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

- a. Accept an anonymous donation of \$150,000 to be divided evenly among the 15 High School programs at the Washington County Career Center.
- b. Employ the following part-time Adult Technical Training instructors for the year ending June 30, 2025:

<u>Name</u>	<u>Area</u>	<u>Rate/Hr.</u>	<u>Effective</u>
Chad Barth	DIT	\$45.00	September 3, 2024
*Mendy Barth	Medical Assistant	\$27.80	September 23, 2024
*Mendy Barth	Medical Billing Specialist	\$27.80	September 23, 2024
*Charles Day	Chemical Technician	\$31.00	September 23, 2024
*Charles Day	Industrial Maintenance Mechanic	\$31.00	September 23, 2024
*Charles Day	Instrumentation & Electricity	\$31.00	September 23, 2024
***Angela Duff	EMT	\$25.40	September 23, 2024
**Katie Edwards	Health Specialized Training	\$26.20	September 23, 2024
**Katie Edwards	Medical Assistant	\$26.20	September 23, 2024
**Katie Edwards	Medical Billing Specialist	\$26.20	September 23, 2024
**Katie Edwards	Phlebotomy	\$26.20	September 23, 2024
**Katie Edwards	Surgical Technologist	\$26.20	September 23, 2024
Shayne Garner	DIT	\$46.00	September 3, 2024
*Charles Griffin	DIT	\$45.00	September 23, 2024
*Charles Griffin	Fiber Optics	\$32.00	September 23, 2024
*Charles Griffin	Industrial Maintenance Mechanic	\$32.00	September 23, 2024
*Charles Griffin	Instrumentation & Electricity	\$32.00	September 23, 2024
**Ashley Hardesty	Health Specialized Training	\$27.80	September 23, 2024
**Ashley Hardesty	Medical Assistant	\$27.80	September 23, 2024
**Ashley Hardesty	Medical Billing Specialist	\$27.80	September 23, 2024
**Ashley Hardesty	STNA	\$27.80	September 23, 2024
*Craig Hellinger	DIT	\$43.00	September 23, 2024
*Craig Hellinger	HVAC-R	\$30.00	September 23, 2024

Name	Area	Rate/Hr.	Effective
*Craig Hellinger	Industrial Maintenance Mechanic	\$30.00	September 23, 2024
***Kristy Hiserote	Phlebotomy	\$23.00	September 23, 2024
***Victoria Hooper	Surgical Technologist	\$23.00	September 23, 2024
*Amy Jarrell	STNA	\$27.00	September 23, 2024
**Stacy Jarvis	Medical Billing Specialist	\$25.40	September 23, 2024
**Stephanie Johnson	Health Specialized Training	\$25.40	September 23, 2024
**Stephanie Johnson	Medical Assistant	\$25.40	September 23, 2024
**Stephanie Johnson	STNA	\$25.40	September 23, 2024
**Megan Jones	Health Specialized Training	\$25.40	September 23, 2024
**Megan Jones	Medical Assistant	\$25.40	September 23, 2024
**Megan Jones	Medical Billing Specialist	\$25.40	September 23, 2024
**Megan Jones	Surgical Technologist	\$25.40	September 23, 2024
*****Brent Kincaid	Chemical Operator	\$30.00	September 16, 2024
*****Brent Kincaid	Chemical Technician	\$30.00	September 16, 2024
*****Brent Kincaid	DIT	\$43.00	September 16, 2024
*Brian Kincaid	Chemical Operator	\$31.00	September 23, 2024
*Brian Kincaid	DIT	\$44.00	September 23, 2024
*Brian Kincaid	Industrial Maintenance Mechanic	\$31.00	September 23, 2024
*Brian Kincaid	Instrumentation & Electricity	\$31.00	September 23, 2024
*Sherman Koons	Adult Diploma Program	\$26.40	September 23, 2024
*Sherman Koons	Aspire	\$26.40	September 23, 2024
*Melissa Mahaney	Health Specialist Training	\$26.20	September 23, 2024
*Melissa Mahaney	Medical Assistant	\$26.20	September 23, 2024
**James Mason	EMT	\$24.60	September 23, 2024
*Stephen McIntire	Chemical Operator	\$31.00	September 23, 2024
*Stephen McIntire	DIT	\$44.00	September 23, 2024
**Amber Peck	Business Office Skills Specialist	\$25.40	September 23, 2024
**Jim Rarey	Chemical Technician	\$31.00	September 23, 2024
**Jim Rarey	Industrial Maintenance Mechanic	\$31.00	September 23, 2024
**Jim Rarey	Instrumentation & Electricity	\$31.00	September 23, 2024
**Chelsea Rogers	Medical Assistant	\$24.60	September 23, 2024
**Chelsea Rogers	Medical Billing Specialist	\$24.60	September 23, 2024
*Heather Ross	Medical Assistant	\$25.40	September 23, 2024
*Heather Ross	Medical Billing Specialist	\$25.40	September 23, 2024
**Esther Salem	Computers	\$26.20	September 23, 2024
**Sara Sauls	Health Specialized Training	\$26.20	September 23, 2024
**Sara Sauls	Medical Assistant	\$26.20	September 23, 2024
**Sara Sauls	Medical Billing Specialist	\$26.20	September 23, 2024

Name	Area	Rate/Hr.	Effective
**Sara Sauls	STNA	\$26.20	September 23, 2024
*Jennifer Shoup	Health Specialist Training	\$24.60	September 23, 2024
*Jennifer Shoup	Medical Assistant	\$24.60	September 23, 2024
Tyler Stacy	DIT	\$43.00	September 3, 2024
~Tyler Stacy	DIT	\$44.00	September 23, 2024
**Tyler Stacy	Welding	\$31.00	September 23, 2024
*****Ceola Strahler	Health Specialized Training	\$26.20	September 23, 2024
*****Ceola Strahler	Medical Billing Specialist	\$26.20	September 23, 2024
**Linda Wilson	Aspire	\$24.00	September 23, 2024
*Kathy Wolfe Crouser	Adult Diploma Program	\$26.40	September 23, 2024
*Kathy Wolfe Crouser	Aspire	\$26.40	September 23, 2024
****Robin Wright	STNA Program Coordinator	\$27.80	September 23, 2024

- * Amend from the original contract amount approved per Board Resolution 35-24.
- **Amend from the original contract amount approved per Board Resolution #40-24.
- ***Amend from the original contract amount approved per Board Resolution #48-24.
- ****Amend from the original contract amount approved per Board Resolution #35-24 & pending ODE license.
- *****Amend from the original contract amount approved per Board Resolution #40-24 & pending background checks.
- *****Pending, ODE license, background checks, and new hire paperwork.
- ~Amend from the original contract amount approved per Board Resolution #52-24.
 - c. Employ the following substitute teachers for the 2024-2025 school year: Christine Cavalier, Robert Hershey, Jarod Kiggans, and Donna Matheny at a rate of \$150.00/per day.
 - d. Employ Lloyd D. Dennis, M.D. as a consulting physician for the 2024-2025 school year. He is to be paid the sum of \$1.00 for his services.
 - e. Approve 2026 WCCC Adult Technical Training calendar.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
 Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
 Mr. Arnold, Aye. President Arnold declared the resolution adopted.

Resolution #53-24 – Employ Aspire/Ohio Options Coordinator

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

Employ **Mary Nicewarner** as a full-time **Aspire/Ohio Options Coordinator** beginning September 16, 2024.

Employment classification will be Classification G, Step 4 (7 ½ hours per day) (210 days a year) at \$41,257.35 (pro-rated salary for 167 days) nineteen (19) pays for the remainder of the 2024-2025 school year.

*Pending background checks.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye. President Arnold declared the resolution adopted.

Resolution #54-24 – Accept Resignation of Health & Wellness Specialist

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

WHEREAS, **Sara Sauls, Health & Wellness Specialist**, has submitted a letter of resignation; therefore,

BE IT RESOLVED, That the Resignation of Sara Sauls be accepted effective March 15, 2025.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye. President Arnold declared the resolution adopted.

Resolution #55-24 – Proper Public Purpose Expenses

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

WHEREAS, Board Policy 6680 permits the Board of Education to honor its staff, former Board members, and other non-employee persons with plaques, pins, token retirement gifts and awards, and other amenities.

WHEREAS, Auditor of State Bulletin 2004-002 “requires that expenditures of public funds for coffee, meals, refreshments, or other amenities have prior authorization by the appropriate legislative authority”.

WHEREAS, the Washington County Career Center Administration has a long-standing commitment to provide food to staff during events that extend beyond the normal school day and/or in-service/professional development days. In addition, the Administration provides incentives/rewards gift cards to students during enrichment activities.

BE IT RESOLVED, the following events/incentives be considered Proper Public Purpose for expenses paid during the 2024-2025 school year:

- Staff In-service days, parent teacher conferences, advisory committee meetings (all campus), and sophomore parent nights when food is provided.
- Incentive/Reward Gift cards for students not to exceed \$10 in value.
- Student Activity Club celebration lunch events.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye. President Arnold declared the resolution adopted.

Recess to Executive Session

Moved by Mr. Booth and seconded by Mr. Lauer to recess into Executive Session to consider matters required to be kept confidential by federal law or regulations or state statutes at 6:32 p.m.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye.

President Mr. Arnold declared the meeting back in session at 7:02 p.m.

Resolution # 56-24 – Revised Placement of Classified Employee Steps

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

WHEREAS, the Board approved a new Classified Wage Schedule at the May 12, 2022, meeting (Resolution #31-22),

WHEREAS, the Classified Staff on staff on July 1, 2022, were placed at Classification and Steps based on Rate of Pay and not the step under the legacy wage schedule.

WHEREAS, four (4) employees were at the highest step (Step 10) under the legacy classified employee pay scale and under the initial placement approved (Resolution 56-22) they were placed at either Step 5 or 6 to align with per hour pay at that time.

WHEREAS, Classified employees have been granted step advancement in FY24, & FY25 and employees with less years of service have advanced past those with step 10 under the legacy system and are at a higher hourly base rate.

BE IT RESOLVED, Christina Duff and Frances A. Winstanley contracts be amended from E-6 to E-10 and Michele Grosklos and Angela McAfee be amended from F-6 to F-10 effective the first contract day of the 2023-2024 School Year and any retroactive pay be paid during the October 04, 2024, pay.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye. President Arnold declared the resolution adopted.

ADJOURNMENT

Moved by Mr. Roush and seconded by Mr. Reed to adjourn.

Roll Call: Mr. Booth, Aye; Mr. Lang, Absent; Mr. Lauer, Aye;
Mr. Lyons, Aye; Mr. Reed, Aye; Mr. Roush, Absent.
Mr. Arnold, Aye. President Arnold declared the meeting adjourned at
7:03 p.m.



President

Treasurer