



WARREN COUNTY CAREER CENTER  
BOARD OF EDUCATION MEETING

Location: Commons Area – Main Building

May 20, 2010

6:00 p.m.

- I. Call to Order
  - A. Roll Call
  - B. Pledge of Allegiance
  - C. Adoption of agenda
  
- II. \*Public Participation on Agenda Items
  
- III. Introductions/Recognition
  - A. Introductions/Recognition of 2009-2010 WCCC Mentors
  - B. Recognition of student success in Career-Technical Student Organization (CTSO) competitions.
  - C. National School Public Relations Association (NSPRA) Ohio Award – “Friend of Education” – Karen and Mike Geygan, (Owners of Lebanon Minuteman Press)

- IV. Treasurer's Report
  - A. Minutes – Regular Meeting – 4/15/10
  - B. Financial Report
  - C. Bank Reconciliation/Investments
  - D. Advances/Transfers
  - E. Amended Appropriations Resolution # 647-10, May 2010
  - F. Approval of depository agreements
    - 1. Budgetary
    - 2. Payroll
  - G. Approval of the Five-Year Forecast
  - H. Approve the renewal of liability, fleet and property insurance at \$24,995.00.
  - I. Transfer \$250,000 from General Fund to Permanent Improvement
  - J. Approval for payment without prior authorization to:
    - Contemporary Cabinetry East --- \$750.00
  - K. Resolution # 648-10 – ~~Reimburse WCCC for HB264~~ Request authority to issue Qualified School Construction Bonds (Pool A/HB 264)
  - L. Informational Item
    - 1. Worker's Comp MCO change to Comp Management
- V. New Business
  - A. Salary Schedule(s)  
Recommend approval of revised salary schedule number 28, Part-Time Adult Education Instructor(s)/Staff, effective 5/21/10. (ATTACHMENT A)
  - B. Personnel Recommendations
    - 1. Retirement  
Recommend acceptance of the following retirement from:
      - Steve Plummer**, effective 1-17-11
    - 2. Resignation  
Recommend acceptance of the following resignations:
      - Amy Stevens**, effective 5/14/10  
(ABLE Part-time secretary)
      - Anna Vonderhaar**, effective 5/14/10  
(Adult Education Part-time secretary)
      - Kelli Eshbach**, effective 2010-2011 school year  
(**HS Social Studies**)

3. Stipend  
Recommend approval for the following stipend:

**Greg Beasley**

\$75.00

On 4/19/10, taught "Photoshop" for Technology Department.

4. 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 2009-2010 school year:

**Elizabeth Bradley**

**Linda Michael**

5. Recommend employment for the 2010-2011 school year the following secondary, certified instructor(s)/teacher(s), for a 1-year limited teaching contract, pending completion of employment requirements.

**Mariah Barnes** (Math)

Bachelor, Step 0

**Kim Brassfield** (Math)

Master, Step 0

6. Recommend employment of the following adult education part-time staff, per salary schedule #28, not to exceed 24 hours per week, as needed, pending completion of employment requirements, effective 5/21/10-6/30/10 and 7/1/10-6/30/11.

**Stephanie Ayers**

**Gina E. Wright**

**Kimberly S. Gregg**

7. Recommend employment of the following adult education, certified, part-time instructors as per salary schedule #28, at a rate of \$25.00 per hour, as needed, pending completion of employment requirements and program enrollment, effective 5/21/10 – 6/30/10 and 7/1/10-6/30/11.

**Martin Boggess**

8. Recommend employment of the following adult education, certified, part-time instructors as per salary schedule #28, not to exceed 24 hours per week, as needed, pending completion of employment requirements and program enrollment, effective 7/1/10-6/30/11.

**Connie Diesbach**

**Dion Grener**

**David Liddil**

**Teresa Rivers**

**Mike Wolf**

9. Recommend employment for the following certified coordinator/instructors pending ODE's approval of A.B.L.E. Innovation Grant and A.B.L.E./G.E.D. 2010-2011 ABLE Grant hourly wage listed in Part H, Program Personnel. (Salary will also be based on 2009-2010 A.B.L.E./G.E.D. grant until confirmation is received for A.B.L.E./G.E.D. 2010-2011 Grant), effective 7/1/10 – 6/30/11.

**Full-time Coordinator/Instructor:**

**Karen Karnes**

**Full-time Instructor:**

**Linda McBride**

**Part-time Instructors:  
(not to exceed 24 hours per week)**

**Marta Caceres**

**Karen Kinney**

**Sandra Harris**

**Mark Paduk**

**Louise Hayes**

**Anita Young**

10. Recommend employment for the following classified full-time secretary pending ODE's approval of A.B.L.E. Innovation Grant and A.B.L.E./G.E.D. 2010-2011 Grant hourly wage listed in Part H, Program Personnel. (Salary will also be based on 2009-2010 A.B.L.E./G.E.D. grant until confirmation is received for A.B.L.E./G.E.D. 2009-2010 Grant), effective 7/1/10 – 6/30/11.

**Holly Rose**

11. Recommend approval of the following certified instructors/teachers for supplemental contracts for the 2010-2011 school year as per the WCVSTA Master Agreement, 7/1/09 – 6/30/12, Article XVIII, Item F.

<b>Christie Leis</b>	<b>BPA</b>
Kathleen Cole	<b>Career Tech Week Advisor</b>
<b>Nancy Henz</b>	<b>DECA</b>
Teresa Collins	<b>FCCLA</b>
Joy Santoloci	<b>FEA</b>
<b>Andi Schmidt</b>	<b>FFA</b>
<b>Steve Williamson</b>	<b>Skills USA Advisor</b>
<b>LeAnne Kincer</b>	<b>Assistant Skills USA Advisor</b>
Toni Crawford	<b>NTHS – Co-advisor</b>

(Note: Shared NTHS advisor position, supplemental pay will be divided equally.)

12. Recommend approval of supplemental contracts for extended time for the following individuals:

- a. Effective 2009-2010 school year:

	<u>Extended Day(s)</u>
<b>Mikele Giambra</b>	<b>10 (June 2010)</b>
<b>Howard Norris</b>	<b>2 (June 2010)</b>
<b>Adrienne Schmidt</b>	<b>1 (June 2010)</b>

- b. Effective 2010-2011 school year:

	<u>Extended Day(s)</u>
<b>Sandra Colson</b>	<b>1</b>
<b>Charla Cornwell</b>	<b>1</b>
<b>Brandon Welch</b>	<b>1</b>
<b>Patrick Lemming</b>	<b>2</b>
<b>Joyce Blanton</b>	<b>3</b>
<b>Joanne Coleman</b>	<b>3</b>
<b>Brenda Daker</b>	<b>5</b>
<b>Gordie Gregg</b>	<b>5</b>
<b>Julie Green</b>	<b>5</b>
<b>Peggy Hamilton</b>	<b>5</b>
<b>Sandy Hempel</b>	<b>5</b>
<b>Nancy Henz</b>	<b>5</b>
<b>Maria Krohn</b>	<b>5</b>
<b>Connie Lyall</b>	<b>5</b>
<b>Joy Santoloci</b>	<b>5</b>
<b>Anne Simison</b>	<b>15</b>
<b>Yvonne Kaszubowski</b>	<b>18</b>
<b>Toni Crawford</b>	<b>20</b>

13. 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 8-10, 2010.

**Mehdi Ali**

**Pat Lemming**

**Greg Beasley**

**Jeff Little**

**Clint Breier**

**Linda Michael**

**Jim Cargo**

**Virgil Neal**

**Rod Dillon**

**Howard Norris**

**Brittany Doseck**

**Jeff Piper**

**Carrie Frandoni**

**Heather Snider**

**Deon Gephardt**

**Ken Wagner**

**Leanna Kincer**

**Toni Welles**

**Larry Lambdin**

14. Recommend approval for employment of the following personnel as WCCC High Tech Career Camp Coordinator for a total sum of \$375.00 from June 8-10, 2010.

**Yvonne Kaszubowski**

15. Recommend approval for employment of the following classified summer intern for technology department, pending satisfactory completion of background information as follows:

**Michael L. Steward**  
**Information Technology Intern**  
**\$9.00 per hour, as needed**  
**Effective: 6/1/10 – 8/20/10**

C. Satellite Programs

Recommend approval of the following pilot satellite programs for the 2010-2011 school year:

1. Bio-Tech program for Lebanon High School
2. Senior Internship program for Little Miami High School

- D. Updated Technology Plan (No action required, will be presented at board meeting.)

E. First Reading – WCCC Flexible Credit Guidelines and Application (DRAFT)  
(ATTACHMENT B)

F. Agreement(s)/Contracted Service(s)/Memorandum of Understanding(s)

1. Training and Educational Services

Recommend approval of contracts between Warren County Board of Commissioners for training and educational services by Warren County Career Center to the Department of Human Services and Workforce One, effective 2010-2011 fiscal year.

2. Print Services

Recommend approval of contract with DCS Technologies Corporation for print management services, effective 7/1/10 – 6/30/12.

3. Services

Recommend approval of purchasing the following services for the 2010-2011 school year from Warren County Educational Service Center (WCESC) 320 Silver Street, Lebanon, not to exceed \$56,260.26 as follows:

**Resource Coordinator/Intervention Coordinator**

Effective: 8/1/10 – 6/30/11

**OGT Tutoring**

Effective: 2010-2011 School year

G. Job Descriptions

Recommend approval of the following revised job descriptions:

(ATTACHMENT C)

Academic Instructor

Career Assessment Specialist

Career Development Coordinator

Career Technical Instructor

CTSE Coordinator

EMIS Coordinator

GRADS Instructor

Guidance Counselor

Intervention Instructor

H. Donation(s)

1. Recommend approval of the following donations:

a. 1997 Volvo V90, Serial/VIN #YVIKW9609V1043721

Donated by: Mehdi Ali  
601 Deauville Drive  
Kettering, OH 45429

b. \$5,000.00 for scholarships in Adult Education  
HVAC/Welding/Industrial Maintenance programs.

Donated by: Grainger  
c/o Simon Buckle, Branch Manager, Franklin, OH

2. Recommend approval to accept donations throughout the 2010-2011 school years from the following:

American Electric Power	George Welding
Armor Metals	Hamilton Security
BAE Systems	Iron Works
Dayton Power and Light	J. W. Harris
Duke Energy	Mound Steel
George Manufacturing	Overly-Hautz

I. WCVSD Special Board Meeting

Establish a date to hold a Special Board Meeting on Thursday, June 17, 2010, 6:00 p.m.

J. Auction

Recommend approval for an auction at WCCC on June 29, 2010 using Cincinnati Industrial Auctioneer, Incorporation to auction the following equipment:

1 - Falcon/Chavalier Surface Grinder  
1 - ProtoTrak M3 Vertical Mill  
2 - Kent USA TRL 13x40 Lathe with Newall Digital Read Out  
Miscellaneous Tooling

## VI. Information Items

- Professional Leave Tally (ATTACHMENT D)
- 2009-2010 Level I WCCC Enrollment Numbers (ATTACHMENT E)
- 2010-2011 Level II WCCC Enrollment Numbers (ATTACHMENT F)
- Perkins Adult Consortium Site Visit Report (ATTACHMENT G)
- Correspondence from Area Progress Council, April 28, 2010 (ATTACHMENT H)
- Correspondence from Ohio Association of EMIS Professionals; Anne Simison, awarded Master Certified EMIS Professional (MCEP) (ATTACHMENT I)

## VII. OSBA Committee Reports

- A. Legislative Liaison – Mike Kruse
- B. Student Achievement Liaison - Esther Larson

## VIII. Upcoming Dates

May 21, 2010 @ 6:00 p.m.  
WCCC Fire Academy celebrating Fire Fighters & EMS candidates  
that will be entering the workforce.  
WCCC Commons

May 21, 2010 @ 6:00 p.m.  
Project SEARCH Graduation  
Otterbein Retirement, Lebanon, OH

May 25, 2010 @ 2:15 p.m.  
Friends of Retirees Committee  
WCCC Commons

May 27, 2010 @ 7:00 p.m.  
WCCC Awards Ceremony  
Location: Oasis Church, Middletown, OH

June 2, 2010 @ 6:00 p.m.  
Preschool Graduation  
WCCC Commons

June 3, 2010 @ 7:00 p.m.  
Adult and Community Education Completion Ceremony  
WCCC Commons

June 4, 2010 @ 8:00 a.m.  
WCCC Employee Recognition  
WCCC Commons

June 8-10, 2010, 8:30 a.m. – 3:00 p.m.  
2010 High Tech Career Camp  
WCCC

June 21-26, 2010  
Skills USA National Competition, Kansas City, KS

July 14-17, 2010  
High Schools That Work Staff Development Conference  
Louisville, Kentucky

July 28-30, 2010  
CTAE All-Ohio Conference, Hyatt Regency, Columbus, OH

IX. Board Member Comments

X. Public Participation on Non-Agenda items

XI. Superintendent's Report

- Aesop
- 2010-11 WCCC Projected Enrollment
- WCVSD Board participation at WCCC Awards Ceremony

XII. Executive Session – For the purpose of discussing personnel.

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 people 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.**

