



WARREN COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

June 28, 2010

6:00 PM

- I. Call to Order
  - A. Roll Call
  - B. Pledge of Allegiance
  - C. Adoption of agenda
  - D. Recognition of Guests
  
- II. \*Public Participation on Agenda Items
  
- III. Presentations/Updates
  - A. Tom Harris – Overview of Adult Education
  
  - B. Gary Patton – Overview of Secondary Programs
  
- IV. Treasurer's Report
  - A. Minutes – Regular Meeting -- May 20, 2010  
Special Meeting – June 17, 2010
  
  - B. Financial Report
  
  - C. Bank Reconciliation/Investments
  
  - D. Advances/Transfers
  
  - E. Final Appropriations Resolution # 649-10, June ~~2009~~ 2010, FY10
  
  - F. Permanent Appropriations Resolution # 650-10, for FY11
  
  - G. Approval of lease agreement with Pitney Bowes for postage machines,  
60 months
    - 1. Main building effective August 1, 2010 at \$307.00 per month.
    - 2. Administration building effective October 1, 2010 at \$125.00 per month.

V. New Business

A. Agreements/Contracts/Memorandum of Understandings

1. Certiport Center™ Agreement Addendum  
Recommend approval of Certiport®, Inc. Microsoft agreement between Certiport, Inc. and Warren County Career Center to be an established authorized testing center to administer Certification Exams and Assessment Exams.
2. Fast ForWord Agreement  
Recommend renewal of agreement for continuing support and services for Fast ForWord governed by the Scientific Learning Corporation, at a cost of \$4,500.00, effective 8/1/10 – 8/1/11.
3. Learning Lab Agreement  
Recommend approval of revised Learning Lab Agreement with Warren County Educational Service Center, effective: 8/1/10 – 6/30/11.
4. Job Coaching, Development, Placement & Follow-Along Services Recommend renewal of agreement for Job Coaching, Development, Placement & Follow-Along Services between Jewish Vocational Service and WCCC in collaboration with RSC, effective 2010-2011 school year for Project SEARCH students. The cost to WCCC is not to exceed \$12,900.00 and will be billed quarterly.
5. Ohio School Boards Association  
Recommend renewal of policy service agreement with Ohio School Board Association at a rate of \$1,250.00 for updating the Board's policy manual for Web Site Conversion effective 7/1/10 – 6/30/11.
6. Project Lead The Way, Inc. Software Lease Agreement  
Recommend renewal of Project Lead the Way, Inc. Software Lease Agreement for the 2010-2011 school year for an amount of \$4,825.00.
7. Senior Ceremony Location - The Oasis Church Rental Agreement  
Recommend approval of rental agreement between The Oasis Church, 6927 Lefferson Road, Middletown, OH and WCVSD for a period of one day, May 26, 2011, for the purpose of high school graduation ceremony; for an amount of \$1,750.00.
8. Southwest Ohio Computer Association (SWOCA)  
Recommend renewal of agreement between WCVSD and Southwest Ohio Computer Association to function as an Information Technology Center providing efficient and economical computer and technology services for WCVSD, net annual fees \$42,414.18, effective 7/1/10 – 6/30/11.
9. Southwestern Ohio Instructional Technology Association (SOITA)  
Recommend renewal of membership with SOITA, at a cost of \$637.50 for the 2010-2011 school year.
10. Veterinary Science Program Agreement  
Recommend renewal of agreement with the Humane Association of Warren County for the 2010-2011 school year in the amount of \$2,000.00 per month for the Veterinary Science Program for 10 months.
11. Warren County Fair Board Rental Agreement  
Recommend renewal of rental agreement with Warren County Fair Board at \$1,200.00 per month for 10 months for one classroom and 10 stalls, effective 8/1/10 – 6/1/11.

B. Salaries and Salary Schedule(s)

Recommend approval of the following 2010-2011 salary and salary schedules:

1. Salary schedule # 25  
Adult Education Full-Time Instructors (ATTACHMENT A)
2. Salary schedule # 30  
Adult Education Full-Time Counselor (ATTACHMENT B)
3. Salary Schedule  
Classified and certified administrators (not including superintendent and treasurer) salary and benefits for 2010-2011 WCCC Administration (ATTACHMENT C)
4. Salaries  
Recommend approval of a 2% increase on the following Adult and Community Education full-time coordinators salaries.

~~Aunja Leis Bishop~~  
Ben Brigham  
Joni Lafever  
Gary Reed  
Richard Reese  
Larry Smith  
Christie Walsh

C. WCCC Fees/Training Rates for 2010-2011 school year

Recommend approval of the following:

1. WCCC Secondary student fees for 2010-2011 school year [instructional and equipment]. (ATTACHMENT D)
2. WCCC Adult & Community Education Division 2010-2011 fees. (ATTACHMENT E)
23. WCCC Adult & Community Education Division customized training rates for business and industry, \$65.00 - \$110.00, effective 7/1/4410.

D. Stipend

Recommend approval of stipend for 15 days for course work required of new Career and Technical instructors as part of licensure process at \$175.00 per day, if needed.

E. Personnel

1. Placement on Salary Schedules

Recommend approval of step placement on salary schedules for the following individuals:

David Cairns  
Technology Specialist  
Step 0

Aunja-Leis Bishop  
Counselor  
Step 2

Thomas Harris  
Director of Secondary and AE Education  
Step 1

2. Employment Recommendations

- a. 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.

Amy Caudy  
Master, Step 0

- b. Recommend approval of supplemental contracts for extended time for the 2010-2011 school year for the following individuals:

	<u>Extended Day</u>
Amy Caudy	1

- c. Recommend approval of supplemental contracts for the following teachers/instructors as mentors for the 2010-2011 school year:

<u>MENTOR</u>	<u>LEVEL</u>	<u>\$ Per Individual</u>	<u>MENTEE</u>
Rick Centers	3	\$1200	Deon Gephart
Yvonne Kaszubowski	3	\$1200	Rob Robison
Jeff Little	3	\$1200	Moriah Barnes
Joy Santoloci	3	\$1200	Julie Ulery
Andi Schmidt	3	\$1200	Larry Lambdin
Heather Snider	1	\$400	Amy Caudy
Peter Tarkin	3	\$1200	Kim Brassfield

- d. Recommend approval of the following classified staff as follows pending satisfactory completion of background information and 2010-2011 Early Childhood Grant approval by the State of Ohio:

Mary Caroline "Carrie" Mueller  
Learning Lab Lead Preschool Teacher  
Not to exceed 35 hours per week  
Per adopted Salary Schedule #21, Step 15  
Effective: 8/16/10 – 6/10/11.

Karen Seeber  
Learning Lab Preschool Teacher Aide  
Not to exceed 30 hours per week  
Per adopted Salary Schedule #15, Step 5  
Effective: 8/17/10 – ~~7/7/11~~ 6/7/11.

- 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 2010-2011 school year:

Kathleen Cole

- f. Recommend employment of the following adult education, certified, part-time instructors per salary schedule #28, as needed, pending completion of employment requirements and program enrollment, effective, 6/19/10 – 6/30/11.

Laura Parker-Kebbler  
Michael Miller  
Dennis Sweet  
Larry Thompson

- g. Recommend employment for the following certified, **part-time**, coordinator/instructors pending ODE's approval of A.B.L.E. Innovation Grant and A.B.L.E./G.E.D. 2010-2011 ABL 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.

Clarine Athy  
Stacy Lowing

- h. Recommend employment of the following secondary, certified, personnel, as regular and/or Thursday School substitutes, as needed, effective 7/1/10-6/30/11, pending satisfactory completion of employment requirements.

Jenni	Arns
Maureen	Bastien
Cheryl	Bethel
Elizabeth	Bradley
Ann	Carnahan
Delohn	Collins
Jamie	Davis
Robert	Ferguson
Stephanie	Gayle
Ken	Gray
Robert	Gray
Richard	Jones
Cheryl	Kayser
Ryan	Meacham
Linda	Michael
Audrey	Minton
Robert	Otto
Rebecca	Page
Nancy	Parker
Kim	Richardson
Dana	Robinson
Loretta	Sebastian
Steve	Tufts
Amy	Webb
Steven	Williamson
Sarah Beth	Williamson
Carolyn	Witham

- i. Recommend employment of the following classified, substitute personnel, as needed, effective 7/1/10-6/30/11, pending satisfactory completion of employment requirements.

Jennifer	Appelbaum
Cheryl	Bethel
Elizabeth	Bradley
Ray	Carranza
Jamie	Davis
Ted	Febus
Stephanie	Gayle
Terry	Gayhart
Barbara	Hare
Deborah	Hess
Joe	Liechty
Linda	Michael
Jacqueline	Noble
Rebecca	Page
Kim	Richardson
Rhonda	Pangburn
Jean	Powell
Harry	Rager
Rhonda	Verbanic
Sarah Beth	Williamson
Samantha	Williamson
Carolyn	Witham
Jennifer	Woods

F. WCCC Educational Technology Plan

Recommend approval of the 2010-2011 WCCC Educational Technology Plan.

G. Curriculum

Recommend approval of the following Courses of Study:

Bio Technology Tech Prep

Cosmetology Tech Prep

Criminal Justice Tech Prep

Family and Consume Sciences

Fire Science/EMT Tech Prep

Welding Tech Prep

H. Resolution(s)

Recommend approval of the following resolution(s):

1. Resolution # 651-10 - Contingency Plan for student make-up days for the 2010-2011 school year in the event school is closed for more than the allotted calamity days. Makeup days will begin following the last day of school for students, June 6, 2011.
2. Resolution # 652-10 - Ranking the following construction manager candidates and authorizing negotiation of a contract for Ohio School Facilities Commission Expedited Local Partnership Program Project. (ATTACHMENT F)
3. Resolution # 653-10 – Appoint the following members to the Family and Civic Engagement Team for WCVSD. (ATTACHMENT G)

I. WCVSD Board Policies

Recommend approval of the following board policy:

EDE and EDE-R – Computer Network and Internet Acceptable Use and Internet Safety

J. 2010-2011 WCCC Staff Handbook

Recommend approval of the 2010-2011 WCCC Staff Handbook: “Overview of Your Rights and Responsibilities”

K. Calendar and Handbooks for WCCC Adult & Community Education Division

Recommend approval of the following:

1. WCCC Adult & Community Education Division Student Calendar for 2010-2011. (ATTACHMENT H)
2. WCCC Adult & Community Education Division 2010-2011 Full-Time Student Handbook (ATTACHMENT I)
3. WCCC Adult & Community Education Division 2010-2011 Career Enhancement Courses Student Handbook (Part-Time) (ATTACHMENT J)

L. Donation(s)

Recommend acceptance of the following donation(s):

Tool chest (12-drawer) for HVAC program  
Donated by: Grainger  
c/o Simon Buckle, Branch Manager  
1455 East Second Street, Franklin, OH

M. Information Items

- 2009-2010 Student Scholarships (ATTACHMENT K)

VI. OSBA Committee Reports

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

VII. Upcoming Dates

July 19-24, 2010 (M, T, W, Th, F, S)

Warren County Fair, Lebanon Fair Grounds

July 14-17, 2010 (W, T, F, S)

High Schools That Work Staff Development Conference  
Louisville, Kentucky

July 28-30, 2010 (W, T, F)

CTAE All-Ohio Conference, Hyatt Regency, Columbus, OH

August 4, 2010 (Wednesday)

VIP Picnic @ Otterbein Pavilion  
10:00 a.m. – 2:00 p.m.

August 16, 2010 (Monday)

“New Teachers” Technology Training

August 19, 2010 (Thursday) --- WCCC “New” Teacher Day

August 20, 2010 (Friday) --- WCCC Professional Development Day  
(for all secondary certified staff)

August 23, 2010 (Monday) --- WCCC Teachers Work Day

(Commons area 7:30 a.m., Welcome Back)

August 24, 2010 (Tuesday) --- WCCC First Student Day – Juniors Only

August 25, 2010 (Wednesday) --- WCCC All Students Report

September 11, 2010 (Saturday) @ 8:30 a.m.

3<sup>rd</sup> Annual Jewell Education Foundation Golf Outing  
(To benefit WCCC Student Scholarship/Financial Aid Fund)  
Heatherwoode Golf Course, Springboro, OH

September 24-28, 2010 (F, S, SU, M, T)

OASBO Conference  
Orlando, Florida

## VIII. Superintendent's Report

- Greentree update.
- 2009-2010 Enrollment Numbers, Level I (ATTACHMENT L)
- 2009-2010 Enrollment Numbers, Level II (ATTACHMENT M)
- Projected Enrollment (ATTACHMENT N)
- Attendance Report by Program SY 2009-2010 (ATTACHMENT O)

## IX. Board Member Comments

## X. \*Public Participation on Non-Agenda items

## XI. Executive Session – Personnel

## XII. 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.