

**WADSWORTH CITY SCHOOL DISTRICT
BOARD OF EDUCATION**

WADSWORTH, OHIO

REGULAR STATED MEETING
MONDAY, SEPTEMBER 8, 2025

JAMES R. MCILVAINE PERFORMING ARTS CENTER AT WADSWORTH HIGH SCHOOL
625 BROAD STREET

AGENDA ADDENDUM

VIII. Administrative Items

A. Personnel Consent Items

1. Employments

a) Non-teaching Employees

(4) Chris Yocum

b) Classified Substitutes

(2) Chris Yocum

e) Supplemental Contracts

(82) Patti Back, LPDC Member

(83) Dave Derrig, PDC Member

(84) Rob Earle, LPDC Member

(85) Kate Goodrich, PDC Chair

(86) Jeff Marini, PDC Member

(87) Zach Ockunzzi, PDC Member

(88) Lisa Owens, PDC Member

(89) Melissa Pride, WMS Fall Esports (Volunteer)

(90) Larry Ries, 8th Grade Football Asst. Coach

(91) Jason VanKirk, LPDC Chair

B. Action Consent Items

15. Recommendation to approve the Memorandum of Understanding between the Wadsworth Educational Support Personnel Association OEA/NEA and the Wadsworth City School District Board of Education

**WADSWORTH CITY SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
September 8, 2025**

Agenda Addendum Detail Sheet

VIII. Administrative Items

A. Personnel Consent Items

1. Employments

a) Non-teaching Employees

(4) Chris Yocum: Mr. Yocum is being recommended to fill the adult laborer position that was left open when Mr. Jeff Jenkins resigned.

B. Action Consent Items

15. Wadsworth Educational Service Personnel Association OEA/NEA

Memorandum of Understanding: The Memorandum of Understanding between the Wadsworth Educational Support Personnel Association OEA/NEA and the Wadsworth City School District Board of Education being recommended for approval, creates a new classification, Head Maintenance Mechanic, and includes the job description for the said position.

MEMORANDUM OF UNDERSTANDING
Between the Wadsworth Board of Education and the
Wadsworth Educational Support Personnel Association OEA/NEA

This Memorandum of Understanding is entered into this 3rd day of September 2025, pursuant to 2.04, New Classifications; 9.05, Job Description; Appendix B, Wage Rate Schedules; and Appendix E, Classification Series, of the *Collective Bargaining Agreement* (hereinafter referred to as "the Agreement"), between the Wadsworth City School District Board of Education (hereinafter referred to as "the Board"), and the Wadsworth Educational Support Personnel Association OEA/NEA (hereinafter referred to as "the Association").

WHEREAS, the Board and the Association are parties to the Agreement that governs the wages, hours, and other terms and conditions of employment of support personnel employed in the Wadsworth City School District (hereinafter referred to as "the District").

NOW, THEREFORE, the Board and the Association agree as follows:

1. A new classification, titled Head Maintenance Mechanic, will be created. The job description for the said position can be found in Appendix 1 of this MOU.
2. The wage rate schedule for the Head Maintenance Mechanic position for the 2025-2026 work year will be as follows:

Head Maintenance Mechanic

Years	Index		2023-24	2024-25	2025-26
0	1.000				28.94
1	1.048	.048			30.33
2	1.096	.048			31.72
5	1.110	.014			32.13
7	1.125	.015			32.56
9	1.145	.020			33.14
14	1.155	.010			33.43
18	1.185	.030			34.30
25	1.205	.020			34.88

3. Appendix E will be modified to include the Head Maintenance Mechanic position as found in Appendix 2 of this MOU.
4. Except as modified by this Memorandum of Understanding, all other terms and conditions of the Agreement shall remain in full force and effect. This Memorandum of Understanding represents the entire agreement of the parties with respect to its subject matter and shall only be amended by a signed writing.

IN WITNESS WHEREOF, the parties have entered into this Memorandum of Understanding at Wadsworth, Ohio, on the date first set forth above.

For the Wadsworth Educational Support
Personnel Association OEA/NEA

For the Wadsworth City School District Board
of Education

Michael Burkhart, President

Andrew J. Hill, Ed.D., Superintendent

Resolution Number: _____

WADSWORTH CITY SCHOOLS

JOB DESCRIPTION

TITLE: **HEAD MAINTENANCE MECHANIC**

REPORTS TO: Supervisor of Facilities and Grounds

EMPLOYMENT STATUS: Full Time

W.E.S.P.A. STATUS: Non-Exempt

GENERAL DESCRIPTION:

Will work under the supervision of the Supervisor of Facilities and Grounds while functioning as the head maintenance mechanic. Will assist the Supervisor of Facilities and Grounds in leadership tasks within the Department while performing maintenance duties that relate to the school plant, school buildings, facilities, equipment, and grounds operation.

QUALIFICATIONS:

1. Valid driver's license.
2. High school diploma or equivalent.
3. Experience in at least one of the following occupations: electrician, carpenter, plumber, heating and ventilating technician, plus experience and some skill in other skilled and semi-skilled areas.
4. Able to operate a variety of power machinery, handheld tools, including forklifts, snowplows, mowers, etc.
5. At least twenty-one (21) years old.
6. Capable of lifting seventy-five (75) pounds unassisted.
7. The ability to work with a variety of people.
8. The ability to communicate verbally and in writing.
9. The ability to carry out both verbal and written directions/policies.
10. Ability to use technology tools to assist with the functions of the job (e.g., computer, mobile devices (e.g., iPad), etc.).
11. Demonstrate ability to plan and organize tasks.
12. Ability to make clear, accurate, and comprehensive reports.
13. Other relevant criteria as determined by the Board of Education, Superintendent, and/or designee.

ESSENTIAL RESPONSIBILITIES:

1. To assist the Supervisor of Facilities and Grounds in the efficient, fiscally sound management of the Department.
2. Accepts the responsibility for the care, condition, appearance, repair, or replacement of all physical equipment, buildings, facilities, and grounds.
3. Recommends the purchase of necessary parts for repairs to the Supervisor of Facilities and Grounds.
4. Repair equipment and make building repairs as assigned.

5. Conduct periodic inspections of the buildings and grounds to determine areas of needed repair. Reports of repair needs to the Supervisor of Facilities and Grounds.
6. At the request of the Supervisor of Facilities and Grounds or the district administration, assist in preparing work schedules.
7. As directed by the Supervisor, work with summer temporary help, student, or other.
8. As directed, assist in inventory procedures for supplies, materials, and equipment.
9. As directed, assist in the development and operation of maintenance records.
10. Remove snow as directed using snowplows, blowers, shovels, and apply salt.
11. Perform welding, carpentry, electrical, plumbing, machinery, and equipment repair work as needed and directed.
12. Paint as assigned.
13. Install and maintain playground equipment.
14. Maintains services and makes repairs to HVAC systems, including automatic controls and safety equipment as needed and/or directed.
15. Complete all paperwork as required by the Supervisor or the district administration.
16. As directed, arrange and maintain maintenance building/warehouse areas in a neat and orderly fashion.
17. Serve as a source of information on areas involving buildings and grounds.
18. Keep all maintenance equipment in good working order; apply preventive maintenance programs as directed.
19. Load and unload trucks and other deliveries as assigned.
20. Operate a variety of machinery and/or possess the ability to learn to operate.
21. Make deliveries when requested.
22. Assist with inter/intra-district classroom/office moves, move furniture and/or other equipment as directed.
23. Fill in for custodians, other maintenance personnel, etc, when assigned.
24. Perform inspections of buildings (including roofs), make repairs as needed.
25. Interact in a positive manner with staff, students, and the community.

EQUIPMENT OPERATED:

1. Operate or as directed all equipment related to the position that may include, but not limited to:
 - Power equipment, including but not limited to snow plows, mowers, forklifts, pallet jacks, air hammers, drills, saws, etc. Hand tools, both power and non-power, including but not limited to tape measure, drills, hammer, saws, screwdrivers, levels, trowels, wire cutters, pliers, etc.
2. Client devices

TERMS OF EMPLOYMENT:

The Wadsworth Board of Education, in accordance with the *Collective Bargaining Agreement*, determines salary, work year, and terms and conditions of employment. The employee shall remain free of any alcohol or nonprescribed controlled substance abuse in the workplace throughout his/her employment in the District.

EVALUATION:

The Supervisor, in accordance with the provisions of the *Collective Bargaining Agreement*, will evaluate the performance of this position.

Note: The above lists are not ranked in order of importance.

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee. The employee will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority, or designee.

Superintendent or Designee

Date

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

Signature

Date

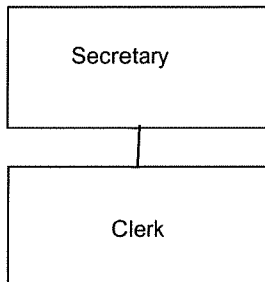
Title: **Head Maintenance Mechanic**

Creation Date: September 2025

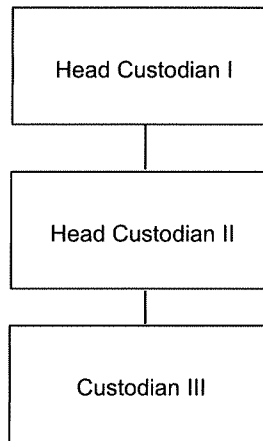
APPENDIX E

Classification Series

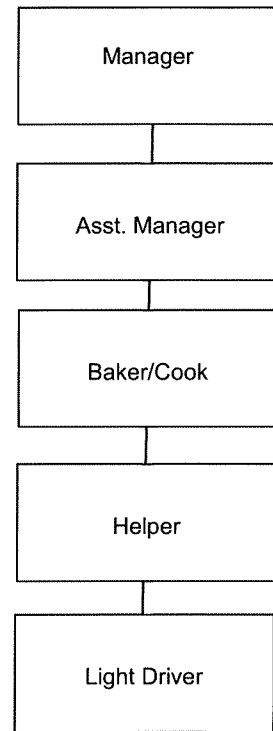
Clerical Series



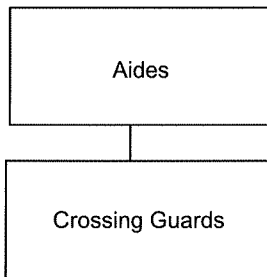
Custodial Series



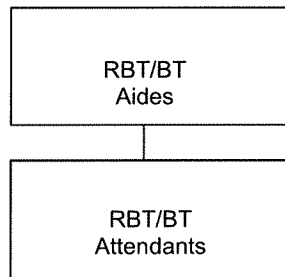
Cafeteria Series



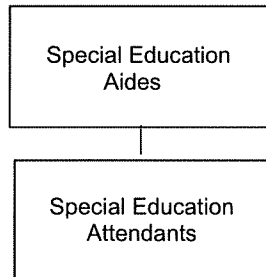
Aide Series



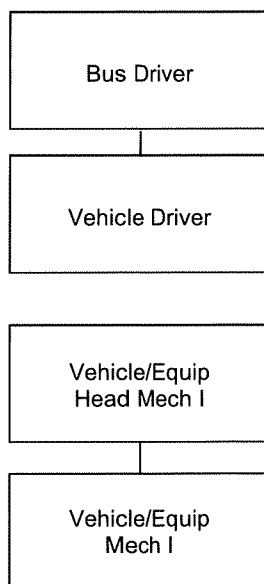
RBT Series



Paraprofessional Series

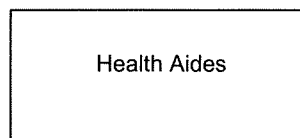


Transportation Series



Special Education Aides in their position as of July 1, 2014 will be able to bump into the Aide Series if their Special Education Aide position is reduced according to Article XII of this agreement. Special Education Aides hired into their position after July 1, 2014 will not have this right.

Health Services Series



Maintenance Series

