

**REGULAR MEETING #15**

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The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, January 2, 2018, in the Administrative Office at 36 Baker Place, Keyser, WV, with the following in attendance:

Board Members: Robert E. Woy, President (06-30-2020)  
Lara L. Courier, Vice-President (06-30-2018)  
Thomas C. Denne (06-30-2020)  
William B. Ludwick II (06-30-2018)  
Kevin D. Watson (06-30-2018)

Administration: Shawn L. Dilly, Superintendent  
Dwight Williams, Assistant Superintendent  
Rhonda Martin, CSBO/Treasurer  
Susan Grady, Director of Human Resources  
Kelli Wilson, Assistant Director of Curriculum and Instruction  
Denise Bruno, Executive Secretary

Other: Kim Speir, Paula Athey, Mona Ridder

**Pledge of Allegiance** – led by Kim Speir

**APPROVAL OF THE AGENDA**

Consent Agenda, Personnel Item A4 (volunteer) was removed from the agenda.

The motion of Mr. Watson and second of Mr. Denne passed unanimously **to approve the agenda as amended.**

**COMMUNICATION – Superintendent/Board**

**A. Superintendent’s Update:**

The Superintendent:

- Announced the federal Head Start review would be March 5<sup>th</sup>.
- Announced the dates (January 11, 16, 17) for professional development training for grades K-1-2 teachers provided through Neuhaus
- Stated Keyser Primary School had repaid their most recent line of credit.

**B. Board Comments:**

Mrs. Courier wished everyone a Happy New Year.

**PUBLIC COMMENTS**

- A. **Agenda Items** – none
- B. **Non-Agenda Items** – none

**APPROVAL OF MINUTES**

The motion of Mrs. Courier and second of Mr. Ludwick passed unanimously **to approve the minutes of the regular meeting held on December 19, 2017, as presented.**

**EXECUTIVE SESSION**

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The motion of Mr. Woy and second of Mr. Watson passed unanimously **to enter executive session at 6:08 p.m., pursuant to WV Code 6-9A-4(2A), to consider personnel matters.**

The Board returned to open session at 6:31 p.m.

**ACTION AGENDA**

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**OTHER ACTION**

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**1. PERSONNEL:****A. Transfer – Administrative Personnel**

With the recommendation of the Superintendent, the motion of Mr. Watson and second of Mrs. Courier failed 2-3 (Yes – Mrs. Courier, Mr. Watson; No – Mr. Woy, Mr. Denne, Mr. Ludwick) to approve the following administrative personnel transfer, as presented:

1. Paula Athey, **transfer from**, Principal, Wiley Ford Primary School, **to** Director of Curriculum and Instruction, Pre-K/Elementary/Head Start, 261 days (number of days for 2017-2018 employment term to be determined), effective date to be determined  
**-Advertise Position**

**B. Placements/Transfers – Professional Personnel**

No recommendation was made for personnel item B1.

1. Education Specialist/Mental Health/Disabilities Transition, Keyser Primary School

**C. Placements in Extracurricular Vacancies as Previously Approved and Advertised**

No recommendations were made for personnel item C1.

**D. Placements in Coaching Vacancies as Previously Approved and Advertised**

No recommendations were made for personnel item D1.

**2. MISCELLANEOUS:****A. Approval of SPOKES Student Request to Ride Bus**

With the recommendation of the Superintendent, the motion of Mr. Watson and second of Mrs. Courier passed unanimously

**to approve transportation request of SPOKES student, as presented.**

**CONSENT AGENDA**

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With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Watson passed unanimously

**to approve the following matters on the Consent Agenda, as presented:**

**1. PROGRAM PLANNING:**

A. Approval of Instructional Materials Adoption Committee for Mathematics (See attached.)

**2. PERSONNEL:****A. Volunteers****1. Elk Garden Primary School**

- a. Rebekah Buckholtz
- b. Caron Jones

**2. Keyser High School**

- a. Taylor Fraley, non-coaching Bowling
- b. Bob Harman

**3. Keyser Primary School**

- a. Steven Corington, Sr.
- b. Rita Smith

**3. MISCELLANEOUS:**

A. Leave of Absence Request\*

1. Melissa L. Jessen, Cook, effective January 16 – 19, 2018

*\*Pending receipt of certification, if applicable*

Date and Time of Next Meeting: January 16, 2018, at 6:00 p.m.

**ADJOURNMENT.**

The President adjourned the meeting at 6:34 p.m.

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DATE APPROVED

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PRESIDENT

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SECRETARY