

REGULAR MEETING #19

The Mineral County Board of Education met in regular session at 5:00 p.m., Tuesday, February 20, 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)
Mary J. Baniak (06-30-2018)

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

Other: Kirsten Denne, Luke Denne, Loretta Mick, Mona Ridder, TJ Connor, Daniel Radko, June Halbritter, Mary Colson, Shannon Fink, Kim Speir, Jackie Hanlin, Beth Gabbert, Hannah Clutter, Dana Bateman, Robin McDowell, Teresa Terrell, Gibson Terrell, Gib Terrell, Jessica Biser-Trenton, Michael Staggers, Stacey McClintock, Kara Lyons, Rebecca Bowers, Elizabeth Rinker, Mary Ridgel, Julie Staggs, Rebecca Minor, Donna Jernell, Jennifer Lesniowski, Jessica Durr, Jill Teets, Shay Jacobs, Melissa Skidmore, Cari Healy, Sharon Squires, Lark Anderson, Morgan Greaser, Sam Cunningham, Tina Stephen, Hannah Biser, Kevin Watson

Pledge of Allegiance – led by Kevin Watson

APPROVAL OF THE AGENDA

The motion of Mrs. Courier and second of Mr. Denne passed 4-0
to approve the agenda as presented.

APPOINTMENT OF BOARD MEMBER TO FILL UNEXPIRED TERM OF KEVIN WATSON - FEBRUARY 20, 2018. TO JUNE 30, 2018

The President announced the appointment of Mary Jane Baniak to fill the unexpired term of Kevin Watson, effective February 20 – June 30, 2018.

OATH OF BOARD MEMBER - WV Code §18-5-3

Denise Bruno, Notary Public, administered the official oath of office to Mary Jane Baniak, who was appointed to fill the unexpired term of Kevin Watson (February 20 – June 30, 2018).

BOARD OF DIRECTORS – OTHER AGENCIES

The Board named from its membership Mary Jane Baniak to serve on the following Board to fill the unexpired term of Board Member Kevin D. Watson (February 20, 2018 – June 30, 2018):

- WVU Cooperative Extension Service Representative

WORK SESSION – PERSONNEL PLANNING

The Board along with county administrators reviewed projected enrollment numbers and retirements that have been received and further discussed personnel planning.

RECESS/RECONVENE

Meeting recessed at 6:00 p.m.

President Woy reconvened the meeting at 6:20 p.m.

COMMUNICATION – Superintendent/Board

A. **Superintendent's Update:** none

B. **Board Comments:**

Mr. Denne commented about the recent tour of facilities, noting that Frankfort Middle and Frankfort High School were celebrating Kindness Week.

Mr. Woy, along with the rest of the Board members, welcomed Mrs. Baniak to the Board, wishing her the best of luck.

PUBLIC COMMENTS

A. **Agenda Items** – none

B. **Non-Agenda Items**

1. Daniel Staggers asked permission for a sign to be posted regarding the late Coach Clark and his support of the community.
2. Jerry Whisner asked permission of the Board to post a sign commemorating the late Harley O. Staggers, Sr. for his longstanding service as a congressman.

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 February 20, 2018, as presented.**

DISCUSSION:

1. FINANCE/BUDGET:**A. Treasurer's Report for the Month Ended January 31, 2018****B. Treasurer's Statement of Investments Outstanding as of January 31, 2018**

Mrs. Martin reviewed the Treasurer's Report for the month ended January 31, 2018; and the Treasurer's Statement of Investments Outstanding as of January 31, 2018, as presented. (See attached.)

ACTION AGENDA

OTHER ACTION

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

No recommendation was made for personnel item A1.

1. Assistant Principal, Keyser Primary School, 225 days

B. Placements/Transfers – Professional Personnel

No recommendations were made for personnel items B1 – B2.

1. Grade 4/Resource Teacher, Elk Garden Primary School
2. Health Occupations Teacher, half-day, Mineral County Technical Center and Frankfort High School

C. Placements in Extracurricular Vacancies as Previously Approved and Advertised

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

to approve the following extracurricular placement, as presented:

1. Lisa Hinton, After School Tutoring Teacher, Keyser Primary School, effective February 22, 2018

With the recommendation of the Superintendent, the motion of Mr. Ludwick and second of Mrs. Baniak passed unanimously

to approve the following extracurricular placement, as presented:

2. Amanda Jewell, Spring Intramural Director, Frankfort Middle School, effective with the spring intramural season

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

to approve the following extracurricular placement, as presented:

3. Emily Tettenburn, After School Tutoring Teacher, New Creek Primary School, effective February 22, 2018

D. Placements in Coaching Vacancies as Previously Approved and Advertised

No recommendations were made for Personnel Item D.

2. FINANCE/BUDGET:

A. Funding Request for International DECA Competition and Career Development Conference

With the recommendation of the Superintendent, the motion of Mr. Ludwick and second of Mrs. Baniak passed unanimously

to approve the funding request for international DECA Competition and Career Development Conference, as presented. (See attached.)

B. Funding Request for Teal Steel to Perform as a 2018 X-Ensemble Finalist at WVMEA Conference

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

to approve the funding request for Teal Steel to perform as a 2018 X-Ensemble Finalist at the WVMEA conference, as presented. (See attached.)

C. Approve Invoices for January 2018 in the Amount of \$1,587,925.24 for Checks 124730 – 125124

With the recommendation of the Superintendent, the motion of Mr. Ludwick and second of Mr. Denne passed unanimously

to approve invoices for January 2018 in the amount of \$1,587,925.24, for checks 124730 – 125124, as presented. (See attached.)

D. Approve Budget Revision Number 5 for Fiscal 2018 in the Amount of \$2,785.08

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

to approve budget revision number 5 for FY18 in the amount of \$2,785.08, as presented. (See attached.)

E. Approve Fiscal 2017 Carry-Over Allocations

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

to approve FY17 carry-over allocations, as presented. (See attached.)

3. MISCELLANEOUS:**A. Approval of Resolution to Support Mineral County School District Employees**

With the recommendation of the Superintendent, the motion of Mr. Ludwick and second of Mr. Denne passed 4-0-1

to approve a resolution to support all Mineral County School District employees, as presented. (See attached.)

NOTE: Although Mrs. Courier supported this resolution, she abstained from voting do to a conflict of interest.

B. Approval of Mineral County PreK Head Start Policy Council Minutes and Financial Reports

With the recommendation of the Superintendent, the motion of Mr. Denne and second of Mr. Ludwick passed unanimously

to approve the Mineral County PreK Head Start Policy Council minutes and financial reports of their January 29, 2018, meeting, as presented.

CONSENT AGENDA

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

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

1. PROGRAM PLANNING:**A. Request for Attendance/Participation in Meetings and/or Conferences**

1. Creating Trauma-Sensitive Schools, Washington, DC, February 19-20, 2018

a. Brandy Crites
(Funding: Title I/School Staff Development Funds)

2. International Society for Technology in Education, Chicago, IL, June 23-27, 2018

a. Ryan Burke

3. HSTW Summer Conference, Orlando, FL, July 10-14, 2018
(Funding: HSTW Grant and Title II)

a. Torria Connor
b. Edward Holler
c. Clinton Larrick
d. Michael Lewis
e. Caitlin Logsdon
f. Kara Lyons
g. Georganna Mansfield
h. Julie McBee
i. Stacey McClintock
j. Loretta Mick

k. Mary Racey
l. Joseph Rice
m. Angela Shanholtz
n. Kevin Shupe
o. Melissa Skidmore
p. Lynn Smith
q. Lois Spencer
r. Scott Staley
s. Gary Trail
t. Kelli Wilson

2. PERSONNEL:**A. Student Chaperones**

1. Gregory Phillips, Charleston Shootout, Charleston, WV, February 4-5, 2018
2. Joseph Riley, Charleston Shootout, Charleston, WV, February 4-5, 2018
3. Daniel Slider, Little General Shootout, Charleston, WV, February 4-5, 2018
4. Tommy Nester, WV Legislative Page Program, Charleston, WV, March 8-9, 2018
5. Carol Webb, Ohio Beef Expo Judging Contest, Columbus, OH, March 15-16, 2018

B. Extracurricular Assignment Agreement

1. Tommy Nester, County Social Studies Director, February 26, 2018
2. Tommy Nester, "Shrek, Jr," April 12, 2018
3. Melissa Tucker, "Shrek, Jr," April 12, 2018

C. Resignation – Professional Personnel

1. Stefanie Beatty, Teacher – Special Education, Fountain Primary School, effective February 23, 2018
-Advertise Position

D. Resignation – Service Personnel

1. Chad Smith, Custodian III, Wiley Ford Primary School, split-shift, 235 days, effective February 27, 2018
-Advertise Position

E. Resignation – Coaching

1. Richard Amtower, Girls' Tennis Assistant Coach, Keyser High School, effective February 13, 2018
-Advertise Position

F. Effective Start Dates – Administrative/Professional Personnel

1. Brandy Fisher, School Counselor/Attendance Worker, Keyser Primary, Keyser Middle, and Keyser High Schools, and Countywide, effective February 12, 2018
2. Barbara Kesner, Director of Curriculum and Instructor, Pre-K/Head Start/Elementary, County Office, effective February 8, 2018

G. Mutual Consents to Change Assignment

1. Brian Alt, Mechanic, Bus Garage, change work schedule **from** 6:30 a.m. – 2:30 p.m. **to** 8:30 a.m. – 4:30 p.m., effective February 22, 2018
2. Michael Maphis, Mechanic, Bus Garage, change work schedule **from** 8:30 a.m. – 4:30 p.m. **to** 6:30 a.m. – 2:30 p.m., effective February 22, 2018

H. Volunteers

1. Burlington Primary School
 - a. Cathy Beeseck
2. Fort Ashby Primary School
 - a. Michell Wagoner
3. Frankfort High School
 - a. Taylor Douthitt, non-coaching Softball
4. Keyser High School
 - a. Donald Anderson, non-coaching Softball
5. Keyser Middle School
 - a. David Haines
 - b. Michael Powell
 - c. Robert Powell
 - d. Make Wyatt
6. Keyser Primary School
 - a. Tyler Minney
 - b. Kay Schenck
 - c. Steve Schenck
7. New Creek Primary School
 - a. Mary-Kate Kasmier
 - b. Jane Placka
8. Wiley Ford Primary School
 - a. Alex Hay

3. MISCELLANEOUS:A. Leave of Absence Requests*

1. Melissa Jessen, Cook, effective February 19 – March 25, 2018
2. Mary Slider, Teacher, effective January 25 through the end of the 17-18 employment term
3. Gary Wildman, Custodian, effective February 9 – through the end of the 17-18 employment term

**Pending receipt of certification, if applicable*

STUDENT DISCIPLINARY HEARINGS:

The motion of Mrs. Courier and second of Mr. Denne passed unanimously to enter executive session at 6:58 p.m., pursuant to WV Code 6-9A-4 (3) to conduct student disciplinary hearings.

A. Student Disciplinary Case #18-09

B. Student Disciplinary Case #18-10

The Board returned to open session at 9:12 p.m.

Date and Time of Next Meeting:	<u>February 27, 2018</u>	<u>5:00 p.m.</u>	<u>Special Meeting – LSIC presentations</u>
	<u>March 1, 2018</u>	<u>8:00 a.m.</u>	<u>Special Meeting – Board Tour</u>
	<u>March 6, 2018</u>	<u>6:00 p.m.</u>	<u>Regular Meeting</u>

ADJOURNMENT.

The President adjourned the meeting at 9:12 p.m.

03-06-2018
DATE APPROVED

PRESIDENT

SECRETARY