

REGULAR MEETING #20

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, March 6, 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 – Elementary
Kelli Wilson, Assistant Director of Curriculum and Instruction
Denise Bruno, Executive Secretary

Other: Richard Likin, Betsy Likin, Kim Speir, Shannon Fink, Brian Root, Jackie Beverlin, Brandy Crites, Susan Sekella, Frank Roleff, Robin McDowell, Dana Bateman, Collin Rhodes

Pledge of Allegiance – led by Richard Likin

APPROVAL OF THE AGENDA

The Superintendent noted the following changes to the agenda:

- Communication, Presentation (School Instructional Specialists) removed
- Other Action, Miscellaneous Item B (2017-2018 School Calendar Revisions), the June dates were removed

The motion of Mrs. Courier and second of Mr. Ludwick passed unanimously **to approve the agenda as amended.**

COMMUNICATION – Superintendent/Board

A. Superintendent’s Update:

The Superintendent:

- Announced the work stoppage had concluded today with a successful outcome of a 5% pay raise being signed by the governor, and that schools would open tomorrow.
- Commended local and regional leaders of organizations for their good communication and thanked them for their efforts.
- Stated E-rate bids had been received and would be placed on the next agenda for approval.

B. Board Comments:

The Board all expressed their thanks and appreciation to organizational representatives, employees, the community and Mr. Dilly for their efforts and support throughout the work stoppage.

PUBLIC COMMENTS**A. Agenda Items**

1. Richard Likin asked for the Board consider "bank time" (accrued instructional time) to be used toward make-up days. He also expressed his thanks to Mr. Dilly for his support throughout the work stoppage and for his comments made at a meeting in Charleston with the governor, stating he made him proud.

B. Non-Agenda Items

1. Jackie Beverlin spoke on behalf of Frankfort Intermediate School and Fort Ashby Primary School concerning the work stoppage and how it has unified the staff from both schools. The community support shown while they were on the line was tremendous. She also thanked Mr. Dilly and organizational representatives for the good communication and thanked them for their support during this stressful time.
2. Frank Roleff, on behalf of Boyce-Houser Post 41 of the American Legion, spoke about The Wall that Heals Tour that will be set up at the Fort Ashby fairgrounds October 10 – 14, asking the Board to designate a liaison to facilitate students visiting the exhibit.

APPROVAL OF MINUTES

The motion of Mr. Ludwick and second of Mr. Denne passed unanimously **to approve the minutes of the special meeting held on February 15, 2018, and of the regular meeting held on February 20, 2018, as presented.**

DISCUSSION:

1. FINANCE/BUDGET:**A. Treasurer's Report for the Month Ended February 28, 2018****B. Treasurer's Statement of Investments Outstanding as of February 28, 2018**

Mrs. Martin reviewed the Treasurer's Report for the month ended February 28, 2018; and the Treasurer's Statement of Investments Outstanding as of February 28, 2018. (See attached.)

ACTION AGENDA

OTHER ACTION

1. PERSONNEL:**A. Retirements – Professional Personnel, Hold Advertisements on all Positions**

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

to approve the following professional personnel retirement, as presented:

1. Robyn Carlson, Librarian/Media Specialist, Keyser Middle School, effective June 30, 2018

The Superintendent wishes to thank Ms. Carlson for her 29 years of service to Mineral County Schools.

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

to approve the following professional personnel retirement, as presented:

2. Cary Kyle, School Counselor, Keyser Middle School and Mineral County Technical Center, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Mr. Kyle for his 35 years of service to Mineral County Schools.

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

to approve the following professional personnel retirement, as presented:

3. Lorraine Mangold, Speech Language Pathologist, Itinerant Countywide, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Ms. Mangold for her 35 years of service to Mineral County Schools.

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

to approve the following professional personnel retirement, as presented:

4. Dorothy Shields, Teacher – Grade 1, Wiley Ford Primary School, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Ms. Shields for her 16 years of service to Mineral County Schools.

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

to approve the following professional personnel retirement, as presented:

5. Steven Shore, Teacher – Science, Frankfort High School, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Mr. Shore for his 33+ years of service to Mineral County Schools

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

to approve the following professional personnel retirement, as presented:

6. Deborah Wallizer, Teacher – Grade 4, Keyser Primary School, effective June 30, 2018

The Superintendent wishes to thank Ms. Wallizer for her 44 years of service to Mineral County Schools.

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

to approve the following professional personnel retirement, as presented:

7. Tada Ware, Teacher – Special Education, Fort Ashby Primary School, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Ms. Ware for her 36+ years of service to Mineral County Schools.

B. Retirements – Service Personnel, Hold Advertisements on all Positions

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

to approve the following service personnel retirement, as presented:

1. April Minshall, Itinerant Classroom Aide/Paraprofessional – Special Education, Keyser Primary School, effective June 30, 2018

The Superintendent wishes to thank Ms. Minshall for her 13+ years of service to Mineral County Schools

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

to approve the following service personnel retirement, as presented:

2. Kimberly Peretti, Secretary/Accountant, Frankfort High School, effective June 29, 2018

The Superintendent wishes to thank Ms. Peretti for her 20 years of service to Mineral County Schools

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

to approve the following service personnel retirement, as presented:

3. David K. Spencer, School Bus Operator, Transportation Department, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Mr. Spencer for his 22+ years of service to Mineral County Schools.

C. Placement/Transfer – Administrative Personnel

No recommendation was made for Personnel Item C1.

1. Assistant Principal, Keyser Primary School, 225 days

D. Placements/Transfers – Professional Personnel

No recommendation was made for Personnel Item D1.

1. Teacher, Grade 4/Resource, Elk Garden Primary School

E. Placement in Extracurricular Vacancies as Previously Approved and Advertised

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:

1. Samantha Cunningham, After School Tutoring Teacher, Keyser Primary School, effective March 8, 2018

F. Placements in Coaching Vacancies as Previously Approved and Advertised

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

to approve the following coaching placements, as presented:

1. Kimberly Root, Softball Assistant Coach, Frankfort High School, effective pending completion of employment requirements
2. Lori Wilson, Girls' Tennis Head Coach, Keyser High School, effective March 8, 2018
3. Matthew Wratchford, Boys' Tennis Assistant Coach, Keyser High School, effective pending completion of employment requirements

2. FINANCE/BUDGET:**A. Approve Invoices for February 2018 in the Amount of \$1,292,891.09 for Checks 125125 – 125550**

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

to approve invoices for February 2018, in the amount of \$1,292,891.09 for checks 125125 – 125550, as presented. (See attached.)

B. Approve Budget Revision Number 6 for Fiscal 2018 in the Amount of \$2,534,663.39

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

to approve budget revision number 6 for fiscal 2018 in the amount of \$2,534,663.39, as presented. (See attached.)

C. Approval of Resolution of Eastern Panhandle Instructional Cooperative to Accept the Transfer of Property, Equipment and Records Held and/or Used by RESA 8

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

to approve the Resolution of Eastern Panhandle Instructional Cooperative to Accept the Transfer of Property, Equipment and Records Held and/or Used by RESA 8, as presented. (See attached.)

3. MISCELLANEOUS:**A. Approval of Placement of Commemorative Signs**

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

to approve placement of two signs in honor and recognition of Coach Frederick "Tack" Clark, Sr. and Harley O. Staggers, Sr. on the edge of the property of Keyser Primary School along Route 220.

B. 2017-2018 School Calendar Revisions

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

to approve the following revisions to the 2017-2018 school calendar, as presented:

- April 3-4-5-6 **from** Outside School Environment (OS) **to** Instructional Days

CONSENT AGENDA

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Ludwick 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. National Council for Teachers of Mathematics, Washington, DC, April 25-28, 2018
 - a. Katherine Capaldi (Funding: Title II)

2. PERSONNEL:**A. Resignations – Professional Personnel**

1. Dennis McGann, Teacher, Welding, Mineral County Technical Center, effective Friday, March 2, 2018 **-Advertise Position**
2. Thomas Tusing, Teacher, Grade 6, Keyser Middle School, effective at the end of the 2017-2018 employment term **-Hold Advertisement**

B. Resignation – School Resource Officer

1. R. K. Jeffries, School Resource Officer, Frankfort High School, effective July 1, 2018

C. Resignation – Extracurricular Employment Agreement

1. Heather Courtney, Parent Coordinator, New Creek Primary School, effective March 5, 2018

D. Resignation – Extracurricular Coaching

1. Richard Thompson, Girls' Cross-Country Head Coach, Keyser High School, effective February 21, 2018 **-Hold Advertisement**

E. Removal – Substitute Teacher

1. Betty Pastorius, voluntary removal of name from substitute teacher list, effective at the end of the 2017-2018 employment term

F. Leave of Absence – Extracurricular Coaching

1. Jason Lambka, Boys' Head Tennis Coach, Keyser High School, Effective for the 2017-2018 Season of Sport -Advertise Interim Boys' Head Tennis Coach

G. Volunteers

1. Fountain Primary School
 - a. Sue Campbell
2. Frankfort High School
 - a. Clinton Larrick, non-coaching Baseball
3. Frankfort Middle School
 - a. Jared Adams
 - b. Amy Lewis
 - c. Christina Yaider
4. Keyser High School
 - a. David Daugherty, Jr.
 - b. Jennifer Daugherty
 - c. Colton Jones, non-coaching Softball
 - d. Jada McGann
 - e. Steven Stafford
 - f. Amanda Staggs
 - g. Derrick Staggs
 - h. Angela Swisher

H. Student Chaperone

1. Christopher Kellermeyer, Teal Steel, Charleston, WV, March 8-9, 2018

3. MISCELLANEOUS:A. Leave of Absence Request*

1. Joann Moffett, Teacher, effective March 6 – 20, 2018

**Pending receipt of certification, if applicable*

Dates/Times of Future Meetings: March 15, 2018 at 5:00 p.m. Special Meeting - Personnel Hearing
March 20, 2018 at 6:00 p.m. Regular Meeting
April 3, 2018 at 5:00 p.m. Regular Meeting
April 4, 2018 at 5:00 p.m. Special Meeting - Personnel (if needed)
April 5, 2018 at 8:00 a.m. Special Meeting – Board Tour

ADJOURNMENT.

The President adjourned the meeting at 6:47 p.m.

03-27-2018
DATE APPROVED

PRESIDENT

SECRETARY