

SPECIAL MEETING #22

The Mineral County Board of Education met in special session at 5:00 p.m., Tuesday, March 27, 2018, in the Administrative Office at 36 Baker Place, Keyser, WV, with the following in attendance, for the purpose of Local School Improvement Council presentations and to conduct the rescheduled March 20th meeting:

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
Scott Staley, Director of Curriculum and Instruction – Secondary/CTE
Denise Bruno, Executive Secretary

Other: Amy Weaver, Kim Speir, Jackie Beverlin, Paula Athey, Tanya Clark, Dawn Burke, Hannah Wingler, Renee Thomas, Dorothy Shields, Allison Perkins, Robin McDowell, Dianna Eary, Brandy Crites, Jenny Keech, Brian Root, Tracy Lord, Shay Jacobs, Sean Radko, Daniel Radko, Misty Leatherman, Janey Moore

Pledge of Allegiance – led by Dawn Burke

APPROVAL OF THE AGENDA

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

SCHOOL IMPROVEMENT COUNCIL PRESENTATIONS:

The Mineral County Board of Education met with the following School Improvement Councils, as required by WV Code §18-5-14.

1. Fort Ashby Primary School

Mrs. Burke, Principal, gave a multi-media presentation to the Board from the Fort Ashby Primary School Improvement Council.

2. Frankfort Intermediate School

Mrs. Beverlin, Principal, gave a multi-media presentation to the Board from the Frankfort Intermediate School Improvement Council.

3. Wiley Ford Primary School

Mrs. Athey, Principal, introduced Allison Perkins, School Instructional Specialist, who gave a multi-media presentation to the Board from the Wiley Ford Primary School Improvement Council.

4. Frankfort Middle School

Mrs. McBee, Principal, gave a multi-media presentation to the Board, which was produced by student LSIC members.

5. Frankfort High School

Mr. Riley, Principal, gave a presentation to the Board on behalf of the Frankfort High School Improvement Council.

COMMUNICATION – Superintendent/Board

A. Presentation:

1. School Instructional Specialists: Brandy Crites, Tanya Clark, Allison Perkins, Misty Leatherman, Janey Moore, Ashley Steckman, Hannah Wingle and Renee Thomas gave an overview of their services.

B. Board Comments:

Mrs. Courier thanked everyone for their presentations.

Mr. Denne reported he had attended the PreK Head Start Policy Council meeting.

Ms. Baniak reported on the Extension Service Committee meeting she had attended. She also commented on the great success of the STEM Festival held recently, and also mentioned that the Energy Express program would only be five weeks this summer. She also offered congratulations to the Frankfort Middle School and Keyser Middle School History Bowl teams.

Mr. Woy stated he had attended the Camp Minco Association Meeting and announced that Buddy Fallon, caretaker of the camp for 19 years, had recently passed away.

PUBLIC COMMENTS

A. Agenda Items – none

B. Non-Agenda Items – none

APPROVAL OF MINUTES

The motion of Mrs. Courier and second of Mr. Denne passed unanimously **to approve the minutes of the regular meeting held on March 6, 2018, as presented.**

PUBLIC HEARING:

A public hearing was held on 2018-2019 School Calendar options. No one presented to speak. The Superintendent shared some suggestions he had received regarding the calendars. Two calendar options will be voted on by employees. The calendar receiving the most votes will be adopted by the Board. The next public hearing will be on April 3, 2018.

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. Denne passed unanimously

to approve the following professional personnel retirement, as presented:

1. Kathryn Delaney, Library Media Specialist, Keyser High School, effective May 31, 2018

The Superintendent wishes to thank Mrs. Delaney for her 34 years of service to Mineral County Schools.

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

to approve the following professional personnel retirement, as presented:

2. Linda Liller, Teacher, Family and Consumer Sciences, Keyser High School, effective at the end of the 2017-2018 employment term

The Superintendent wishes to thank Ms. Liller for her 15 years of service to Mineral County Schools.

B. Placement – Administrative Personnel

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

to approve the following administrative personnel placement, as presented:

1. Randolph West, Assistant Principal, Keyser Primary School, 225 days (actual days for the 2017-2018 to be determined), effective date to be arranged

C. Placements/Transfers – Professional Personnel

No recommendations were made for personnel items C1-C2.

1. Teacher, Grade 4/Resource, Elk Garden Primary School
2. Teacher, Special Education, Fountain Primary School

D. Placements/Transfers – Service Personnel

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

to approve the following service personnel placements/transfer, as presented:

1. Harold Moreland, **placement**, Custodian, Split Shift, Long Term Substitute, Elk Garden Primary School, effective March 29, 2018, for the duration of a leave of absence of a regular employee
2. James Ray, **placement**, Custodian, Split Shift, Long Term Substitute, New Creek Primary School, effective March 29, 2018, for the duration of a leave of absence of a regular employee
3. William Raynor, **transfer from**, Frankfort Intermediate School, **to**, Custodian III, Split Shift, Wiley Ford Primary School, 235 days, effective March 29, 2018

E. Placements in Extracurricular Vacancies as Previously Approved and Advertised

No recommendations were made for personnel item E.

F. Placements in Coaching Vacancies as Previously Approved and Advertised

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

to approve the following coaching placement, as presented:

1. Clinton Larrick, Baseball Auxiliary Coach, Frankfort High School, effective March 29, 2018

2. FINANCE/BUDGET:**A. *Approve the Fiscal 2019 Schedule of Proposed Levy Rates for Publication, Submission to the State Auditor and the State Department of Education**

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

to approve the fiscal 2019 schedule of proposed levy rates for publication, submission to the State Auditor and the State Department of Education, as presented. (See attached.)

***This portion of the meeting stands recessed until the 3rd Tuesday in April.**

B. Approve Budget Revision Number 7 for Fiscal 2018 in the Amount of \$296,827.00

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

to approve budget revision number 7 for fiscal 2018 in the amount of \$296,827.00, as presented.

(See attached.)

C. Approve Payment for Repairs to Steam Lines at Elk Garden Primary School

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

to approve payment for repairs to steam lines at Elk Garden Primary School, final cost not to exceed \$18,000. (Funding: Permanent Improvement Fund)

D. Approve Contract with Pomeroy

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

to approval a contract with the apparent low bid of Pomeroy for C2 internal connections under E-rate funding, effective July 1, 2018, in the amount of \$330,086.30, as presented. (Funding: Step 7B)

3. MISCELLANEOUS:**A. 2017-2018 School Calendar Revisions**

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

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

- March 30 **from** Outside School Environment Day **to** Curriculum Development Day
- April 2 **from** Outside School Environment Day **to** Curriculum Development Day
- June 6 **from** Professional Learning Communities Day **to** Instructional Day
- June 7 **from** Curriculum Development Day **to** Instructional Day
- June 8 **from** Preparation for Closing Schools Day **to** Instructional Day
- June 11 **from** Outside School Environment Day **to** Instructional Day
- June 12 **from** Outside School Environment Day **to** Instructional Day (1/2 day and last day for Students)
- June 13, 14, 15 **from** O Days **to** CD Days
- June 18 **from** Outside School Environment Day **to** Preparation for Closing Day (Last day for teachers.)

CONSENT AGENDA

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

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

1. PROGRAM PLANNING:A. Approval of Agreement

1. West Virginia University for placement of pre-service and/or student teachers for the 2018-2019 school year

2. PERSONNEL:A. Student Chaperones

1. Jill Blacka, Grand Strand Softball Tournament, Myrtle Beach, SC, April 2-6, 2018
2. Tracy Lord, Young Writers Conference, Charleston, WV, May 10-11, 2018

B. Placement – Substitute Service Personnel

1. Brian Root Jr., Substitute School Bus Operator, Bus Garage, effective pending test results and completion of all employment requirements.

C. Resignations – Extracurricular Professional Personnel – **Hold Advertisements**

1. Kathryn Delaney, County Curriculum Chairperson, Librarians, effective May 31, 2018
2. Cary Kyle, TASC Administrator, County, effective at the end of the 2017-2018 employment term
3. Steven Shore, Department Head, Science, Frankfort High School, effective at the end of the 2017-2018 employment term

D. Resignations – Extracurricular Coaching – **Hold Advertisements**

1. Steven Delaney, Golf Head Coach, Keyser High School, effective March 9, 2018
2. Cary Kyle, Wrestling Auxiliary Coach, Keyser High School, effective at the end of the 2017-2018 employment term

E. Removal – Substitutes

1. Valerie Chaney, voluntary removal of name, effective March 7, 2018
2. Emily Crane, failure to sign contract, effective March 9, 2018
3. Laura Wilson, failure to sign contract, effective March 13, 2018

F. Request to Post Positions

1. Parent Coordinator, Fountain Primary School, for the remainder of the 2017-2018 employment term (Funding Source: Title I)
2. After School Tutoring Teacher, Fountain Primary School (Funding Source: Title I)
3. Substitute Nurses (Funding Source: County)

G. Volunteers

1. Burlington Primary School
 - a. Linda Anderson
 - b. Crystal Ayers
 - c. Matthew Baker
 - d. Serena Baker
 - e. Tarah Dickens
 - f. Jennifer McGreevy
 - g. Lance McGreevy
 - h. Jodi Secrist
2. Frankfort Middle School
 - a. Stacey Dennison
 - b. Douglas Dyson
 - c. Julie Hill
3. Keyser High School
 - a. Steve Criser, non-coaching Tennis
 - b. Colleen Holmes, non-coaching Tennis
 - c. Jason Holmes, non-coaching Tennis
 - d. Jodi Pryor
 - e. Marquise Taylor, non-coaching Archery Club
4. Keyser Middle School
 - a. Anthony Rogers
5. Mineral County Technical Center
 - a. Carl Rexrode
6. New Creek Primary School
 - a. Jason Hott
 - b. Maranda Hott
 - c. Mary-Kate Kasmier

3. MISCELLANEOUS:

B. Leave of Absence Requests*

- 1. Ronald Hines, Bus Operator, effective February 16, 2018 – end of 17-18 employment term
- 2. Jacqueline Myers, Teacher, effective March 30 – May 10, 2018
- 3. Marsha Phillips, Teacher, effective April 16 – June 6, 2018
- 4. Amy Riggleman, Cook, effective February 28 – April 13, 2018

**Pending receipt of certification, if applicable*

STUDENT DISCIPLINARY HEARING:

A. Student Disciplinary Case #18-12

The motion of Mr. Denne and second of Mr. Ludwick passed unanimously **to enter executive session at 7:44 p.m., pursuant to WV Code §6-9A-4(3) to conduct a student disciplinary hearing.**

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Ms. Baniak passed unanimously **to approve the expulsion of the student in Student Disciplinary Case #18-12 for the remainder of the second semester of the 2017-2018 school term and the first semester of the 2018-2019 school term.**

The Board returned to open session at 8:34 p.m.

Date and Time of Next Meeting: April 3, 2018 5:00 p.m.
April 5, 2018 8:00 a.m. Special – Board Tour

ADJOURNMENT.

The President adjourned the meeting at 8:39 p.m.

April 3, 2018
DATE APPROVED

PRESIDENT

SECRETARY