

REGULAR MEETING #30

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, June 5, 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. Courrier, Vice-President (06-30-2018)
Thomas C. Denne (06-30-2020)
William B. Ludwick II (06-30-2018)
Mary J. Baniak (06-30-2018)

Board Member Elect: Terry Puffinburger

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
Denise Bruno, Executive Secretary

Other: Paul Miltenberger, Kiaira Iser, Emily Hickle, Julie Sions, Loretta Mick, Jeff Hopkins, Kathy Haney, Robin Winter, Lisa Rowan, Michelle Lent, Kim Jenkins, Erin Watson, Susan Vance, Lois Spencer, Bethany Elliott, Victoria O’Neal, Aimee Cook, Kelly Mauzy, Drew Mauzy, Kensley Mauzy, Holly Schade, Stacey Warnick

Pledge of Allegiance – led by Kelly Mauzy

APPROVAL OF THE AGENDA

The following change was made to the agenda:

- Consent Agenda, Personnel Item A8 (Placement – Professional Personnel) removed

The motion of Mr. Denne and second of Mr. Ludwick passed 4-0
to approve the agenda as amended.

COMMUNICATION – Superintendent/Board

A. Superintendent’s Update:

Mr. Dilly commented on the graduations this past weekend, stating everything went well, despite having them moved inside due to the weather, and thanked the Board for their participation.

B. Recognition:

1. Kelly Mauzy, Teacher – Fountain Primary School, was recognized for obtaining National Board Certification.

C. Board Comments:

Ms. Baniak, along with the other Board members, offered their congratulations to the graduates, saying the graduations were excellent. Ms. Baniak also congratulated the Frankfort High School baseball team for making it to the state tournament.

Mr. Denne stated he had attended the banquet and awards ceremony for FFA.

PUBLIC COMMENTS**A. Agenda Items**

Stacey Warnick, representing School Therapy Services, highlighted OT/PT services they have provided to Mineral County Schools for the past thirty years.

B. Non-Agenda Items – none**APPROVAL OF MINUTES**

The motion of Mrs. Courier and second of Ms. Baniak passed unanimously **to approve the minutes of the regular meeting held on May 15, 2018; and the special meeting held on May 29, 2018, as presented.**

DISCUSSION AGENDA

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

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

C. Corrected/Updated Personnel Overage Data from Budget Presentation

Mrs. Martin presented updated personnel overage data.

ACTION AGENDA**OTHER ACTION****1. PROGRAM PLANNING:****A. Approval of Policy Revisions**

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

to approve revisions to the following policy, as presented:

1. Mineral County Policy 3120.12 – Substitutes in Areas of Critical Need and Shortage (See attached.)

2. PERSONNEL:**A. Transfer – Administrative Personnel, effective with the 2018-2019 employment term**

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

to approve the following administrative personnel transfer, effective with the 2018-2019 employment term, as presented:

- a. Loretta Mick, **transfer from** Assistant Principal, Keyser High School **to** Principal, Mineral County Technical Center, 235 days – **Advertise Position**

B. Placements/Transfers – Professional Personnel, effective with the 2018-2019 employment term

No recommendations were made for personnel items B1 – B4.

1. Teacher, Special Education, Frankfort District
2. Teacher, Mathematics, half-day, Frankfort Middle School
3. Teacher Special Education, Frankfort Middle School
4. Special Education Teacher, Keyser Middle School

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

to approve the following professional personnel placement, effective with the 2018-2019 employment term, as presented:

5. Lindsey Haines, **placement**, School Counselor, Keyser Middle School and Mineral County Technical Center, 210 days

No recommendations were made for personnel items B6 – B10.

6. Welding Instructor, Mineral County Technical Center
7. Teacher, Special Education, half-day, New Creek Primary School
8. Teacher, School Instructional Specialist, Wiley Ford Primary School
9. Itinerant Speech Pathologist/Speech Assistant, Countywide
10. Itinerant Occupational Therapist, Countywide

C. Placements in Extracurricular Vacancies as Previously Approved and Advertised

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

to approve the following extracurricular placements, as presented:

1. Clifton Biser, Jr., Extended School Year School Bus Operator, effective June 19, 2018, June 25 – July 27, 2018, Monday through Friday; and July 30 – August 9, 2018, Monday through Thursday depending on student enrollment and need
2. Megan McKenzie, Extended School Year Special Education Teacher, Long Term Substitute, Frankfort District, effective June 21, 2018, through July 27, 2018

D. Placements in Coaching Vacancies as Previously Approved and Advertised

No recommendations were made for personnel item D.

3. FINANCE/BUDGET:**A. Approve Invoices for May 2018, in the Amount of \$1,830,047.57, for Checks 126380 – 126969**

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

to approve invoices for May 2018, in the amount of \$1,830,047.57, for checks 126380 – 126969, as presented. (See attached.)

B. Approve Budget Revision Number 10 for Fiscal 2018, in the Amount of \$657,521.72

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

to approve budget revision number 10 for fiscal 2018, in the amount of \$657,521.72, as presented. (See attached.)

C. Approve Funding Request for FFA Student Travel to National Competition – Mineral County Technical Center

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

to approve a funding request from Mineral County Technical Center for FFA student travel to a national competition in the amount of \$2,340.00.

4. PROPERTY:**A. Approval of Keyser Middle School Gym Floor to be Named “The Dan Dawson Floor”**

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

to approve naming the Keyser Middle School gym floor “The Dan Dawson Floor.”

CONSENT AGENDA

The Superintendent recommended approval of the consent agenda as presented, the motion of Mrs. Courier and second of Mr. Ludwick, placed it on the floor for discussion.

The motion of Mr. Denne and second of Ms. Baniak passed unanimously **to enter executive session at 6:28 p.m. pursuant to WV Code 6-9A-4(2A), to discuss personnel matters.**

The Board returned to open session at 6:50 p.m.

The motions of Mrs. Courier and second of Mr. Ludwick to approve the following matters on the Consent Agenda as presented were rescinded.

The motion of Mr. Woy and second of Mr. Denne passed unanimously **to separate consent agenda items C4 and E2 for separate action.**

The motion of Mr. Woy and second of Mrs. Courier passed unanimously **to table consent agenda items C4 and E2.**

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Denne passed unanimously **to approve the following matters on the Consent Agenda, as amended:**

1. PERSONNEL:**A. Placements/Transfers – Professional Personnel, effective with the 2018-2019 employment term**

1. Allison Perkins, **transfer from** Teacher, Grade 1/2 Split, Wiley Ford Primary School **to** Grade 1, Wiley Ford Primary School **-Advertise Position**
2. Stacey McKenzie, **placement**, Teacher, Special Education, Wiley Ford Primary School, on an out-of-field authorization for Autism, on a continuing contract. This action rescinds her contract termination.
3. Catherine Savage, **placement**, Occupational Therapist, Itinerant Countywide
4. Zachary Steckman, **placement**, Teacher, Grade 6, Keyser Middle School
5. Braden Engle, **placement**, Teacher, Health and Physical Education, Keyser Middle School
6. Ashley Shreve, **transfer from**, School Instructional Specialist, Fountain Primary and Keyser Primary Schools, **to** Teacher, Special Education, half-day, Elk Garden Primary School **-Advertise Position**
7. Laura Umstot, **transfer from**, Kindergarten, Fort Ashby Primary School **to** Teacher, Grade 4, Fountain Primary School **-Advertise Position**

B. Placements/Transfers – Service Personnel, effective with the 2018-2019 employment term

1. Mary Carter, **placement**, Custodian I, Keyser Primary and Keyser Middle Schools, 220 days, on a second-year contract. This action rescinds her contract termination.
2. Stephanie Corbin, **transfer from** Secretary II/Accountant II, Keyser High School **to** Secretary II/Accountant II, Keyser Middle School, 220 days
-Advertise Position

C. Placement – Extracurricular Professional Personnel

1. Tina-Chantal Cook, Summer Credit Recovery Teacher, Keyser Middle School, effective June 19, 2018, through July 19, 2018, pending student enrollment
2. Michelle Witt, Team Leader, Safe Schools, Fort Ashby Primary School, effective with the 2018-2019 employment term
3. Mark Rhodes, Summer Credit Recovery Teacher, Frankfort Middle School, effective June 19, 2018, through July 19, 2018, pending student enrollment

D. Placements – Extracurricular Service Personnel

1. Ralph Brady, Energy Express School Bus Operator, effective June 25, 2018 through July 27, 2018
2. Stephen Liller, Energy Express School Bus Operator, effective June 25, 2018 through July 27, 2018
3. James McGregor, Energy Express School Bus Operator, effective June 25, 2018 through July 27, 2018
4. Kathryn Biser, Extended School Year, Itinerant Classroom Aide/Paraprofessional – Special Education, effective June 19, 2018 and June 25, 2018 through July 27, 2018 and July 30, 2018 through August 9, 2018, pending enrollment and student need

E. Placements – Substitute Teachers

1. Brandon Clark, based on Verification of Successful Completion of Student Teaching Experience, effective June 7, 2018, for the remainder of the 2017-2018 employment term
2. Dorothy Shields, effective with the 2018-2019 employment term

F. Placements – Substitute Service Personnel, effective with the 2018-2019 employment term

1. Michael E. Liller, Custodian

G. Contract Renewals

1. Ashley Baker, Principal, Mineral County Alternative Program, on a second-year contract, effective for the 2018-2019 employment term

2. Larry S. Golden, Custodian, Frankfort Intermediate School, on a first-year contract, effective for the 2018-2019 employment term
- H. Approval of Goals and Objectives for School Service Personnel Staff Development for the 2018-2019 Employment Term (See attached.)
- I. Effective Start Date
1. Larry S. Golden, Custodian, Frankfort Intermediate School, effective start date May 14, 2018
- J. Permission to Create and Post a Position
1. Criminal Justice Instructor, half-day, Mineral County Technical Center
- K. Resignations – Professional Personnel
1. Ian Saville, Automotive Technology Teacher, Mineral County Technical Center, effective June 13, 2018 -**Advertise Position**
 2. Jessica Durr, Mathematics Teacher, Keyser Middle School, effective June 30, 2018 -**Advertise Position**
- L. Removal – Substitute Service Personnel
1. Sharon Marsh, Substitute Cook, effective May 29, 2018
- M. Remove Greenhouse Workers, Employment Agreements, Mineral County Technical Center, Failure to Sign Contract
1. Justin Davis
 2. Paul Miltenberger
 3. John Owens
 4. Emma Pancake
 5. Logan Staggs
- N. Employment Agreements – Band Staff, Frankfort High School, effective Summer 2018 and 2018-2019 Band Season, pending completion of employment requirements
1. Micah Buser, Instructor, \$400, (Funding Source: Summer Band Allocation)
- O. Mutual Consent to Change Assignment
1. Sherri Hesse agrees to change her work schedule as a Secretary II/Accountant II, Keyser Middle School **from** 7:00 a.m. – 3:00 p.m. **to** 7:20 a.m. -3:20 p.m., effective with the 2018-2019 employment term

P. Volunteers

1. Elk Garden Primary School

- a. Chrissy Bean
- b. Jeremy Bean
- c. Jessica Paugh

2. Fountain Primary School

- a. Danielle Consenza
- b. Scott Consenza
- c. Tara Mongold
- d. Andrew Owens

3. Keyser High School

- a. Maxine McKenzie
- b. Andrew Root
- c. Martha Root

4. Keyser Middle School

- a. Saprina Gerard
- b. Crystal Moore

5. Keyser Primary School

- a. Camryn Blacka
- b. Nathaniel Clark
- c. Haley Fogel
- d. Shane Hines
- e. Derek Hughes
- f. Jami Hyde
- g. Mirna Jenkins
- h. Vickie Kinzey
- i. Diane Liller
- j. Jose Rivera-Perez
- k. Andrew Root
- l. Martha Root
- m. Julie Shears
- n. Kevin Smith
- o. James Spriggs
- p. Stephanie Spriggs
- q. Bryan Weevie
- r. Sydney White

6. New Creek Primary School
 - a. Mollie Altobello
 - b. Grace Burgess
 - c. Lynn Metcalf

2. MISCELLANEOUS:

A. Leave of Absence Requests*

1. Heather Riley, Bus Garage, effective May 30, 2018 through end of 17-18 employment term

**Pending eligibility and receipt of certification, if applicable*

STUDENT DISCIPLINARY HEARING:

A. Student Disciplinary Case #18-14

The motion of Mr. Woy and second of Mrs. Courier passed unanimously **to enter executive session at 6:55 p.m. pursuant to WV Code 6-9A-4(3), to conduct a student disciplinary hearing.**

The Board returned to open session at 7:17 p.m.

OTHER ACTION (continued)

2. PERSONNEL

E. Employee Hearing – Approval of Personnel Action

The motion of Mr. Denne and second of Mrs. Courier passed unanimously **to enter executive session at 7:20 p.m. pursuant to WV Code 6-9A-4(2B), to conduct an employee hearing.**

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

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Ludwick passed unanimously **to approve the unpaid suspension of Paul J. Dolly, effective June 6, 2018, until the conclusion of or significant change in the investigation.**

Date and Time of Next Meeting: June 18, 2018 at 6:00 p.m.

ADJOURNMENT.

The President adjourned the meeting at 8:36 p.m.

06-18-2018
DATE APPROVED

PRESIDENT

SECRETARY