

REGULAR MEETING #14

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, December 19, 2017, 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
Kenneth Baker, Director of Support Services
John Droppleman, Assistant Director of Support Services - Transportation
Susan Grady, Director of Human Resources
Denise Bruno, Executive Secretary

Other: Shawn Snyder, Mona Ridder, Shannon Fink

Pledge of Allegiance – led by Mr. Droppleman

APPROVAL OF THE AGENDA

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

COMMUNICATION – Superintendent/Board

A. Superintendent’s Update:

The Superintendent announced there was a planned power outage for the Fountain area, which would result in Fountain Primary School children not being able to attend school on Thursday, December 21st. Teachers and other staff will report.

Mr. Dilly wished the Board a Merry Christmas and Happy New Year!

B. Board Comments:

All the Board members echoed the Superintendent’s holiday greetings.

PUBLIC COMMENTS

A. Agenda Items – none

B. Non-Agenda Items

1. Shawn Snyder voiced concerns with the drop-off area for students at Keyser Middle School.

APPROVAL OF MINUTES

The motion of Mr. Watson and second of Mr. Ludwick passed unanimously
to approve the minutes of the regular meeting held on December 5, 2017, as presented.

DISCUSSION

1. PROGRAM PLANNING:**A. Administrative Guideline 7510 – Use of County Facilities**

The Superintendent presented proposed changes to the guidelines.

ACTION AGENDA

OTHER ACTION

1. PROGRAM PLANNING:**A. Approval of Policy Revision**

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Watson passed unanimously
to approve revisions to the following policy, as presented: (See attached.)

1. Policy 3131 – Reduction in Force – Classroom Teachers and Other Professional Personnel

B. Approval of Addendum to Wellness Policy

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Denne passed unanimously
to approve the addendum to the wellness policy, as amended: (See attached.)

2. PERSONNEL:**A. Placements/Transfers – Professional Personnel**

No recommendations were made for personnel items A1 – A3.

1. Teacher, Grade 4/Resource, Elk Garden Primary School
2. Teacher, Health Occupations, Half-day, Mineral County Technical Center
3. Education Specialist/Mental Health/Disabilities Transition, Keyser Primary School

B. Transfer – Service Personnel

1. Harold Moreland, **transfer from** Custodian, Frankfort Middle School, **to** Custodian, Elk Garden Primary School, Long Term Substitute, effective December 21, 2017, for the duration of a leave of absence of a regular employee

C. Placements in Extracurricular Vacancies as Previously Approved and Advertised

No recommendation was made for personnel item C.

D. Placements in Coaching Vacancies as Previously Approved and Advertised

With the recommendation of the Superintendent, the motion of Mr. Watson and second of Mr. Ludwick passed unanimously
to approve the following coaching placement, as presented:

1. Jason Lambka, Boys' Tennis, Head Coach, Keyser High School, effective with the 2017-2018 season

E. Contracted Services

With the recommendation of the Superintendent, the motion of Mr. Watson and second of Mrs. Courier passed unanimously
to approve the following contracted services, as presented:

1. David Albani, PreK/Head Start/Title I Official Consultant, as needed, effective for the 2017-2018 school year, not to exceed 50 days, compensation at the daily rate of pay for this position
(Funding: Head Start)

With the recommendation of the Superintendent, the motion of Mr. Denne and second of Mr. Watson passed unanimously
to approve the following contracted services, as presented:

2. Deborah Amtower, PreK/Head Start Official Consultant, as needed, effective for the 2017-2018 school year, not to exceed 50 days, compensation at the daily rate of pay for this position
(Funding: Head Start)

3. FINANCE/BUDGET:**A. Approval to Purchase Vehicles for Drivers Education Classes**

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Denne passed unanimously
to approve the purchase of two vehicles for drivers education classes in the amount of \$17,297.51/each. (Funding: Allocated in FY18 Budget)

B. Approval to Purchase Transfinder Routing Software – Transportation Department

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Ludwick passed unanimously
to approve the purchase of Transfinder Routing software for the Transportation Department, as presented. (Funding: Transportation) (See attached.)

C. Approval to Purchase Four Buses – Transportation

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Watson passed unanimously
to approve the purchase of four buses for the Transportation Department at the approximate cost of \$383,758.00 (Funding: Transportation)

4. MISCELLANEOUS:**A. Approval of Mineral County PreK Head Start Policy Council Minutes and Financial Reports**

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Denne passed unanimously
to approve the Mineral County PreK Head Start Policy Council minutes and financial reports of the December 4, 2017, meeting, as presented.

B. Student Transfer Requests

With the recommendation of the Superintendent, the motion of Mrs. Courier and second of Mr. Watson passed unanimously
to approve the following student transfer requests, as presented:

1. Student Transfer Cases 18-25 and 18-26 **from** Mineral County Schools **to** Hardy County Schools, effective immediately with the 2017-2018 school term, approval by Hardy County Board of Education has been received

Mrs. Courier exited the meeting.

C. Approval for Home-Schooled Student to Attend Classes

With the recommendation of the Superintendent, the motion of Mr. Watson and second of Mr. Denne passed unanimously (4-0)

to approve the following home-schooled student to attend classes, as presented:

1. Parent requests permission for home-schooled child to attend classes at Mineral County Technical Center for the second semester of the 2017-2018 school year, pending enrollment (not to exceed 50% of the instructional day), and subject to normal registration and attendance requirements. Parent also requests permission for student to ride the school bus between Frankfort High School and Mineral County Technical Center

CONSENT AGENDA

With the recommendation of the Superintendent, the motion of Mr. Watson and second of Mr. Ludwick passed unanimously (4-0)

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

1. PERSONNEL:**A. Placements/Transfers – Service Personnel**

1. Melissa Jessen, **transfer from** Cook, Fort Ashby Primary School **to** Itinerant Classroom Aide, Kindergarten, Long Term Substitute, Fountain Primary School, for the duration of a leave of absence of a regular employee, pending completion of the initial CPI training

B. Change in Status

1. On October 3, 2017, Teresa Hines was approved for transfer to Practical Nursing Instructor/School Nurse, Mineral County Technical Center/Itinerant Countywide. In addition to her current certification status, she will be on a permit for Practical Nursing and a waiver for School Nurse.

C. Request to Create and Post a Position – Service Personnel

1. Itinerant Classroom Aide or Itinerant Classroom Aide/Paraprofessional, Wiley Ford Primary School (Funding Source: Carryover)

D. Volunteers

1. Fort Ashby Primary School
 - a. Samantha Benson
 - b. Brian Hammons
 - c. Rebecca Hammons
 - d. Karen Mackert

2. Fountain Primary School
 - a. Amber Hatfield
3. Frankfort High School
 - a. Mark Kerns, non-coaching Girls' Basketball
4. Frankfort Middle School
 - a. Kristin Smouse
5. Keyser High School
 - a. Lee Evans, non-coaching Boys' Basketball
 - b. Amaya Runion, non-coaching Basketball
 - c. Brooke Staggers, non-coaching Girls' Basketball
 - d. Candice Valentine
 - e. Jacob Walker
6. Keyser Primary School
 - a. Ashley Blizzard
 - b. Lisa Carr
 - c. Haley Dolly
 - d. Shane Dolly
 - e. Kendra Keplinger
 - f. Chip Parrill
 - g. Joseph Parrill
 - h. Kathy Parrill
 - i. Maggie Rosado
 - j. Yahaira Rosado
7. Wiley Ford Primary School
 - a. Debbie Powell

2. MISCELLANEOUS:

A. Leave of Absence Requests*

1. Gary W. Martin, Bus Operator, effective December 18, 2017 – February 8, 2018
2. Jennive L. Rinker, Cook – Burlington Primary School, December 12, 2017 – January 12, 2018

**Pending receipt of certification, if applicable*

STUDENT DISCIPLINARY HEARING:

A. Student Disciplinary Case #18-06

The hearing was cancelled.

Date and Time of Next Meeting: January 2, 2018, 6:00 p.m.

ADJOURNMENT.

The President adjourned the meeting at 7:02 p.m.

01-02-2018
DATE APPROVED

PRESIDENT

SECRETARY