



April 16, 2019

Meeting #26

A regular meeting of the Board of Education of Mineral County will be held on Tuesday, April 16, 2019, at **5:00 p.m.** in the Administrative Office at 36 Baker Place, Keyser, West Virginia.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the County School System's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item Public Comments.

A G E N D A

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL:

Members

___ Courrier, President	(06-30-2022)
___ Baniak, Vice-President	(06-30-2022)
___ Denne	(06-30-2020)
___ Puffinburger	(06-30-2022)
___ Woy	(06-30-2020)

4. APPROVAL OF AGENDA

5. COMMUNICATIONS – Superintendent/Board:

A. Superintendent's Update:

B. Recognition:

1. 2019 West Virginia History Minecraft Design & Build Contest – State Winners

❖ 1st Place Team: Garrett Ferguson, Keegan Bennett, and Hunter Shreve

❖ 2nd Place Team: Kendall Kelly, Quinn Mandell, and Taylor Mandell

2. 2020 Mineral County Teacher of the Year – To Be Announced

- Nominees: Amanda Bogdan
Amy Cowgill
Jessica D’Accione
Robert Fazzalore
Darwin Gough
Teresa Lynn Leatherman
Sarah Malone
Derek Stephen

3. 2019 Mineral County School Service Personnel of the Year – Linda Jackson

- Other Nominees: Donna Canan
Charlene Deremer
Elizabeth Gray
Jacqueline Hanlin
Joan Hartman
Kim Keplinger
Regina Nelson
Nickole Price
Roxie Robertson
Sharon Smith

C. Presentations:

1. Future Leaders Program – SFC Jeffrey D. Hoban, WV Recruiting and Retention NCO – **ITEM**
2. Kids Read Now – Barbara Kesner, Director of Curriculum and Instruction – Elementary

D. Board Comments:

6. **PUBLIC COMMENTS:**

- A. Agenda Items:
- B. Non-Agenda Items:

7. **APPROVAL OF MINUTES:**

- A. Regular Meeting April 2, 2019 #24
- B. Special Meeting April 11, 2019 #25

DISCUSSION:

1. PERSONNEL:

- A. Superintendent Search Process

ACTION AGENDA

OTHER ACTION

1. PROGRAM PLANNING:

- A. Approval of Social Studies Instructional Materials/Textbook Adoption – ITEM

2. PERSONNEL:

NOTE: The Superintendent's nominees to fill posted vacancies are subject to change upon withdrawal of a nominee after this agenda was prepared and prior to the board meeting. In such case, the name of any new nominee will be announced in public at the meeting, prior to the Board's action to fill the vacancy.

- A. Retirement – Service Personnel

1. Jeffrey D. Wolford, Chief Mechanic, School Bus Garage, effective April 5, 2019
- **Advertise Position**

The Superintendent wishes to thank Mr. Wolford for his 14 plus years of service.

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

1. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional/Educational Sign Language Interpreter, Wiley Ford Primary School
2. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional—Special Education, half- day, Keyser Primary School
3. (name may be provided at meeting), Custodian III – Split Shift, Wiley Ford Primary School
4. (name may be provided at meeting), Custodian II, Frankfort Middle School

- C. Placements/Transfers—Professional Personnel, effective with the 2019-2020 Employment Term

1. (name may be provided at meeting), School Instructional Specialist, Fountain Primary School
2. (name may be provided at meeting), Special Education Teacher, Fountain Primary School and Keyser Primary School
3. (name may be provided at meeting), Grade 2 Teacher, Keyser Primary School

4. (name may be provided at meeting) , Grade 2 Teacher, Keyser Primary School
5. (name may be provided at meeting) , Grade 3 Teacher, Keyser Primary School
6. (name may be provided at meeting) , School Instructional Specialist, Keyser Primary School
7. (name may be provided at meeting) , Grade 1 Teacher, New Creek Primary School
8. (name may be provided at meeting) , Health/Physical Education Teacher, Wiley Ford Primary School/Fort Ashby Primary School/Frankfort Intermediate School
9. (name may be provided at meeting) , School Instructional Specialist, Frankfort Intermediate School
10. (name may be provided at meeting) , School Counselor, Frankfort Middle School/Frankfort Intermediate School
11. (name may be provided at meeting) , Science Teacher, Frankfort Middle School
12. (name may be provided at meeting) , English and Social Studies Teacher, half-day, Frankfort Middle School
13. (name may be provided at meeting) , Special Education Teacher, Frankfort High School
14. (name may be provided at meeting) , Special Education Teacher, Keyser Middle School
15. (name may be provided at meeting) , Special Education Teacher – half day, Keyser Middle School
16. (name may be provided at meeting) , Mathematics Teacher, Keyser High School
17. (name may be provided at meeting) , Options Pathway Teacher/Special Education Teacher, Mineral County Technical Center and Keyser Middle School
18. (name may be provided at meeting) , Itinerant Certified Occupational Therapist Assistant, Student Services
19. (name may be provided at meeting) , Itinerant Physical Therapist, half-day, Student Services
20. (name may be provided at meeting) , School Psychologists, Student Services
21. (name may be provided at meeting) , Itinerant Speech Pathologists/Speech Assistants, Student Services
22. (name may be provided at meeting) , Itinerant Speech Pathologists/Speech Assistants, Student Services
23. (name may be provided at meeting) , Itinerant Speech Pathologists/Speech Assistants, Student Services

24. (name may be provided at meeting), Itinerant Speech Pathologists/Speech Assistants, Student Services

D. Placements/Transfers – Service Personnel, effective with the 2019-2020 Employment Term

1. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional – Transportation –Special Education
2. (name may be provided at meeting), School Bus Operator for route serving Keyser district students attending Fountain Primary, Keyser Primary, Keyser Middle, and Keyser High Schools, and Mineral County Alternative Program, covering but not limited to Knobley Road, Rt. 45, Armstrong St., and Rt. 220
3. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher—Kindergarten, Fountain Primary School
4. (name may be provided at meeting), Secretary/Accountant, Fountain Primary School
5. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional – Special Education, Frankfort Intermediate School
6. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional – Special Education, Frankfort Intermediate School
7. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher – Pre-Kindergarten, Frankfort Intermediate School
8. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher, Preschool Special Needs, Keyser Primary School
9. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional/Educational Sign Language Interpreter, Wiley Ford Primary School
10. (name may be provided at meeting), Itinerant Classroom Aide/Paraprofessional – Special Education, Keyser Middle School

E. Placements in Extracurricular Vacancies as Previously Approved and Advertised
(names may be provided at meeting)

F. Placements in Coaching Vacancies as Previously Approved and Advertised
(names may be provided at meeting)

G. Placements in Substitute Vacancies as Previously Approved and Advertised
(names may be provided at meeting)

H. Request to Post – Summer Extracurricular, pending enrollment and/or student need

1. Teacher, Summer Credit Recovery, Frankfort High School (Funding Source: County)
2. Teacher, Summer Credit Recovery, Frankfort Middle School (Funding Source: County)
3. Teacher, Summer Credit Recovery, Keyser High School (Funding Source: County)
4. Teacher, Summer Credit Recovery, Keyser Middle School (Funding Source: County)
5. Teacher, Summer Credit Recovery, Mineral County Alternative Program (Funding Source: County)
6. Extended School Year Special Education Teacher, Keyser District (Funding Source: Special Education)
7. Extended School Year Special Education Teacher, Frankfort District (Funding Source: Special Education)
8. Extended School Year Speech Pathologist/Speech Assistant, Countywide (Funding Source: Special Education)

Note: Summer Credit Recovery, 4 days per week, 3 hours per day, \$20 per hour, June 17 – July 18, 2019
Extended School Year, 4 days per week, 4.5 hours per day, \$20 per hour, June 18-July 25, 2019

3. FINANCE/BUDGET:

- A. Approval of Keyser High School Science Department Funding Request for Travel to Intel International Science and Engineering Fair (ISEF) – ITEM
- B. Approval of Head Start Grant Including Cost-Of-Living Adjustment *(Item to be presented at meeting.)*
- C. Approve Budget Revision Number ELEVEN for Fiscal 2019, for Supplements in the Amount of \$30,981.00 – ITEM

4. PROPERTY:

- A. Naming of Batting Cage at Ron Mathias & Friends Softball Field – Keyser High School – ITEM

5. MISCELLANEOUS:

- A. Approval of Mineral County Pre-K Head Start Policy Council Minutes and Financial Reports
– (Items will be provided at meeting.)
- B. Educational Leave Request – ITEM
- C. Adopt Proclamation – Employee Appreciation Day, May 7, 2019 – ITEM

CONSENT AGENDA

The Superintendent recommends approval of the following matters on the **Consent Agenda**:

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

1. National Formative Assessment Conference, Washington, DC, July 29-31, 2019
(Funding: County-Federal Programs)
 - a. Jessica Barger
 - b. Edward Holler
 - c. Mary Ridgel

2. HSTW Summer Conference, Baltimore, MD, July 10-13, 2019 – **ITEM**

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

1. Julie Sions, Envirothon Competition, Canaan Valley, WV, April 17-18, 2019
2. James Johnson, Envirothon Competition, Canaan Valley, WV, April 17-18, 2019
3. Andrew Knotts, WV History Quiz Bowl, Charleston, WV, April 29-30, 2019
4. Dianna Eary, WV History, Quiz Bowl, Charleston, WV, April 29-30, 2019

B. Placement/Transfer- Extracurricular Coaching

1. Lisa Moreland, Head Cheer Coach, Frankfort High School, effective for the 2019-2020 employment term
- **Advertise Assistant Coach position**

C. Placement – Extracurricular Professional

1. Tiffany Snyder, After School Tutoring Teacher, Frankfort Intermediate School, effective April 17, 2019

D. Change in Effective Start Date

1. Andrew Cosner, School Bus Operator, from April 22, 2019 to April 23, 2019

E. Resignations – Extracurricular Contracts

1. Charles Kuh, Athletic Supervisor, Keyser High School, effective March 26, 2019
2. Dana Watts, Athletic Supervisor, Keyser High School, effective March 29, 2019

F. Placement – Substitute Service Personnel

1. Joseph Alkire Jr., Substitute School Bus Operator, effective pending passage of certification test and completion of required employment documents

G. Employment Agreements -- Greenhouse Workers, Mineral County Technical Center (Funding Source: School)

1. Laicey Dolly
2. Dalton Garland
3. Kiaira Iser
4. Evan Matlick
5. Hailey Rotruck

H. Volunteers

1. Burlington Primary School
 - a. Trish Brafford
 - b. Erica Fazenbaker
 - c. Randy Fazenbaker II
 - d. Krystal Hartman
 - e. Annette Jennings
2. Fountain Primary School
 - a. Jessica Staggs
3. Frankfort Middle School
 - a. Alaina Dixon-McDonough
 - b. Douglas Dyson
 - c. Barry Hartung
 - d. Karen Snurr
 - e. Amy Twigg
 - f. Amanda Wagoner
 - g. Nathan Wagoner
 - h. Jason Wilson
 - i. Whitney Wilson
 - j. Paulette Young
4. Keyser High School
 - a. Maverick Holmes
5. Keyser Middle School
 - a. Jennifer Brafford
 - b. Jody Brafford
 - c. Jami Cox
 - d. Krystal Hartman
 - e. James Keating
 - f. Jennifer Pratt
 - g. Amanda Nash

- h. Amber Rotruck
- i. Collin Rotruck
- j. Carly Welch

6. Keyser Primary School

- a. Ashley Bruce
- b. Daisy Cunningham
- c. Barry Evans
- d. Erin Evans
- e. Barry Holland
- f. Ebone McDaniel
- g. Kara Swingle
- h. Steven Swingle
- i. Kalin Walker

3. FINANCE/BUDGET:

- A. CORRECTION to March 19, 2019 request: Approve to have the Annual Audit for Fiscal Years 2019, 2020, and 2021 Performed by a Certified Public Accountant Approved by the Chief Inspector to Perform the Examinations - (original request was for fiscal years 2020, 2021 and 2022)
- B. CORRECTION to March 19, 2019 request: Approve to solicit bids for the Annual Audit for Fiscal Years 2019-2021 - (original request was for fiscal years 2020-2022)
- C. FY20 West Virginia School Boards Association Membership Subscription Fees - \$4,207.00 – ITEM
(to be paid on first check run after July 1, 2019)

4. MISCELLANEOUS:

- A. Leave of Absence Request* – **ITEM**
 - 1. Mary Racey, Keyser Middle School, effective April 19 – through end of 18-19 employment term
**Pending eligibility and receipt of certification, if applicable*

STUDENT DISCIPLINARY HEARINGS:

- A. Student Disciplinary Case #19-10
- B. Student Disciplinary Case #19-13

Date and Time of Next Meeting: _____

ADJOURNMENT.