



April 3, 2018

Meeting #23

A regular meeting of the Board of Education of Mineral County will be held on Tuesday, April 3, 2018, 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

___ Woy, President	(06-30-2020)
___ Courier, Vice-President	(06-30-2018)
___ Denne	(06-30-2020)
___ Ludwick	(06-30-2018)
___ Baniak	(06-30-2018)

4. APPROVAL OF AGENDA

5. EMPLOYEE HEARINGS:

Employee hearings have been scheduled related to Personnel Actions.

NOTE: We have allowed two hours for hearings. The remainder of the meeting will begin at the conclusion of the hearings.

6. COMMUNICATIONS – Superintendent/Board:

A. Superintendent's Update:

B. Board Comments:

7. PUBLIC COMMENTS:A. Agenda Items:B. Non-Agenda Items:

1. Missy Clark, Frankfort Athletic Booster Club

8. APPROVAL OF MINUTES:

- A. Special Meeting March 15, 2018 #21
- B. Special Meeting March 27, 2018 #22

PUBLIC HEARING:

A public hearing will be held on 2018-2019 School Calendar options – **ITEM**

DISCUSSION:

1. FINANCE/BUDGET:

- A. Treasurer's Report for the Month Ended March 31, 2018 – **ITEM TO BE PROVIDED AT MEETING**
- B. Treasurer's Statement of Investments Outstanding as of March 31, 2018 – **ITEM TO BE PROVIDED AT MEETING**

ACTION AGENDA

OTHER ACTION

1. 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. Administrative Transfer List – Professional Personnel – **ITEM TO BE PROVIDED AT MEETING**

The Superintendent recommends approval of the list of professional personnel to be placed on the Administrative Transfer List for the 2018-2019 employment term. The affected employees were duly notified and given the opportunity to request a hearing.

B. Administrative Transfer List – Service Personnel – ITEM TO BE PROVIDED AT MEETING

The Superintendent recommends approval of the list of service personnel to be placed on the Administrative Transfer List for the 2018-2019 employment term. The affected employees were duly notified and given the opportunity to request a hearing.

C. Contract Terminations – Professional Personnel – ITEM TO BE PROVIDED AT MEETING

The Superintendent recommends approval of the contract terminations for professional employees whose names will be provided at the meeting, effective with the 2018-2019 employment term. The employees were duly notified and given the opportunity to request a hearing.

D. Contract Terminations – Service Personnel – ITEM TO BE PROVIDED AT MEETING

The Superintendent recommends approval of contract terminations of service personnel employees whose names will be provided at the meeting, effective with the 2018-2019 employment term. The employees were duly notified and given the opportunity to request a hearing.

E. Approval to Abolish Positions – ITEM TO BE PROVIDED AT MEETING**F. Approval to post positions that are known to exist for 2018-2019 School Year – ITEM TO BE PROVIDED AT MEETING****G. Approval to create and post new positions needed for 2018-2019 School Year – ITEM TO BE PROVIDED AT MEETING****H. Retirement – Service Personnel**

1. Karen Fisher, Custodian III, Frankfort Middle School, 261 days, effective April 30, 2018
-Advertise Position

The Superintendent wishes to thank Ms. Fisher for her 14+ years of service to Mineral County Schools.

**I. Placements in Extracurricular Vacancies as Previously Approved and Advertised
(Names may be provided at meeting)****J. Placements in Coaching Vacancies as Previously Approved and Advertised
(Names may be provided at meeting)****2. FINANCE/BUDGET:****A. Approve Invoices for March 31, 2018, in the Amount of \$1,082,532.52, for Checks 125551 – 125956
– ITEM****B. Approve Budget Revision Number 8 for Fiscal 2018, in the Amount of \$7,587.00 – ITEM**

3. MISCELLANEOUS:**A. Student Transfer Request – ITEM**

1. Student Transfer Case 18-27 **from** Mineral County Schools **to** Grant County Schools, effective immediately with the 2017-2018 school term, pending approval by Grant County Board of Education

CONSENT AGENDA

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

1. PERSONNEL:**A. Mutual Consent to Reassignments – Professional Personnel**

The Superintendent recommends approval of the following Mutual Consent to Reassignment Agreements for professional personnel for the 2018-2019 employment term.

1. Brenda Braithwaite, agrees to change her assignment from Grade 2 Teacher, Burlington Primary School, to Grades 1/2 Split Teacher, Burlington Primary School, if needed
2. Jessica LeMasters, agrees to be reassigned from her current teaching assignment of School Instructional Specialist, half-day, Frankfort Intermediate School, to the assignment of Grade 4 Teacher, Frankfort Intermediate School
3. Kristy Reed, Grade 4 Teacher, Burlington Primary School, to Grades 3/4 Split Teacher, Burlington Primary School, if needed
4. Danielle Marker, Grade 2 Teacher, Fort Ashby Primary School to Grades 1/2 Split Teacher, Fort Ashby Primary School, if needed

B. Approve the Reclassification of a Service Personnel Employee

1. Helen Carder, Secretary II/Accountant II, Fort Ashby Primary School, to Secretary III/Accountant II, Fort Ashby Primary School, based on the completion of eight years as a Secretary II

C. Placements/Transfers –Professional Personnel

1. Dannagale Acord, **placement**, Teacher, Grade 4/Resource, Elk Garden Primary School, effective pending receipt of West Virginia certification and to the end of the 2017-2018 employment term only, actual days to be determined

Ms. Acord is a resident of Elk Garden, West Virginia and a graduate of Frostburg State University (BS-2017). She is currently employed as a cashier at Martin's, Keyser, West Virginia.

D. Placement – Substitute Teacher

1. Sarah Maybury, effective pending completion of employment requirements

E. Notification of Effective Start Date

1. Randolph West, Assistant Principal, Keyser Primary School, effective April 12, 2018 (55 days for the 2017-2018 employment term)

F. Resignation – Extracurricular Professional Personnel

1. Lorraine Mangold, Building Designee, Fort Ashby Primary School, effective at the end of the 2017-2018 employment term
-Advertise Position

G. Placements – 2017-2018 Outdoor School – ITEMH. Approval to Job Shadow for Potential Substitute Custodians in Various Schools

1. John Arnold
2. Dustin Claywell
3. Ashley Self
4. Danielle Smith

I. Request to Post a Position

1. Mineral County PreK/Head Start Education Coordinator (Funding Source: Head Start)

J. Volunteers

1. Burlington Primary School
 - a. Allison Amann
 - b. Jody Brafford
 - c. Sarita Charlton
 - d. Brandon Cox
 - e. Jami Cox
 - f. Donna Delawder
 - g. Amy Gray
 - h. Christie Kimble
 - i. Marina Kimble
2. Frankfort High School
 - a. John Ruff
 - b. Lori Ruff

3. Frankfort Middle School

- a. Crystal Knotts
- b. Judith McBee
- c. Shawn McBee
- d. John Ruff
- e. Lori Ruff

2. **MISCELLANEOUS:**

A. Leave of Absence Requests* – **ITEM**

- 1. Adam Braithwaite, Bus Operator, effective April 2 – May 28, 2018
- 2. Michael Staggers, Teacher, effective May 9 – May 23, 2018

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

Date and Time of Next Meeting: _____

ADJOURNMENT.