



MINERAL COUNTY SCHOOLS

ONE BAKER PLACE, KEYSER, WEST VIRGINIA 26726

Phone: 304-788-4200 / Fax: 304-788-4204

August 1, 2017

Meeting #3

A Regular meeting of the Board of Education of Mineral County will be held on Tuesday, August 1, 2017, at 6:00 p.m. in the Administrative Office at One 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.

AGENDA

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL:

Members

_____	Woy, President	(06-30-2020)
_____	Courrier, Vice-President	(06-30-2018)
_____	Denne	(06-30-2020)
_____	Ludwick	(06-30-2018)
_____	Watson	(06-30-2018)

4. APPROVAL OF AGENDA

5. COMMUNICATIONS – Superintendent/Board:

A. Superintendent's Update:

B. Board Comments:

6. PUBLIC COMMENTS:

A. Agenda Items

B. Non-Agenda Items

7. APPROVAL OF MINUTES:

- A. Regular Meeting July 18, 2017 #2

ACTION AGENDA

OTHER ACTION:

1. PROGRAM PLANNING:

A. Approval of Policy Updates – V9N2

1. Policy 1617 – Weapons (New)
2. Policies 3217, 4217, 5772, 7217 – Weapons (Revised)
3. Policies 1619, 3419, 4419 – Group Health Plans (New/Replacement)
4. Policies 1619.01, 3419.01, 4419.01 – Privacy Protections of Self-Funded Group Health Plans (New)
5. Policies 1619.02, 3419.02, 4419.02 – Privacy Protections of Self-Funded Group Health Plans (Revised)
6. Policies 1619.03, 3419.03, 4419.03 – Patient Protection and Affordable Care Act (New)
7. Policy 2114 – Meeting State Accountability Measures (Revised)
8. Policy 2120 – District and School Improvement (Revised)
9. Policy 2230 – Program of Study Early Learning Programs Pre-K – 5 (Revised)
10. Policy 2230.01 – Program of Study Middle Level Education (Revised)
11. Policy 2230.02 – Programs of Study High School Program (Grades 9-12) (Revised)
12. Policy 2275 – Mountaineer ChalleNGe Academy (New)
13. Policy 2312 – Class Size (Revised)
14. Policy 2370 – Alternative Delivery of Educational Programs (Revised)
15. Policy 2412 – Homebound/Hospital Instruction Program (Revised)
16. Policy 2510 – Adoption of Instructional Resources (Revised)
17. Policy 2600 – Educational Program (Revised)
18. Policy 2605 – Program Accountability and Evaluation (Revised)
19. Policy 3120 – Employment of Professional Personnel (Revised)
20. Policy 4120 – Employment of Service Personnel (Revised)
21. Policy 3120.02 – Prospective Employable Professional Personnel Reserve List (Revised)
22. Policies 3124.01, 4124.01 – Probationary Contract (Revised)
23. Policy 3124.02 – Continuing Contract (Revised)
24. Policy 4124.02 – Continuing Contract – Service Personnel (Revised)
25. Policy 3130.01 – Transfer (Revised)
26. Policy 3131 – Reduction in Force – Classroom Teachers and Other Professional Personnel (Revised)
27. Policy 3132 – Vacancies – Professional Positions (Revised)
28. Policy 3140 – Early Notification of Retirement: Professional Personnel (Revised)
29. Policy 3142 – Non-Renewal of Probationary Teacher Contract (Revised)
30. Policy 4142 – Non-Renewal of a Service Personnel Probationary Contract (Revised)
31. Policies 3165, 4165 – Use of Epinephrine Auto-Injectors by Personnel (Revised)
32. Policy 3242 – Professional Learning for Educators (Revised)
33. Policies 3420, 4420 – Benefits (Revised)
34. Policy 4125 – Competency Testing for Service Personnel (Revised)
35. Policy 4130 – Assignment and Transfer of Service Personnel (Revised)

36. Policy 4131 – Reduction in Force – Service Personnel (Revised)
37. Policy 4131.02 – Preferred Recall List (Revised)
38. Policy 4132 – Vacancies – Service Positions (Revised)
39. Policy 4140.01 – Early Notification of Retirement: Service Personnel (Revised)
40. Policy 4242 – Service Personnel Staff Development (Revised)
41. Policy 5200 – Attendance (Revised)
42. Policy 5330 – Use of Medication (Revised)
43. Policy 5331 – Use of Naloxone (New)
44. Policy 5421 – Grading (Revised)
45. Policy 5460 – Graduation Requirements (Revised)
46. Policy 5461 – Certificate of Proficiency (Revised)
47. Policy 6320 – Purchases (Revised)
48. Policy 5830 – Student Fund-Raising (Revised)
49. Policy 6605 – Crowdfunding (New)
50. Policy 9700 – Relations with Outside Groups (Revised)
51. Policy 6325 – Procurement – Federal Grants/Funds (Revised)
52. Policy 6700 – Overtime (Revised)
53. Policy 7540.01 – Technology Privacy (Revised)
54. Policy 8800 – Religious/Patriotic Ceremonies and Observances (Revised)
55. Policy 9141 – District School Advisory Council/Multi-District Technical Center Advisory Council (Revised)

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. Placement – Administrative Personnel

1. Edward Holler, **placement**, Principal, Keyser Middle School, 235 days (227 days for the 2017-2018 employment term), effective August 2, 2017

Mr. Holler is a resident of Seaford, Virginia and a graduate of Virginia Polytechnic and State University, Blacksburg VA (Ed.D. – 1995). He was most recently employed as an Educational Consultant, Edwards Educational Services, Alexandria Virginia.

B. Placements/Transfers – Professional Personnel

1. (name may be provided at meeting), School Instructional Specialist, half-day, Frankfort Intermediate School
2. (name may be provided at meeting), Teacher, Science, Keyser Middle School
3. (name may be provided at meeting), Teacher, Kindergarten, Wiley Ford Primary School
4. (name may be provided at meeting), Itinerant Speech Pathologist/Speech Assistant, half-day, Student Services

5. (name may be provided at meeting), Itinerant Speech Pathologist/Speech Assistant, half-day, Student Services
6. (name may be provided at meeting), Teacher, Grade 1/2 Split, Fort Ashby Primary School

C. Placements/Transfers – Service Personnel

1. (name may be provided at meeting), Mechanic, Bus Garage, 235 days
2. (name may be provided at meeting), Mechanic, Bus Garage, 235 days
3. (name may be provided at meeting), Custodian III, Keyser Middle School, Student Services, Alternative Education Program, 235 days
4. (name may be provided at meeting), Custodian II, Frankfort Middle School, 235 days

D. Permission to Advertise Position – Administrative Personnel – ITEM

1. Assistant Director of Support Services – Transportation and Warehouse/Inventory Supervisor, 261 days

E. Request to Advertise Position – Extracurricular Service Personnel – ITEM

1. Mid-day Truck Driver, 180 days, plus 10 days before the start of the school year and 10 days after the end of the school year (180 days at \$30/day and 20 days at the regular daily rate)

F. Placements in Extracurricular Vacancies as Previously Approved and Advertised

-names may be provided at meeting

G. Placements in Coaching Vacancies as Previously Approved and Advertised

-names may be provided at meeting

3. **MISCELLANEOUS:**

A. Student Transfer Requests – ITEM

1. Student Transfer Cases 18-15 and 18-17 **from** Mineral County Schools **to** Grant County Schools, effective with the 2017-2018 school term, pending approval by Grant County Board of Education
2. Student Transfer Case 18-16 **from** Grant County Schools **to** Mineral County Schools, effective with the 2017-2018 school term, pending enrollment space and approval by Grant County Board of Education

B. Request for Home Schooled Student to Attend Classes – ITEM

1. Parents request permission for home schooled child to attend classes at Keyser Middle School for the 2017-2018 school term, pending enrollment (not to exceed 50% of the instructional day), and subject to normal registration and attendance requirements.

CONSENT AGENDA:

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

1. PROGRAM PLANNING:A. Student Intern, Frostburg State University

1. Change the placement of Laila Nash, counseling intern with Shelby Hutcheson, from Keyser Middle School to Frankfort Middle School, effective Fall Semester 2017

B. Approval of Service Personnel Staff Development Plan and Goals for 2017-2018 – 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. Rescind Placement and Reassign

1. Monique Bittner, rescind placement and reassign her to Teacher, Kindergarten, New Creek Primary School, on a second year contract, effective August 21, 2017

B. Placements/Transfers – Professional Personnel

1. Lynne Staggs, **transfer from** Teacher, PreK, New Creek Primary School **to** School Counselor, Keyser Middle School, 210 days, effective August 3, 2017, extended contract days determined in collaboration with the school principal
-Advertise Position
2. Katie Show, **placement**, Teacher, Special Education, Frankfort Middle School, effective August 21, 2017, on an out-of-field authorization for Autism

Ms. Show is a resident of Ridgeley, West Virginia, and a graduate of Lock Haven University of Pennsylvania (BS - 2008). She was most recently employed as a Special Education Teacher at Hampton City Schools, Hampton, Virginia.

3. Destinee Young, **placement**, Teacher, Special Education, Keyser Primary School, effective August 21, 2017, on an out-of-field authorization for Preschool Special Needs.

Ms. Young is a resident of Ridgeley, West Virginia, and a graduate of West Virginia Wesleyan College (MA – 2017).

C. Placement – Substitute Teacher, pending completion of all employment requirements

1. Tiffany Carper
2. Krista Hardy

D. Resignation – Professional Personnel

1. Robin Fox, Teacher, Kindergarten, New Creek Primary School, effective July 12, 2017

E. Resignation – Extracurricular Coaching

1. James Jones, Football Assistant Coach, Frankfort High School
-Advertise Position

F. Rescind Placement – Summer Service Personnel

1. Rescind the hiring of Allen McCoy as Summer Mechanic Assistant due to failure to meet employment requirements.

G. Permission to Advertise

1. Teacher, Grade 1, New Creek Primary School, based on enrollment
2. Mid-day supplemental bus run to provide transportation for special education students, as needed, from Mineral County to Cumberland, Maryland. This run will follow the Mineral County Schools approved calendar.
3. Itinerant Classroom Aide/Early Childhood Classroom Assistant Teacher, Kindergarten, Wiley Ford Primary School, based on enrollment
4. Team Leader – Special Services, Keyser Primary School
5. Mentor Teachers – Systemwide
6. Mentor Teachers – Schoolwide

H. Permission to Revise Position

1. Permission to revise and post the Education Specialist/Mental Health/Disabilities Transition/Preschool Special Needs Teacher, full-day position **to** Education Specialist/Mental Health/Disabilities Transition, half-day position

I. Permission to Increase Stipend

1. Increase the stipend for Mentor Teachers – School-wide from \$100 for at least two new teachers to the following scale:

1 New Teacher	\$100
2-4 New Teachers	\$250
5 or More New Teachers	\$400

J. Volunteers

1. Fountain Primary School

- a. Jacqueline Baker
- b. Richard Heavener
- c. Heather Powell

2. Frankfort High School

- a. Shirley Baker, Band
- b. Amy Belt, Band
- c. Stephanie Bland, Band
- d. Alan Brinsfield, Band, non-coaching Cross Country, Tennis
- e. Michele Brinsfield, Band, non-coaching Cross Country, Tennis
- f. Charles Brittingham, Band
- g. Jennifer Brittingham, Band
- h. Michele Digon, Band
- i. Sandra Donelson, Band
- j. Marni Evans, Band
- k. Melinda Hamilton, Band
- l. Lester Hamilton, Jr. Band
- m. Jason Hill, Band, non-coaching Soccer, Track
- n. Jamie Hill, Band, non-coaching Soccer, Track
- o. Kenneth James, Band
- p. Tina James, Band
- q. Karen Keller, Band
- r. Kelly Lark – Band, non-coaching Cross Country
- s. Susie Liller, Band
- t. James Loar, Band
- u. Lori Loar, Band
- v. Stacey Pyles, Band
- w. Andrea Reeder, non-coaching Cheerleading
- x. Tammy Robey, Band
- y. Krista Walker, Band

3. Frankfort Intermediate School

- a. Bethany Smith

4. Keyser High School

- a. April Baker
- b. Shirley Baker, Band
- c. Pam Brinkman, non-coaching Volleyball
- d. Holly Burns, Band
- e. Amy Bush, Band
- f. Jason Detrick, non-coaching Volleyball, Wrestling
- g. Melissa Detrick, non-coaching Volleyball, Wrestling

- h. Heather Ellifritz
 - i. Paul Holloway III, Band
 - j. Ryan Holloway, Band
 - k. Tonya Liller
5. Keyser Middle School
- a. Sara Bean
 - b. Rhonda Cannon
 - c. Stacey Rhodes
6. Keyser Primary School
- a. Ellen Hershman
 - b. Carol McIlwee
 - c. Paul McIlwee
7. Mineral County Technical Center
- a. Kevin Staggs
 - b. Petula Staggs
8. New Creek Primary School
- a. Jeff Jones
 - b. Jessica Jones
 - c. Elwood Junkins, Jr.
 - d. Jennifer Junkins
 - e. Ginny Newlin

Date and Time of Next Meeting: _____

ADJOURNMENT.