



**August 7, 2018**

**Meeting #3**

A regular meeting of the Board of Education of Mineral County will be held on Tuesday, August 7, 2018, at 6:00 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**

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**1. PLEDGE OF ALLEGIANCE**

**2. CALL TO ORDER**

**3. ROLL CALL:**

Members

___ Courier, 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. Board Comments:

**6. PUBLIC COMMENTS:**

A. Agenda Items:

B. Non-Agenda Items:

**7. APPROVAL OF MINUTES:**

- A. Regular Meeting July 17, 2018 #2

**DISCUSSION:**

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**1. PROGRAM PLANNING:**

- A. First Reading of Return to Work Policy – ITEM

**2. FINANCE/BUDGET:**

- A. Treasurer’s Report for the Month Ended June 30, 2018 *(Item will be provided at meeting.)*
- B. Treasurer’s Statement of Investments Outstanding as of June 30, 2018 *(Item will be provided at meeting.)*
- C. Treasurer’s Report for the Month Ended July 31, 2018 *(Item will be provided at meeting.)*
- D. Treasurer’s Statement of Investments Outstanding as of July 31, 2018 *(Item will be provided at meeting.)*

**ACTION AGENDA**

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**OTHER ACTION**

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**1. PROGRAM PLANNING:**

- A. Adoption of Mineral County Policy 2370.01 – Virtual Instruction – 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. Placements/Transfers – Professional Personnel

1. \_\_\_\_\_ (name may be provided at meeting) \_\_\_\_\_, Teacher, Grade 3, Burlington Primary School
2. \_\_\_\_\_ (name may be provided at meeting) \_\_\_\_\_, School Literacy Specialist, half-day, Frankfort Intermediate School
3. \_\_\_\_\_ (name may be provided at meeting) \_\_\_\_\_, Teacher, English/Language Arts, Frankfort Middle School
4. \_\_\_\_\_ (name may be provided at meeting) \_\_\_\_\_, Teacher, Art, Keyser High School
5. \_\_\_\_\_ (name may be provided at meeting) \_\_\_\_\_, Teacher, Special Education, half-day, Keyser Middle School

6. (name may be provided at meeting), Teacher, Special Education, Keyser Primary School

7. (name may be provided at meeting), Itinerant Physical Therapist, half-day, Countywide

B. Placements/Transfers – Service Personnel

1. (name may be provided at meeting), Mechanic, Bus Garage, 235 days

C. Request to Create a Position – Professional Personnel

1. Teacher, Kindergarten, Burlington Primary School based on enrollment  
(Funding Source: County) – **ITEM**

D. Contracted Services effective for the 2018-2019 school year

1. David Albani, PreK/Head Start/Title I Official Consultant, as needed, not to exceed 10 days, compensation at the daily rate of pay (Funding: Title I)

2. Deborah Amtower, PreK/Head Start Official Consultant, as needed, not to exceed 10 days, compensation at the daily rate of pay (Funding: Head Start)

E. Volunteer

1. Frankfort High School

a. Mary Jane Baniak

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. FINANCE/BUDGET:**

A. Approve HPS/Gordon's Food as Food Service Vendor – 2018-2019 School Year– **ITEM**

B. Approval of **Revised** COLA Application – Mineral County Pre-K/Head Start (Item to be provided at meeting.)

C. Approve Invoices for June 2018, in the Amount of \$2,646,583.90, for Checks 126970 – 127654 –**ITEM**

D. Approve Invoices for July 2018, in the Amount of \$402,048.49, for Checks 127655 – 127810 –**ITEM**

**4. MISCELLANEOUS:****A. Renaming of South End Park – ITEM**

The Superintendent recommends that South End Park be renamed “Brooks Park” in honor of Tuskegee Airman, Clifton Brooks.

**B. Student Transfer Requests – ITEM**

1. Student Transfer Case 19-01 **from** Mineral County Schools **to** Grant County Schools, effective with the 2018-2019 school term, pending approval by Grant County Board of Education

**CONSENT AGENDA**

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

**1. PROGRAM PLANNING:****A. Approval of Mineral County Work-Based Learning Sites, State Board of Risk Insurance Certification – ITEM****2. PERSONNEL:****A. Placements – Professional Personnel effective for the 2018-2019 employment term**

1. Lisa Gilpin, Preschool Special Needs Teacher, Wiley Ford Primary School  
**--Advertise – School Readiness Specialist, Countywide/Keyser Primary School**
2. Jessica Samples, Speech Pathologist, Countywide, on a permit for Speech-Language Pathologist

Ms. Samples is a resident of Parsons, West Virginia and a graduate of West Liberty University (BA-2013). She was most recently employed for Tucker County Schools as a Speech Assistant.

**B. Placement – Service Personnel**

1. Karen McRobie, Secretary II/Accountant II, Keyser High School, 220 days (217 days for the 2018-2019 employment term), effective August 9, 2018

Ms. McRobie was the most senior substitute secretary/accountant to apply for this position.

**C. Placements – Extracurricular Personnel, effective for the 2018-2019 employment term**

1. Daniel Dawson, Mentor Teacher, Countywide
2. Tommy Nester, Building Designee, Keyser Middle School
3. Patti Twigg, Mentor Principal, Keyser High School

- D. Placements – Substitute Service Personnel, effective with the 2018-2019 employment term and pending completion of employment requirements
1. Julie Burns, Substitute Cook
  2. Melissa Lannon, Substitute Cook
  3. Kathy Ravenscroft, Substitute Cook
  4. Ashley Self, Substitute Cook
- E. Rescind Contract Termination – Professional Personnel effective for the 2018-2019 employment term
1. William Wright, rescind contract termination and reassign him as Science Teacher, Keyser Middle School, on a second year contract
- F. Rescind Transfers – Service Personnel effective for the 2018-2019 employment term
1. Winifred Kenney, rescind transfer and reassign her as Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher - Pre K, Keyser Primary School
  2. Haley Pyles, rescind transfer and reassign her as Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher – Special Education (Preschool Special Needs), Wiley Ford Primary School
- G. Rescind Contract Terminations – Service Personnel effective for the 2018-2019 employment term
1. Melissa Jessen, rescind contract termination and reassign her as an Itinerant Classroom Aide – Special Education, Wiley Ford Primary School on a permanent contract
  2. Nickole Price, rescind contract termination and reassign her as an Itinerant Classroom Aide/Early Childhood Classroom Assistant Teacher – Kindergarten, Wiley Ford Primary School on a third year contract  
**-Advertise Itinerant Classroom Aide/Paraprofessional – Special Education, Keyser High School**
- H. Resignations – Professional Personnel
1. Amy Davis, Teacher, Grade 3, Burlington Primary School, effective August 1, 2018  
**-This position was advertised July 19 through July 26, 2018**
  2. Elizabeth Doll, Teacher, Science, Keyser Middle School, effective July 19, 2018
  3. Aaron Fields, Teacher, English/Language Arts, Frankfort Middle School, effective July 12, 2018  
**-This position was advertised July 19 through July 26, 2018**
  4. Allison Perkins, Teacher, Grade 1, Wiley Ford Primary School, effective August 2, 2018  
**– Advertise Position**
- I. Resignation – Extracurricular Professional
1. Torria Connor, Department Head, High Schools that Work, Keyser High School, effective July 13, 2018  
**-Advertise Position**

J. Rescind Placement – Professional Personnel

1. Heather Byram, Teacher, Special Education, Fort Ashby Primary School, failure to sign contract and complete employment requirements  
**-Advertise Position**

K. Remove from Substitute Lists

1. Shawn Smarik, Substitute Teacher, Substitute Secretary, Substitute Aide, effective August 2, 2018

L. Request to Post Positions

1. Evening School Instructor, Mineral County Alternative Program  
(Funding Source: State-Funded Alternative Education Allocation)
2. Evening School Instructor, Special Education, Mineral County Alternative Program  
(Funding Source: State-Funded Alternative Education Allocation)

M. Volunteers

## 1. Burlington Primary School

- a. C. Fritz Cryser
- b. Julie Cryser
- c. Kaitlynn Gasparro
- d. Alfred Harris
- e. Jeanette Harris

## 2. Frankfort High School

- a. Michelle Andrews
- b. Greta Cain
- c. Bobbi Craddock
- d. Amie Dawson, non-coaching Soccer
- e. Jason Griffith
- f. Lisa Hall
- g. Andrew Knotts
- h. James Loar
- i. Lori Loar
- j. Timothy Malone, non-coaching Basketball/Cheerleading
- k. Cara Malone, non-coaching Basketball/Cheerleading
- l. Dawn Mitchell
- m. Donna Piercy
- n. Stacey Pyles

3. Keyser High School
  - a. Charles Barrick, non-coaching Football
  - b. Julie Cryser
  - c. Carolyn Durst
  - d. Amy DelSignore, non-coaching Track/Cross Country
  - e. John DelSignore
  - f. Barbara Henderson, non-coaching Boys Cross Country
  - g. Ryan Holloway
  - h. Joann Mont, non-coaching Track/Boys Cross Country
  - i. Randy Moore
  - j. Bobbi Jo Morgan
  - k. Stacey Rhodes
  - l. Anthony Rogers
  - m. Lisa Rogers
  
4. Keyser Middle School
  - a. C. Fritz Cryser
  - b. Lisa Hall
  - c. Krisinda Heavener
  - d. April Ketterman
  - e. Cristi Loar
  - f. Ruda Parks
  - g. Heather Powell
  - h. Jeff Spiker
  - i. Wendi Spiker
  - j. Rachel Urice
  
5. Keyser Primary School
  - a. Bobbi Jo Morgan
  - b. Rachel Urice
  - c. Christie Weddle
  
6. New Creek Primary School
  - a. Keli Schenck
  - b. Scot Schenck
  
7. Wiley Ford Primary School
  - a. Lisa Hall

### 3. **PROPERTY:**

- A. Approve the Sale of Surplus Buses/Property – ITEM

4. MISCELLANEOUS:

A. Leave of Absence Requests\* – ITEM

1. Beth Gabbert, Fort Ashby Primary School, effective August 20 – December 31, 2018
2. Leslie Moreland, Frankfort High School, effective August 20 – October 5, 2018
3. Virginia Newlin, New Creek Primary School, effective August 13 – September 27, 2018
4. Heather M. Riley, Bus Garage, effective August 23 – December 31, 2018

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

Date and Time of Next Meeting: \_\_\_\_\_

ADJOURNMENT.