



**July 2, 2018**

**Meeting #1**

A Statutory/Regular meeting of the Board of Education of Mineral County will be held on Monday, July 2, 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

___ Baniak	(06-30-2022)
___ Courier	(06-30-2022)
___ Denne	(06-30-2020)
___ Puffinburger	(06-30-2022)
___ Woy	(06-30-2020)

**4. ORGANIZATION OF BOARD – WV Code §18-5-1c**

On the first Monday of July, following the Primary Election, each board of education shall organize and elect, for a two-year term (July 1, 2018 – June 30, 2020), a president and a vice-president from its own membership, set the day and time for the regular monthly meetings, and report same promptly to the state superintendent of schools.

A. Election/Oath of President – Mineral County Board of Education (July 1, 2018 – June 30, 2020)

B. Election/Oath of Vice President – Mineral County Board of Education (July 1, 2018 – June 30, 2020)

C. Day and Time of Regular Monthly Meetings

D. Board of Directors – Other Agencies (July 1, 2018 – June 30, 2020)

The Board will name from its membership persons to serve on the following for a two-year period (July 1, 2018 – June 30, 2020):

- Eastern Panhandle Instructional Cooperative (EPIC)
- Camp Minco
- WVU Cooperative Extension Agency
- School-To-Work Partnership
- Head Start Advisory Council

5. APPROVAL OF AGENDA

6. COMMUNICATIONS – Superintendent/Board:

A. Superintendent’s Update:

B. Board Comments:

7. PUBLIC COMMENTS:

A. Agenda Items:

B. Non-Agenda Items:

8. APPROVAL OF MINUTES:

A. Regular Meeting    June 18, 2018        #31

**DISCUSSION:**

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1. PROGRAM PLANNING:

A. 1<sup>st</sup> Reading of New Policy – Virtual School – ITEM

2. MISCELLANEOUS:

A. Request by City of Keyser for South End Park to be Renamed Brooks Park — ITEM

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**ACTION AGENDA**

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**OTHER ACTION**

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**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. Placements/Transfers – Professional Personnel**

1. (name may be provided at meeting), Teacher, Art, Burlington Primary, Fountain Primary, New Creek Primary Schools
2. (name may be provided at meeting), School Readiness Specialist, Countywide/Keyser Primary School
3. (name may be provided at meeting), Teacher, Special Education, Frankfort District
4. (name may be provided at meeting), School Literacy Specialist, half-day, Frankfort Intermediate School
5. (name may be provided at meeting), Teacher, Grade 3/4 Split, Frankfort Intermediate School
6. (name may be provided at meeting), Teacher, Business Education, Keyser High School
7. (name may be provided at meeting), Teacher, Grade 6, Keyser Middle School
8. (name may be provided at meeting), Teacher, Special Education, Keyser Primary School
9. (name may be provided at meeting), Teacher, Alternative Education/Virtual School Facilitator, Mineral County Alternative Program
10. (name may be provided at meeting), Teacher, Automotive Technology, Mineral County Technical Center
11. (name may be provided at meeting), Teacher, Criminal Justice, half-day, Mineral County Technical Center
12. (name may be provided at meeting), Teacher, Welding, Mineral County Technical Center
13. (name may be provided at meeting), Teacher, Grade 1/2 Split, New Creek Primary School
14. (name may be provided at meeting), Teacher, Special Education, New Creek Primary School
15. (name may be provided at meeting), Teacher, Special Education, Wiley Ford Primary School
16. (name may be provided at meeting), Itinerant Physical Therapist, half-day, Countywide

17. (name may be provided at meeting), Itinerant Speech Pathologist/Speech Assistant, Countywide

18. (name may be provided at meeting), Itinerant Occupational Therapist, Countywide

B. Placements/Transfers – Service Personnel

1. (name may be provided at meeting), Itinerant Classroom Aide or Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher, Licensed Practical Nurse – Preschool Special Needs, Keyser Primary School

2. (name may be provided at meeting), Secretary II or III/Accountant II, Wiley Ford Primary School, 210 days

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

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

2. **FINANCE/BUDGET:**

A. Award Dumpster Service Bids – 2018-2019 School Year– ITEM

B. Approval of Permanent Improvement Fund Expenditures

1. Wiley Ford Primary School Modular \$80,000
2. Frankfort High School Vestibule \$20,000
3. Frankfort Intermediate School Office Upgrade \$25,000
4. Fort Ashby Primary School Bathroom Remodel \$35,000

3. **MISCELLANEOUS:**

A. Approval of CEFPA Amendment for Wiley Ford Primary School Modular (Item to be provided at meeting.)

**CONSENT AGENDA**

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

1. **PERSONNEL:**

A. Student Chaperones

1. Brenton Ebert, State Convention, Ripley, WV, July 11-14, 2018
2. Brenton Ebert, WV State Fair, Greenbrier County, August 8-9, 2018
3. Julie Sions, State Convention, Ripley, WV, July 11-14, 2018

4. Julie Sions, National WHEP Contest, Maine, July 20-26, 2018
5. Julie Sions, WV State Fair, Greenbrier County, August 10-12, 2018
6. Carol Webb, WV State Fair, Greenbrier County, August 11-12, 2018
7. Carol Webb, National FFA Convention, Indianapolis, IN, October 23-27, 2018

B. Placement– Administrative Personnel

1. Torria Connor, **placement**, Assistant Principal, Keyser High School, 235 days, effective July 20, 2018  
**-Advertise Position – Art Teacher, Keyser High School**

C. Placements – Substitute Teachers, effective with the 2018-2019 employment term

1. Deborah Wallizer
2. Dannagale Acord
3. Ann Cessna

D. Placements – Substitute Service Personnel

1. Kathy Ravenscroft, Substitute Secretary/Accountant, effective with the 2018-2019 employment term

E. Placement – Summer School Bus Operator, effective July 5, 2018

1. Matthew Roderick

F. Contracted Services

1. Kathy Ravenscroft, Executive Secretary/Accountant, on an as-needed basis, not to exceed 30 days, effective July 5, 2018, for the 2018-2019 employment term

G. Approval of Contracted Services (Funding Source: Special Education), Effective with the 2018-2019 Employment Term and Pending Completion of Required Documentation – ITEM

H. Approval of Contracted Service, Extended School Year, Speech Supervision

1. Pam Whittacre, Speech Therapist to provide supervision to Morgan Greaser, SLPA, as she provides speech and language service to ESY students; \$25/hour, not to exceed 3 hours per week for four weeks, effective July 5, 2018 through July 27, 2018, (Funding Source: Special Education Extended School Year)

I. Resignation – Professional Personnel

1. Kara Breedlove, Teacher, Mathematics, Keyser Middle School, effective June 27, 2018  
**-Advertise Position**

J. Resignations – Extracurricular Professional Personnel

1. Kara Breedlove, Building Designee, Keyser Middle School, effective June 27, 2018  
**-Advertise Position**

2. Kara Breedlove, Team Leader, Making Middle Grades Work, Keyser Middle School, effective June 27, 2018 -**Advertise Position**
- K. Resignation – Extracurricular Athletics
1. Tyler Bordick, Athletic Trainer, Frankfort High School, effective June 25, 2018 -**Advertise Position**
- L. Removal of Name – Substitute Teacher List
1. Robert Mielecki, voluntary removal of name, effective June 14, 2018
- M. Removal of Name – Substitute Service Personnel List
1. Larry Steve Alt, Substitute Maintenance, voluntary removal of name, effective June 19, 2018
- N. Leave of Absence Request – Energy Express School Bus Operator
1. James McGregor, effective June 19, 2018; June 25, 2018 through July 27, 2018
- O. Approval of Region VII Workforce Development Board – Youth Paid Work Experience Project
1. Christopher Brantner
  2. Nicholas Davies
- P. Volunteers, effective for the 2018-2019 school year
1. Burlington Primary School
    - a. Mary Kay Staggers
    - b. Darlene Wiltison
  2. Frankfort High School
    - b. Stacey Dennison
    - c. Jason Hill, non-coaching Soccer
    - d. Jamie Hill, non-coaching Soccer
    - e. Jessica Hughes, non-coaching Soccer
    - f. Dawn Mitchell
  3. Keyser High School
    - a. Julie Burns
    - b. Caitlin Cameron, non-coaching Cheerleading
    - c. Rhonda Cannon
    - d. Melinda Evans
    - e. Alyvea Fields
    - f. Karen Heavener
    - g. Sara Keplinger

- 4. Keyser Middle School
  - a. Melissa Bess
  - b. Julie Burns
  - c. Melissa Cannon
  - d. Rhonda Cannon
  - e. Jennifer Gordon
  - f. Nancy Gordon
  - g. Karen Heavener
  - h. David Keplinger, Jr.
  - i. Sara Keplinger
  - j. Heather Likens
  - k. Jennifer Parish-Lannon
  
- 5. Keyser Primary School
  - a. Jennifer Gordon

**2. MISCELLANEOUS:**

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

- 1. Misty Dawn Benedict, Teacher – Keyser Primary School, September 4 – November 30, 2018
- 2. Gary Wildman, Custodian – Elk Garden Primary School, July 20 – September 5, 2018

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

**ADJOURNMENT.**