



# MINERAL COUNTY SCHOOLS

ONE BAKER PLACE, KEYSER, WEST VIRGINIA 26726

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**September 19, 2017**

**Meeting #7**

A Regular meeting of the Board of Education of Mineral County will be held on Tuesday, September 19, 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

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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      September 5, 2017      #6

**DISCUSSION:**

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**1. MISCELLANEOUS:**

- A. Annual Goals of the Superintendent

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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), Itinerant Special Education and Gifted Teacher, Frankfort District
2. (name may be provided at meeting), Teacher, Grade 5, Keyser Middle School
3. (name may be provided at meeting), Teacher, Alternative Education/Special Education, Mineral County Alternative Program
4. (name may be provided at meeting), Practical Nursing Instructor/School Nurse, Mineral County Technical Center/Itinerant Countywide

B. Placements/Transfers – Service Personnel

1. (name may be provided at meeting), School Bus Operator, Long Term Substitute, Bus Garage/Transportation, effective for the duration of a leave of absence of a regular employee
2. (name may be provided at meeting), School Bus Operator, Long Term Substitute, Bus Garage/Transportation, effective for the duration of a leave of absence of a regular employee

- 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)
- E. Placements – Substitute Teachers as Previously Approved and Advertised  
(names may be provided at meeting)
- F. Approval of Contracted Services – ITEM
- G. Volunteer
  - 1. Thomas Denne, Mineral County Alternative Program

## 2. FINANCE/BUDGET:

- A. Approval of Meal Contracts with Keyser Wee Care Day Care and Small World, LLC – ITEM

## 3. MISCELLANEOUS:

- A. Approval of Home-Schooled Student to be Transported to Mineral County Technical Center – ITEM
- B. Approval of ABE Student to be Transported from Frankfort High School to Mineral County Technical Center – ITEM

## CONSENT AGENDA:

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

### 1. PROGRAM PLANNING:

- A. Student Observations, Field Experience/Clinical Hours - West Virginia University
  - 1. Samuel Sager, 50 hours, Keyser Middle School, Fall Semester 2017-2018
- B. Potomac State College – Student Interns - 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. Extracurricular Assignment Agreement
  - 1. Melissa Detrick, MCTC DECA Club Advisor, 2017-2018

B. Transfer – Service Personnel

1. Joanna Zacari, **transfer from** Itinerant Classroom Aide/Paraprofessional – Special Education, Keyser Middle School, **to** Itinerant Classroom Aide/Paraprofessional – Special Education, Keyser High School, effective September 25, 2017

C. Placements – Extracurricular Professional

1. Frankfort High School, effective September 21, 2017
  - a. Terri Engnoth, After School Tutoring Teacher
  - b. Jessica Hughes, After School Tutoring Teacher
  - c. Lauri Nichols, After School Tutoring Teacher
2. Keyser High School, effective September 21, 2017
  - a. Jessica Biser-Trenton, After School Detention Teacher
  - b. Tina-Chantal Cook, After School Detention Teacher
  - c. Marshall Hardinger, After School Detention Teacher
  - d. Eric Miller, After School Detention Teacher
  - e. Caitlin Logsdon, After School Tutoring Teacher
  - f. Eric Miller, After School Tutoring Teacher
  - g. Natalie Zimmerman, After School Tutoring Teacher
  - h. Jessica Biser-Trenton, Credit Recovery Teacher
  - i. Eric Miller, Credit Recovery Teacher
  - j. Carrie Rotruck, Credit Recovery Teacher
3. Mineral County Technical Center, effective September 21, 2017
  - a. Georganna Mansfield, After School Detention Teacher
  - b. James Spurling, After School Detention Teacher

D. Placement – Extracurricular Coaching

1. Gary Miller, Boys' Assistant Soccer Coach, Keyser High School, effective pending completion of employment requirements

E. Placements – Substitute Teachers, effective pending completion of employment requirements

1. Jessica Harshberger
2. Brenda Heavner
3. Jamison Jones
4. Amy Kalbaugh
5. Sherry Knieriem
6. James Perdew
7. Helena Zacari

F. Approval of Supervisory Aide and Specialized Health Procedures Agreements

1. Joanna Zacari, Keyser High School

G. Mutual Consent to Change Assignment

1. Krista Manna, Custodian, Mineral County Alternative Program, Keyser Middle School, and Student Services, change work schedule **from** 8:00 a.m. - 4:00 p.m. **to** 6:00 a.m. - 2:00 p.m.

H. Resignations – Professional Personnel

1. Sean Farrell, Teacher, English/Language Arts, Frankfort Middle School, effective September 5, 2017  
**-Advertise Position**

I. Resignations – Extracurricular Professional

1. Ashely Baker, Department Head, Special Services, and Technology, Chairperson, Mineral County Alternative Program, effective September 7, 2017  
**-Hold Advertisements**
2. Ashley Baker, Evening School Teacher, Special Education, Mineral County Alternative Program, effective September 5, 2017  
**-Advertise Position**
3. Christa Harshbarger, Schoolwide Mentor, New Creek Primary School, effective August 30, 2017  
**-Advertise Position**

J. Resignation – Extracurricular Service Personnel

1. Allen McCoy, Mid-Day Truck Driver, effective September 8, 2017  
**-Advertise Position**

K. Removal of Names – Substitute Teachers

1. Ellen Plucinski, voluntary removal of name, effective September 8, 2017
2. Stacey Wilson, voluntary removal of name, effective September 7, 2017

L. Removal of Names – Substitute Service Personnel

1. Stacey Wilson, Substitute Aide, voluntary removal of name, effective September 7, 2017

M. Permission to Revise Posting

1. Request permission to revise the posting of Education Specialist/Mental Health/Disabilities Transition from a half-day position to a full day position, Funding Source: Head Start Grant

N. Volunteers – ITEM**3. FINANCE/BUDGET:**A. Approve School Fundraising Groups for 2017-2018 School Term – ITEM

1. Frankfort Middle School

**4. MISCELLANEOUS:**

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

1. Mary Diehl, Teacher, Keyser Primary School, effective November 9, 2017 – January 1, 2018
2. Christopher Kellermeyer, Teacher, effective September 25 – December 17, 2017

*\*Pending receipt of medical certification, if applicable*

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

**ADJOURNMENT.**