

WYOMING COUNTY BOARD OF EDUCATION, January 18, 2018

STATE OF WEST VIRGINIA

COUNTY OF WYOMING, TO-WIT:

A call for a regular meeting of the Wyoming County Board of Education was held on Thursday, January 18, 2018, at 10:00 a.m. at Herndon Consolidated Elementary and Middle School. Those in attendance were Michael R. Prichard, President; Allan R. Stiltner, Vice President; Morgan K. "Mike" Davis and Betty F. England, Members. Douglas E. Lester, Member, participated by phone. Deirdre A. Cline, Superintendent, was also in attendance. The agenda for the meeting was as follows:

1. Invocation
2. Pledge of Allegiance
3. Individuals or Groups of the Community at Large Wishing to Address the Board
4. Local School Improvement Council: Herndon Consolidated Elementary and Middle School
5. Consent Agenda
 - A. Minutes - Board of Education Meeting, January 2, 2018
 - B. Extracurricular, Special, and Bus Requests
 - C. Payment of Invoices
6. School Safety and Security
7. Shoes for Crews
8. Consideration of Policy 4140.01: Early Notification of Retirement: Service Personnel
- 8a. Consideration of Policy 3140: Early Notification of Retirement: Professional Personnel
9. Review of Policy 1711: Cancellation of School Activities Due to School Closure
10. Superintendent's Student Council
11. Consideration of Funding for Westside High School Theatre Troupe Trip to Mobile, Alabama
12. Approval of 2017-2018 Group VI Mathematics Instructional Materials Committee
13. Personnel
 - A. Personnel List
14. Items for Future Agendas and Announcements

Mr. Prichard called the meeting to order, and asked Ms. Rebecca Cooke, Assistant Superintendent of Elementary and Middle Schools, to give the invocation.

The Board, along with those in attendance, then recited the Pledge of Allegiance, lead by Ms. Robin Hall, Assistant Superintendent of Secondary Schools.

Individuals or Groups of the Community at Large Wishing to Address the Board: Mr. Prichard asked if there was anyone wishing to address the Board.

There were no Individuals or Groups of the Community at Large Wishing to Address the Board.

Local School Improvement Council: Herndon Consolidated Elementary and Middle School: Mr. Prichard asked Mrs. Cline to present regarding Local School Improvement Council: Herndon Consolidated Elementary and Middle School. He said he is appreciative of everyone coming out in the cold to hold the meeting as planned.

Mrs. Cline introduced Mrs. Janet McKinney, Principal of Herndon Consolidated Elementary and Middle School. She asked Mrs. McKinney to address the Board.

Mrs. McKinney welcomed the Board members and Central Office staff. She said she had planned a student demonstration of the view boards; however, the delay has caused teachers to provide the demonstration. She said a lot of good things are happening at the school. She asked Ms. Lisa Marsh, Title I teacher, to address the Board.

Ms. Marsh said she would like to review the Title I funds spent at the school so far this year. She said she has been able to purchase 30 Apple iPads, along with the charging station for teachers to check out. She said it was mobile and could be moved from room to room. She said Moby Views have also been purchased with Title I funding, to be used with the existing view boards. She said the Moby Views allow teachers to move around the room to let students complete problems on the view

board, without leaving their seat. She said wireless mice and keyboards have been ordered for all teachers with a view board. She said a new laptop has been purchased for the library to aid with book checkouts. She said the school has a Math Night planned and math dictionaries will be provided to all parents in attendance, to use as a reference while helping their children with math homework. She said a reading event is also being planned for parent involvement. Ms. Marsh said learning centers are being utilized in the classrooms, and many new centers have been purchased this year. She said learning centers are also available to parents to checkout of the school. She said this provides parents with resources specific to their child's needs.

Mrs. McKinney introduced Mrs. Debbie Davidson, English/Language Arts teacher. She said she is also the FCA coordinator, and helps students with the school newspaper.

Mrs. Davidson provided the Board members with a copy of the school newspapers that have been distributed this school year. She said it was a learning experience for both she and the students. She said the newspaper was started last year, with 8th grade students constructing the paper. She said this year, the 6th grade students are in charge of the newspaper. Mrs. Davidson reviewed the process of the school newspaper. She also demonstrated how the view board is utilized in her classroom.

Mrs. McKinney introduced Mrs. Misty Hendricks, 5th grade teacher. She asked her to discuss Think Central.

Mrs. Hendricks said Think Central is used with the current reading series. She said there is a vast collection of information to use with each story. She said student editions, teacher editions, tests, lesson plans, audio, and more are available for each week's lesson. She said students learn in different ways, and this site allows for a

variety of methods to be used.

Mrs. McKinney introduced Mrs. Tammy Bailey, 3rd grade teacher. She asked her to address the Board regarding the Khan Academy.

Mrs. Bailey said she also teaches 4th grade math, and the Khan Academy is a great resource. She reviewed the Khan Academy site with Board members, and told them students often ask to use Khan Academy. She played a video as a sample of what is available on the site.

Mrs. Cline said the Khan Academy is now being recommended by the West Virginia Department of Education, and it's a growth point for the County. She said she expects some professional development courses during the summer to help teachers better navigate the site, and all it has to offer.

Mr. Prichard asked if anyone would like to add anything to the LSIC presentation.

A parent said she loved Herndon Consolidated Elementary and Middle School and the teachers and staff took care of the kids. She said everyone pitches in to make sure each child's needs are met, whether it be a child is hungry or in need of clothes. She said her son loves attending the school.

Mrs. McKinney said having a school that is smaller in class size allows teachers and staff to have the ability to connect with students more so than a school on a larger scale.

Mrs. Cline said Herndon Consolidated Elementary and Middle School is a safe haven for students. She said the staff provides a nurturing environment where learning is top priority. She said Mrs. McKinney is a strong leader, and the school has tremendous teamwork in place. She thanked Mrs. McKinney for her hospitality.

Consent Agenda: A. Minutes - Board of Education Meeting,

January 2, 2018: Mrs. Cline recommended the minutes as presented, with the noted change.

B. Extracurricular, Special, and Bus Requests: Mrs. Cline presented the Extracurricular, Special, and Bus Requests as follows:

1) A request from Tina Adams for a professional day on January 19, 2018, to attend a networking conference on Women's & Minority's Rights and Human & Civil Rights in Denver, Colorado;

2) A request from Rusty Huff for 3 professional days, January 22-24, 2018, to chaperone Wyoming County eighth graders that will be attending the 2018 Youth and Government Conference in Charleston;

3) A request from Clifford Belcher, Jr., for his daughter to attend school out of district, from Baileysville Elementary and Middle School to Oceana Middle School;

4) A request from Keisha Fullmer for a professional day on January 10, 2018, to attend "West Virginia SAT: Next Steps" training in Beckley;

5) A request from Vendi Stable for a professional day on January 10, 2018, to attend "West Virginia SAT: Next Steps" training in Beckley;

6) A request from Keith Stewart for a professional day on January 26, 2018, to take 20 students in the RAZE program to Tobacco Free Day at the Capitol in Charleston, sponsored by RAZE;

7) A bus request from Westside High School to take 9th - 12th grade students in RAZE to Tobacco Free Day at the Capitol in Charleston on January 26, 2018, with funding from American Lung Association to cover the cost;

8) A request from Donna Wikel for a professional day on January 26, 2018, to take 20 students in the RAZE program to Tobacco Free Day at the Capitol in Charleston, sponsored by RAZE;

9) A request from Randall McKinney for a professional day on January 26, 2018, to take 20 students in the RAZE program to Tobacco Free Day at the Capitol in Charleston, sponsored by RAZE;

10) A request from Leoda Francis for a professional day on January 26, 2018, to take 20 students in the RAZE program to Tobacco Free Day at the Capitol in Charleston, sponsored by RAZE;

11) A bus request from Wyoming County Career and Technical Center to take 11th - 12th grade students in RAZE to Tobacco Free Day at the Capitol in Charleston, sponsored by RAZE, with funding from the American Lung Association to cover the cost;

12) A bus request from Wyoming East High School to take 9th - 12th grade students on the boys basketball team to Williamson for a ballgame, with funding from the boys' basketball fund to cover the cost;

13) A bus request from Debbie Hall, Central Office, to take 8th grade students participating in Youth & Government Seminars in Charleston, January 22-24, 2018, with funding from general funds to cover the cost;

14) A request from Billy Cook for 3 professional days, January 22-24, 2018, to chaperone Wyoming County eighth graders that will be attending the 2018 Youth and Government Conference in Charleston; and

15) A request from Chris Jennings for 4 professional days, January 22-25, 2018, to attend a training for Career Technical Education.

C. Payment of Invoices: Mrs. Cline recommended the Payment of Invoices as presented.

After a thorough discussion, Mr. Davis made a motion, seconded by Mrs. England, to approve the Consent Agenda, Items A., B., and C. as presented and as recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

School Safety and Security: Mr. Prichard asked Mrs. Cline to present regarding School Safety and Security.

Mrs. Cline said School Safety and Security would be covered under the next

Agenda item, Shoes for Crews. She asked Board members if it was ok to combine the two items.

All were in agreement.

Shoes for Crews: Mr. Prichard asked Mrs. Cline to present regarding Shoes for Crews.

Mrs. Cline asked Mr. Jeffrey Hylton, Director of Safety and Transportation, to address the Board regarding Shoes for Crews.

Mr. Hylton provided a summary of the Shoes for Crews program to the Board members. He said this program covers cooks, custodians, substitute cooks, substitute custodians, bus operators, maintenance employees, and substitute bus operators. He said these employees are provided with nonslip footwear to wear at work. He said the program costs the County anywhere from \$11,500 to \$15,000. He said the actual amount spent depends on the particular shoes chosen by employees. He said the program has had success, being there have been no slip, trip, or fall claims, since it started. He said the total savings for having this program includes a small discount on the Workers' Compensation premium, and the reduced number of accidents. He said Policy 3820 requires certain employees to wear slip resistant footwear. He said this is the sixth year of the program, and feels as if it is a worthwhile cause.

Mrs. Cline said Shoes for Crews obviously saves the County money in the long run, but also sets the standard of the County taking employee safety seriously.

After a thorough discussion, Mr. Stiltner made a motion, seconded by Mr. Lester, to approve continuing the Shoes for Crews program, as presented and as recommended by the Superintendent. Passed with a 5-0 vote.

Consideration of Policy 4140.01: Early Notification of Retirement: Service

Personnel: Mr. Prichard asked Mrs. Cline to present regarding Consideration of Policy 4140.01: Early Notification of Retirement: Service Personnel.

Mrs. Cline said this policy has direct impact on the upcoming personnel season. She said this policy is generated by NEOLA. She said this policy provides a one time \$500 bonus to any service personnel that notifies, by March 1st, the Board of their intent to retire at the end of the school year. She said this would be a tremendous help in knowing what positions will be available through retirements, and could potentially keep terminations to a minimum, which is the goal. She said the State offers this one time bonus to classroom teachers, only.

After a thorough discussion, Mr. Davis made a motion, seconded by Mrs. England, to approve Policy 4140.01: Early Notification of Retirement: Service Personnel, as presented and as recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Consideration of Policy 3140: Early Notification of Retirement: Professional Personnel: Mr. Prichard asked Mrs. Cline to present regarding Consideration of Policy 3140: Early Notification of Retirement: Professional Personnel.

Mrs. Cline said this was a new policy, as well. She said this policy would allow the County to offer a one time bonus of \$500 to any professional employee that is not in the category of classroom teacher. She reminded the Board classroom teachers are covered through the State policy, and this policy would extend the bonus to all other professional personnel. She said with the recent approval of Policy 4140.01, this policy would make this incentive available to all Wyoming County School employees.

After a brief discussion, Mr. Lester made a motion, seconded by Mr. Stiltner, to approve Policy 3140: Early Notification of Retirement: Professional Personnel, as presented and as recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Review of Policy 1711: Cancellation of School Activities Due to School

Closure: Mr. Prichard asked Mrs. Cline to present regarding the Review of Policy 1711: Cancellation of School Activities Due to School Closure.

Mrs. Cline said she new the public has had concerns regarding this policy with the recent snow/inclement weather days that the County has seen. She said although she, nor either of the Assistant Superintendents, have received calls regarding the matter, it is an issue that needs revisited. Mrs. Cline reviewed Policy 1711: Cancellation of School Activities Due to School Closure. She provided the Board members with a packet of information regarding the adoption and purpose of the policy. She reviewed minutes from previous Board meetings regarding this policy, as well. She said this policy was not entered into lightly. She said this policy was sent to all principals twice for comments or suggestions before approval, and none were received. She reviewed the snow/inclement weather days the County has had thus far. She said student safety is always top priority.

There was a very thorough discussion regarding Policy 1711: Cancellation of School Activities Due to School Closure. No changes were made to the policy.

Superintendent's Student Council: Mr. Prichard asked Mrs. Cline to present regarding Superintendent's Student Council.

Mrs. Cline said the Superintendent's Student Council was scheduled to meet on January 17, 2018; however, due to weather conditions the meeting had to be cancelled. Mrs. Cline asked Ms. Hall to address the Board regarding the Superintendent's Student Council.

Ms. Hall provided the Board members with a list of students on the Superintendent's Student Council. She said the meeting will likely be held during the first two weeks of February. She reviewed the schedule of events for the Student

Council.

There was a thorough discussion of the Superintendent's Student Council. The Board members are very please to see this type of activity available to students.

Consideration of Funding for Westside High School Theatre Troupe Trip to Mobile, Alabama: Mr. Prichard asked Mrs. Cline to present regarding the Consideration of Funding for Westside High School Theatre Troupe Trip to Mobile, Alabama.

Mrs. Cline said a letter from Keith Stewart, Principal of Westside High School, was available in the Board packets regarding the trip. She said this is a national competition. She said the Board had approved her recommendation of funding in the amount of \$3,000 for Career and Technical Center students attending a national event. She said her recommendation would be to provide funding in the amount of \$3,000 for any Wyoming County Schools group or team that will be competing on the national level. She asked the Board to consider funding for Westside High School Theatre Troupe Trip to Mobile, Alabama in the amount of \$3,000.

After a brief discussion, Mr. Stiltner made a motion, seconded by Mr. Lester, to provide funding in the amount of \$3,000 for Westside High School's Theatre Troupe Trip to Mobile, Alabama, as presented and as recommended by the Superintendent. Passed with a 5-0 vote.

Approval of 2017-2018 Group VI Mathematics Instructional Materials Committee: Mr. Prichard asked Mrs. Cline to present regarding Approval of 2017-2018 Group VI Mathematics Instructional Materials Committee.

Mrs. Cline said Mrs. Judy Bledsoe, Administrator of Curriculum and Instruction, has put in a lot of hard work regarding these instructional materials. She asked Mrs. Bledsoe to address the Board.

Mrs. Bledsoe said all county schools systems are required to follow the grouping

and the scheduled State provided list of primary instructional materials, according to West Virginia Code. She said the last mathematics instructional material adoption was in 2010. She said the normal time between adoptions is now set for 6 years. She said County Boards are restricted to materials from the State's approved primary list. She said by a set of instructional materials being on the State's approved primary list, it shows it meets State standards. Mrs. Bledsoe reviewed all members of the proposed committee with the Board, providing their qualifications to serve on said committee.

After a brief discussion, Mr. Davis made a motion, seconded by Mr. Stiltner, to approve the 2017-2018 Group VI Mathematics Instructional Materials Committee, as presented and as recommended by the Superintendent. Passed with 5-0 vote.

Personnel: A. Personnel List: Mr. Prichard asked Mrs. Cline to present the Personnel List.

Mrs. Cline recommended the Personnel List as presented.

After a brief discussion, Mr. Davis made a motion, seconded by Mr. Lester, to approve the Personnel List as presented and as recommended by the Superintendent. Passed with a 5-0 vote.

PROFESSIONAL

COUNSELORS

A. Family Medical Leave of Absence:

Katie J. Williamson, Counselor, Itinerant, Pineville Elementary School/Pineville Middle School, effective November 29, 2017 through February 20, 2018

SECONDARY TEACHERS

A. Recommended for Appointment:

Christopher M. Baber, from Itinerant Band Instructional/Choral Music Teacher, Westside High School and/or Feeder Schools, to Itinerant Band Instructional/Choral Music Teacher, Westside High School and/or Feeder Schools, effective 2018-2019 school year

B. Resignation:

Zachary S. Cox, Math Teacher, Westside High School, effective
January 8, 2018

STUDENT TEACHERS

Melissa J. Bachert, Wheeling Jesuit University, Math (5-8), Road Branch
Elementary and Middle School

Ashley S. Goodman, Marshall University, Multi-Categorical (5-AD), Westside
High School

EXTRA DUTIES

A. Recommended for Appointment:

William Adam Vance, Assistant Varsity Baseball Coach, Westside High
School, effective January 19, 2018

B. Resignation:

Zachary S. Cox, Varsity Baseball Coach, Westside High School, effective
January 8, 2018

WYOMING COUNTY EXTRACURRICULAR ASSIGNMENTS:

Tutoring Teacher

A. Recommended for Appointment:

Brenda D. Smith, English Language Learner (ELL) Tutoring Teacher,
Westside High School, effective January 19, 2018

SERVICE PERSONNEL

AIDES

A. Recommended for Appointment:

Catherine L. Modley, from Preferred Recall/Aide, to Preferred Recall/Aide and
Special Education Aide (TMI), Pineville Elementary School, (This is a long
term substitute position until regular employee returns to work. This
position is open to regular and substitute employees), effective
January 19, 2018

BUS OPERATORS

A. Recommended for Appointment:

**Bernard E. Brooks, Bus Operator, Westside/Huff Area, effective
January 19, 2018**

B. Resignation:

**Dina R. Duncan, One-Half Time Bus Operator, Oceana Area, effective
January 16, 2018**

COOKS

A. Recommended for Appointment:

**Alesha M. Cook, from One Half-Time Custodian (1:00 p.m. - 5:00 p.m.),
Pineville Elementary School, to One Half-Time Custodian
(1:00 p.m. - 5:00 p.m.), Pineville Elementary School and One Half-Time
Cook (9:30 a.m. - 1:30 p.m.), Pineville Elementary School, effective
January 10, 2018**

**Nicole M. Vest, from Preferred Recall/Custodian, to One Half-Time Cook
(7:00 a.m. - 11:00 a.m.), Baileysville Elementary and Middle School,
effective January 19, 2018**

**Wilma L. Nichols, One Half-Time Cook (9:30 a.m. - 1:30 p.m.), Glen Fork
Elementary and Middle School, effective January 19, 2018**

**Yvonne C. King, One Half-Time Cook (5:00 a.m. - 9:00 a.m.), Wyoming East
High School, effective January 19, 2018**

CUSTODIANS

A. Resignation:

**Adonna L. Stewart, One-Half Time Custodian, Glen Fork Elementary and
Middle School, effective January 11, 2018**

SUBSTITUTES

Teachers

Jima L. Dunigan, Retired

Items for Future Agendas and Announcements: Mr. Prichard asked for any

Items for Future Agendas and Announcements.

Mr. Davis said he had received a few complaints of parent refereeing a game in which their child plays, as well as all of the referees being from the same area. Mrs. Cline said she would talk to the Principals Association regarding this matter.

Mrs. Cline said the representative from NEOLA was in the County last week, and tremendous progress was made regarding the policies update. She said the Directors were excellent in regards to updating the policies. She said Ms Cooke has done a wonderful job orchestrating this process.

Ms. Cooke said the NEOLA representative, Mr. Kalbaugh, will be coming back on February 6, 2018. She said he is planning on reviewing the policies that directly affect the Board and its members. She said a draft will be presented to the Board before any policy is released. She said she would like to have a few Board members available to meet with him.

It was suggested all available members be present.

Mrs. Cline said she would get dates from Mr. Kalbaugh to set up a possible work session with all Board members.

Ms. Cooke said she had a snow days update for the Board. She provided the Board members with a chart of snow days thus far, and how each day would be covered.

Mr. Prichard reminded members the next regular Board meeting will be held on Monday, January 29, 2018, at 10:00 a.m., at Pineville Elementary School.

Mr. Davis made a motion, seconded by Mr. Stiltner, to adjourn. Passed with a 5-0 vote.