

WYOMING COUNTY BOARD OF EDUCATION, April 17, 2018

STATE OF WEST VIRGINIA

COUNTY OF WYOMING, TO-WIT:

A call for a special meeting of the Wyoming County Board of Education was held on Tuesday, April 17, 2018, at 10:15 a.m. at the Wyoming County Board of Education Central Office, Conference Room. 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. Employee Hearings
2. Individuals or Groups of the Community at Large Wishing to Address The Board
3. 2018-2019 School Calendar Public Hearing
4. Consent Agenda
 - A. Minutes - Board of Education Meeting, April 9, 2018
 - B. Extracurricular, Special, and Bus Requests
 - C. Payment of Invoices
5. School Safety and Security
6. County Financial Audit
7. Digital Services Instruction Update
8. Personnel
 - A. Personnel List
 - B. Ratify Employee Suspension
9. Items for Future Agendas and Announcements

Mr. Prichard called the meeting to order. Ms. Rebecca Cooke, Assistant Superintendent for Elementary and Middle Schools, gave the invocation.

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

Employee Hearings: Mr. Prichard asked Mrs. Cline to present information regarding Employee Hearings.

Mrs. Cline said there had been a request for two employee hearings, due to the upcoming transfers and terminations. She asked Mr. Howard Seufer, Attorney from Bowles Rice, PLLC, for Wyoming County Schools, to conduct the hearings.

Mr. Seufer said this is a difficult time of year for all county Boards of Education. He said all decisions regarding personnel in terms of staffing professional and service personnel for the next school year must be made during this time. He said all transfers and terminations that are planned for the upcoming year must be Board approved by May 1, 2018. He said every employee who has received a letter this year was made aware of the right to a hearing. Mr. Seufer said the decisions being made this time of year in regards to personnel transfers and terminations have nothing to do with employee performance. He said to terminate someone based on performance is a different process all together. He said he wanted to make everyone aware Mrs. Lisa Workman was not being transferred based on past performance, or any other reason, than that of student enrollment projections and anticipated need for the next school year. He also reminded everyone the hearing was being recorded. He asked Mrs. Cline when the Board members would be voting on the proposed transfers and terminations.

Mrs. Cline said the names of those recommended for transfer or termination for the 2018-19 school year will be presented for Board approval at the next Board meeting, which is scheduled for Thursday, April 26, 2018.

Mr. Seufer said all of the actions proposed regarding personnel are driven by financial concerns. He said in regards to the budget and financial concerns, he would like to present a copy of the State Aid Formula to Mrs. Workman, all Superintendents and Board members. He also presented one for the record. Mr. Seufer said the reasoning for Mrs. Workman's proposed transfer from Baileysville Elementary and

Middle School was due to declining enrollment. A copy of the projections for Baileysville Elementary and Middle School from January, which was used when determining possible transfers and terminations, and another from April, where fewer students were listed, was provided to Mrs. Workman, the Superintendents, and Board Members. He also presented one of each for the record.

Mr. Seufer said it was his understanding Mrs. Workman feels she will be needed for the next school year at Baileysville Elementary and Middle School, as one teacher has expressed her potential resignation. He asked if that was correct.

Mrs. Workman said it was correct. She said an elementary education teacher has told on numerous occasions that she would be resigning at the end of the school year.

Mrs. Stacey Butcher, Director of Assessment and Personnel, provided the Board, and others in attendance, with a brief description of the projected enrollment sheets.

Mr. Seufer said Mrs. Workman was not the least senior teacher at Baileysville Elementary and Middle School, but she was the least senior employee on a permit to teach through the West Virginia Department of Education Office of Certification and Licensure. He said Mrs. Workman desires to be left at Baileysville Elementary and Middle School to fill the position of the teacher who plans to resign. Mr. Seufer said if the employee's resignation letter had been received, this action would not be necessary; however, with deadlines to meet regarding transfers and terminations, the action must be done until the resignation letter is received. He said if the resignation letter is received prior to August 1, 2018, the action to transfer Mrs. Workman could be rescinded, and she could return to Baileysville Elementary and Middle School as an elementary education teacher.

Mrs. Cline said it would be her pleasure to be able to rescind Mrs. Workman's transfer, if indeed the resignation was received.

Mr. Seufer presented a list of all elementary education teachers who are currently working at Baileysville Elementary and Middle School, along with their certification status, grade taught, and seniority. He asked Mrs. Workman if there was anything she would like to say in regards to the information provided, or otherwise.

Mrs. Workman said she was thankful she will still have a position to work in, and that she does not feel wronged in any way in regards to the process taken to determine her possible transfer. She said she understands the process, but she has made her home at Baileysville Elementary and Middle School. She said she feels as if that school is the perfect fit for her. She said she has developed great relationships with the other staff members, students, and parents. She said nothing would make her happier than to be able to stay at Baileysville.

Mr. Prichard asked Mrs. Cline what the average cost of a teacher is per year, including fixed costs.

Mrs. Cline asked Mrs. Kim Cook, Chief Financial Business Official, to provide the requested information.

Mrs. Cook said for a starting teacher the average cost per year is around \$50,000.

There was a thorough discussion regarding the possible transfer of Mrs. Workman.

The other employee that had requested a hearing regarding their proposed transfer did not show. Mrs. Cline contacted the employee by phone, and the employee stated she was not coming to the meeting.

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 not any Individuals or Groups of the Community at Large Wishing to Address the Board.

2018-2019 School Calendar: Public Hearing: Mr. Prichard asked Mrs. Cline to present regarding the 2018-2019 School Calendar: Public Hearing.

Mrs. Cline said Ms. Cooke has done tremendous work on the school calendars for the next school year. Mrs. Cline asked Ms. Cooke to address the Board regarding the 2018-2019 School Calendar: Public Hearing.

Ms. Cooke asked if there were any individuals wishing to make suggestions regarding the school calendar. There was one individual present to discuss options for the upcoming school calendar.

Mrs. Cline said the West Virginia State Department of Education provides a list of guidelines for compiling a school calendar. She said there are many stipulations regarding school calendars.

Ms. Cooke provided a copy of the five possible calendars she has constructed to all in attendance. She said these calendars would be emailed to employees in the afternoon. She said normally employees are provided with 3 to 4 options. She reviewed, in depth, the differences between the calendars. Ms. Cooke said all employees would have several days to review the calendars, and vote early next week. She said she has asked principals to return the totals to her by the end of the day Tuesday, April 24, 2018.

There was a thorough discussion regarding the school calendar.

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

April 9, 2018: Mrs. Cline recommended the minutes as presented. She made the Board members aware of language added regarding the mathematics instructional materials adoption.

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

Extracurricular, Special, and Bus Requests as follows:

1) A bus request from Baileysville Elementary and Middle School to take 8th grade students to visit the Capitol, Museum, and Governor's Mansion in Charleston on May 2, 2018, with funding from the school's general fund to cover the cost;

2) A request from Tina C. Adams for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

3) A request from Lauren Manning for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

4) A request from Rebecca Adams for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

5) A request from Lisa Collins for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

6) A request from Brooke Wolfe for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

7) A request from Amie Mullins for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

8) A request from Matthew Acord for a professional day on April 27, 2018, to attend the WVEA Delegate Assembly in Charleston;

9) A bus request from Glen Fork Elementary and Middle School to take Kindergarten through 8th grade students to Chuck E. Cheese in Charleston, for an end of the year Accelerated Reader reward on June 1, 2018, with funding from Accelerated Reader funds to cover the cost;

10) A bus request from Glen Fork Elementary and Middle School to take Kindergarten through 8th grade students to visit the Capitol, Cultural Center, and Governor's Mansion in Charleston on May 30, 2018, with funding from the school's

general fund to cover the cost;

11) A bus request from Glen Fork Elementary and Middle School to take 5th grade students to the Water Festival at R. D. Bailey Lake on May 24, 2018, with funding from County funds to cover the cost;

12) A bus request from Glen Fork Elementary and Middle School to take 7th - 8th grade students to Organ Cave on May 25, 2018, with funding from the school's general fund to cover the cost;

13) A request from Deanna Bailey for a professional day on April 18, 2018, to attend the WV Leaders of Literacy: Campaign for Grade-Level Reading County Team Meeting in Sutton;

14) A bus request from Pineville Elementary School to take 3rd - 4th grade students to the Larry Joe Harless Community Center in Gilbert on May 30, 2018, with funding from 4th grade funds to cover the cost;

15) A bus request from Westside High School to take 10th grade students to visit West Virginia Tech for GEAR Up on April 18, 2018, with funding from GEAR Up funds to cover the cost;

16) A bus request from Westside High School to take 9th - 12th grade students on the track team to a track meet at Liberty High School on April 17, 2018, with funding from track team funds to cover the cost;

17) A bus request from Westside High School to take 9th - 12th grade students on the track team to a track meet at Independence High School on April 13, 2018, with funding from track team funds to cover the cost;

18) A request Jason Hatfield for two professional days on April 19-20, 2018, to attend an American Welding Society student welding competition in Troy, Ohio;

19) A bus request from Wyoming East High School to take 11th - 12th grade

students to Appalachian Power Park in Charleston on April 24, 2018, for SAT Test reward, with funding from the student services fund to cover the cost;

20) A bus request from Baileysville Elementary and Middle School to take 1st - 2nd grade students to Leisure Lanes in Beckley on June 1, 2018, to bowl, with funding from the school's general fund to cover the cost;

21) A bus request from Baileysville Elementary and Middle School to take Kindergarten through 1st grade students to Gilliland Park in Oceana on June 1, 2018, to the pool, with funding from the school's general fund and extracurricular funds to cover the cost;

22) A request from LeAnn Biggs for a professional day on April 20, 2018, to attend the WV English/Language Arts Teacher Conference in Morgantown;

23) A request from Elizabeth Bailey for a professional day on April 20, 2018, to attend the West Virginia Council of Teachers of English training in Morgantown;

24) A request from Ashley Francis for a professional day on April 20, 2018, to attend the WV English/Language Arts Teacher Conference in Morgantown; and

25) A request from Anthony Dunn for a professional day on April 27, 2018, to attend the Youth and Government event in Charleston.

Payment of Invoices: Mr. Prichard asked Mrs. Cline to present regarding 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 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 Mr. Jeffrey Hylton, Director of Safety and Transportation, is currently working on a grant with Homeland Security. She said he will be attending a workshop later this month to assist with the grant process. She said the grant, if awarded, could be used for security measures such as alarm systems, reinforced doors, high intensity lighting, cameras, fences, and other safety measures. She said she is very hopeful that the grant will be received, and will be able to help with the camera systems throughout the county. Mrs. Cline said the Stop the Bleed kits have arrived. She said they will need to be installed in schools in the coming days.

Mr. Jeff Brewer, Director of Maintenance and Construction, said the installations started today.

There was a thorough discussion regarding School Safety and Security.

County Financial Audit: Mr. Prichard asked Mrs. Cline to present regarding the County Financial Audit.

Mrs. Cline asked Mrs. Cook to address the Board regarding the County Financial Audit.

Mrs. Cook said there were no changes to the audit, since she presented earlier. She said there were no findings on the audit, and the letter received just closes it out.

Mrs. Cline said for a county to not have any findings in their financial audit is almost unheard of. She said it was a tremendous accomplishment. She said she is very appreciative of Mrs. Cook and her hard work and dedication. Mrs. Cline also said all school level letters in response to individual school audits have been received.

The Board was very appreciative and expressed their gratitude to Mrs. Cook

There was a thorough discussion regarding the County Financial Audit.

Digital Services Instruction Update: Mr. Prichard asked Mrs. Cline to present regarding the Digital Services Instruction Update.

Mrs. Cline said she feels this program has helped improve the quality of education that students have received, as well as drastically reduced costs. She said Mrs. Alisha Deskins, Digital Services Instructor, has done a phenomenal job with getting this program up and running. She asked Mrs. Deskins to address the Board.

Mrs. Deskins provided Board Members with a packet of information regarding the Digital Services Program. She said Digital Services includes services to those students requiring Homebound or Alternative Instruction. She said those two areas have been transformed into a program that allows students to participate and communicate by digital means regarding school work. She said the referrals for the Digital Services come from the two assistant superintendents, as well as Special Services. She said she thoroughly reviews students' files and records prior to meeting with them for orientation. She said a parent or guardian has been present for each orientation, thus far. Mrs. Deskins said at the orientation the students are issued a digital device, such as a laptop or iPad, which the parent must be present for.

Mr. Stiltner asked how many devices were currently available to be used by the Digital Services Program.

Mrs. Deskins said the program has 36 devices available, of which all but five are being used. She said so far there have been no damage to any of the devices.

Mrs. Cline said she attributes that to the fact Mrs. Deskins creates positive relationships with the students and parents.

Mrs. Deskins said she often has parents who want to stay and participate in the tutoring session. She said this program has provided a unique setting for family members to be very involved. She reviewed the number of students served in Homebound and Alternative for last year and this year. She said so far this year, it appears there will be less students total served, and she feels that when students realize the amount of work will

remain the same in an alternative setting, they are more likely to stay in school. Mrs. Deskins said there has been good communication between school assigned teachers. She said there are still a few ideas she would like to work on for the future of the program, including live streaming classes from the high schools and small groups among the students.

There was a thorough discussion regarding the Digital Services Instruction Update.

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 Mrs. England, to approve the A. Personnel List as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

PROFESSIONAL

CENTRAL OFFICE

A. Recommended for Appointment:

Lori S. Blankenship, Digital Services Interventionist, Central Office,
Maximum of Fifteen (15) Hours per Week/\$25 per Hour, effective
April 18, 2018

SPECIAL SERVICES

A. Recommended for Appointment:

Bobby E. Short, from Special Education Teacher, Huff Consolidated
Elementary and Middle School, to Special Education Diagnostic
Specialist, Special Services Department, effective July 1, 2018

SERVICE PERSONNEL

AIDES

A. Retirement:

Rosetta E. Bailey, Special Education Aide, Westside High School, effective
June 30, 2018

SUBSTITUTES

Teachers

Andrea R. Brown, Non-education
John A. Conley, Non-education
William R. Thomas, Non-education

Cooks

Rebecca Repass, effective April 10, 2018

Custodians

Rebecca Repass, effective April 10, 2018

B. Ratify Employee Suspension: Mr. Prichard asked Mrs. Cline to present information regarding Ratify Employee Suspension.

Mr. Stiltner made a motion to enter executive session, WV Code §6-9A-4, regarding the employee suspension, at 11:58 a.m. Mrs. England seconded the motion. Passed with a 5-0 vote. Telephone connection with Mr. Lester was disconnected.

Mr. Stiltner made a motion to return to regular session, WV Code §6-9A-4, at 12:46 p.m. The motion was seconded by Mr. Davis. Passed with a 4-0 vote.

After the thorough discussion in executive session, Mr. Stiltner made a motion, seconded by Mrs. England, to Ratify the Employee Suspension, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 4-0 vote.

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

Mr. Prichard reminded members the next regular Board meeting will be held on Thursday, April 26, 2018, at 10:00 a.m., at Mullens Elementary School.

Mr. Davis made a motion, seconded by Mr. Stiltner, to adjourn. Passed with a 4-0 vote.