

## **WYOMING COUNTY BOARD OF EDUCATION, September 28, 2020**

### **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 Monday, September 28, 2020, at 6:00 p.m., at the Wyoming County Board of Education Central Office, 155 Park Street, Pineville, West Virginia. Those in attendance were Michael R. Prichard, President; Allan R. Stiltner, Vice President; and Morgan K. "Mike" Davis, Douglas E. Lester, and Richard A. "Richie" Walker, Members. Deirdre A. Cline, Superintendent, was also in attendance. The agenda for the meeting was as follows:

1. Individuals or Groups of the Community at Large Wishing to Address the Board
2. Consent Agenda
  - A. Minutes, Board of Education Meeting: September 25, 2020
  - B. Extracurricular, Special, Fundraising and Bus Requests
  - C. Budget Supplements and Transfers
  - D. Payment of Invoices
3. 2019-2020 Annual Financial Statement
4. School Safety and Security
5. Consideration of Proposed NEOLA Policy Changes
  - A. Policy 2266: Title IX - Nondiscrimination on the Basis of Sex in Education Programs or Activities
6. Consideration of Grant Agreement Between the West Virginia Higher Education Policy Commission West Virginia Gear Up and Wyoming County Board of Education
7. Curriculum Department Update: Video Tutorials for LiveGrades/WVVS
8. Consideration of Disposition of Old Board of Education Central Office Building
9. Wyoming County Schools COVID-19/Coronavirus Plan of Action/Update
10. Personnel
  - A. Consideration of Teachers Recommended for the 3 Year Pay Increase for Math and Special Education for 2020-2021
  - B. Personnel List
11. 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, led by Ms. Robin Hall, Assistant Superintendent of Secondary Schools.

Mr. Prichard asked the Board, along with those in attendance, to take a moment of silence, in remembrance of Ms. Mary Wykle, Wyoming County Bus Operator, who passed away this morning.

**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.

**Consent Agenda A. Minutes, Board of Education Meeting: September 25,**

**2020:** Mr. Prichard asked Mrs. Cline to present regarding Consent Agenda: A. Minutes, Board of Education Meeting: September 25, 2020.

Mrs. Cline recommended the Minutes as presented.

**B. Extracurricular, Special, Fundraising and Bus Requests:** Mrs. Cline recommended the Extracurricular, Special, Fundraising and Bus Requests, as follows:

1) A request from Shanda Lester for her child in Preschool to attend school out of district, transferring from Pineville Elementary School to Berlin McKinney Elementary School, for the 2020-2021 school year;

2) A request from Shanda Lester for her child in 2nd grade to attend school out of district, transferring from Pineville Elementary School to Berlin McKinney Elementary School, for the 2020-2021 school year; and,

3) A request from Shanda Lester for her child in 4th grade to attend school out of district, transferring from Pineville Elementary School to Berlin McKinney Elementary School, for the 2020-2021 school year.

**C. Budget Supplements and Transfers:** Mr. Prichard asked Mrs. Cline to address the Board regarding Consent Agenda: C. Budget Supplements and Transfers.

Mrs. Cline said Mrs. Kim Cook, Chief School Business Official, will present Budget Supplements and Transfer at a future Board meeting.

**D. Payment of Invoices:** Mr. Prichard asked Mrs. Cline to present regarding Consent Agenda: D. Payment of Invoices.

Mrs. Cline recommended the Payment of Invoices as presented.

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

**2019-2020 Annual Financial Statement:** Mr. Prichard asked Mrs. Cline to address the Board regarding 2019-2020 Annual Financial Statement.

Mrs. Cline said Mrs. Kim Cook is still awaiting some information from the West Virginia Department of Education before she can complete the 2019-2020 Financial Statement. She said Mrs. Cook will present the 2019-2020 Annual Financial Statement at a future Board meeting.

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

Mrs. Cline said she asked Mr. Jeffrey Hylton, Director of Safety and Transportation, to not attend the meeting, in the wake of the passing of Ms. Wykle. She said the schools that are requiring police assistance for traffic control in the mornings are reporting that things are going well with the morning drop-off procedures.

There was a brief discussion of School Safety and Security.

**Consideration of Proposed NEOLA Policy Changes: A. Policy 2266: Title IX -**

**Nondiscrimination on the Basis of Sex in Education Programs or Activities: Mr.**

Prichard asked Mrs. Cline to address the Board regarding Consideration of Proposed NEOLA Policy Changes.

Mrs. Cline asked Ms. Cooke to address the Board.

Ms. Cooke said this policy is from the US Department of Education. She said NEOLA provided different language to use throughout the policy and the County had to chose what would be used in the policy. She said this policy could see changes in the future, if the laws are changed. She said Ms. Stacey Lusk, Director of Personnel, has worked on the updates of this policy. She said Ms. Lusk and Mr. John Henry, Director of Student Services and Attendance, are co-coordinators of Title IX. Ms. Cooke said Ms. Lusk worked with the Board's lawyer on the policy, as well. She asked the Board to review the policy prior to the next Board meeting, where it will be placed on the agenda for Board consideration.

Mrs. Cline said NEOLA has been a wonderful company to work with on the policies. She said Neola sends regular updates that are required and keep the policies up-to-date.

There was a thorough discussion regarding Policy 2266: Title IX - Nondiscrimination on the Basis of Sex in Education Programs or Activities. The policy will be voted on at the next Board Meeting scheduled Monday, October 5, 2020.

**Consideration of Grant Agreement Between the West Virginia Higher Education Policy Commission West Virginia Gear Up and Wyoming County Board of Education:** Mr. Prichard asked Mrs. Cline to present regarding Consideration of Grant Agreement Between the West Virginia Higher Education Policy Commission West Virginia Gear Up and Wyoming County Board of Education.

Mrs. Cline asked Ms. Robin Hall, Assistant Superintendent, to present on behalf Mr. Keith Stewart, Director of Federal and Learning Enrichment Programs, to address the Board.

Ms. Robin Hall said GEAR Up stands for Gaining Early Awareness & Readiness for Undergraduate Programs. She said the program works in seven year cycles and the 2020-2021 school year is the last year in this cycle. She said it is hoped that Wyoming County high schools will be chosen to continue the program during the next cycle. She reviewed the GEAR Up budget with the Board Members. Ms. Hall said the financial aide trainings and trips to colleges are all part of the GEAR Up program. She said GEAR Up is a wonderful program that helps students to be college and career ready.

After a thorough discussion, Mr. Lester made a motion, seconded by Mr. Stiltner, to approve the Grant Agreement Between the West Virginia Higher Education Policy Commission West Virginia Gear Up and Wyoming County Board of Education, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

**Curriculum Department Update: Video Tutorials for LiveGrades/WVVS:** Mr. Prichard asked Mrs. Cline to address the Board regarding Curriculum Department Update: Video Tutorials for LiveGrades/WVVS.

Mrs. Cline said Mrs. Kara Halsey-Mitchell's leadership has taken Wyoming County to the next level with curriculum and is receiving recognition at the State level, as well. She said the videos that will be presented were made to help students that are enrolled in Virtual Learning. She asked Mrs. Kara Halsey-Mitchell, Administrator of Curriculum and Instruction, to address the Board.

Mrs. Mitchell said the State Department of Education has been very responsive to questions about the Virtual Learning Program. She said there has been a tremendous amount of collaboration between the WVDE and County Boards during this time. Mrs.

Mitchell said currently, the paper packets are still being used in the event of needed remote learning; however, there will be a transition to an electronic version as soon as devices are available. She said so many families have not used technology for education purposes, although they have them available. Mrs. Mitchell said Mrs. LeAnn Biggs, Curriculum Coach for Technology and Digital Services, has done a phenomenal job with the tutorial videos. She played a tutorial video about LiveGrades for the Board Members. She said the Curriculum Department is working to build a bank of videos that could be useful to parents and students. Mrs. Mitchell said when a new video is added, notification is posted on all social media accounts.

Mr. Walker said it is wonderful to have someone like Mrs. Biggs to do tutorial videos for the students and families of Wyoming County.

Mrs. Mitchell said she is very excited about the tutorial videos that have been posted to the Wyoming County Board of Education's website and encouraged the Board to view all of the videos at their convenience.

There was a thorough discussion regarding the Curriculum Department Update: Video Tutorials for LiveGrades/WVVS.

### **Consideration of Disposition of Old Board Of Education Central Office**

**Building:** Mr. Prichard asked Mrs. Cline to address the Board regarding the Consideration of Disposition of Old Board of Education Central Office Building.

Mrs. Cline said Mr. Donald Clay, Director of Operations and Facilities, is in attendance and asked Mr. Clay to feel free to add to this presentation.

She said the old Board of Education Central Office appraised for \$240,000 several years ago. She said the old Central Office building needs to have something done with it, so it doesn't set empty. She said the Board has the option to gift the building to a 501(c)3 or to put it up for public auction. She said she has been in communication with the Board's

lawyer, Mr. Jason Long with Dinsmore and Shohl, for further options. She said the lawyer warned against leasing the property. Mrs. Cline read some highlights of the emails with Mr. Long and cases he shared. She asked Mr. Clay to address the Board about the RFP process.

Mr. Clay said a Request for Bids is a process that has to be publically advertised, giving all businesses that may be interested equal opportunity to submit a bid.

Mr. Stiltner asked if a RFP was put out, if the highest bid would be accepted, regardless of the amount.

Mrs. Cline said there could be a reserve set to insure a reasonable amount is received. She read the summation from Mr. Long to the Board, which says that the Board should not lease or rent a building that is no longer needed. Mrs. Cline also shared with the Board several past law suits in the State regarding the renting or leasing of buildings owned by Boards of Education.

Mr. Stiltner asked if these cases were saying that the Board could not lease to a for-profit businesses.

Mr. Walker asked if the building could still be leased for short-term.

Mrs. Cline said Mr. Long does not recommend, and actually strongly discourages, leasing the building to a private business, regardless of the length of the agreement.

Mr. Davis asked if the Board could be leased or deeded to a 501(c)3.

Mrs. Cline said that is correct. She said the Board could vote to lease, or gift, the building to a 501(c)3.

Mr. Walker questioned the language used in the law suits provided.

Mrs. Cline provided another summation provided Mr. Long that states the Board cannot legally rent or lease to a private business, without the RFP process. She said Mr. Long also said that she and the Board Members would be held responsible, personally, if

a decision was made to lease or rent to a private business, without going through the full, public RFP process.

Mr. Walker asked if the only way to let a private business lease the building was through the bid process.

Mrs. Cline said it was, although it is still not recommended.

Mr. Stiltner said he has been contacted by a local physician about the building.

Mr. Walker said he has been approached by a local physician, as well.

Mrs. Cline said she wants this process to be done legally and ethically. She said the precedence has been, since she has been Superintendent, to auction old buildings.

Mr. Davis said that we are in a different time than we were when the others were sold. He said he has concerns that due to COVID, there would not be a good response, or attendance, at a public auction. He said he also has been contacted by the same local physician.

Mr. Stiltner said that once a renter enters a building, it is often difficult to get them out after the agreement is over.

Mrs. Cline said due to past discussion, she was under the impression once Central Office moved, it would be auctioned. She has been in contact with Mr. Jeff Brewer, former Maintenance Director, about consulting regarding the auction process.

Mr. Davis said that he feels that the Board needs to make sure that there will not be a need for the old Central Office prior to auctioning it. He said he doesn't see a problem keeping the building for 4 to 5 years, to make sure it isn't needed. He said with the upcoming CEFP, 10 year building plan, it may be needed.

Mrs. Cline asked Mr. Clay if the old Central Office is mentioned in the CEFP.

Mr. Clay said absolutely not. He said there is no need for the building.



Mr. Davis said he would like the Board to contact Bowles Rice for their opinion on the issue.

Mr. Stiltner said he is in favor of auctioning the building and not moving forward with leasing or renting to anyone.

Mr. Lester said he needs further explanation about the laws regarding this situation. He said he doesn't have a problem leasing, but it doesn't seem wise legally or ethically.

Mr. Davis said he is also in favor of auctioning the building, but he doesn't feel that now is the time. He said he feels that the building will sell for more once the pandemic is over.

There was discussion regarding insurance responsibilities, if leased.

Mr. Clay said he feels it is in the best interest of the Board to not become landlords. He said that building is an older building and the Board should not be responsible for the maintenance.

Mr. Davis said he understands Mr. Clay's concern, but he thinks that if it's in the Board's best interest to lease the building, that it should be leased.

Mr. Lester said that he feels that the building would not sell for the appraisal amount.

Mrs. Cline said that if the building is set to be sold at auction, the Board would have to enter Executive Session prior to the auction, to know what would be an acceptable price.

Mr. Stiltner asked Mr. Long, via telephone, if the building would have to be ADA compliant before leasing.

Mr. Clay said that would be a strong possibility, and not only was it not ADA compliant, but also needs sprinkler systems installed, among other requirements.

Mrs. Cline called Mr. Long for direction regarding renting or leasing the building, as

is.

Mr. Stiltner asked if the building would have to be ADA complainant before the building is leased.

Mr. Long said his recommendation would be to put it in the Request for Bids that the successful leaser would be responsible for making the building up to Code in all aspects.

Mr. Clay said it is also worth noting that the building does not meet fire code, due to the upstairs and the lack of the sprinkler system.

Mr. Davis said all of these issues does cause concern about offering the building to be leased.

Mr. Prichard said he is in favor of auctioning the building in the spring.

Mr. Davis said he would like to make the building available to lease, but there is a lot to consider.

Mr. Prichard asked Mrs. Cline for her recommendation.

Mrs. Cline said she would follow the Board's lead, but would offer recommendation, if necessary.

Mr. Stiltner said there is going to be a better time to sell the building, but should the Board keep it until the market is better.

Mr. Lester said his opinion is to auction the building now, rather than let it set and deteriorate.

Mr. Walker said he is in favor of leasing the building.

No other Board Members were in favor of leasing the building.

Mr. Prichard asked how much work would need to be done to get it ready to sell.

Mr. Clay said minimal paint and roof work. He said the guttering also needs replaced. He said the work needed to put the property up for auction is minimal, overall.

Mr. Lester said he is also in favor of contacting another lawyer, such as Bowles Rice, about leasing the building.

Mr. Davis asked the other Board Members how they would feel if one lawyer gave one set of advice, and the other gave different direction.

Mr. Stiltner said he is in favor of getting the building ready for auction as soon as possible.

Mr. Lester agreed with Mr. Stiltner.

Ms. Hall said the inside of the building is in pretty good shape.

Mr. Walker said if the building is going to be auctioned, he doesn't feel that it should have any work done on it prior to auction.

Mr. Davis said he is not in favor of selling the building now, due to market conditions.

Mrs. Cline said that the building is in a prime location. She asked the Board if they did want a second opinion from another lawyer.

The Board was in agreement that a second opinion from another lawyer is not necessary.

Mr. Clay reminded Board Members that a reserve can be set when auctioning the property.

Mrs. Cline asked for the Board's permission on contacting the auction company and getting more information about putting the building up for auction in the near future. She said she would report back to the Board with all information gathered. The Board agreed.

**Wyoming County Schools COVID-19/Coronavirus Plan of Action/Update:** Mr. Prichard asked Mrs. Cline to present regarding Wyoming County Schools COVID-19/Coronavirus Plan of Action/Update.

Mrs. Cline said Mr. John Henry, Director of Student Services and Attendance,

continues to do a tremendous job communicating and working with the Wyoming County Health Department. She asked Mr. Henry to address the Board.

Mr. Henry said the Health Department continues to be available at all times to the Board. He said he is thankful for their collaboration during this time. He said Wyoming County was placed at gold today on the West Virginia Department of Health and Human Resources color coded map. Mr. Henry said that there is a delay on the positive rapid tests being added to the lab confirmed positives, as the Health Department must wait for the lab confirmed test results to add to the counties total. He said the Health Department has confirmed that the Baileysville Elementary and Middle School closure would be for 14 days, due to the contact tracing with the one staff member case. Mr. Henry reviewed the protocols used by the Health Department with the Board. He said the Health Department has now asked that any student or staff member that was in Westside High School on September 21, 2020, and September 22, 2020, to quarantine due to possible exposure.

Mr. Prichard asked how the temperature monitoring systems were working at the high schools.

Mr. Henry said the systems are working well and have proved very beneficial to those schools.

Mrs. Cline said Dr. Samuel Muscari, Jr., Health Officer with the Wyoming County Health Department, is doing a wonderful job at putting the health and safety of the students, staff, and communities, as a whole, at the forefront of every decision made.

There was a thorough discussion regarding the procedures and decisions made concerning the Westside High School golf team playing in the Regional Golf Tournament.

There was a thorough discussion of Wyoming County Schools COVID-19/Coronavirus Plan of Action/Update.

**Personnel: A. Consideration of Teachers Recommended for the 3 Year Pay Increase for Math and Special Education for 2020-2021:** Mr. Prichard asked Mrs. Cline

to present regarding Personnel: A. Consideration of Teachers Recommended for the 3 Year Pay Increase for Math and Special Education for 2020-2021.

Mrs. Cline said the list provided in the packet is of teachers currently teaching Special Education or Math. She said this pay increase is required through the State Department and Legislation.

After a brief discussion, Mr. Davis made a motion, seconded by Mr. Stiltner, to approve the Teachers Recommended for the 3 Year Pay Increase for Math and Special Education for 2020-2021, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

**Personnel: B. Personnel List:** Mr. Prichard asked Mrs. Cline to present regarding the Personnel List.

Mrs. Cline recommended the Personnel List as presented.

## **PROFESSIONAL:**

### **ELEMENTARY TEACHERS**

#### **A. Medical Leave of Absence:**

Tammy Toler, Title I Teacher, Baileysville Elementary and Middle School, effective September 23, 2020

### **WYOMING COUNTY EXTRACURRICULAR ASSIGNMENTS:**

#### **A. Recommended for Appointment:**

Leann Gibson, Mentor Teacher, Special Education, Baileysville Elementary and Middle School, effective September 29, 2020

Debra L. Laxton, Mentor Teacher, Title I, Glen Fork Elementary and Middle School, effective September 29, 2020

Lisa K. Marsh, Mentor Teacher, Special Education, Herndon Consolidated Elementary and Middle School, effective September 29, 2020

Brooke N. Bailey, Mentor Teacher, Special Education, Herndon Consolidated Elementary and Middle School, effective September 29, 2020

**Lisa R. Ellis, Mentor Teacher, Special Education, Huff Consolidated Elementary and Middle School, effective September 29, 2020**

**Amanda D. Kenneda, Mentor Teacher, Special Education, Huff Consolidated Elementary and Middle School, effective September 29, 2020**

**Jorja K. Scott, Mentor Teacher, School Counseling, Mullens Elementary and Mullens Middle School, effective September 29, 2020**

**Charlotte F. Lusk, Mentor Teacher, Elementary Education, Mullens Elementary School, effective September 29, 2020**

**Tabitha S. Lusk, Mentor Teacher, Elementary Education, Mullens Middle School, effective September 29, 2020**

**Katherine R. Cook, Mentor Teacher, Elementary Education, Oceana Middle School, effective September 29, 2020**

**Erin B. Besl, Mentor Teacher, Elementary Education, Pineville Elementary School, effective September 29, 2020**

**Matthew T. Acord, Mentor Teacher, Elementary Education, Road Branch Elementary and Middle School, effective September 29, 2020**

**Kevin D. Hall, Mentor Teacher, Biology, Westside High School, effective September 29, 2020**

**Michelle R. Argabright, Mentor Teacher, Math, Westside High School, effective September 29, 2020**

**Brenda D. Smith, Mentor Teacher, TASC Options Pathway, Westside High School, effective September 29, 2020**

**Christy E. Cardwell, Mentor Teacher, English Language Arts, Wyoming East High School, effective September 29, 2020**

**Carolyn McCoy-Phillips, Mentor Teacher, Special Education, Wyoming East High School, effective September 29, 2020**

**Addison C. Frame, Elementary School (K-4) Homebound Teacher for Intellectually Disabled Virtual Students (Maximum of Six Hours Weekly), effective September 29, 2020**

**LeAnn Gibson, Middle School (5-8) Homebound Teacher for Intellectually Disabled Virtual Students (Maximum of Six Hours Weekly), effective September 29, 2020**

**Caryn D. Lambert, High School (9-12) Homebound Teacher for Intellectually Disabled Virtual Students (Maximum of Six Hours Weekly), effective September 29, 2020**

Caryn D. Lambert, High School English Language Arts and Social Studies Special Education Virtual School Case Manager, effective September 29, 2020

Andrew S. Thomas, Middle School English Language Arts and Social Studies Special Education Virtual School Case Manager, effective September 29, 2020

Kayla Foster-Hewitt, High School Math and Science Special Education Virtual School Case Manager, effective September 29, 2020

Andrew S. Thomas, Middle School Math and Science Special Education Virtual School Case Manager, effective September 29, 2020

**SERVICE PERSONNEL:**

**AIDES**

A. Recommended for Appointment:

Laura E. Burdette, from Preferred Recall - Aide, to One Half-Time Bus Aide, Itinerant, PM Only, Special Needs Run (Current Assignment: Wyoming East/Pineville Area), Transportation Department, effective September 30, 2020

**CUSTODIANS**

A. Recommended for Appointment:

Timothy S. Toler, from One Half-Time Custodian (6:00p.m. -10:00 p.m.) And One Half-Time Custodian (10:00 p.m. - 2:00 a.m.), to Special Projects Custodian, Itinerant, Wyoming County Central Office, effective September 30, 2020

**SUBSTITUTES:**

**Teachers**

Karen L. Presley, removed per her request

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

**Items for Future Agendas and Announcements:** Mr. Prichard reminded the Board of the next regularly scheduled Board of Education Meeting set for Monday, October 5, 2020, at 6:00 p.m., at Central Office.

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