

WYOMING COUNTY BOARD OF EDUCATION, April 15, 2021

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, April 15, 2021, at 10:00 a.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; Richard A. "Richie" Walker, and Morgan K. "Mike" Davis, 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. Local School Improvement Council: Mullens Middle School
2. Individuals or Groups of the Community at Large Wishing to Address the Board
3. Consent Agenda
 - A. Minutes, Board of Education Meetings: March 29, 2021, and April 1, 2021
 - B. Extracurricular, Special, Fundraising, and Bus Requests
 - C. Budget Supplements and Transfers
4. Consideration of Bids Received: Food and Cafeteria/Kitchen Supplies through the Country Roads Cooperative
5. Consideration of West Virginia's Waiver of ESEA Accountability
6. January and February Monthly Financial Statements
7. Consideration of Wyoming County Board of Education Financial Audit
8. Consideration of Individual School Financial Audits
9. School Safety and Security
10. Consideration of ESSERF2 Budget Spending Plan Application
11. Consideration of Board Meeting Dates for the 2021-2022 School Year
12. Consideration of Bids Received: Demolition of the Former Pineville Junior High School
13. Consideration of Auction: Old Central Office Building
 - A. Online Platform
 - B. Minimum Bid
 - C. Advertisement
14. Review of Proposed Policy Updates
 - A. Policy 2370.02: Embedded Credit
 - B. Policy 5112: Entrance Requirements
15. Assessment Update and Scheduling

16. Vaccination Update
17. Personnel
 - A. Consideration of New Assistant Superintendents' Contracts
 - B. Personnel List
18. 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.

Local School Improvement Council: Mullens Middle School: Mr. Prichard asked Mrs. Cline to address the Board regarding Local School Improvement Council: Mullens Middle School.

Mrs. Cline welcomed Ms. Jordan McBride, Principal of Mullens Middle School, and asked her to address the Board.

Ms. McBride said this year has been difficult, but the staff of Mullens Middle School has gone above and beyond for the students and each other. She said there are many great things happening at Mullens Middle School. Ms. McBride reviewed how teachers and staff navigated remote learning throughout the COVID-19 pandemic. She said there were still celebrations and fun activities for the students while attending remote learning. She said in-person instruction has returned and the students and staff of Mullens Middle School could not be happier to be back in the building. Ms. McBride reviewed the results of the counselor's survey that was given to students upon returning to in-person instruction. She said the school counselor, Karissa Harold, has been essential to the re-entry of students. Ms. McBride said the Communities in Schools Facilitator, Ms. Thomas, has been an asset to the school. She reviewed all of the programs that the CIS Program has brought to Mullens Middle School. Ms. McBride reviewed the school's I-Ready data with the Board. She said based on the current data, the interventionist is working with students in need of

additional instruction. She said she is extremely proud of the students for their participation in the Accelerated Reading program, as well. She said the school also has a positive behavior rewards system. Ms. McBride said she is proud of the students and staff at Mullens Middle School.

Mrs. Cline said Mullens Middle School has shown phenomenal growth through their testing data. She asked Mrs. Kara Halsey-Mitchell, Administrator of Curriculum and Instruction, to address the Board.

Mrs. Halsey-Mitchell said the growth shown at Mullens Middle School this year would have been impressive if students had attended in-person all school year, but given the factor of remote learning the growth shown is truly fantastic.

Mr. Walker said he is impressed with Ms. McBride's positivity and the energy she brings to Mullens Middle School.

Mrs. Cline thanked Ms. McBride for her leadership and dedication to the students and staff of Mullens Middle School.

Individuals or Groups of the Community at Large Wishing to Address the Board: Mr. Prichard asked if there were any Individuals or Groups of the Community at Large 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 Meetings: March 29, 2021, and April 1, 2021: Mr. Prichard asked Mrs. Cline to address the Board regarding the Consent Agenda, A. Minutes, Board of Education Meetings: March 29, 2021, and April 1, 2021.

Mrs. Cline recommended the Minutes from the Board of Education meeting held March 29, 2021. She said the Minutes from the meeting held April 1, 2021, will be presented for approval at a future meeting.

Consent Agenda, B. Extracurricular, Special, Fundraising and Bus

Requests:

1) A bus request from Mullens Elementary School to take 3rd and 4th grade students to Twin Falls State Park on May 27, 2021, for an end of the year trip, with funding from the school's general fund to cover the cost;

2) A bus request from Mullens Elementary School to take 4th grade students to Mullens Middle School for Step-up Day on May 14, 2021, with funding from the school's general fund to cover the cost;

3) A fundraising request from Pineville Middle School for online yearbook sales to raise funds for the school;

4) A fundraising request from Pineville Middle School to have a Spring Fling on May 21, 2021;

5) A request from Matthew Acord for a professional day on May 7, 2021, to attend the West Virginia Young Writers Day;

6) A bus request from Wyoming East High School to take 9th - 12th grade students in Friend of the Earth to participate in a clean up project with Alpha Resources on April 24, 2021, with funding from Friends of the Earth to cover the cost;

7) A fundraising request from Glen Fork Elementary and Middle School to sell spring pictures to raise funds for the school; and,

8) A bus request from Wyoming East High School to take 11th - 12th grade students in psychology to the Trans-Allegheny Lunatic Asylum in Weston on May 5,

2021, with funding from extra-curricular and students services to cover the cost of the bus;

Consent Agenda, C. Budget Supplements and Transfers: Mr. Prichard asked Mrs. Cline to present regarding Consent Agenda, C. Budget Supplements and Transfers.

Mrs. Cline asked Mrs. Kim Cook, Chief School Business Official, to address the Board.

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

Consideration of Bids Received: Food and Cafeteria/Kitchen Supplies through The Country Roads Cooperative: Mr. Prichard asked Mrs. Cline to present regarding the Consideration of Bids Received: Food and Cafeteria/Kitchen Supplies through The Country Roads Cooperative.

Mrs. Cline asked Mrs. Virginia Martin, Director of Child Nutrition and General Wellness, to address the Board.

Mrs. Martin said she recently met with other members of the Country Roads Cooperative. She said the members of the co-op reviewed all the bids received and it was voted to use Gordon Food Service for the Food and Cafeteria/Kitchen Supplies. She said there were 3 bids received from Sysco, US Foods, and Gordon Food Service. She reviewed the details of the bids received with the Board.

After a brief discussion, Mr. Davis made a motion, seconded by Mr. Lester, to approve the use of Gordon Food Service for the Food and Cafeteria/Kitchen Supplies through The Country Roads Cooperative, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Consideration of West Virginia's Waiver of ESEA Accountability: Mr.

Prichard asked Mrs. Cline to address the Board regarding the Consideration of West Virginia's Waiver of ESEA Accountability.

Mrs. Cline said the State Department of Education has requested a Waiver of ESEA Accountability. She asked Ms. Ashley Francis, Coordinator of Academic and Assessment Programs, to address the Board.

Ms. Francis said the Waiver of ESEA Accountability does not give County Boards the option of not testing. She said the ESEA testing must still be completed. She said what the waiver provides is a year to learn and grow from this year's assessments without adverse reactions. She said there is no accountability measures to be taken with this waiver. She said the data collected from the assessments will be very beneficial to instructional leaders.

Mrs. Cline said having this waiver in place will allow schools to test without negative repercussions and the scores will be used only as a benchmark to see where students are academically after a full year in the pandemic.

After a brief discussion, Mr. Walker made a motion, seconded by Mr. Stiltner, to approve the West Virginia Waiver of ESEA Accountability, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

January and February Monthly Financial Statements: Mr. Prichard asked Mrs. Cline to address the Board regarding the January and February Monthly Financial Statements.

Mrs. Cline asked Mrs. Kim Cook to address the Board.

Mrs. Cook reviewed the January and February Monthly Financial Statement with the Board. She said the Monthly Financial Statements will now be brought before the Board on a regular basis.

After a brief discussion, Mr. Davis made a motion, seconded by Mr. Walker, to approve the January and February Monthly Financial Statements, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Consideration of Wyoming County Board of Education Financial Audit: Mr. Prichard asked Mrs. Cline to present regarding the Consideration of the Wyoming County Board of Education Financial Audit.

Mrs. Cline said the first audit to be reviewed is the Board of Education County audit. She said the individual schools' audits are referenced in the next agenda item. She asked Mrs. Kim Cook to address the Board.

Mrs. Cook said this year's audit is overall better than the previous years' audits. She said this audit falls in line with the cleanest audit a County Board can receive. She said while there were Federal audit findings, the auditors moved those to the general side of the audit, allowing them to not be reported as Federal findings. She also addressed the concerns that would have caused the Federal findings.

Mrs. Cline said a Federal finding was found in the Title I Program, which was disputable. She said the other Federal program that had audit findings was the Child Nutrition Program, with 3 findings.

Mrs. Cook reviewed the audit findings with the Board and the Corrective Action Plan addressing how each finding would be corrected in the future.

Mrs. Cline said she is very proud of Mrs. Cook and the phenomenal job that she does with the County's finances. She said this is a very impressive audit and she would like to thank Mrs. Cook for her hard work and dedication to Wyoming County Schools.

After a thorough discussion, Mr. Lester made a motion, seconded by Mr. Walker to approve the Wyoming County Board of Education Financial Audit, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Consideration of Individual School Financial Audits: Mr. Prichard asked Mrs. Cline to address the Board regarding the Consideration of Individual School Financial Audits.

Mrs. Cline said these are the individual School Audits. She said there are several really good, solid school audits, although there were no perfect audits. She said there have been perfect school audits in the past. She said Mrs. Kim Cook and herself are going to meet with all school principals and secretaries to discuss their audit findings. She said while a perfect audit may be difficult to achieve, if you strive for perfection, you will achieve excellence. Mrs. Cline asked Mrs. Kim Cook to address the Board.

Mrs. Cook said some of the findings noted in the school audits come from carelessness. She said it is the schools' responsibilities to ensure that all required reports and materials are included in the end of the year financial reports. She said school secretaries are given a very detailed list of what is required both monthly and yearly.

Mrs. Cline said some of the findings could have been prevented if the work was being done effectively and progressively. She said there must be a good working relationship between the principal and secretary. She said there are no excuses for some of the findings that are listed. She said while the secretary is responsible for the processing of school finances, it is the ultimate responsibility of the principal to ensure all reports and processes are done correctly.

Mrs. Cook reviewed the Individual School Financial Audits with the Board.

After a thorough discussion, Mr. Lester made a motion, seconded by Mr. Davis, to approve the Individual School Financial Audits, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

School Safety and Security: Mr. Prichard asked Mrs. Cline to address the Board regarding School Safety and Security.

Mrs. Cline said Mr. Jeff Hylton, Director of Safety and Transportation, is currently working on Request for Bids for the first of the remaining mantraps. She said Mr. Hylton is also working on Health Inspection Reports with Mr. Donald Clay, Director of Operations and Facilities. Mrs. Cline said another shipment of cleaning supplies has been received. She said buses are still being cleaned and sanitized after every run.

There was a brief discussion regarding School Safety and Security.

Consideration of ESSERF2 Budget Spending Plan Application: Mr. Prichard asked Mrs. Cline to present regarding the Consideration of ESSERF2 Budget Spending Plan Application.

Mrs. Cline said She asked Mr. Keith Stewart, Director of Federal and Learning Enrichment Programs, to address the Board.

Mr. Stewart reviewed the proposed ESSERF2 Budget with the Board. He said the funding will be of great benefit to the students and families of Wyoming County. He said the funding will cover the continued cost of the Communities in Schools program, counseling services, summer reading packs, and additional interventionists in schools. He said ESSERF2 funds will also be used to hold a summer fun day, prior to the start of the next school year, that will provide students with needed resources for the upcoming school year. Mr. Stewart said additional aides will also be added to all elementary schools and additional teachers will be added where needed, as well. He said additional counselors will be added through these funds, which will allow for each school to have their own school counselor. He said deep cleaning provided by school custodians will be funded. He said the ESSERF funding will cover a wide variety of needs and services for Wyoming County Schools.

Mrs. Cline said all proposed spending out of ESSERF2 funds are for the best interest of students.

After a thorough discussion, Mr. Stiltner made a motion, seconded by Mr. Davis, to approve the ESSERF2 Budget Spending Plan Application, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Consideration of Board Meeting Dates for the 2021-2022 School Year: Mr. Prichard asked Mrs. Cline to address the Board regarding the Consideration of Board Meeting Dates for the 2021-2022 School Year.

Mrs. Cline asked Ms. Robin Hall to address the Board.

Ms. Hall reviewed the list of the proposed Board Meeting dates with the Board. She said the Statutory Meeting scheduled for April 19, 2022, will fall on the scheduled Spring Break, however, it is in WV Code that it must be held on the third Tuesday of April each year. She said the same model for Board Meetings that has been used in recent years was followed for the 2021-2022 school year, as well.

After a brief discussion, Mr. Stiltner made a motion, seconded by Mr. Walker, to approve the proposed Board Meeting Dates for the 2021-2022 School Year, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Consideration of Bids Received: Demolition of Former Pineville Junior High School: Mr. Prichard asked Mrs. Cline to address the Board regarding the Consideration of Bids Received: Demolition of Former Pineville Junior High School.

Mrs. Cline asked Mr. Jeff Brewer, Demolition Project Manager, to address the Board.

Mr. Brewer said there were seven companies that attended the mandatory pre-bid meeting, showing that there was much interest in the project. He said the bid allowed contractors to bid on demolition, reclamation, or both. He said by allowing

contractors to do one or the other has allowed two very good contractors to bid on the work saving the Board over \$50,000.

Mr. Davis asked who would manage any misunderstandings or problems between the two contractors, if they should arise.

Mrs. Cline said Mr. Brewer would be handling the project as a contracted Clerk of the Works and would handle any issues regarding the project.

After a thorough discussion, Mr. Davis made a motion, seconded by Mr. Walker, to approve Cook's Excavating for the earthwork and reclamation, only, and Empire Salvage and Recycling for the demolition, only, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Mr. Davis made a motion to move Item 13, Consideration of Auction: Old Central Office Building, to be discussed after the Personnel List, as the minimum bid would have to be discussed in Executive Session. Mr. Prichard seconded the motion. Passed with a 5-0 vote.

Review of Proposed Policy Updates: A. Policy 2370.02: Embedded Credit and B. Policy 5112: Entrance Requirements: Mr. Prichard asked Mrs. Cline to present regarding Review of Proposed Policy Updates: A. Policy 2370.02: Embedded Credit and B. Policy 5112: Entrance Requirements.

Mrs. Cline asked Ms. Rebecca Cooke to address the Board regarding the Proposed Policy Updates. She said the changes were very minimal, but necessary.

Ms. Cooke reviewed the proposed policy updates with the Board.

After a brief discussion, Mr. Walker made a motion, seconded by Mr. Stiltner, to approve the Proposed Policy Updates: A. Policy 2370.02: Embedded Credit and B. Policy 5112: Entrance Requirements, as presented and recommended by Mrs. Cline, Superintendent. Passed with a 5-0 vote.

Assessment Update and Scheduling: Mr. Prichard asked Mrs. Cline to address the Board regarding Assessment Update and Scheduling.

Mrs. Cline said Ms. Ashley Francis has done a phenomenal job facilitating the assessments this year. She said this is likely the smoothest testing season that she has ever witnessed. She asked Ms. Francis to address the Board.

Ms. Francis said grades 3 through 8 participate in reading, writing, and Math assessments. She said 5th and 8th grade middle school students participate in all of those, plus science. She said homeschool students are not required to participate in the General Summative Assessment, but are invited to do so. She said virtual school students are required to complete the assessment. Ms. Francis said the testing window started on March 29, 2021 and will run through the first week of May. She said while the County has been approved by the State for the waiver of testing, it is important data that can be gained by completing the testing. She said she is very proud to report that Wyoming County Schools is further along with their testing schedule than any other county in the State.

Mrs. Cline said she wanted to provide the Board with an update on the testing for information only. She thanked Ms. Francis for her hard work and dedication to the students of Wyoming County.

There was a thorough discussion regarding the Assessment Update and Scheduling.

Vaccination Update: Mr. Prichard asked Mrs. Cline to address the Board regarding the Vaccination Update.

Mrs. Cline asked Ms. Robin Hall to address the Board regarding the Vaccination Update.

Ms. Hall said there have been five vaccination clinics to provide first shots, thus far. She said an additional clinic has been held for each of those for the second

vaccinations. She said the vaccine is now being offered to students ages 16 and over. Ms. Hall said over 75% of all employees have been vaccinated at this time. She said the others are choosing to not be vaccinated at this time for various reasons.

Mrs. Cline thanked Ms. Hall for her hard work and dedication regarding the vaccine clinics.

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

Mrs. Cline said Ms. Stacey Lusk, Director of Personnel, is available for any questions regarding the Personnel List. She recommended the Personnel List as presented.

PROFESSIONAL:

EXTRA DUTIES

A. Recommended for Appointment:

Ernest R. Meadows, Jr. Volunteer Softball Coach, Westside High School, effective April 7, 2021

B. Resignation:

Krista Warrix, 6th - 8th Grade Softball Coach, Huff Consolidated Elementary and Middle School (This team consolidates players from Baileysville and Huff Consolidated Elementary Schools), effective April 9, 2021

WYOMING COUNTY EXTRACURRICULAR ASSIGNMENTS:

Summer Program Site Coordinator

Brian J. Dillon - Pineville Middle School

Summer Program Teachers

Berlin McKinney Elementary School:

Matthew T. Acord
Jennifer N. Blankenship
Amanda L. Daniels
Clisty K. Hill
Janet E. Kinser
Susan R. McNeely
Kimberly M. Osborne
Emily D. Peck
Shonda R. Zastawniak

Herndon Consolidated:

Rory D. Chapman
Nicole M. Farley
Misty L. Hendricks
Lisa K. Marsh
Tanya A. McKinney
Amanda M. Sesco
Christy M. Young

Oceana Middle School:

Rebecca S. Adams
Algie D. Cook
Kathy L. Cook
Renaë W. Napier
John Eric Smith

Mullens Elementary School:

Addison C. Frame
Courteney A. Jennings
Charlotte F. Lusk
Nina V. Tunstalle
Joshua C. Williams

Mullens Middle/Pineville Middle Schools:

Brooke N. Bailey
Michelle N. Daniels
Leslie E. Garretson
Holly R. McBride
Michelle K. Morgan

Pineville Elementary School:

Kristin R. Clay
Rebecca L. Farley
Lora L. Griffith
Terri D. Kennedy
Gwendolyn M. Lyons

Wyoming East High School:

Candice D. Bishop
Allison W. Bivens
Lori S. Blankenship
Christy E. Cardwell
Linda A. Davis
Jon Randall McKinney

Westside High School:

Michelle R. Argabright
Phyllis Lusk-Banther
Brianna L. Bowman
Jaime L. Brooks
Jennifer L. Goodman
Herbie H. Halsey
Alesha Toler-Lester
Timothy W. Redden
Darren E. Thomas

SUBSTITUTES:

Bus Operators

David M. Thornsburry, effective April 9, 2021

After a brief discussion, Mr. Walker made a motion, seconded by Mr. Lester, 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 asked for Items for Future Agendas and Announcements.

Mr. Prichard reminded Members of the Statutory Board Meeting to be held on Tuesday, April 20, 2021, at 10:00 a.m., followed by a Special Meeting at 10:05 a.m. He said both meetings will be held at Central Office. He said a regular meeting will be held on Monday, April 26, 2021, at 10:00 a.m., at Central Office.

Consideration of Auction: Old Central Office Building: A. Online Platform, B. Minimum Bid, and C. Advertisement: Mr. Prichard asked Mrs. Cline to address the Board regarding the Consideration of Auction: Old Central Office Building: A. Online Platform, B. Minimum Bid, and C. Advertisement.

Mr. Stiltner made a motion, seconded by Mr. Prichard, to enter into Executive Session, WV Code 6-9A-4, to discuss the Auction of Old Central Office Building. Passed with 5-0 vote.

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

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