

**Preston County Board of Education  
Minutes  
October 12, 2015  
6:30 p.m. at the Preston County Board of Education**

**Present:** Kathy McNeill, President  
Robert McCrum, Vice-President  
Ann Robb, Member  
Dr. Clarissa Estep, Member

**Absent:** George Keim, Member

**Other persons attending the meeting:** Stephen Wotring, Superintendent; Craig Schmidl, Rodger Marshall, Dr. David Pastrick, Ashley Grandick, Jennifer Graham, Theresa Marthey, Arvin Harsh, Jamie Bolyard, Kathleen Ward, Barry Weber, Mary Riley, Jennifer Daugherty, Elma Leaman

**I. Call to order – Pledge of Allegiance – Introductions**

President Kathy McNeill called the meeting to order at 6:31 p.m. She called for a moment of silence.

Mr. McCrum led those present in the Pledge of Allegiance.

**II. Recognitions – None**

**III. Delegations**

Arvin Harsh – Mr. Harsh recommended that the board consider other possibilities instead of running a levy. He stated that he had talked with several people in the Aurora area and none of the responses he received were favorable toward the running of the levy. He felt the “Old Barn” was an asset to the school system and could be used in programming and that it should not be torn down. He spoke of the flat roofs on our schools and felt the problems were that the HVAC units were housed on top of the buildings and that more foam insulation needed to be used in sealing these rooftops.

**Barry Weber** – Mr. Weber stated that in 2010 approximately 65 million dollars was awarded to Preston County Schools by the SBA and the voters to build new schools. He added that we had received discounted notes on new bonds. He stated that he felt the school system needed to do a massive Public Relations campaign and wondered about the possibility of calling the levy an operating budget as opposed to a levy. He said renovations were needed, additional maintenance staff would be necessary, and that modular training was needed for staff. He concluded that warranties would be running out soon and then the board would incur great expense for needed repairs.

**Mildred Lindley** – Mrs. Lindley talked about the Public Relations campaign that she has been trying to conduct on behalf of Preston County Schools. She said this began with the Buckwheat Festival Program Book where pictures of all of the schools were displayed as well as the new hospital. She felt we needed to let everyone know of the good things happening in Preston County. She talked about the fact that there was no air conditioning in some of our schools. She encouraged the board to get the “good news” out into the newspapers, place ads on the radio, utilize the State Journal, use social media, have essay contests, and update the phone systems.

**Elma Leaman** – Ms. Leaman spoke about the facility usage fee. She encouraged the board to look at the whole student and that students have talents beyond academics. She stated that there was not much for kids to do in our small towns and that Youth Leagues provide something for kids that they don’t get at home. She said these organizations help to teach respect, hard work, team work, sportsmanship, and punctuality. She stated that these organizations should not be charged to use the facilities. She also shared that the Preston County Journal had conducted a poll in which 89.4% of respondents stated that they would not support a levy.

**IV. Reports – None**

**Approval of Agenda (Action)**

Motion McCrum                      Second Robb                      Vote 4 - 0

**V.**

**VI. Consent Agenda (Action)**

Motion McCrum                      Second Estep                      Vote 4 - 0

**a. Approval of Minutes**

- i. Recommend the Board approve the September 28, 2015, meeting minutes. (Enclosure VI.a.i)
- ii. Recommend the Board approve the September 28, 2015, Work Session meeting minutes. (Enclosure VI.a.ii)

**b. Trips**

- i. Recommend the Board approve Preston High School students to travel to McHenry, Maryland to visit Garrett College on November 12, 2015. (Enclosure VI.b.i)
- ii. Recommend the Board approve Preston High School Band to travel to Pigeon Forge, Tennessee on May 13 through May 15, 2016. (Enclosure VI.b.ii)

**c. Professional Meetings**

**VII. Routine Business**

**a. Attendance**

- i. Recommend to approve fourteen-day educational leave for third grade Kingwood Elementary student to travel to Florida. (Enclosure VII.a.i)
- ii. Recommend to approve fourteen-day educational leave for first grade Kingwood Elementary student to travel to Florida. (Enclosure VII.a.ii)
- iii. Recommend to approve fourteen-day educational leave for fifth grade Central Preston student to travel to Florida. (Enclosure VII.a.iii)

Motion Estep                      Second Robb                      Vote 2 - 2  
(Estep and Robb voted No)  
(Motion Failed)

Discussion was held regarding the Preston County Schools Policy. It was stated that the Board of Education could not approve leave greater than 10 days. Thus, the motion was amended to approve 10 days of Educational Leave and 4 days of an unexcused absence.

Amendment:

Motion McCrum                      Second Estep                      Vote 3 - 1  
(Robb voted No)

- iv. Recommend to approve seven-day educational leave for seventh grade West Preston student to travel to Falcon, Missouri. (Enclosure VII.a.iv)

Motion Estep                      Second McCrum                      Vote 4 - 0

- v. Recommend to approve TO16-13 eleventh grade student transfer to University High School. (Enclosure VII.a.v)

Motion Robb Second McCrum Vote 4 - 0

- vi. Report on Average Daily Attendance  
A handout was provided that revealed attendance percentages for August and September 2015.

**b. Buildings and Grounds**

A handout was provided that detailed the status of new construction projects and maintenance updates from around the county.

**c. Communication (Information and Discussion) – None**

**d. Finance**

- i. Request approval of Schedule of Checks (Enclosure VII.d.i)

Motion McCrum Second Robb Vote 4 - 0

- ii. State Aide Reduction for FY16 (Enclosure VII.d.ii)

**e. Curriculum and Instruction**

**f. Policy**

- i. Recommend to approve Community Use of School Facilities Policy

Motion Robb Second Estep Vote 4 - 0

Much discussion was held regarding the Facility Usage Policy. Several amendments were made.

**Amendment 1: In-Kind Contributions:** Groups that make Board approved improvements to facilities will receive in-kind credit for such work. All such improvements must be approved by the Board both in advance and after the completion of such work. The amount of the credit shall be set by the Board, and shall apply prospectively for later usage fees.

Motion Robb Second Estep Vote 4 - 0

**Amendment 2: Exemption:** Any group that pays for all of a facility's utilities will be exempt from the usage fee; however, if at any time the group ceases to pay

for those utilities, the Board has the right to charge the appropriate usage fee. The group is only exempt from a usage fee at the location for which the group is paying the utilities. All other facilities will still have a usage fee.

Motion Robb Second Estep Vote 4 - 0

**Amendment 3: Late Payment:** All fees will be invoiced to the group at the address listed on the Facility Use Form. All invoiced fees are due within 30 days of receipt. If the invoice is not paid in full within 30 days, the group will no longer be allowed to use the Board's facilities until all invoiced fees have been paid in full.

Motion Estep Second Robb Vote 4 - 0

**Amendment 4: Class III:** Custodial charge, based upon daily pay pro-rated to the hourly rate for the number of hours worked – overtime rate could be in effect. Rental fees will be charged at an hourly rate of fifteen dollars (\$15.00) per hour. The specific area(s) requested for use must be designated on the Use of Facilities form. If other areas are used, the flat rate fee will additionally be charged for that/those areas. For long term use of the a facility by a Class III entity, a flat rate of \$100.00 per week will be charged to help offset utility and other related costs to the county school system.

Motion Robb Second McNeill Vote 4 - 0

#### **New Business**

**a. Personnel Matters (Action)**

- i. Request approval of attached professional personnel actions (Enclosure VIII.a.i)

Motion Robb Second McCrum Vote 4 - 0

- ii. Request approval of attached service personnel actions (Enclosure VIII.a.ii)

Motion McCrum Second Estep Vote 4 - 0

**b. Items for Future Meetings**

VIII. Discipline

IX. Adjournment

Motion Estep

Second Robb

Vote 4 - 0

Time 7:30 p.m.

*Beth Moore*

President

*Stephen G. Katz*

Secretary

**PRESTON COUNTY BOARD OF EDUCATION  
KINGWOOD, WEST VIRGINIA 26537  
Minutes**

**Present:** Kathy McNeill, President  
Robert S. McCrum, Vice-President  
Clarissa Estep, Member  
Ann Robb, Member

**Other persons attending the meeting:** Stephen Wotring, Superintendent; Craig Schmidl, Rodger Marshall, Dr. David Pastrick, Ashley Grandick, Jennifer Daugherty, Jennifer Graham, Theresa Marthey, Kathleen Ward, Jamie Bolyard, Barry Weber, Arvin Harsh, Mary Riley, Mildred Lindley

**Monday, October 12, 2015, following regular board meeting  
Work Session – Levy Proposal**

I. General Work Session – Levy Proposal

1. Call to Order Time 7:38 p.m.

Motion McCrum Second McNeill Vote 4 - 0

Much discussion was held regarding the need for a levy for the Preston County School System. Mr. Wotring shared many ideas that had been generated by the Central Office Staff and School Principals. He also relayed that although this was a great need for the school system that he wasn't sure if the communities were ready to support it. Many of those in attendance shared ideas and concerns. Much of the conversation centered on the need to better promote the school system. It was suggested that the superintendent write a monthly column for the newspapers, promote the school system through radio ads, and utilize the local television station in "fireside chats" in spreading the good news of what is happening in Preston County Schools.

2. Delegations - None

**Executive Session:** A motion was made to move into Executive Session for the purpose of discussion in which specific personnel would be named.

Motion Estep Second McCrum Vote 4 - 0  
Time 8:37 p.m.

**Motion to return to Regular Session:**

Motion McCrum Second Robb Vote 4 - 0  
Time 9:06 p.m.

**3. Adjournment**

Time 9:07 p.m.

Motion Estep Second McCrum Vote 4 - 0

Kathy McKeel

President

Stephen G. Skelving

Secretary



## Professional Personnel Agenda 10/12/15

### Employ Service Personnel

Name	Position	Location	Effective	Funding Source	Credential
Riggins, Cindy	Substitute Instructor, After School Explorers	Aurora	10/13/15	21 <sup>st</sup> Century Grant	√
Sines, Randy	Boys Basketball Coach	Aurora	Pending WVDE Certification Renewal	County	Pending
Everline, Courtney	Substitute Instructor, After School Explorers	Bruceston	10/13/15	21 <sup>st</sup> Century Grant	√
Price, Arielle	Substitute Instructor, After School Explorers	Bruceston	10/13/15	21 <sup>st</sup> Century Grant	√
Felton, Debra	Substitute Teacher	County	10/13/15	State Aid/Local	√
Reed, Brittany	Computer Instructor, After School Explorers	Kingwood	10/13/15	21 <sup>st</sup> Century Grant	√
Stahlman, Casey	Substitute Instructor, After School Explorers	Rowlesburg	10/13/15	21 <sup>st</sup> Century Grant	√
Sypolt, Audra	Girls Basketball Coach	TAEP	Pending WVDE Certification Renewal	County	Pending
Knootz, Paul	Boys Basketball Coach	WPMS	Pending WVDE Certification & Background Check	County	Pending

### Leave of Absence Request

Name	Position	Type of Leave	Effective
Waugh, Sarah	Math Teacher, Aurora School	Birth/Infant Bonding	Approximately December 7, 2015 to March 7, 2016.

## Service Personnel Agenda 10/12/15

### Employ Service Personnel

Name	Position	Location	Effective	Funding Source	Credential
Spaid, John	Bus Operator	B-15	10-13-15	State Aid/Local	v
Cale, Sandra	Substitute Cook	County	10-13-15	State Aid/Local	v
Kelley, Jay	Substitute Bus Operator	County	10-13-15	State Aid/Local	v
Deberry, Amber	Substitute Secretary	County	10-13-15	State Aid/Local	v
DeBarr, Greg	Aide/Custodian/Handyman	PHS	10-13-15	State Aid/Local	v

### Leave of Absence Request

Name	Position	Type of Leave	Effective
Spiker, Harry	Bus Operator	Medical	Approximately 09/15/15 through 12/15/15