

**Preston County Board of Education  
Minutes  
September 14, 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:** Jack Keim, Member

**Other persons attending the meeting: Stephen Wotring, Superintendent, Craig Schmidl, Carol Riley, Brad Martin, Jennifer Graham, Theresa Marthey, Joel Gordon, Evan Gordon, Addison Gray, Breann Burdette, Roy Watkins, Misty Chambers, Danita Plum**

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

President Kathy McNeill called the meeting to order at 6:30 p.m. and asked for a moment of silence.

Mr. McCrum led the Pledge of Allegiance

**II. Recognitions**

Mr. Wotring reported that September was declared as Attendance Awareness Month and that many activities were going on in each of the schools promoting good attendance in our schools.

Mr. Wotring shared that on Saturday, September 12, 2015, he had participated in the honoring of our top 10 scoring students on the Golden Horseshoe Test, which was sponsored by the McGrew Society. Six students represented Bruceton School, three students represented Central Preston Middle School and one student represented Rowlesburg School.

Mr. Wotring informed the board that Preston County would be hosting the Regional RESA Advisory Board meeting on Thursday, September 17, 2015, at 10:00 a.m. The ProStart students would be preparing the luncheon for the day.

Mr. Wotring shared that State Superintendent, Dr. Michael Martirano, would be visiting Preston County Schools on Friday, September 18, 2015 and would be traveling to Preston High School, Central Preston Middle School, and South Preston School. He would also be taping an attendance message, which will be shared with each of the schools.

**III. Delegations**

- a. **Joel Gordon** – Mr. Gordon questioned the board as to why Dr. Pastrick had not been placed on the meeting agenda after this was requested by the board of education members at the last meeting. He spoke of his concern over the violence that was happening in our schools and questioned the legality of the banning of the Confederate flag. Superintendent Wotring reported that a report from PHS would not be placed on the agenda until after the Local School Improvement Council had opportunity to meet to discuss school policy.

**IV. Approval of Agenda (Action)**

Motion Robb Second Estep Vote 4 – 0

**V. Consent Agenda (Action)**

Motion McCrum Second Estep Vote 4 - 0

**a. Approval of Minutes**

- i. Recommend the Board approve the August 24, 2015, meeting minutes. (Enclosure V.a.i)
- ii. Recommend the Board approve the August 24, 2015, Work Session meeting minutes. (Enclosure V.a.ii)

**b. Trips**

- i. Recommend the board approve Preston High School students to attend National FFA Convention in Louisville, Kentucky, on October 28, 2015 through October 31, 2015. (Enclosure V.b.i)
- ii. Recommend the Board approve Terra Alta/East Preston students to attend National FFA Convention on October 28, 2015 through October 31, 2015. (Enclosure V.b.ii)

**c. Professional Meetings**

- i. Recommend the Board approve Samantha Funk, Teacher at Terra Alta/East Preston School, to attend National FFA Convention in Louisville, Kentucky, October 28, 2015 through October 31, 2015. (Enclosure V.c.i)
- ii. Recommend the Board approve the following Central Preston staff attend the 2015 Annual Middle School Conference, Columbus, Ohio, October 15-17, 2015: Karen Ovesney, Jodi Myers, Brandy Childs, Melody Gank, Cathy Robinson, Maryellen Snyder. (Enclosure V.c.ii)

**d. Policy Updates - First Reading**

- i. R 3-5-12 CTE Embedded Credit Opportunities (Enclosure V.d.i)
- ii. 4-9 Community Use of School Facilities (Enclosure V.d.ii)
- iii. 5-22-2 Travel Outside of Preston County (Enclosure V.d.iii)
- iv. 7-7 Attendance at Professional Meetings (Enclosure V.d.iv)
- v. 7-8 Professional Personnel Staff Development Programs (Enclosure V.d.v)
- vi. R 7-8-1 Employee Option to Earn an In-lieu Continuing Education Day (Enclosure V.d.vi)
- vii. R 7-8-2 Failure to Complete Required Continuing Education Hours (Enclosure V.d.vii)
- viii. R 7-9-3 Failure to complete Required Continuing Education Hours (Enclosure V.d.viii)
- ix. File: 8-10 Employee Code of Conduct (Enclosure V.d.ix)
- x. R 8-10-2 Videotaping and Recording Students (Enclosure V.d.x)
- xi. File 8-14 Vacation Policy (Enclosure V.d.xi)
- xii. R 8-39-5 Additional Substitute Benefits After 30 Days of Consecutive Employment (Enclosure V.d.xii)
- xiii. File: 8-42 Employee Cell Phone Use (Enclosure V.d.xiii)
- xiv. R 10-13-4 Insurance and Health Requirements for Volunteers and Chaperones (Enclosure V.d.xiv)
- xv. R 11-17-6 School Personnel and Student Use of Social Media Within and Without the School Environment (Enclosure V.d.xv)
- xvi. R 11-17-7 Penalties for Obscene, Anonymous, Harassing and Threatening Communications (Enclosure V.d.xvi)
- xvii. R 11-41-3 Procedures for Handling the Suspected Infection of a Student (Enclosure V.d.xvii)

- xviii. R 11-41-6 Procedure for Pediculosis (Head Lice) (Enclosure V.d.xviii)
- xix. File 11- 45 Student Possession and use of Electronic Signaling and other Devices (Enclosure V.d.xix)

**e. Curriculum and Instruction**

- i. Preston High School athletic schedules (Enclosure V.e.i)

**VI. Routine Business**

**a. Attendance**

- i. Recommend to approve the request to transfer of student T.O. 16-9 (8<sup>th</sup> grade student at Bruceton School) to complete this year at Bruceton School and then transfer to Monongalia County Schools for the 2016-2017 school year. T. O. 16-9 was previously approved at the August 10, 2015, meeting with the wrong date for transfer (2015-2016 school year.) (Enclosure VI.a.i)

Motion Robb Second Estep Vote 3 - 1  
McCrum voted no

- ii. Recommend to approve the Educational Leave for 10<sup>th</sup> grade Preston High School student to go to Flat Tops Wilderness Area, Yampa, Colorado, for ten school days, October 5, 2015 through October 16, 2015. (Enclosure VI.a.ii)

Motion McCrum Second Estep Vote 3 - 1

**b. Buildings and Grounds**

**c. Communication (Information and Discussion)**

**d. Finance**

- i. Request approval of Schedule of Checks (Enclosure VI.d.i)
- ii. Request approval of Journal Entry (Enclosure VI.d.ii)

Motion Robb Second McCrum Vote 4 - 0  
Items i and ii considered together.

- iii. Request approval of Second Schedule of Checks (Enclosure VI.d.iii)

Motion McCrum Second Estep Vote 4 - 0

**e. Curriculum and Instruction**

- i. Recommend the Board approve additions to South Preston School parent chaperone list. (Enclosure VI.e.i)

Motion Estep Second McCrum Vote 4 - 0

- ii. Recommend the Board approve Preston High School chaperone list. (Enclosure VI.e.ii)

Motion McCrum Second Robb Vote 4 - 0

**VII. New Business**

**a. Personnel Matters (Action)**

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

Motion Robb Second McCrum Vote 4 - 0

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

Motion Robb Second McCrum Vote 4 - 0

**b. Items for Future Meetings**

**VIII. Discipline**

**IX. Adjournment**

Motion Estep Second Robb Vote 4 - 0

Time 6:53 p.m.

  
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President

  
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Secretary

Preston County Board of Educat'

Minutes

VI.a.ii

September 14, 2015

Work Session

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

**Other persons attending the meeting:** Stephen Wotring,  
Superintendent, Craig Schmidl, Brad Martin

- I. Smarter Balance Testing Work Session
  - a. Call to Order

Motion Robb Second Estep Vote 4 - 0

Time: 6:58 p.m.

Mr. Keim was not present at the beginning of the meeting.

- II. Presentation

Mr. Martin provided a Power Point Presentation regarding the Smarter Balance Assessment, the Interim Assessment, and scheduling of the tests. He reviewed results for the 2014 – 2015 school year for the county and for each school.

- III. Adjournment

Motion Estep Second McCrum Vote 5 - 0

Time: 8:42 p.m.

  
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President

  
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Secretary

**Professional Personnel Agenda  
9/14/15**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>	<b>Funding Source</b>	<b>Credential</b>
Anderson, Jeff	Boys Basketball Coach	Bruceton	Pending WVDE Certification Renewal	County	Pending
Martin, Mary	OSE/Homebound Instructor	County	8/25/15	Special Ed funds	✓
Funk, Deborah	OSE/Homebound Instructor	County	8/25/15	Special Ed funds	✓
McLaughlin, Crystal	OSE/Homebound Instructor	County	9/15/15	State Aid/Local	✓
Kern, Ashley	Substitute Teacher	County	9/15/15	State Aid/Local	✓
Maynard, Charles	Substitute Teacher/Administrator	County	9/15/15	State Aid/Local	✓
Lindstrom, Casey	Substitute Teacher	County	Pending WVDE Certification & Background Check Approval	State Aid/Formula	Pending
Messenger, Greg	County-wide Teacher Mentor	County	9/15/15	WVDE Funds	✓
Lucas, Melissa	Substitute Teacher	County	9/15/15	State Aid/Local	✓
Skidmore, Sabrina	Transformation Specialist	County	9/21/15	School Improvement Grant	✓
Hough, Justin	AEP Instructor	County Itinerant	9/15/15	AEP Grant	✓
Groves, Holly	Art Teacher	County Itinerant/ Aurora & Rowlesburg	11/9/15	State Aid/Local	✓
Shaffer, Shelley	Cheerleading Coach	CPMS	9/15/15	County	✓
Myers, Rick	Girls Middle School Basketball Coach	CPMS	9/15/15	County	✓
Newcome, Sherry	Parent/Community Volunteer Liaison	CPMS	9/15/15	Title II	✓

Sapp, Jennifer	Site Coordinator, After School Explorers Program	Fellowsville	9/15/15	21 <sup>st</sup> Century Grant	✓
Hershman, Melissa	Parent Instructor, After School Explorers Program	Fellowsville	9/15/15	21 <sup>st</sup> Century Grant	✓
Hershman, Melissa	Substitute Instructor, After School Explorers	Fellowsville	9/15/15	21 <sup>st</sup> Century Grant	✓
Shahan, Paula	Substitute Instructor, After School Explorers	Fellowsville	9/15/15	21 <sup>st</sup> Century Grant	✓
Cornwell, Lee Anne	Substitute Instructor, After School Explorers	Fellowsville	9/15/15	21 <sup>st</sup> Century Grant	✓
Miller, Heather	Parent Instructor, After School Explorers Program	Kingwood	9/15/15	21 <sup>st</sup> Century Grant	✓
Peaslee, Samantha	4 <sup>th</sup> Grade Teacher	Kingwood	2016-2017 school year	State Aid/Local	✓
Swift, Kaitlyn	1 <sup>st</sup> Grade Teacher, LOA	Kingwood	Pending WVDE Certification Approval	State Aid/Local	Pending
Cales, Brett	Instructor, After School Explorers Program	Rowlesburg	9/15/15	21 <sup>st</sup> Century Grant	✓
McDaniel, Andrea	Computer Instructor, After School Explorers Program	Rowlesburg	9/15/15	21 <sup>st</sup> Century Grant	✓
Sypolt, Brandy	Instructor, After School Explorers Program	Rowlesburg	9/15/15	21 <sup>st</sup> Century Grant	✓
McDaniel, Andrea	Substitute Instructor, After School Explorers Program	Rowlesburg	9/15/15	21 <sup>st</sup> Century Grant	✓
Morgan, Britny	English Teacher during a leave of absence	SPS	9/15/15 through approximately November 1, 2015	State Aid/Local	✓
Jennings, Trampus	Girls Middle School Basketball Coach	SPS	Pending WVDE certification Approval	County	Pending
Cool, Janice	Asst. Principal for Curriculum & Instruction	SPS	9/15/15	School Improvement Grant	✓



Daugherty, Jennifer	Tutor	SPS	9/15/15	Title I	√
Murray, Rita	Substitute Instructor, After School Explorers Program	SPS	9/15/15	21 <sup>st</sup> Century Grant	✓
Miller, Heather	Substitute Instructor, After School Explorers Program	SPS	9/15/15	21 <sup>st</sup> Century Grant	✓
Davis, Jamie	Instructor, After School Explorers Program	Terra Alta	9/15/15	21 <sup>st</sup> Century Grant	✓
Rodeheaver, Lori	Instructor, After School Explorers Program	Terra Alta	9/15/15	21 <sup>st</sup> Century Grant	✓
Borrer, Stacy	Instructor, After School Explorers Program	Terra Alta	9/15/15	21 <sup>st</sup> Century Grant	✓
Stahl, Melissa	Teacher, Grade 3	Valley	9/15/15	State Aid/ Local	√
Rembold, Jocie	Teacher, Grade 5, Long-term Sub	Valley	9/15/15	State Aid/ Local	√
Liston, Rodney	Girls Middle School Basketball Coach	West Preston	Pending WVDE Certification Renewal	County	Pending

### Resignation of Personnel

Name	Position	Location	Effective
Pierson, Herman	Head Boys Freshmen Basketball Coach	Preston High	8/26/15
Van Horn, Erin	Title I Teacher	Rowlesburg	9/01/15

### Leave of Absence Request

Name	Position	Location	Dates of Leave	Reason
Kohlmeyer, Christine	Sp. Ed. Teacher	Bruceton	Approximately 9/22/15 – 11/2/15	Medical

## Service Personnel Agenda 09/14/15

### Employ Service Personnel

Name	Position	Location	Effective	Funding Source	Credential
Cale, Sandra	Substitute Custodian	County	9/15/15	State Aid/Local	√
McKinney, David	Substitute Custodian	County	9/15/15	State Aid/Local	√
Shillito, Joanna	Bus Operator	TA57	9/15/15	State Aid/Local	√
Teter, Tony	Custodian IV	CPMS	9/15/15	State Aid/Local	√
Alexander, Brenda	Secretary III	Valley	9/15/15	State Aid/Local	√
Polce, Geraldine	Secretary III, Half-time, LOA	PHS	9/15/15	State Aid/Local	√
Moreland, Samuel	Custodian III	CPMS	9/28/15	State Aid/Local	√
Dove, Wendy	Aide/ECCAT/LPN	Bruceton	9/28/15	State Aid/Local	√
McNair, William	Bus Operator	K36	9/15/15	State Aid/Local	√
Myers, Jennifer	Cook, Half-time	TAEP	9/15/15	State Aid/Local	√

### Leave of Absence Request

Name	Position	Location	Effective Dates	Reason
Shahan, Beverly Lynn	Secretary	PHS	Approximately 9/15/15 through 2/24/16	Medical
Wolfe, Jason	Custodian	Valley	Approximately 9/2/15 through 10/2/15	Medical

### Reclassify Service Personnel

Name	Current Classification	Requested Classification	Effective	Funding Source	Credential
Dodge, Cynthia	Aide III	Aide III/ECCAT	9/15/15	State Aid/Local	√
Hanlon, Sandra	Aide III	Aide III/ECCAT	9/15/15	State Aid/Local	√
DeVall, Kimberly	Aide III	Aide III/ECCAT	9/15/15	State Aid/Local	√

### Pay Grade Increase for Specialized Health Care

Name	School	Effective Date	Pay Grade	Funding Source	Valid Credential
Moran, Susan	Bruceton	2015-16 School Year	E to F	State Aid/Local	√
Warman, Cheryl	CPMS	2015-16 School Year	F to G	State Aid/Local	√
Baber, Dorothy	KES	2015-16 School Year	F to G	State Aid/Local	√
Farrell, Nancy	KES	2015-16 School Year	F to G	State Aid/Local	√
Moon, Cheryl	PHS	2015-16 School Year	D to E	State Aid/Local	√
Sheets, Autumn	Rowlesburg	2015-16 School Year	F to G	State Aid/Local	√
Murray, Rita	SPS	2015-16 School Year	D to E	State Aid/Local	√
Hershman, Rebecca	SPS	2015-16 School Year	F to G	State Aid/Local	√
Hart, Jessie	TAEP	2015-16 School Year	F to G	State Aid/Local	√
Wolfe, Debbie	WPMS	2015-16 School Year	F to G	State Aid/Local	√

Resignation of Personnel

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Opel, Kathy	Substitute Cook	County	08/31/15