

**Preston County Board of Education
Minutes
September 12, 2016
6:00 pm**

**Present: Dr. Clarissa Estep, President
George Keim, Vice-President
Robert McCrum, Member
Pamela Feathers, Member
Robert Ridenour, Member**

Other persons attending the meeting: Stephen Wotring, Superintendent; Brad Martin, James Conley, Courtney Scotchel, Michelle Lowdermilk, Tyla Snyder, Tina Shaffer, Rosa Mendez, Estevan Mendez, Tom Shillingburg, Tyler DeBarr, Amanda DeBarr, Howard Dilsworth, Sr., Ashley Dilsworth, Desiree Wilson, Skylar Wilson, Alexis Sinsel, Stephanie Wolfe, Natalie Cornell, Louis A. Scotchel, Jr., Brienne Dietz, Chasity Shinkerich, Paula Kelly, Dianna Trickett, Shawna Knotts, Carla Knotts, Taylor Holt, Jessica Holt, Katheryn Holt, Jolynn Feathers, Mary Anne Turner, Bailey Turner, Sidney Deal, Ali Deal, Trinia Deal, Paula Sisler, Rick Blosser, Destiny Silser, Maggie Swain, Ginger Swain, Aiden Swain, Aaron White, Chasidy Bolyard, Bradley Bolyard, Trevor Bolyard, Leah Bolyard, Robin Metz, Kyle Zinn, Ryan Metz, Anthony Metz, Aaron White, Ray White, Liam V., Lukas M., Mille M., Doug Conrad, Dawn Conrad, Jordan Conrad, Shirley Rogers, Alan Rogers, Susan Etchison, Chris Dupont, Jenny Dupont, Kaden Annon, Natalie Annon, Shasity Annon, Jeannie Bee, Austin Wolfe, Haly Sines, Trenton Sines, Hannah Sines, Tom Shillingburg, Marcia Shillingburg, Rebecca Lambert, Layden Lambert, Kaleb Stone, Samantha Stone, Carson Stone, Kenley Stone, Tyler Sphar, Sabrina Sphar, Haley Sphar, Kaila Zinn, Dylan Haskiell, George Bee, Charlotte Hawks, Brynlea Casino, Haden Michael, Heidi Michael, James Sypolt, Cameron Sypolt, Kevin Chipps, Jr., Sarah Barbato-Chipps, Kirsten Chipps, Kyrah Barbato, Devan Shaffer, Tyler Bolyard, Veronica Corbin

I. Call to order – Pledge of Allegiance – Introductions

The meeting was called to order by President Estep at 6:00 p.m. and she called for a moment of silence.

Mr. Keim led those present in the Pledge of Allegiance to the American flag.

II. Recognitions – None

III. Delegations

- a. Jonathan Bolyard, West Preston Youth Football League, to discuss football field
Mr. Bolyard reported on the History of the Masontown football field. He commended the community for their efforts in maintaining the fields and making many improvements throughout the year. All of the work has been done by the community with the exception of the scoreboard.

Mr. Wotring reported that no decisions had been made by the board regarding the selling of any property regarding the West Preston School and property. He stated that there were still too many unknowns regarding the future and the financial forecast for Preston County Schools.

Mr. Keim echoed the comments of the superintendent stating that the board has had no discussions regarding the property.

Ms. Feathers spoke of the importance of the program in building character in children and that, in some instances, these programs provide a safe haven for students and that “it is all they have.”

IV. Reports

- a. Superintendent’s Report

Mr. Wotring reported that he had attended the Teacher of the Year recognition ceremony in Charleston with Preston County Teacher of the Year representative Sherry Fields.

He shared that a certificate had been received recognizing Preston County Schools for their efforts in the flood relief projects in southern West Virginia.

Additionally, he reported the latest results from the Preston County Schools ACT testing.

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

Motion Keim Second McCrum Vote 5 - 0

VI. **Consent Agenda (Action)**

Motion McCrum Second Feathers Vote 5 - 0

a. **Approval of Minutes**

- i. Recommend the Board approve the August 22, 2016, meeting minutes.
(Enclosure VI.a.i)

Mr. Keim noted one correction on an item in which no action was taken.

- ii. Recommend the Board approve the August 26, 2016, Special Meeting minutes. (Enclosure VI.a.ii)

b. **Trips**

c. **Professional Meetings**

d. **Policies on First Reading**

VII. **Routine Business**

a. **Attendance**

b. **Buildings and Grounds**

- i. Recommend to approve Preston County Sports Association Lease Agreement (Enclosure VII.b.i)

Motion Keim Second McCrum Vote 5 - 0

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

Mr. McCrum shared an email received from the WVSBA regarding a survey that would become available on September 15, 2016. He reminded board members to check their emails as each would only have seven (7) days in which to respond.

d. **Finance**

- i. Budget Journal Entry (Enclosure VII.d.i)
ii. Recommend approval of list of checks (Enclosure VII.d.ii)

Motion Keim Second McCrum Vote 5 - 0

e. **Curriculum and Instruction**

- i. Recommend to approve Preston High School Parent Chaperone Lists
(Enclosure VII.e.i)

Motion Keim Second McCrum Vote 5 - 0

- ii. Recommend to approve South Preston School Parent Chaperone List (Enclosure VII.e.ii)

Motion McCrum Second Estep Vote 5 - 0

- iii. Recommend to approve Aurora School Parent Chaperone List (Enclosure VII.e.iii)

Motion Ridenour Second Estep Vote 5 - 0

- iv. Recommend to approve Teacher-in Residence Partnership Agreement with West Virginia University (Enclosure VII.e.iii)

Motion McCrum Second Keim ^{9/26/16} _{slw} ~~McCrum~~ Vote 5 - 0

f. Personnel Matters (Action)

- i. Recommend to approve attached professional personnel actions (Enclosure VII.f.i)

Motion McCrum Second Feathers Vote 5 - 0

- ii. Recommend to approve attached service personnel actions (Enclosure VII.f.ii)

Motion McCrum Second Estep Vote 5 - 0

g. Policy Adoptions

- i. Recommend to approve Policy R 8-14 Vacation Policy (Enclosure VII.g.i)

Motion McCrum Second Keim Vote 4 - 1

(Ridenour voted No)

Discussion was held regarding the policy. Mr. Ridenour stated that current policy indicated that employees could not take more than 10 consecutive days and that should preclude individuals from taking off the entire month of June. Mr. Wotring added although the policy stated that, the provisions allowed for these employees to not use any days until the end of the year and then the county was faced with allowing them to take all of their days or paying them to extend their contracts.

- ii. Recommend to Approve Group I Policies (Enclosure VII.g.ii)
 - 1. 1-3-3 Board Members' Resignation or Removal
 - 2. 2-12-2 Minimum Qualifications for Superintendent
 - 3. 3-4 Special Requirements for Pre-Kindergarten Program

4. 3-5-13 Payment of Student Tuition to Mountaineer Challenge Academy – New Policy
5. 3-36 School Innovation Zones – Replaced by a new law – Delete
6. 8-1-6 Employer Access to Employee or Potential Employee Personal Accounts Prohibited – New Policy
7. 8-2-2 Vacancy Posting for Service Personnel
8. 8-4-3 Competency Testing for Service Personnel
9. 8-15-8 Reemployment Rights of Members of an Organized Militia
10. 8-17-2-1 Limitations on Voluntary Transfer of School Employees to posted Vacant Position after the Twentieth Day Prior to Beginning of Instructional Term – New Policy
11. 8-17-7 Transfers Owing to a Change in Anticipated Classroom Enrollments
12. 8-18-5 Preferred Recall List
13. 8-28 Employee Contracts and Compensation Guidelines
14. R-28-1 Contract Procedures
15. 8-28-7 Supplement for Classroom Teachers with National Board Certification
16. 8-36-3 Solicitation of Minors by use of a Computer – New Policy
17. 11-4-1 Home Instruction under 18-8-1 (c) (2)
18. 11-12-21 Creating Local Solutions Dropout prevention and Recovery innovation Zones – Replaced by a new law – DELETE
19. 11-14-4 Deadly Weapons

Motion Keim Second Estep Vote 5 – 0

- iii. Recommend to Approve Group II Policies (Enclosure VII.g.iii)
 1. 3-8-1 Maximum Teacher Pupil Ratios
 2. 3-22-3 Uniform High School Grading Scale and Quality Points
 3. 3-5 Adolescent Education (Grades 9-12)
 4. 3-5-8 Modified Graduation Requirements and Modified Diplomas
 5. 3-8-6 Honors and Advanced Placement Courses
 6. 7-8 Professional Personnel Staff Development Programs
 7. 8-3-1 Highly Qualified Teachers DELETED
 8. 8-3-8 Alternative Certification Programs for the Education of Teachers
 9. 9-1 Assessment of Student Growth and Progress
 10. 9-2 Performance Based Accreditation System

Motion McCrum Second Estep Vote 5 – 0

VIII. New Business

a. Items for Future Meetings

Mr. Wotring reminded the board that the Regional RESA Advisory Board meeting would be hosted by Preston County on Thursday, Sept. 15, 2016, beginning at 10:00 a.m. and the Pro Start students would be providing the lunch.

b. Recommend the Board go into Executive Session to discuss Superintendent's yearly goals.

Motion McCrum Second Keim Vote 5 - 0

Time: 6:48 p.m.

c. Recommend the Board return to Open Session

Motion Keim Second McCrum Vote 5 - 0

Time: 7:38 p.m.

IX. Adjournment

Motion Keim Second McCrum Vote 5 - 0

Time: 7:39 p.m.

Clayna Estep

President

Stephen G. Wotring

Secretary

Enclosure VII.f.i

Professional Personnel Agenda

September 12, 2016

Employ Professional Personnel

Name	Position	Location	Effective Date	Funding Source	Credential
Engleka, Charles	Music Teacher	Aurora/ Rowlesburg	Pending	State Aid/ Local	Pending
Moyer, Rebecca	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Gillespie, Michelle	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Shultz, Carolyn	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Bolyard, Becky	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Metheny, Twyla	Substitute Teacher	County	Pending Certification	State Aid/ Local	Pending
Hayes, Sandra	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Daugherty, Jennifer	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Rempel, Austin	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Richman, Melody	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Savage, Teresa	Substitute Teacher	County	9/13/16	State Aid/ Local	√
Deems, Devra	OSE/Homebound Instructor	County Itinerant	9/13/16	State Aid/ Local	√
Sessa, Shawn	OSE/Homebound Instructor	County Itinerant	9/13/16	State Aid/ Local	√
Marley, Shelly	Speech Language Pathologist	County Itinerant/WPS	TBD	State Aid/ Local	√
TBD	Special Education Teacher	County Itinerant; current assignment FES		State Aid/Local	
TBD	Spanish Teacher	County Itinerant; current assignment Bruceton/ TAEP		State Aid/Local	
TBD	Special Education/ Gifted Teacher	County Itinerant; current assignment RES		State Aid/Local	
TBD	Special Education School Liaison	CPMS		Special Ed	

Leave of Absence Requests

Name	Position	Location	Type	Dates
Heaney, Cristina Mishel	PreK Teacher	Bruceton	Birth/Infant Bonding	Approximately 9/8/16-10/20/16
Adams, Mike	Boys Soccer Coach	PHS	Medical	Approximately 8/24/16-10/24/16

Service Personnel Agenda

September 12, 2016

Employ Service Personnel

Name	Position	Location	Effective Date	Funding Source	Credential
TBD	General Maintenance Worker, LOA	County		State Aid/ Local	
Young, Felicia	Substitute Cook	County	9/13/16	State Aid/ Local	√
DeBerry, Roger	Substitute Custodian	County	9/13/16	State Aid/ Local	√
Born, Jennifer	Cook II, Half-time	TAEP	9/13/16	State Aid/ Local	√
Ridenour, Rebecca	Bus Operator	V73	9/13/16	State Aid/ Local	√
Bowers, Dylan	Bus Operator, LOA	V78	9/13/16	State Aid/ Local	√

Leave of Absence Request

Name	Position	Location	Type	Dates
Britton, Jeff	General Maintenance Worker	County	Medical	Approximately 8/22/16 – 11/25/16

Resignation Request

Name	Position	Location	Effective
Sanders, Sheldon	Substitute Custodian	County	8/30/16
Rhodes, Mary	LPN Aide/Supervisory Aide/Bus Aide	County Itinerant; CPMS	9/7/16

Termination Request

Name	Position	Location	Reason	Effective
Louk, David	Substitute Custodian/ Maintenance Worker	County	Willful neglect of duty.	9/13/16

Pay Grade Increase for Specialized Health Care

Name	School	Effective	Pay Grade	Funding Source	Credential
Stone, Cindy	Aurora	2016-17 School Year	E to F	State Aid/Local	√
Moran, Susan	Bruceston	2016-17 School Year	E to F	State Aid/Local	√
Warman, Cheryl	CPMS	2016-17 School Year	F to G	State Aid/Local	√
Shaffer, Beverly	Fellowsville	2016-17 School Year	F to G	State Aid/Local	√
Baber, Dorothy	KES	2016-17 School Year	F to G	State Aid/Local	√
Farrell, Nancy	KES	2016-17 School Year	F to G	State Aid/Local	√
Jenkins, Joan	KES	2016-17 School Year	F to G	State Aid/Local	√
Cline, Roxann	PHS	2016-17 School Year	F to G	State Aid/Local	√