

**PENDLETON COUNTY SCHOOLS  
TWELVTH COUNTY BOARD MEETING  
TUESDAY, DECEMBER 4, 2018**

The Pendleton County Board of Education convened in Regular Session on Tuesday, December 4, 2018, at Brandywine Elementary School at 6:30 p.m. The following members were present: J.D. Wilkins - President, Charles Burgoyne, Betty Kimble, Teresa Heavner and Sonny O'Neil. Central Office Staff present: Charles Hedrick, Superintendent, Rick Linaburg, J.P. Mowery, Travis Heavner and Lisa Jamison. Others in attendance were: Barbara Whitecotton, and Shawn Stinson. All of the BES staff members and numerous students and parents attended the award presentation, as well as the LSIC presentation prior to the Board meeting.

At 5:30 p.m., prior to the meeting, the Board and Central Office Administrative Staff enjoyed a meal prepared and served by the BSA. At 6:00 p.m. Ms. Barbara Whitecotton, Principal at BES, welcomed the Board students and parents to the awards ceremony and school presentation. Ms. Whitecotton and Mr. Hedrick presented Award Certificates to all the BES students who excelled in the WV Summative Assessment tests in the 2017-2018 School year. Twenty-seven students were recognized for their skills in ELA, Math and Science.

After the award ceremony, the Board heard from members of the BES staff and LSIC. Ms. Christine Lambert shared the school's progress for their strategic plan goals. Goal 1 and Goal 2 was to get 65% of their students above the 60<sup>th</sup> percentile in both Math and Reading. As of the second benchmark, 70% of students were at 60% in math and 59% of students were at 60% in math. Data had improved greatly from the first to second benchmark. She noted that BES chooses to do more Star testing than is required, which is used to analyze student data and adjust instruction more frequently. She also gave data pertaining to Accelerated Reader program, the number of words read by the students at BES to date and the percentage of quizzes passed.

Ms. Lambert discussed Goal 3- to have all students in grades 3-6 able to access their Office 365 accounts and successfully use age appropriate Microsoft software. Two BES students shared how they use Office 365 accounts both at school and at home to login to get help with homework and pull up learning links to help them increase their skills. They also discussed the programs they use such as: PowerPoint, One Drive, Email and Sway.

After the goal presentation, Board members asked how scores increased in 2<sup>nd</sup> grade math from 36% to 91% from the first to second benchmark. Ms. Frances Propst discussed her teaching strategies that she uses to increase their knowledge including both new and old methods. Ms. Whitecotton praised the staff for their desire to have maximum time with their students and their evident desire to teach their students and see them succeed.

Ms. Whitecotton discussed the school's bullying program and shared how they are addressing that issue. She discussed with attendance and explained how they are addressing it through frequent communication with parents of students whose attendance is or may become problematic and an incentive program for students. She discussed personnel needs with the loss of their full time interventionist and the pending loss of their Title V help in the cafeteria. She asked the Board to consider increasing the half time cook position to a full time position. She discussed facility needs including tiling on the ramp outside the library and issues with the office entry door going to the cafeteria. She asked that the Board look for a solution for both of those issues. Mr. Linaburg indicated that the maintenance department is currently looking at solutions for both issues.

Ms. Propst then discussed the school's need for a full time interventionist. She noted the erosion of support in the reading program and asked that the Board to reconsider making that a priority. Currently they have an interventionist three times a week, but would like that on a full time basis. She gave results of a teacher survey regarding this issue and their prognosis if they do not receive that support.

Ms. Keplinger, Ms. Eye and Ms. Keely Lambert, discussed how the school is increasing student achievement. Their major focus is to increase student reading ability through the

**PENDLETON COUNTY SCHOOLS  
TWELVTH COUNTY BOARD MEETING  
TUESDAY, DECEMBER 4, 2018**

accelerated reader program, regular AR testing and a focus on reading both in school and at home. The students receive rewards for their efforts through the AR store. They also discussed the use of student collaboration across grade levels to help strengthen reading skills and the use of small group instruction to allow students at different levels to increase their skills.

Amy Eason spoke on behalf of the LSIC. She discussed their needs and future goals, which included Fencing for the Pre-k playground, and upgrading the lighting and sound in the gym. She also discussed behavior and school satisfaction surveys that had been completed, but had no major issues to report.

**Call to Order by the President**

President Wilkins called the Board meeting to order at 7:23 p.m.

**Pledge of Allegiance and Invocation:** Mr. Hedrick led the Pledge of Allegiance and Mr. Wilkins led the group in prayer.

**Public Comment** There was no public comment.

**Student/Staff Recognition** Mr. Hedrick had no additional Student/Staff recognition.

**Minutes of the November 6, 2018 Board Meeting**

Upon a recommendation by Mr. Hedrick and a motion by Mr. O’Neil, seconded by Ms. Kimble, the Board voted unanimously to approve the minutes of the above Board Meeting.

**Personnel:**

**Resignations/Retirements** There were no resignations or retirements.

**Employment of Personnel** There were no recommendations for employment.

**Approval of Volunteers/Chaperones**

**BES - None**

**FES Volunteers:**

James D. Hess                      Jay Nesselrodt                      Michael S Farrell

**NFES - None**

**PCMHS Volunteers:**

James Alt

**PCMHS Chaperones:**

James Alt                      Brianna Warner                      Casey Simmons

Upon a recommendation by Mr. Hedrick and a motion by Mr. Burgoyne, seconded by Ms. Kimble, the Board voted to approve the Volunteers and Chaperones as presented.

**Approval of Contracts:**

Contracted Services – Greenbrier Audiology, Inc.

Mr. Mowery discussed the change from a RESA provided service to a service that must be provided by the school system.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Mr. Burgoyne, the Board voted unanimously to approve the Contracted Services as presented.

**Approval of Post Extra-Curricular After-school Tutor/Support (BES, FES, NFES)**

Travis Heavner discussed the use of surplus funds in Title I and Title IV to provide tutoring support at the elementary level.

Upon a recommendation by Mr. Hedrick and a motion by Mr. O’Neil, seconded by Mr. Burgoyne, the Board voted unanimously to approve the Post Extra-Curricular After School Tutor Support for BES, FES and NFES as presented.

**Leaves of Absence:** There were no Leaves of Absence for approval.

**Finance:**

**Treasurer’s Report November 2018**

Mr. Mowery presented the November 2018 Treasurer’s Report to the Board for approval.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Ms. Kimble, the Board voted unanimously to approve the November 2018 Treasurer’s report as

**PENDLETON COUNTY SCHOOLS  
TWELVTH COUNTY BOARD MEETING  
TUESDAY, DECEMBER 4, 2018**

presented.

**Bills for Approval November 2018**

Mr. Mowery presented the November 2018 Bills to the Board for approval. Bills totaled: \$478,403.75.

Upon a recommendation by Mr. Hedrick and a motion by Mr. O'Neil, seconded by Mr. Burgoyne, the Board voted unanimously to approve the November 2017 Bills as presented.

**Budget Revisions** There were no budget revisions.

**Financial Update**

Mr. Mowery updated the Board on the following financial items: LVX update, enrollment declines tied to funding losses, use of bus replacement funds, reprioritizing of professional staff, possibility of alternate education program for elementary schools, state wide finance committee recommendations, SBA funding request, Pendleton County Schools state ranking considering limited funding/no levy, professional and service staffing numbers, and substitute salary expenditures.

**Old Business** There was no Old Business

**New Business**

**Lease Purchase**

Ms. Mowery presented the Lease Purchase resolution for two new buses to the Board for approval.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Kimble, seconded by Mr. Burgoyne, the Board voted unanimously to approve the Lease Purchase resolution, as presented. Ms. Heavner abstained from the vote.

**Facilities**

**Needs Project** Mr. Linaburg had no other updates on the Needs project.

**Facilities Update**

Mr. Linaburg updated the Board on monthly facility meetings held with the Superintendent, Finance Manager, Facilities Director, Maintenance Director and Maintenance mentor to make facility needs decisions. He also discussed the Homeland Security project, auxiliary gym wall repairs, Kline building repairs, relocation of the Ken Price memorial bench to the new FES building and other major projects being considered.

**Other:**

**School Improvement/Student Achievement Update**

Mr. Hedrick updated the Board on the following School Improvements/Student Achievements: Star Benchmark data, Bystander training, tip lines and apps for bullying and safe schools issues, ALICE training, ALICE drills at schools, and tutor support for elementary schools.

**Superintendent's Update**

Mr. Hedrick updated the Board on the following items: C.A.N. food drive, Grant Memorial Hospital blood screenings, Secure Rural School funding meeting with Senator Capito and Senator Manchin in DC, make-up day decisions still pending, and the pending Pendleton County Schools webpage update.

**Conference/Meeting Update**

Mr. Hedrick will be in Wheeling on December 5, 6 & 7 for Superintendent meetings and in Charleston on December 10 & 11 for the SBA Needs funding announcement and for legislative sessions.

**The next regular meeting of the Pendleton County Board of Education will be held on Tuesday, December 18, 2018 jointly with Grant and Hardy County at Moorefield High School beginning at 6:00 p.m.**

**PENDLETON COUNTY SCHOOLS  
TWELVTH COUNTY BOARD MEETING  
TUESDAY, DECEMBER 4, 2018**

**Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Ms. Kimble, the meeting adjourned at 8:55 p.m.**