

Pendleton County Schools Second County Board Meeting Tuesday, August 3, 2010

The Pendleton County Board of Education convened in Regular Session on Tuesday, August 3, 2010, at the Pendleton County Board of Education Annex. The following members were present: J. D. Wilkins, President; Teresa Heavner; Sonny O'Neil; Betty Kimble. Absent - Richard Gillespie, Vice-president. Central Office Staff present: Douglas Lambert, Superintendent; J. P. Mowery; Charles Hedrick; Donald Bucher and Nancy R. Blankenship. Also Present – Ed Tallman.

CALL TO ORDER BY THE PRESIDENT: President Wilkins called the meeting to order at 6:00 P.M.

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

The board members asked about the Patrick Godfrey letter in the *Pendleton Times* regarding the school calendar. Mr. Lambert explained school calendar laws, the past two years days missed due to inclement weather, and days Pendleton County students missed at South Branch Career and Technical Center due to different calendars in Grant and Hardy Counties. The calendar for 2010-2011 is a Tri-County calendar adopted by all three counties which maximizes student attendance over those elements we have control. South Branch Career and Technical Center in the past followed Grant Counties school calendar. This is a child-centered calendar trying to maximize the number of days in the classroom for instruction and minimizing absences for vo-tech. The 43 week window is tied to service personnel, not professional personnel. Mr. Mowery addressed the badge issue and the documented expenditures.

PUBLIC COMMENT: There was no public comment.

CONSENT AGENDA ITEMS:

The minutes of the July 6, 2010 Board Meeting and Executive Session: Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the minutes of the above Board Meeting.

PERSONNEL:

Retirements/Resignations:

Christian Dasher - Custodian BES
William Weltman – Itinerant Music Teacher
Amanda Brennan – Teacher FES

Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Ms. Heavner, the Board voted unanimously to accept the above resignation.

Employment of Personnel:

Sarah E. Hedrick - Custodian BES
Tina Eye - Cook/Custodian PCM/HS
Rebecca Heavner - Fourth Grade Teacher FES
Lorrinda Carr - Nurse/Aide – FES
Christopher Falbo - Itinerant Music Teacher

Rachel Felicio - Family Consumer Science Teacher PCM/HS

Deona "Emmy" Champ - Varsity Cheerleader Coach

Derek Lambert - Asst. Soccer Coach

Jennifer Bowers-Willis - Middle School Cheerleader Coach – pending certification

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the employment of the above personnel.

Approval of Contract Personnel:

Linda Teter - Contracted Speech/Language Services

Amy Eason - Contracted PT Services

School Therapy Services - OT Services

William Beatty - Contract Bus Driver

Jenny Rodgers - Contract Bus Driver

Virginia Rodgers - Contract Bus Driver

Frances Jenkins - Contract Bus Driver

Bruce Jenkins - Contract Bus Driver

Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Mr. O'Neil, the Board voted unanimously to approve the contract personnel. Ms. Heavner abstained.

Approval of Temporary/Part-Time Employment Contracts:

Scott LeCrone - Distance Learning Facilitator

Wayne Hedrick - Curriculum Technology Assistant

Ali Judy - Parent Component of Parent Educator Resource Center

Becky McConnell - Parent Coordinator FES

Jeanette Ratliff - Parent Coordinator NFES

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to approve the temporary/part time contracts. Ms. Heavner abstained.

FINANCE:

Bills Submitted for Approval Month Ended June 30, 2010: Mr. Mowery presented the bills for approval for the month ended June 30, 2010, in the amount of \$960,370.24. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Ms. Kimble, the Board voted unanimously to approve the Bills as presented.

Treasurer's Report Month Ended June 30, 2010: Mr. Mowery gave a Treasurer's Report for the month ended June 30, 2010, and explained the receipts, disbursements, fund balance, accounts payable and cash and investment amounts. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the Treasurer's Report as presented.

Snack Vending: Mr. Mowery gave the Board Members information on the snack vending machines in the schools. Last year the vending company was Country Vending and Snacks – Bill Kile. Mr. Mowery's recommendation was to continue the contract for one more year. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Ms. Heavner, the Board voted unanimously to continue the vending contract for one more year.

Amendment to Section 125 Plan: Mr. Mowery gave the Board Members a copy of the amendment/revisions to the Section 125 Flexible Benefit Plan. Mr. Mowery went over the changes in the plan. This plan does meet federal guidelines for requirements. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Ms. Kimble, the Board voted unanimously to approve the amendment to the Section 125 Plan.

Conference/Meeting Update: Mr. Mowery gave the Board Members and update on the conferences and meetings he has attended this summer. Finance Conference Update – Mr. Mowery went over items covered at the annual state conference. Technology Conference - some of the items covered at this conference were CIPA (Children’s Internet Protection Act) acceptable use requirements/policies, E-rate money.

Financial Update: Mr. Mowery told the Board Members he is still doing year-end financial reports. The state auditors have been in the county last week.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

Election of Alternative Representative to South Branch Administrative Council: Mr. Lambert explained to the Board Members that they needed to elect an alternative representative to the South Branch Administration Council in the event that the present representative could not be at a meeting. Mr. O’Neil volunteered to be the alternative representative.

Wildcat Lane: Mr. Lambert updated the Board Members on Wildcat Lane. Mr. Lambert talked to Larry Hoover with the Town of Franklin. They will be digging up the ditch and Mr. Lambert requested that the work be done prior to the beginning of school.

Out-of-County Transfer Requests: Out-of-county transfer requests were presented for renewal. Upon Mr. Lambert’s recommendation and a motion by Mr. O’Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the out-of-county transfer requests.**Areas of Critical Need:** Mr. Lambert presented the list of critical need areas to the Board. They are: Special Education, Library/Media, Attendance Director, Title I Reading Interventionist, and Family and Consumer Science. Upon Mr. Lambert’s recommendation and a motion by Ms. Heavner, seconded by Ms. Kimble, the Board voted unanimously to approve the areas of critical need.

Agreement with WVU-Student Teachers: Mr. Lambert gave the Board Members a copy of the agreement with West Virginia University acknowledging Pendleton County School’s participation in WVU’s teacher preparation programs.

RESA Billing: Mr. Lambert gave the Board Members a copy of the RESA Billing reflecting a 300% increase from \$5,272.39 in 2007 to \$14,663.58 for 2011. Mr. Lambert asked the Board’s permission to write a letter addressing/questioning the amount of the increase. Mr. Lambert and Mr. O’Neil will be attending the next RESA Meeting to address this issue.

Bread & Milk Contract Extension: Lorna Judy was present and talked to the Board about extending the contract for Bread and Milk for another year. This will be the last extension for Potomac Farms. This will be the first extension of a two-year possible extension for Stroehman Bread. Upon Mr. Lambert’s recommendation and a motion by Mr. O’Neil, seconded by Ms. Heavner, the Board voted unanimously to extend the bread and milk contract.

Adult Meal Prices: Lorna Judy talked to the Board about increasing the Adult Meal Prices for Breakfast from \$2.85 to \$3.00 and for Lunch from \$3.80 to \$4.00. Upon Mr. Lambert’s recommendation and a motion by Ms. Kimble, seconded by Ms. Heavner, the Board voted unanimously to approve the increase in Adult Meal Prices.

Snow Emergency Plan: Mr. Lambert presented a chart on school closing codes as follows: Code A - Schools are closed. All 261 day employees, custodian personnel, maintenance personnel and mechanics will report to work. Code B - Schools are closed. All personnel will report to work. Code C - Schools are closed. No personnel will report to work. Code D - Schools are closed. Custodial personnel, maintenance personnel, and mechanics will report to work. The snow emergency plan

will be on the next agenda. There was also discussion about a snow emergency route plan for bus routes.

Policy Review - First Reading: Mr. Mowery presented policies for review and first reading. There was discussion about the policies. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to approve the first reading of the policies.

OTHER:

Beginning of School Year Breakfast: As in the past few years, Pendleton Community Bank will provide the Beginning of School Year Breakfast with Central Office Personnel and Board Members preparing the Breakfast for employees. Breakfast preparation will begin at 5:30 A.M. and breakfast will be served at 7:30 A.M. The general session will begin at 8:30 A.M.

Cardiac Project: Mr. Lambert gave the Board Members a copy of the Cardiac health screening agreement with West Virginia University School of Medicine for the 2010-2011 school year. Pendleton County Schools has been participating in this project for several years.

WVDE Finance Office School Audit Report for Pendleton County: Mr. Lambert gave the Board Members a copy of the letter from the West Virginia Department of Education stating that the audit file for the 2009 fiscal year is consider closed due to no findings.

Five Year Plan: Mr. Hedrick is working on the county plan that is due September 15th. School plans are due October 15th.

Conference/Meeting Update: Mr. Lambert was in Charleston for Interim Session and in Wheeling for the State Administrators Meeting. Mr. Lambert will not be able to go to Interim Sessions next week. There will be a staff meeting on August 9th, New Teacher Orientation on August 11th. There is a RESA VIII Administrative Conference in Shepherdstown on August 10th.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, August 24, 2009, at Pendleton County Board of Education Annex at 6:00 P.M. Upon a motion by Ms. Heavner, seconded by Ms. Kimble, the meeting was adjourned at 8:29 P.M.

These Minutes have been posted to the Pendleton County School Web site as a convenience and source of information. They are not intended to take the place of the original documentation. Please contact the Board Office directly should you need to reference the originals.