

Pendleton County Schools First County Board Meeting
Tuesday, July 6, 2010

The Pendleton County Board of Education convened in Regular Session on Tuesday, July 6, 2010, at the Pendleton County Board of Education Annex. The following members were present: J. D. Wilkins, President; Richard Gillespie, Vice-President; Teresa Heavner; Sonny O'Neil; Betty Kimble. Central Office Staff present: Douglas Lambert, Superintendent; Donald Bucher; Charles Hedrick and Nancy R. Blankenship. Also Present – Timothy Woodward and Randall Smith.

CALL TO ORDER BY SECRETARY: Superintendent Lambert called the meeting to order at 6:01 P.M.

Pledge of Allegiance and Invocation: Mr. Lambert led the *Pledge of Allegiance* and Mr. Wilkins led the group in prayer following a moment of silence for the Jordan Arbaugh and Dasher Families.

Board Member's Oath of Office: Notary Public Nancy Blankenship administered the Oath of Office to newly elected Board Members J. D. Wilkins, Richard Gillespie and Teresa Heavner.

Election of President and Vice-President of Board of Education: Mr. O'Neil nominated J. D. Wilkins for President; Mr. Gillespie seconded the nomination. There were no other nominations. Upon a motion by Ms. Kimble, seconded by Mr. O'Neil, the Board, excluding Mr. Wilkins, voted unanimously to close the nominations. The Board, excluding Mr. Wilkins, voted unanimously for J. D. Wilkins to be President. Mr. O'Neil nominated Mr. Gillespie for Vice-President; Ms. Kimble seconded the nomination. There were no other nominations. Upon a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board, excluding Mr. Gillespie, voted unanimously to close the nominations. The Board, excluding Mr. Gillespie, voted unanimously for Mr. Gillespie to be Vice-President.

Board Member Appointments to Committees: Board Members were appointed to the following committees:

RESA VIII Board of Directors - Sonny O'Neil/Richard Gillespie,
4-H Club Committee - Teresa Heavner,
South Branch Vo-Tech Board of Directors - J. D. Wilkins,
WVSBA Committee of 55 - Betty Kimble.

Upon a motion by Mr. Gillespie, seconded by Ms. Kimble, the Board voted unanimously to approve the Board Member Appointments to Committees.

PUBLIC COMMENT: There was no public comment.

CONSENT AGENDA ITEMS

The minutes of the June 8, 2010 and June 22, 2010, Board Meetings: Upon Mr. Lambert's recommendation 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:

Retirements/Resignations: There were no retirements/resignations.

Employment of Personnel:

Lori Humphries-Moore - English/Language Arts PCMS
Andrea Hodgman - English/Language Arts PCMS
Sarah Payne - ½ Time English/Language Arts PCMS

Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the

Board voted unanimously to approve the employment of the above personnel. **Summer School:**

Coordinator - Debbie Glover

Teachers: Amanda Brennan, Joey Eason, Ryan Lambert, Megan Sheeley, Cook - Shirley Sisson, Bus Drivers - Based on Need: Wanda Wimer, Charlotte Hoover, Dave Sponaugle, Diane Redman, Summer Credit Recovery - Lance Moran.

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

Coaching:

Jr. High Football - Dave Eason,

Head Soccer - Dwayne Propst,

Assistant Track - Shawn Kimble.

Upon a motion by Mr. Gillespie seconded by Mr. O'Neil the Board voted unanimously to go into Executive Session at 6:24 to discuss personnel. The Board returned to regular session at 6:49 P.M. with no action taken. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Ms. Kimble, the Board voted unanimously to approve the employment of the above coaches.

Approval of Substitute Personnel:

Substitute Teachers:

Anna Lee Alt, Amy Batson, Bill Beatty, Richard Carson, John Connor, William Jake Conrad, Jennifer Cook, Kimbra Day, Monica Flippin, Nancy Gant, Ann Gibson, Rosanne Glover, Teresa Godfrey, Patricia Hammer, Anna Mae Harmon, Sue Harper, Sharon Harr, Emilie Hott, Debra Jackson, Margaret Judy, Darren Kimble, Katie Lambert, David LeCrone, Alice Lively, Helan Markwell, Heather McIntosh, Michelle Paden, Everly Parsons, Wendy Putz, Beverly Rexrode, Mary Grace Richardson, Kendra Rightsell, Helan Rohrbaugh, Michele Sites, Nancy Sites, Megan Sponaugle, John Verzich, Mary Wadsworth, Paula Waggy, Mary Warner, Carol Windett. Substitute Cooks: Diane Hardee, Tina Eye, Kim Nesselrodt, Kara Townsend, Delores Shirk, Robin Rexrode, Jeanette Ratliff, Heather Copley, Charity Malcolm, Valerie Lambert, Sherry Hedrick, Amy Gardiner.

Substitute Custodians:

Rebecca McConnell, Jill Huffman, Tina Eye, Jill Liggett, Delores Shirk, Robin Rexrode, Amanda Raines, Charity Malcolm, Amy Gardiner, Carolyn Gilbert, Debbie Bland.

Substitute Aides:

Diane Hardee, Rebecca McConnell, Wanda Hedrick, Jill Liggett, Kara Townsend, Judy Simmons, Kathie Heavner, Robin Rexrode.

Substitute Secretaries: Tammy Humphries, Mary June Bennett.

Substitute Bus Drivers: Jason Bowers, Calvin Bailey, John Mullens, Jill Huffman, Joseph Mullens, Marvin Wimer, Michael Alt, Timothy Hoover, Richard Mallow, Douglas Simmons, Michael Hammer, Ron Hudson-van only.

Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Mr. O'Neil, the Board voted to approve the employment of the above substitute personnel with the removal of Randal Kimble from the Substitute Bus Driver list. Ms. Heavner abstained from the vote.

Removal of Personnel from Transfer:

Rodney Cooper - Reassigned BD/Alternative Education PCM/HS

Anita Warner - Reassigned Special Education Aide PCM/HS

Beth Kimble - Same Position Held 2009-2010

Heidi Armentrout-Kimble - Reassigned Second Grade BES

Amy Rexrode - Same Position Held 2009-2010

Elizabeth Mitchell - Same Position Held 2009-2010

Angela Cooper - Same Position Held 2009-2010

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Mr. Gillespie, the Board voted unanimously to approve the removal of Personnel from Transfer.

Removal of Personnel from Reduction in Force:

Joyce Bland - Place in Same Position 2009-2010 - Aide/Autism Mentor.

Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Ms. Heavner, the Board voted unanimously to approve the removal of Personnel from Reduction in Force.

FINANCE:

June 30, 2010 Budget Supplements: In Mr. Mowery's absence, Mr. Lambert presented Budget Supplements #135-\$20,318.00; #136-\$31,292.00; #137-\$11,000.00; #138-\$5,775.48; #139-\$3,047.00. The year end budget supplements had been pre-approved at the June 22, 2010, Board Meeting as allowed by State Board Policy.

June 30, 2010 Budget Transfers: In Mr. Mowery's absence, Mr. Lambert gave the Board a copy of a Budget Transfer #200 - \$3,639.37 and #310 - \$119,000.00 transferring money into appropriate line items. The year end budget transfers had been pre-approved at the June 22, 2010, Board Meeting as allowed by State Board Policy.

Pendleton Community Bank Proposal: In Mr. Mowery's absence, Mr. Lambert gave the Board a copy of correspondence from William A. Loving, President and CEO of Pendleton Community Bank's giving notification and agreement to continue providing services under the previous contract for an additional year beginning July 1, 2010. The terms and conditions of the agreement will remain unchanged with one exception. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to accept the Pendleton Community Bank Proposal. Ms. Heavner abstained from the vote.

Awarding of Workers' Compensation Provider: Mr. Mowery had provided the Board Members with a handout on Workers' Compensation. Pendleton County Schools agent, City Insurance has been shopping for bids the last few months. Companion is the A rated provider recommended by City Insurance for our Workers' Compensation coverage retroactive to July 1, 2010. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Ms. Kimble, the Board voted unanimously to approve Companion Property & Casualty Insurance Company for Workers' Compensation coverage as recommended by City Insurance.

Awarding of PCM/HS Dishwasher Bid: Mr. Mowery provided the Board Members with a copy of the bid announcement for bids for a dishwasher at PCM/HS and a copy of the bid that was received from Stout Company. This was the only bid received. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Ms. Kimble, the Board voted unanimously to approve the bid from Stout Company for the dishwasher and installation at PCM/HS.

FY 2009-2010 County Audit: Mr. Mowery provided information for the Board members as to the following:

"The Pendleton County Board of Education did approve going to bid with CPA firms for the FY 2009-2010 county audit at the 4-20-10 board meeting. Subsequent to that meeting, the state auditor's office, chief inspector division, called to say that it had been 13 years since the state has audited our school board and they would like to audit for the 2009-2010 school year. Mr. Panetta, Director of WVDE School Finance recommends going with CPA firms as they are more timely in preparing their audits and more efficient, but state law does allow the chief inspector division to audit Boards of Education

from time to time. The county will be audited by the State Auditor's office, Chief Inspector Division, for the 2009-2010 school year. Audits for individual schools have not been determined as of yet. Tetrick and Bartlett may be able to do those for the 2009-2010 year."

Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Mr. O'Neil, approve the State Auditors Office to do the 2009-2010 audit. Mr. Gillespie did not vote as he had to step out.

FY 2009 Individual School Audits: Mr. Mowery provided the Board Members with a copy of the audits for individual schools and a copy of the findings. The schools following improved financial practices, but there will be additional training with principals, secretaries, and faculty senate treasurers to reduce audit findings. He also provided information for the board members stating that money collected from school activities must be remitted daily to the school principal or the individual responsible for the fund or if after hours or on week-ends, remitted the following school day. Information was also provided on Issuance of Receipts.

Financial Update: Mr. Mowery had provided the Board Members with information on Fiscal Year-End processes and financial statements. Demand meters have been installed at Brandywine Elementary and Pendleton County Middle/High Schools. He also provided the Board members with a copy of an article showing that Allegheny Electric rates will be increasing necessitating the increased need to improve efficiency.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

Intra-County Transfer Request: Mr. Lambert presented the intra-county transfer request from Mr. & Mrs. Larry Smith for their daughter, Megan, to attend Brandywine Elementary School instead of Franklin Elementary School. Mr. & Mrs. Smith had been at the previous board meeting to petition the board to allow their daughter to attend Brandywine Elementary School. There was no action taken.

Wildcat Lane: Mr. Lambert presented information to the Board Members on Wildcat Lane. There is a broken water line in the lane that Habitat for Humanity wishes to repair but they would like to have permission as the water line is on Wildcat Lane which is owned by the Board. This item will be on the next board agenda.

Out-of-County Transfer Request: Mr. Lambert presented the out-of-county transfer requests. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to approve the out-of-county transfer requests.

Other:

Mr. Woodward: Mr. Woodward was present and addressed the Board regarding some concerns he had at Pendleton County Middle/High School.

Five Year Plan: Improvement Team Training will be on July 12th.

Conference/Meeting Update: Mr. Lambert will be attending the following meetings: South Branch Administrative Council Meeting July 14; Interim Session in Charleston on July 19/20; WVDTC Board of Governors Meeting July 21; Superintendent's Conference – July 21/22, Vacation the last week of July.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, August 3, 2009, at Pendleton County Board of Education Annex at 6:00 P.M. Upon a motion by Ms. Kimble, seconded by Ms. Heavner, the meeting was adjourned at 7:50 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.