

**PENDLETON COUNTY SCHOOLS  
TENTH COUNTY BOARD MEETING  
TUESDAY, NOVEMBER 7, 2017**

The Pendleton County Board of Education convened in Regular Session on Tuesday, November 7, 2017, at North Fork Elementary School at 6:00 p.m. The following members were present: J.D. Wilkins - President, Richard Gillespie, Teresa Heavner and Sonny O'Neil. Central Office Staff present: Charles Hedrick, Superintendent, J. P. Mowery, Nicole Hevener, Rick Linaburg, Travis Heavner and Lisa Jamison. Others in attendance were: Randy West, Rebecca Heavner, Leslie George, Kelly Wadell, Yasi Kirby, Walter Hojka and Shawn Stinson. Several staff members, students and parents attended the award presentation prior to the 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 faculty. At 6:00 p.m. Mr. Randolph West, Principal at NFES, welcomed the Board students and parents to the meeting. Mr. West and Mr. Hedrick presented Award Certificates to all the NFES students who excelled in the WV Summative Assessment tests in the 2016-2017 School year. Twenty-one students were recognized for their skills in ELA and Math.

The Board then heard from Mr. Randolph West, Principal, NFES. He shared the school's goals of increasing student achievement and then discussed the ways they are working to make that a reality. He explained the IPI (Instructional Practices Inventory) observations conducted to measure student engagement. He noted an increase in student engagement, based on the results of the observations. He updated the Board on their achieved goal of providing student access to more technology and discussed training provided by Katie McDonald, principal at BES, with staff at NFES to incorporate and use the new technology successfully. He also discussed their new long-term goal to increase student writing proficiency and shared the steps they are taking to make the students better writers. He explained how they are building student portfolios to include benchmark testing and student writing projects that will track their progress. The portfolios will accompany the student as they move on to each new grade level.

Mr. West also spoke on behalf of the LSIC. He thanked the Board for all their support in providing a nurse at the school and gave them supporting data reflecting how often nursing services have been utilized. He discussed the work being done in the guidance department and the difference that has been seen since the Board made it a full time position. He also thanked the Board for the quickness of the repairs at the Harold Michael Building and for the recent repainting of the crosswalks. He shared their future goals, which included engaging the community, covering and protecting the gym floor, finishing the music room and continuing with increases in student outcomes.

Becky Heavner, President of the Faculty Senate, spoke on their behalf. She thanked the Board for the full time guidance counselor position and for the added part-time cook position. She thanked the Board for assisting with the school's need for a nurse. She introduced Breanna Griffin, the new 5<sup>th</sup> grade teacher who started in January 2017. She shared the positives from the school, which included: Harold Micheal building back in use, Increased enrollment, Successful grandparents day, Survival of recent internet, phone outages and power outages, Red Ribbon week and Author's Day. She shared the upcoming events including: Veteran's assembly coming up on November 9<sup>th</sup> and the Family Thanksgiving luncheon on November 14<sup>th</sup>.

Ms. Kirby spoke on behalf of the PTSO. She highlighted their funding of student activities including: Field day T-Shirts, AR trip and rewards, Red Ribbon Week, Science/Social Studies Fair Dinner and Yearbook, just to name a few. She discussed their past fundraising initiatives and what their plans were for future fundraisers. Special projects recently funded included mulch for playground, the Pre-K kitchen set, CHS gym donation and Staff/Teacher appreciation week. Their goals is still to increase involvement with family and community.

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**Call to Order by the President**

President Wilkins called the Board meeting to order at 6:43 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 shared information for the Academic and Responsible Students for November from PCMHS.

**Minutes of the October 17, 2017 Board Meeting**

Upon a recommendation by Mr. Hedrick and a motion by Mr. O'Neil, seconded by Ms. Heavner, Board voted unanimously to approve the minutes of the above Board Meetings.

**Personnel:**

**Resignations/Retirements**

**Victoria Daniello** – 6<sup>th</sup> Grade Teacher, NFES – Resignation

**Richard Mallow** – Transportation Supervisor - Retirement

Upon a recommendation by Mr. Hedrick and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the Board voted unanimously to approve the above resignation and retirement with regret and appreciation for their service.

**Employment of Personnel**

**Elizabeth Harper** Substitute Teachers

**TBD** Itinerant Nurse/Supervisory Aide

**Tammy Rowe** Substitute Nurse/Supervisory Aide

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve personnel as presented.

**Approval of Volunteers/Chaperones**

**BES Volunteers:**

Nathan Parker Kathy Parker Gloria Jones Karen Casto Judy Hartman

**BES Chaperones:**

Nathan Parker Kathy Parker Gloria Jones Karen Casto Judy Hartman

**FES Volunteers:**

Betty M. Propst Jane Simon Allen Beachler Amanda Simmons

**NFES Volunteers:**

Brenda Cook

**PCMHS Volunteers:**

Stacy Slaughter Michelle Sites Janet Burgoyne

Upon a recommendation by Mr. Hedrick and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the Volunteers and Chaperones as presented.

**Approval of Contracts**

**Deborah Adams** – Vision Therapy

Upon a recommendation by Mr. Hedrick and a motion by Mr. Gillespie, seconded by Ms. Heavner, the Board voted unanimously to amend the Contract as presented.

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

**Finance:**

**Treasurer's Report October 2017**

Mr. Mowery presented the October 2017 Treasurer's Report to the Board for approval.

Upon a recommendation by Mr. Hedrick and a motion by Mr. O'Neil, seconded by Mr. Gillespie, the Board voted unanimously to approve the October 2017 Treasurer's report as presented.

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**Bills for Approval October 2017**

Mr. Mowery presented the October 2017 Bills to the Board for approval. Bills totaled: \$441,674.58.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Mr. Gillespie, the Board voted unanimously to approve the October 2017 Bills as presented.

**Budget Revisions**

Mr. Mowery presented the following Budget Revisions to the Board for approval: Budget Supplements: #107 - \$51,005.71 (Dr Expense), \$26,643.21 (Dr Fund Equity), \$77,648.92 (Cr Fund Equity), #108 - \$5,000.00. Total Budget Supplements: \$82,648.92. Budget Transfers #302 - \$41,600.00 (General Fund II Transfers). Total Transfer: \$41,600.00. Upon a recommendation by Mr. Hedrick and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the Budget Revisions as presented.

**Financial Update**

Mr. Mowery updated the Board on the following financial items: Forest Land Funding in relation to Secure Rural Schools and a form letter from National Organization of Counties to legislators to renew the legislation that has expired.

**Old Business:**

**Facilities**

Mr. Hedrick updated the Board on the following facility items: Needs Project Interview process at the SBA. Twenty counties has submitted requests and Mr. Hedrick, Mr. Linaburg and Mr. Mowery will be there to give their cause. Mr. Gillespie asked that we compose a letter to the Governor in regard to the access road at FES. Mr. Hedrick will be meeting with the WVDOH to convey that message.

**New Business**

**Architectural/Engineering Design Service for Heat/Air Renovations at PCMHS & BES**

Mr. Mowery informed the Board on the results of the Architectural interviews and committee recommendation.

Mr. Gillespie made the following motion: I move the Board approve contract with Williamson/Shriver Architects for Architectural/Engineering and design services and Harper Engineering associated with the Heat/Air Renovations at PCMHS & BES (negotiated by SBA/PCS/WSA in compliance with WV Code 5G-1-3 procurement of architect-engineer services by State and its subdivisions)

Upon a recommendation by Mr. Hedrick, and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the Board voted unanimously to approve the contract with Williamson/Shriver as presented.

**Individual Exception for 4 Year Attendance**

Mr. Hedrick presented to student requests for Individual Exception for 4-year attendance to the Board for approval.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to enter Executive Session at 7:14 p.m. according to Code 6-9A-4(A)(6), for the discussion of matters involving individual's privacy. Upon a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to return to regular session at 7:21 p.m. with no action taken.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve the Individual Exceptions for 4-year attendance for Student #PCHS17-18-4 as presented.

**Educational Leave Plan**

Mr. Linaburg presented an Educational Leave Plan to the Board for approval.

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Upon a recommendation by Mr. Hedrick and a motion by Mr. Gillespie, seconded by Ms. Heavner, the Board voted unanimously to approve the Educational Leave Plan as presented.

**Policy Review**

Mr. Mowery and Ms. Hevener presented the policies for review to the Board for the first reading.

Upon a recommendation by Mr. Hedrick and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve this as the first reading of the policies for review as presented.

**Other:**

**October Enrollment**

Mr. Hedrick presented the October Enrollment numbers to the Board for review.

**Third Month Attendance Report**

Mr. Linaburg presented the Third Month Attendance Report to the Board for review.

**Conference/Meeting Update**

Mr. Hedrick will be at the Pendleton County Chamber Dinner on November 9, Petersburg on November 10 for a meeting with Senator Manchin and in Charleston for the SBA interview and legislative sessions on November 13 & 14.

**The next regular meeting of the Pendleton County Board of Education will be held on Tuesday, December 5, 2017 at the Brandywine Elementary School following a student award ceremony and LSIC presentation at 6:00 p.m.**

**Upon a recommendation by Mr. Hedrick and a motion by Mr. Gillespie, seconded by Ms. Heavner, the meeting adjourned at 7:45 p.m.**