

**PENDLETON COUNTY SCHOOLS  
TWELFTH COUNTY BOARD MEETING  
TUESDAY, JANUARY 22, 2013**

The Pendleton County Board of Education convened in Regular Session on Tuesday, January 22, 2013 at the North Fork Elementary School. The following members were present: J. D. Wilkins- President, Richard Gillespie- Vice-President, Teresa Heavner, Sonny O'Neil, and Betty Kimble. Central Office Staff present: Douglas Lambert, Superintendent, Charles Hedrick, J. P. Mowery, Donald Bucher, Ann Bennett and Nancy R. Blankenship. Also present: Gene McConnell.

At 5:30 P.M., the North Fork Elementary School Staff served dinner to the Board Members and Central Office Staff.

At 6:30 P.M. the Board recognized students who achieved Exemplary Status on the WESTEST for the 2011-2012 school year. They also recognized North Fork Elementary School for achieving Exemplary Status.

**Call to Order by President:** President Wilkins called the meeting to order at 7:00 P.M.  
**Pledge of Allegiance and Invocation:** Mr. Lambert led the Pledge of Allegiance and Mr. Wilkins led the group in prayer.

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

**Consent Agenda Items:**

**The minutes of the December 4, 2012 Board Meeting and January 3, 2013 Special Meeting:** 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:** Lori Wilkins - Substitute Cook, Regina Hedrick - Special Education Teacher FES, Carol Morgan - Preschool Handicapped Teacher FES, Pam Boggs - Special Education Teacher PCM/HS, Deborah Thompson - Third Grade Teacher NFES, Linda M. Mallow - Second Grade Teacher FES, Patricia Sites - First Grade Teacher FES. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Mr. Gillespie the Board voted unanimously to approve the above retirements with regret. Rose Robinson - Medical Leave of Absence Remainder of 2012-13 school year. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Mr. O'Neil the Board voted unanimously to approve the above medical leave of absence.

**Employment of Personnel:** Michelle Sites - Substitute Teacher pending application completion, Kevin Raymond - Substitute Teacher pending receipt of certificate, Ruth Brooker - Substitute Teacher pending receipt of certificate, Wanda Wimer - Extra-Curricular Supplemental Aide SBCTC, Cathy Bennett - Mentor Teacher-Middle School Math PCM/HS. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Kimble the Board voted unanimously to approve the above substitute teachers pending receipt of certification and application completion.

**Approval of Volunteers/Chaperones:** BES Volunteers: Lindsey Propst. FES Volunteers: Billy Beachler, Brian Thompson, Kayla May. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Kimble the Board voted unanimously to approve the above volunteers/chaperones.

**Finance:**

**Bills Submitted for Approval Month Ended December 31, 2012:** Mr. Mowery presented the bills for approval for the month ended December 31, 2012, in the amount of \$429,409.76. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Ms. Heavner the Board voted unanimously to approve the Bills as presented.

**Treasurer's Report Month Ended December 31, 2012:** Mr. Mowery gave a Treasurer's Report for the month ended December 31, 2012, and explained the receipts, disbursements,

fund balance, accounts payable and cash and investment amounts. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Mr. Gillespie the Board voted unanimously to approve the Treasurer's Report as presented.

**Budget Supplements:** There were no budget supplements presented.

**Impact Aid Authorized Representative:** Mr. Mowery explained that the Superintendent has to be approved annually as the Impact Aid Authorized Representative. Upon a motion by Ms. Heavner seconded by Ms. Kimble the Board voted unanimously to approve the above appointment.

**Section 125 Plan/Amendment:** Mr. Mowery gave the Board Members a copy of the Flexible Benefit Plan, the required changes and amendments and explained the changes to them. Section 125 has to be amended annually. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Mr. Gillespie the Board voted unanimously to accept the Section 125 Plan Update/Amendment.

**Financial Update:** Mr. Mowery gave the Board Members information on Fund Balance History, Funding Analysis and a copy of the an information letter to employees on taxes and benefits. Mr. Mowery also gave the Board Members information on wood pellet heating systems.

**Old Business:** There was no old business.

**New Business:**

**School Safety Plan:** Mr. Lambert has a meeting this week with personnel to go over the school safety plan. Mr. Mowery and Doug Simmons attended classes last week in Martinsburg regarding school buildings and safety.

**North Fork Bus Route Change:** This item has been taken care of for this school year. The Board will continue to look for a contract driver for this bus route.

**Out of County Transfer Requests:** Mr. Lambert presented out of county transfer requests. This request will be on another meeting agenda.

**FES Project:** Upon a motion by Mr. Gillespie seconded by Mr. O'Neil the Board went into Executive Session according to WV State Code 6-9A-4B-2b9 at 7:50 P.M. to discuss the Franklin Elementary Project. The Board returned to regular session at 8:33 P.M. with no action taken. Mr. Mowery gave the Board Members information on land acquisition and options, project submission deadlines and a preliminary schedule. There was discussion about the project. Mr. Lambert gave the Board Members a list of questions that had been presented by the Franklin Elementary School staff and his responses to the questions. Upon Superintendent Lambert's recommendation and a motion by Mr. Gillespie seconded by Mr. O'Neil the Board voted unanimously to give Mr. Lambert and Mr. Mowery permission to proceed with discussion with land owners regarding land acquisition and easements.

**Allegheny Mountain Roadway:** Mr. McConnell addressed the Board about the Dead Woman's Curve on Allegheny Mountain where there have been so many accidents and deaths. He asked the Board to contact any State Leaders they could to get support to get something done with this roadway. There was a suggestion to put a sign up on top of the mountain stating how many deaths have been on the mountain. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Mr. O'Neil the Board voted unanimously to write a letter requesting the State look at this road due to safety issues of children and buses of Pendleton County Schools.

**Meeting with State Superintendent of Schools:** Mr. Lambert gave the Board Members a copy of correspondence from the Office of the State Superintendent of Schools. Dr. Phares is extending an invitation to each county for the purpose of meeting with local

boards of education.

**SBVC Pay Increase Request:** Mr. Lambert presented a request from Wanda Wimer for a pay increase for the SBVC bus run for 2013-2014 school year. This item will be on a future agenda.

**Other:**

**Transportation:** There was discussion about athletic transportation.

**Fourth Month Attendance Report:** Mr. Hedrick had provided the Board Members with the fourth month attendance report showing attendance percentages, dropouts and verification of enrollment reports. There is only one dropout for the year.

**Mechanic Training:** Mr. Hedrick gave the Board a copy of correspondence about the need for statewide training for bus mechanics, locations and dates for the trainings. Pendleton County will be a training site.

**WV School Board Association Winter Conference:** The WV School Board Association Winter Conference will be held in Charleston on March 8/9, 2013. All Board Members and Mr. Lambert will be attending. Mrs. Blankenship will attend the Superintendent's Secretaries Association Meeting held in conjunction with the School Board Association Meeting.

**Conference/Meeting Update:** Mr. Lambert will be in Charleston and Bridgeport on January 29-February 1.

**The next meeting of the Pendleton County Board of Education will be held on Tuesday, February 5, 2012, at Pendleton County Middle/High School at 6:00 P.M.**

**Upon a motion by Ms. Heavner seconded by Ms. Kimble the meeting was adjourned at 9:55 P.M.**