

**PENDLETON COUNTY SCHOOLS
THIRD COUNTY BOARD MEETING
TUESDAY, AUGUST 2, 2011**

The Pendleton County Board of Education convened in Regular Session on Tuesday, August 2, 2011, at the Pendleton County Board of Education Annex. The following members were present: J. D. Wilkins- President, Richard Gillespie- Vice-President, Betty Kimble, Teresa Heavner (by phone), and Sonny O'Neil. Central Office Staff present: Douglas Lambert, Superintendent, Donald Bucher, J. P. Mowery, Lorna Judy and Nancy Blankenship. Also Present: Roger Dahmer and son.

Call to Order by 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.

Public Comment: There was no public comment.

Consent Agenda Items:

The minutes of the July 5, 2011 and July 19, 2011 Board Meetings/Executive Sessions: 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 Meetings.

Presentations:

Yearly Summary from PERC Center - Diana Smith: Diana Smith, Pendleton County Parent Educator Resource Center was present and gave the Board Members a yearly summary of activities from the Parent Resource Center. She explained to the Board what the PERC Center does and showed them a plaque that was presented to the Center by the State last year.

Personnel:

Retirements/Resignations: Michael Alt - Substitute Bus Driver. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Kimble the Board voted unanimously to approve the above retirements/resignations.

Employment of Personnel: Delores Hedrick - Substitute Teacher, April DePue - Nurse/Supervisory Aide FES, Rick Harper - Science Teacher PCMS. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Heavner the Board voted unanimously to go into Executive Session at 6:17 P.M. to discuss personnel according to WV State Code 6-9A-4-(2)A. The Board returned to regular session at 6:26 P.M. with no action taken. 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.

Approval of Contracted Service Contracts: Linda Teter - Contracted Speech/Language Services, Amy Eason - Contracted PT 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, April Poling - Contract Bus Driver, Shannon Lambert - Contract Bus Driver, School Therapy Services - Contract OT Services. Part-Time Employees: Wayne Hedrick- Curriculum Technology Assistant, Jeanette Ratliff - Parent Coordinator NFES. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Mr. Gillespie, the Board voted unanimously to approve the above contracted service contracts with Ms. Heavner abstaining from the vote.

Finance:

Bills for Approval Month Ended June 30, 2011: Mr. Mowery presented the bills for approval for the month ended June 30, 2011, in the amount of \$996,468.06. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Mr. O'Neil the Board voted unanimously to approve the Bills as presented.

Treasurer's Report Month Ended June 30, 2011: Mr. Mowery gave a Treasurer's Report for the month ended June 30, 2011, and explained the receipts, disbursements, fund

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

Budget Supplements: Mr. Mowery presented Budget Supplements #00001 - (\$8,049.00) Total - (\$8,049.00). Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Heavner the Board voted unanimously to approve the budget supplements as presented.

Budget Transfers: Mr. Mowery gave the Board a copy of a Budget Transfer #00001 - \$65,822.00 transferring money into appropriate line items. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Mr. Gillespie the Board voted unanimously to approve the budget transfers as presented.

Vendor Snack Contract: Mr. Mowery gave the Board Members information on the snack machine contract at Pendleton County Middle/High School has with Bill Kile and Country Road Vending. Mr. Woodward would like the snack vending machines removed from the school as it is very difficult policing the snack machines to be in compliance with the child nutrition requirements. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Heavner the Board voted unanimously to terminate the snack machine contract.

Mt. Hiser Cemetery: Mr. Mowery provided the Board Members with correspondence from Sandra Pope regarding requests for the Mt. Hiser Cemetery. There was discussion. Mr. Mowery will draft a letter to Ms. Pope regarding the parking request. The transfer of the property will be ready at a later meeting.

Meeting/Conference Update: Mr. Mowery was at a technology conference on August 1 and 2. He talked about the online testing that will be upcoming and other points that were covered at the meeting. He also talked about the updating of the fibernet for school internet services, Technology Integration Specialists (TIS's), Internet 2, Virtual School, Credit Recovery, On-Line Child Nutrition.

Financial Update: Mr. Mowery talked about Medicaid reimbursement.

Old Business:

Policy Approval - 2nd Reading/Adoption: Mr. Mowery and Mr. Lambert presented the policies with the requested/recommended changes for the Second Reading/Adoption. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Mr. O'Neil the Board voted unanimously to approve the School Volunteer and Chaperone Policy as presented for the Second Reading/Adoption with clarification on the TB testing. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Ms. Heavner the Board voted unanimously to approve the Continuing Education Policy as presented for the Second Reading/Adoption. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Kimble the Board voted unanimously to approve the Lesson Plan Policy as presented for the Second Reading/Adoption with noted changes striking checklist from the policy and change to read that weekly lesson plans are to be submitted on the first operational day of the school week. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Mr. Gillespie the Board voted unanimously to approve the Restriction on School Administrators holding Coaching and other Extra-Curricular Assignments Policy with noted changes.

New Business:

Policy Review - 1st Reading: Mr. Mowery and Mr. Lambert presented Group I, Group II and Group III policies for the First Reading with the second reading/adoption to be at the first September board meeting. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Kimble the Board voted unanimously to approve the Policies for the First Reading.

Out-of-County Transfer Requests: Out-of-County transfer requests were submitted for children to continue to attend school in Grant County for the 2011-2012 school year. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble seconded by Ms. Heavner the Board voted unanimously to approve the request.

Milk Contract SY 2011-2012: Potomac Farms and Shenandoah's Pride submitted bids for the school milk contract for SY 2011-2012 with Potomac Farms being the low bidder. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Heavner the Board voted unanimously to award the school milk contract to Potomac Farms.

Bread Contract for SY 2011-2012: Lorna Judy told the Board Members that the Bread Contract with Stroehman Bakeries is on the last year of the contract and will be up for bid next school year..

Adult Meal Prices for SY 2011-2012: Lorna Judy presented a meal cost analysis on the Adult Meal Prices. She told the Board Members that she didn't feel there was a need to change the adult meal prices this school year.

Other:

Bus Routes SY 2011-2012: Mr. Hedrick provided the Board Members with the recommended bus routes for School Year 2011-2012 and the recommended changes for the bus routes.

WV School Board Association Fall Meeting Schedule: The West Virginia School Board Association Fall Meeting will be held September 9/10 at the Marriott Hotel in Charleston.

Save the Music Foundation: The VH1 Save the Music Foundation has awarded a \$30,000 grant of new musical instruments to Pendleton County Schools to support the restoration of the county's instrumental music programs.

Organizational/Flow Chart: Mr. Lambert provided the Board Members with a copy of the Organizational Flow Chart for 2011-2012.

Summary of Canceled/Rescheduled Instructional Days 2010-2011: Mr. Lambert gave the Board Members a copy of the report from the State Department showing a summary of canceled and rescheduled instructional days for the 2010-2011 school year. Pendleton County cancelled 8 days and made up 7 for a total of 179 instructional days.

Conference/Meeting Update: Mr. Lambert attended meetings in Charleston August 1 and 2. There will be a meeting with Eastern and South Branch next week. The fall work session will be discussed at the next board meeting.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, August 16, 2011, at the Pendleton County Board of Education Annex at 6:00 P.M. Upon a motion by Mr. O'Neil seconded by Ms. Heavner the meeting was adjourned at 7:46 P.M.