

**PENDLETON COUNTY SCHOOLS
FIRST COUNTY BOARD MEETING
TUESDAY, JULY 5, 2011**

The Pendleton County Board of Education convened in Regular Session on Tuesday, July 5, 2011, 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. Absent - Betty Kimble. Central Office Staff present: Douglas Lambert, Superintendent and Charles Hedrick. Also Present: Danny Wilburn.

Call to Order by Secretary: Superintendent Lambert 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 June 23, 2011 Board Meeting/Executive Sessions: Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. O'Neil the Board voted unanimously to approve the minutes of the above Board Meeting.

Correction to the minutes of the March 22, 2011 Board Meeting Minutes: According to WVC §6-9-7(c), the election by a board of education to have its annual audit conducted by a CPA firm must be made by May 1 of the year to be audited. One of the requirements is that the governmental entity must appoint an audit committee before beginning the procurement process. The committee must consist of at least three members but not more than five with at least one member from the entity's governing body. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Heavner the Board voted unanimously to put out for bid for a CPA firm to conduct the annual audit for the next three years. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Heavner the Board voted unanimously to make the underlined corrections to the March 22, 2011 Board Meeting Minutes under Finance 5.a.

Personnel:

Retirements/Resignations: Joseph Eason - Coach Middle School Girls Basketball PCMS; David Eason - Coach Middle School Football PCMS. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Mr. Gillespie the Board voted unanimously to approve the above retirements/resignations.

Employment of Personnel: Shirley Nagle - Reading Interventionist/Special Education Teacher FES; Matthew Vance - Assistant Football Coach PCHS; Andrew Eye - Assistant Football Coach PCHS; Chris Roberson - Jr. Varsity Football Coach PCHS; Johnny Heavner - Jr. High Football Coach PCMS ½ Position; Kent Gardiner- Jr. High Football Coach PCMS ½ Position. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Heavner the Board voted unanimously to approve the employment of the above personnel.

Approval of Substitute Personnel: Substitute Teachers: Anna Lee Alt, Amy Batson, Bill Beatty, Janel Bowers, Joyce Burgoyne, Richard Byrd, Richard Carson, Kitty Carson, John Connor, William Jake Conrad, Jennifer Cook, Sheena Dahmer, Heidi Davis, Kimbra Day, Nancy Gant, Ann Gibson, Deborah Glover, Rosanne Glover, Teresa Godfrey, Patricia Hammer, Anna Mae Harmon, Sue Harper, Sharon Harr, Emilie Hott, Debra Jackson, Margaret Judy, Darren Kimble, Keely Lambert, David LeCrone, Alice Lively, Helan Markwell, Rebecca Ours, Michelle Paden, Everly Parsons, Dan Powers, Wendy Putz, Mary Grace Richardson, Beverly Rexrode, Helan Rohrbaugh, Michele Sites, Nancy Sites, John Verzich, Mary Wadsworth, Paula Waggy, Mary Warner, Carol Windett. **Substitute Cooks:** Diane Hardee, Kim Vandevander, Delores Shirk, Robin Rexrode, Jeanette Ratliff, Heather

Copley, Charity Malcolm, Valerie Lambert, Sherry Hedrick. **Substitute Custodians:** Jill Huffman, Robin Rexrode, Amanda Raines, Kim Vandevander, Charity Malcolm, Carolyn Gilbert, Debbie Bland. **Substitute Aides:** Diane Hardee, Rebecca McConnell, Wanda Hedrick, Jill Liggett, Judy Simmons, Kathie Heavner, Robin Rexrode. **Substitute Secretaries:** Tammy Humphries, Mary June Bennett, Marcia Warner. **Substitute Bus Drivers:** Calvin Bailey, Jill Huffman, Joseph Mullens, Marvin Wimer, Michael Alt, Timothy Hoover, Richard Mallow, Douglas Simmons, Michael Hammer, Ron Hudson-van only. After discussion, the Board requested to vote and approve each group of substitute personnel individually. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Mr. Gillespie, the Board voted 3-0 to approve the employment of the above substitute teachers with Ms. Heavner abstaining. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Mr. Gillespie the Board voted unanimously to approve the employment of the above substitute cooks. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Mr. Gillespie the Board voted unanimously to approve the employment of the above substitute custodians. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Mr. O'Neil the Board voted unanimously to approve the employment of the above substitute aides. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie seconded by Ms. Heavner the Board voted unanimously to approve the employment of the above substitute secretaries. Pursuant to WV Code 6-9A-4-(2)A, upon a motion by Mr. O'Neil seconded by Mr. Gillespie, the Board voted unanimously to enter into Executive Session at 6:12 P.M. The Board returned to regular session at 6:16 P.M. with no action taken. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Mr. Gillespie the Board voted 3-0 to approve the employment of the above substitute bus drivers with Ms. Heavner abstaining.

Finance:

June 30, 2011 Budget Supplements: In Mr. Mowery's absence, Mr. Lambert presented Budget Supplements #124 - \$2,635.00 ; #125 - \$16,000.00 Total - \$18,635.00. The year end budget supplements had been pre-approved at the June 23, 2011 Board Meeting as allowed by State Board Policy.

June 30, 2011 Budget Transfers: In Mr. Mowery's absence, Mr. Lambert gave the Board a copy of a Budget Transfer #300 - \$198,000.00 transferring money into appropriate line items. The year end budget transfers had been pre-approved at the June 23, 2011 Board Meeting as allowed by State Board Policy.

Diesel Fuel Tank: In Mr. Mowery's absence, Mr. Lambert gave the Board a copy of the proposal for a vendor for the diesel fuel tank. The proposal was from Barnett Builders of Hillsboro, WV for the amount of \$34,739.00. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Mr. Gillespie the Board voted unanimously to approve the vendor for the diesel fuel tank.

Financial Update: Mr. Mowery had provided the Board Members with financial update information.

Old Business: There was no old business.

New Business:

Out-of-County Transfer Requests: There were no new out-of-county transfer requests.

Policies - First Reading: Mr. Lambert went over the Policies that were presented for the first reading. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil seconded by Ms. Heavner the Board voted unanimously to approve the first reading of the policies as presented with noted modifications.

Volunteer Policy: There was no discussion as information was presented during Policy Review/First Reading.

Other:

Tenth Month Attendance Report: Mr. Hedrick presented the Tenth Month Attendance Report and Report Totals for the 2010-2011 School Year.

Conference/Meeting Update: Mr. Lambert attended the Superintendent's Conference in Oglebay June 27-July 1.

A special meeting will be held via conference call on Tuesday, July 19, 2011, beginning at 8:30 A.M. for the purpose of employment of personnel. The meeting will originate in Mr. Lambert's office. The next meeting of the Pendleton County Board of Education will be held on Tuesday, August 2, 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 7:10 P.M.

**PENDLETON COUNTY SCHOOLS
SECOND COUNTY BOARD MEETING
TUESDAY, JULY 19, 2011**

Special Meeting

The Pendleton County Board of Education convened in Special Session on Tuesday, July 19, 2011, at the Pendleton County Board of Education Office. The following members participated by phone: J. D. Wilkins- President, Teresa Heavner, Sonny O'Neil, Betty Kimble. Absent: Richard Gillespie. Central Office Staff present: Douglas Lambert, Superintendent, Donald Bucher, J. P. Mowery, and Nancy Blankenship.

Call to Order by Superintendent by Permission of the President due to technical difficulties: Superintendent Lambert called the meeting to order at 8:50 A.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.

Personnel:

Retirements/Resignations: There were no retirements/resignations.

Employment of Personnel: Heather Adams - Science/Math Teacher - PCMS; Sara Twigg - Science Teacher - PCMS; Greg Smith - Girls Softball Coach - PCM/HS; Dwayne Propst - Assistant Track Coach - PCM/HS; Rick Wagoner - Assistant Baseball Coach - PCM/HS; Dwayne Propst - Head Soccer Coach - PCM/HS; Diane Anderson - Varsity Cheerleader Coach - PCHS - Contingent upon completion of coaching certification and background check. 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.

Permission to Post: Contracted Sign Language Specialist. Upon Mr. Lambert's recommendation and a motion by Ms. Heavner seconded by Ms. Kimble the Board voted unanimously to approve the posting of the above position.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, August 2, 2011, at the Pendleton County Board of Education Annex at 6:00 P.M. Upon a motion by Mr. Wilkins seconded by Mr. O'Neil the meeting was adjourned at 9:00 A.M.