

State of West Virginia\_  
County of Nicholas to wit:

The Nicholas County Board of Education of the County of Nicholas, West Virginia met in a regular session on Monday, April 5, 2021, beginning at 5:00 p.m. The purpose of the meeting was to conduct routine business. The meeting was held at the Nicholas County Board Office, 400 Old Main Drive, Summersville, WV 26651.

### **Educating and Preparing Students for Success After High School**

Present for the meeting were:

Dr. Gus Penix, President  
Mr. Fred Amick, Vice-President  
Mr. Phil Berry, Member  
Mrs. Elizabeth Coffman, Member  
Mr. Roy Moose, Member

Dr. Donna Burge-Tetrick, Superintendent

1. Call to Order
2. Moment of Silent Reflection & Pledge of Allegiance
3. Approve minutes of meetings held on: March 3, 15, and 23<sup>rd</sup>, 2021 (March 15<sup>th</sup> tabled)

Upon motion by Mr. Fred Amick, seconded by Mr. Phil Berry, the board unanimously consented to approve the minutes from March 3, 2021.

Upon motion by Mr. Fred Amick, seconded by Mr. Phil Berry, along with Penix and Moose voting to approve the minutes from March 23, 2021. Mrs. Coffman abstained due to being absent from the 23<sup>rd</sup> meeting. (4-1)

4. Recognition:
5. Discussion Items & Presentations:
  - a. ~~Nicole Griffin—former student~~ Rescheduling
  - b. Nicholas Intervention Coalition: Results of the PRIDE Survey

Prevention Committee Speakers:

Mayor, Robert Shafer  
Chairwoman, Kim Major (New River Health)  
Mark Braun (Young Life)  
Kimberly Raleigh, RN (Seneca Health Services)

“The Nicholas County Intervention Coalition is a group of professionals, community stakeholders, and citizens of the community that are working on addressing substance misuse and mental health issues through the Strategic Prevention Framework model. As each of us work at different capacities with the public, we have each seen how substance use has affected the population of this county.”

- c. Discussion on the upcoming school calendars (2<sup>nd</sup> public meeting) TG  
Mrs. Gregory presented two calendars for review, both will be put out for staff and parents to vote on.

6. Action items:

- a. Discussion and Action on disposition of the Old Canvas Grade School Property, including either the sale of the property in whole or part, and/or approval of amended MOU with Nicholas County Youth Wrestling.

Superintendent, Burge-Tetrick recommended to the board putting up for sale the 1.23 acres in the front left of the property. This will diminish the value greatly by selling just a piece of the property. The minimum bid would be listed at \$100,000.

Mr. Fred Amick made the motion to retain the entire piece of property, the motion was seconded by Mr. Phil Berry, along with Penix and Moose the motion passed. Voting against, Coffman. (4-1)

The board asked to table the MOU with NCYW.

- b. Approval of the 2021 5<sup>th</sup> Grade Fun Run on October 12, 2021 at Battle Run. SM
- c. Approval of the contract with Nutrislice for the 2021-2022 school year. SM

Upon motion by Mrs. Libby Coffman, seconded by Mr. Roy Moose, the board unanimously consented to uphold the Superintendent's recommendations and approved action items (b and c) as presented.

7. Consent Items:

- a. Finance:
  - 1. Payment of Current Invoices
  - 2. Budget Supplements and Transfers
  - 3. Treasurer's Report – February
  - 4. Contracts: Change order 16 clarification (had a typo in the previous form)
  - 5. Budget: WV Extension Annual Memorandum of Agreement
  - 6. Financial Statements: Presentation of Audited Financial Statements
  - 7. Lawn Mower Bid ~ Awarded to Adkins at \$10,125.

Upon Motion by Mr. Fred Amick, seconded by, Mrs. Libby Coffman, the board unanimously consented to uphold the Superintendent's recommendations and approved consent items as presented by Kevin Hess, Board Treasurer.

8. Personnel:

- a. **Professional:**

Sarah Lee                      Employ in the position of Federal Programs Director effective July 1, 2021.  
   (T. Nichols, CO-FED PRO; Vacating PCE-R-SI/C)

**Professional Extra-curricular:**

Derek Silman	Employ in the position of Assistant Baseball Coach at Richwood High School effective upon completion of any applicable WVDE or WVSSAC requirements.
Braden Brown	Employ in the position of Temporary Support Staff—Basketball at Richwood Middle School effective upon completion of any applicable WVDE or WVSSAC requirements.
Amie Thomas	Employ in the position of Itinerant Extended School Year Special Education Teacher beginning July 1, 2021.
Theresa Dennison	Employ in the position of Itinerant Extended School Year Preschool Special Needs Teacher beginning July 1, 2021.
Courtney McClung	Employ in the position of Title I Community Engagement Assistant at Gauley River Elementary School effective June 22, 2021.
Mary Griffith	Employ in the position of Summer Boost Health Choices Tutor at Gauley River Elementary School beginning June 22, 2021.
Teresa Brown Janice Bane	Employ in the position of Summer Boost Enrichment Tutor at Gauley River Elementary School beginning June 22, 2021.
Danielle Milam	Employ in the position of Summer Boost Health Choices Tutor at Cherry River Elementary School beginning June 22, 2021.
Heather Hanna Wendy Trello Billie Giles	Employ in the position of Summer Boost Math Tutor at Gauley River Elementary School beginning June 22, 2021.
Ashley Gladwell Richard Caufield Monica Cox	Employ in the position of Summer Boost ELA Tutor at Gauley River Elementary School beginning June 22, 2021.
Michelle O'Dell Gary Kiser Sara Bailes Alexis Willey	Employ in the position of Summer Boost Math Tutor at Cherry River Elementary School beginning June 22, 2021.
Rose Mary Clevenger Martha Bodiford Heather Young Dawn Brown	Employ in the position of Summer Boost ELA Tutor at Cherry River Elementary School beginning June 22, 2021.
Ashley Scott Julie Taylor	Employ in the position of Summer Boost Enrichment Tutor at Cherry River Elementary School beginning June 22, 2021.



Tamara Kiser  
Jordan Smith  
Tammy Groves  
Jonathan Cook

Employ in the position of Summer Boost ELA Tutor at Summersville Elementary School beginning June 22, 2021.

Andrew Cook  
Amber Cogar  
Hope Adkins  
Rachel Ford

Employ in the position of Summer Boost Math Tutor at Summersville Elementary School beginning June 22, 2021.

Donna Dever

Employ in the position of Summer Boost Health Choices Tutor at Summersville Elementary School beginning June 22, 2021.

Kimary McNeil  
Lula Board

Employ in the position of Summer Boost Enrichment Tutor at Summersville Elementary School beginning June 22, 2021.

April Coleman

Employ in the position of Title I Community Engagement Assistant at Summersville Elementary School effective June 22, 2021.

**Service Extra-curricular:**

Paul Neff

Employ in the position of 40 Day Maintenance Truck Driver effective at the direction of the Maintenance Director.

Chuck Rose  
Gary Roach  
Larry Neff

Employ in the position of Summer Painter for Nicholas County Schools effective at the direction of the Maintenance Director.

Delbert Copenhaver

Employ in the position of Summer Boost Bus Operator for Cherry River Elementary School beginning June 22, 2021.

Lura Smith

Employ in the position of Summer Boost Bus Operator for Gauley River Elementary School beginning June 22, 2021.

James Vickers

Employ in the position of Summer Boost Bus Operator for Summersville Elementary School beginning June 22, 2021.

Robin Short

Employ in the position of Itinerant Extended School Year Transportation/Instruction Aide beginning July 1, 2021.

JoAnn Hickman

Employ in the position of Summer Boost Custodian for Cherry River Elementary School beginning June 22, 2021.

Melissa Ervin

Employ in the position of Summer Boost Custodian for Gauley River Elementary School beginning June 22, 2021.

Debra K. Mullens      Employ in the position of Summer Boost Cook for Cherry River Elementary School beginning June 22, 2021.

Goldie O'Quinn      Employ in the position of Summer Boost Cook for Gauley River Elementary School beginning June 22, 2021.

Leta Boggs      Employ in the position of Summer Boost Cook for Summersville Elementary School beginning June 22, 2021.

**Service:**

Erica Smith      Employ in the position of Long Term Substitute Custodian for Richwood Middle School effective April 6, 2021. (R. Williams RMS-CUST DAY 1)

**Consent:**

Geraldine Shuss resigns her position as Cook from Nicholas County High School effective April 4, 2021.

Dolly Bragg resigns her position as Long Term Substitute Cook at Richwood High School effective April 12, 2021.

Pursuant to W. Va. Code 18A-4-7a(u), and upon recommendation of the principal, approve the voluntary transfer of Vickie Conant from her current classroom assignment of 5<sup>th</sup> Grade at Glade Creek Elementary School to 3<sup>rd</sup> Grade at the same school effective with the start of the 2021-2022 school year.

Pursuant to W. Va. Code 18A-4-7a(u), and upon recommendation of the principal, approve the voluntary transfer of Courtney Martin from her current classroom assignment of 3<sup>rd</sup> Grade at Summersville Elementary School to 5<sup>th</sup> Grade at the same school effective with the start of the 2021-2022 school year.

Pursuant to W. Va. Code 18A-4-7a(u), and upon recommendation of the principal, approve the voluntary transfer of Leigh Sisson from her current classroom assignment of Title I/Planning Teacher at Birch River Elementary School to Planning Teacher at the same school effective with the start of the 2021-2022 school year.

Increase the contract of JRTOC Instructor Kevin Maddy to 220 days.

Permission for building administrator or program director to appoint substitutes for summer positions as necessary.

Permission to post and hire the following Sole Camp positions to be paid for with SOLE funds:

- One Leader Teacher for each: RMS, SMS, RHS, NCHS
- 8 Academic/Enrichment Teachers—RMS
- 8 Academic/Enrichment Teachers—SMS
- 8 Academic/Enrichment Teachers—RHS
- 8 Academic/Enrichment Teachers—NCHS
- 2 Academic/Enrichment Teachers—BRE

- 2 Academic/Enrichment Teachers—GCE
- 2 Academic/Enrichment Teachers—MLE
- 2 Academic/Enrichment Teachers—MNE
- 2 Academic/Enrichment Teachers—ZES
- 4 6<sup>th</sup> Grade Transition Camp Teachers—RMS
- 8 6<sup>th</sup> Grade Transition Camp Teachers—SMS
- 4 9<sup>th</sup> Grade Transition Camp Teachers—RHS
- 8 9<sup>th</sup> Grade Transition Camp Teachers—NCHS
- 5 CTE Instructors
- 4 Elementary School Counselors
- Content specific teachers as needed (ex. Driver's Ed, ELA, Science, etc.)
- 2 Cook each for SMS & RMS
- 1 Cook each for RHS, NCHS, BRE, GCE, MLE, MNE, ZES, PCE
- 1 Bus driver each for PCE, BRE, GCE, MLE, MNE, ZES, SMS, RMS, RHS, and NCHS,

Permission to post and hire the following summer positions to be paid for with ESSRF2 Funds:

- 5 Social Workers
- 1 custodian for each for BRE, CRE, GCE, GRE, MNE, MLE, ZES, RMS, SMS, NCHS, RHS, PCE

Permission to post and hire the following for the Kinderboost program to be paid for with federal funds:

- 1 Kinderboost teacher for each BRE, CRE, GCE, MLE, MNE, ZES
- 2 Kinderboost teachers for each GRE, SES, PCE
- 1 Kinderboost Aide for each BRE, CRE, GCE, MLE, MNE, ZES
- 2 Kinderboost Aides for each GRE, SES, PCE

### **Leave Requests**

Robert McClung seeks to be absent from his position as Custodian for Summersville Elementary School beginning May 12, 2021, and continuing through May 17, 2021, using two personal days and two days without pay.

Shanna Mullin seeks to absent from her position as Secretary at Summersville Middle School on an as needed basis beginning March 8, 2021, and continuing for the remainder of the year using parental leave.

Jaclyn Johnson seeks to be absent from her position as Teacher from Cherry River Elementary School from April 6, 2021, to April 12, 2021, using four personal days.

Cynthia Sagraves seeks to be absent from her position as Teacher at Nicholas County High School beginning May 10, 2021, to May 14, 2021, using three personal days and two days without pay.



Upon motion by Mr. Phil Berry, second by Mr. Fred Amick, the board unanimously consented to approve personnel as presented by Personnel Director, Melissa Adkins.

9. Superintendent's Information:

a. Construction Planning/Architectural Update

- Superintendent Burge-Tetrick updated the board on the Richwood Flood Plain permit; Amy Dinaldo sent the invoice for the permit in the amount of \$58,140, there is also an additional engineering fee of \$8,083.47 bringing the total to \$66,223.74 not to exceed \$71,140. The invoice will be on the April 20<sup>th</sup> agenda, due to just receiving it today.
- It has been verified through the SBA that the Board owes the Flood Plain permit. However, there is discussion that the Board will receive a bill for a Building permit, according to the following code, we should not have to pay for that permit.
- Per WV Code 8 12 14:

WEST VIRGINIA CODE

CHAPTER 8. MUNICIPAL CORPORATIONS.

ARTICLE 12. GENERAL AND SPECIFIC POWERS, DUTIES AND ALLIED RELATIONS OF MUNICIPALITIES, GOVERNING BODIES AND MUNICIPAL OFFICERS AND EMPLOYEES; SUITS AGAINST MUNICIPALITIES.

**§8-12-14. Permits for construction and alteration.**

The governing body of every municipality has plenary power and authority to require a permit as a condition precedent to the erection, construction, repair or alteration of any structure or of any equipment or part of a structure which is regulated by state law or municipal ordinance: Provided, That no such permits may be required of the state, a county or other governmental entity, its contractors, agents or employees for the erection, construction, repair or alteration of any structure or of any equipment or part of a structure designated for use by the state, a county or other governmental entity.

- Still having construction issues; construction has stopped again at the Richwood site.

10. Reports:

- a. SESC ~ Dr. Penix ~ nothing at this time.
- b. Bright Horizons ~ Board Member, Coffman ~ nothing at this time.

11. Delegations: none

Board President, Penix recognized Mr. Moose for the award from Sen. Manchin for tutoring students.

Board Member, Moose read a thank you card from the Richwood Band Boosters & Band Members in appreciation of the quick and efficient work painting and updating the Concession Stand at Richwood (Larry, Rusty, Dave, Chad, Howard, Jason and Rocky).

12. Items for Future Agendas:

- Work Session on the Budget (set a date)

- Work Session to discuss the MOU for the Canvas property
- Mr. Berry asked that Mark Braun with Young Life come back with a presentation

13. Future Meeting Dates:

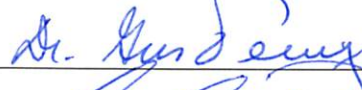
- a. Reconvened Meeting ~ Tuesday, April 20, 2021, at NCBOE Office at 5 pm
- b. Regular Meeting ~ Tuesday, April 20, 2021, at NCBOE Office at 5 pm

14. Adjourned:

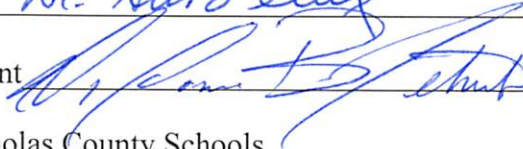
Upon motion by, Mrs. Libby Coffman, second by Mr. Phil Berry, the Board unanimously consented to adjourn this regular meeting of the Nicholas County Board of Education. The meeting adjourned at 7:39 p.m.

The next meeting will be a reconvened meeting from March 15, 2021 and a regular meeting which will be held on Monday, April 20, 2021. The meeting will be held at the Nicholas County Board Office, 400 Old Main Drive, Summersville, WV 26651, beginning at 5:00 p.m. The purpose of the meeting will be to conduct routine business.

Dr. Gus Penix, President NCBOE



Dr. Donna Burge-Tetrick, Superintendent



Kim Belletto, Recording Secretary Nicholas County Schools