

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 meeting on Monday, May 6, 2019, beginning at 6:00 p.m. The meeting was held at the Nicholas County Board Office, 400 Old Main Drive, Summersville, WV 26651. The purpose of the meeting was to conduct routine business.

**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. A.J. Rogers, Member

Dr. Donna Burge-Tetrick, Superintendent

1. Call to Order along with a moment of silent reflection:  
The meeting was called to order by Board President, Dr. Gus Penix.
2. Approve minutes of meetings held on: April 15, 16 (reconvened), 16 (regular), and 29, 2019.

Upon motion by Mr. Fred Amick, seconded by Mr. A.J. Rogers, the board unanimously approved the minutes as presented.

3. Recognition:
  - a. Recognition of Previous Teachers of the Year:
    1. Susan Barrett ~ County and WV Teacher of the year 1997-98
    2. Barbara Crawford ~ County
    3. Dana Thomas ~ County 2002
    4. Tony Nichols ~ County and WV Teacher of the year Finalist 2003-04 and again both County and State Finalist 2006-07
    5. Teresa Brown ~ County 2010-11
    6. Kimberly Cook ~ County and WV Teacher of the year Finalist 2013-14
    7. Linda Coulter ~ Universal Pre-K Teacher of the year 2014
    8. Theresa Dennison ~ County 2014-15
    9. Nick Belmont ~ County 2015-16
    10. Cindy Shelton ~ County 2016-17
    11. Rose Gordon represented by Bobby Gordon ~ 2017-18
  - b. Individual Schools' Teachers of the Year:

1. Birch River ~ Leigh Ashby
2. Gauley River ~ Janice Bane
3. Glade Creek ~ Adam Hanna
4. Mt. Lookout ~ Donna Park
5. Panther Creek ~ Karen Basham
6. Summersville ~ Shannon LeRose
7. Zela ~ Cortney Wood
8. Richwood Middle ~ Lisa Cole
9. Summersville Middle ~ Mary Beth Cook
10. Richwood High School ~ Kayla Thomas
11. Nicholas County Career & Technical Center ~ Mark O'Dell

c. Nicholas County Teacher of the Year Finalists 2018-19

1. Birch River ~ Leigh Ashby
2. Gauley River ~ Janice Bane
3. Zela ~ Cortney Wood
4. Richwood Middle ~ Lisa Cole

The 2018-19 Nicholas County Teacher of the Year was awarded to Janice Bane.

d. Nicholas County Service Employee of the Year 2018-19

1. Birch River ~ Deborah Brown
2. Summersville Middle ~ Eugene Stephenson

The 2018-19 Nicholas County Service Person of the Year was awarded to Eugene Stephenson.

e. WV History Bowl: **Nicholas Belmont ~ WV History Bowl Coach**

1. Natalie Barr
2. Holly Belmont
3. Katie Gillespie
4. Anastin Hornsby
5. Jolee Hanshaw
6. Clayton Lee
7. Brian Strickler

f. WV History Golden Horseshoe Recipients:

1. Lydia Hamrick
2. Jolee Hanshaw
3. Clayton Lee
4. Brian Strickler

Board President, Dr. Gus Penix called for a recess at 6:32, at 7:52 the meeting was reconvened.

4. Discussion:
  - a. School Observation Report ~ Tony Nichols and Sarah Lee  
Mr. Nichols and Dr. Lee updated the board on the walk-throughs and the information that had been collected during this year's visits. A few of the subjects that were discussed with the Principals: Curriculum Implementations, Intervention, and Strategic Plans.
  - b. Superintendents Evaluation  
The forms were passed out, the completed forms will be collected and discussed at a later meeting.
5. Action items
  - a. Approval of Kevin Hess as Board Treasurer, per code §18-9-6

Upon motion by Mr. Phil Berry, seconded by Mrs. Libby Coffman, the board unanimously consented to approve action items as presented.

6. Consent items:
  - a. Bus Requests:

<u>DATE</u>	<u>DAY</u>	<u>SCHOOL</u>	<u>ACTIVITY/DESTINATION</u>	<u>Students</u>	<u>#Bus</u>	<u>Depart/ Return</u>
05/22/19	Wed	ALL ELEMENTARY SCHOOLS	County track meet-Summersville	Varies	TBA	8:00-2:00
05/14/19	Tues	Birch River Elementary	Charleston-Sky Zone	17	1	8:00-2:00
05/17/19	Fri	Birch River Elementary	SMS-Move up day	18	1	8:00-11:00
05/09/19	Thur	Cherry River Elementary	Richwood City Park Hillbilly Bounce House	33	Walk	8:30-1:30
05/20/19	Mon	Cherry River Elementary	Richwood City Park (1handicap bus) Bus will shuttle/awards day	TBA	1	8:15-2:00
05/09/19	Thur	Gauley River Elementary	Cranberry Nature Center	16	1	8:30-12:30
05/09/19	Thur	Gauley River Elementary	NCHS to see play	104	2	9:00-11:30
05/11/19	Sat	Depart from Nicholas Memorial Park to PCE to CRE to Hills Creek	4-H Students to Hills Creek Falls – "Survival Activities in the Woods"	40	1	9:00-4:00
05/24/19	Fri	Gauley River Elementary	Greenbank Observatory	53	2	7:30-5:00
05/28/19	Tues	Gauley River Elementary	Ace Adventure	47	1	8:00-4:00
05/08/19	Wed	Glade Creek Elementary	To NCHS to see play	64	1	8:10-11:00
05/23/19	Thur	Glade Creek Elementary	Move up day for 5 <sup>th</sup> grade to SMS	23	1	8:00-11:00
05/08/19	Wed	Mt. Lookout Elementary	To NCHS to see play	75	2	8:10-10:00
05/09/19	Thur	Mt Nebo Elementary	To NCHS to see play	94	2	8:10-10:00
05/28/19	Tues	Mt. Nebo Elementary	Movie Theater-Summersville	100	2	8:30-noon
05/10/19	Fri	NCCTC	New River Gorge Bridge Walk	18	1	7:45-2:00
05/21& 5/22	Tues	NCHS- Honor Society	Cedar Point, Ohio	31	1	5:00 a.m.
05/09/19	Thur	Panther Creek Elementary	To NCHS to see play	80	2	8:00-10:00
05/17/19	Fri	Richwood Middle	Richwood City Park	85	Walk	11:00-3:00
05/13/19	Mon	Richwood High	WVU Tech Beckley- Tour/Gear Up	20	1	8:00-5:00
05/16/19	Thu	Richwood High	Richwood City Park- Games/Fun day	TBA	5 TO 6	TBA
05/08/19	Wed	Summersville Elementary	To NCHS to see play	128	2	8:00-10:00
05/09/19	Thu	Summersville Elementary	To NCHS to see play (handicap bus)	177	2	8:00-10:00



05/09/19	Thu	Summersville Elementary	To NCHS to see play	62	1	9:15-10:15
05/13/19	Mon	Summersville Elementary	Walking trail by NCBOE	49	Walk	8:30-10:00
05/16/19	Fri	Summersville Elementary	Carnifax Ferry/Outdoor activities	49	1	9:00-2:00
05/16/19	Fri	Summersville Elementary	Pinheads Bowling at Oak Hill	62	1	8:15-2:00
05/21/19	Tues	Summersville Elementary	Charleston Ice Arena	60	1	8:00-3:00
05/23/19 & 5/24/19	Thu & Fri	Summersville Elementary	Family Life Center -Summersville Baptist	177	Walk	8:30-10:15
05/07/19	Tue	Summersville Middle	Nicholas Showplace/Bus will shuttle	125	1	8:15-noon
05/20/19	Thu	Summersville Middle	Craigsville Skating Rink	50	1	10:15-2:30
05/09/19	Thu	Zela Elementary	NCHS to see play (1handicap bus)	80	2	9:00-11:00

- b. Out of State Travel **or** Leased Vehicles:
  - 1. RHS Basketball Team (10 students) ~ Emory & Henry College, Emory, VA ~ June 12-14, 2019 ~ via parents.
  - 2. Birch River Elem. ~ Kennywood Park, Pittsburgh, PA/Golden Corral, Monroeville, PA ~ May 23, 2019, via County Bus.
  - 3. Mt. Lookout Elem. ~ Natural Bridge, VA ~ via County Bus.
- c. Student Transfer
  - 1. **From Zela** Elementary to attend **Summersville** Elementary effective 2019-20 school year. (3<sup>rd</sup> grade)
  - 2. **From Braxton** County to **NCHS** effective 2019-20 (10<sup>th</sup> grade)

Upon motion by Mrs. Libby Coffman, seconded by Mr. A.J. Rogers, the board unanimously consented to uphold the Superintendent's recommendations and approved consent items as presented.

- 7. Finance:
  - a. Approval of current invoices
  - b. Approval of roof supply bids ~ Ames Construction
  - c. Contracts ~ ZMM, CEFT, General Maintenance and Roof Repair/Replacement at NCHS, Zela and PCE
  - d. Approval of Use of Facilities SMS – Summersville Youth Soccer
  - e. Presentation of Audited Financial Statements

Upon Motion by Mr. A.J. Rogers, seconded by Mrs. Libby Coffman, the board unanimously consented to uphold the Superintendent's recommendations and approved finance items as presented.

- 8. Personnel:

**Professional:**

Candida Moore      Employ in the position of History Teacher at Nicholas County High School effective with the start of the 2019-2020 school year. (G. Milburn; NCHS-HIST 3; Vacating SOCSTD3)

Miranda Hughart	Employ in the position of 4 <sup>th</sup> Grade Teacher at Mt. Nebo Elementary School effective with the start of the 2019-2020 school year. (D. Wickline, MNE-G4-1)
Kimberly Cook	Employ in the position of Technology Integration Specialist at Summersville Elementary School effective with the start of the 2019-2020 school year. (SES-TIS; New; Vacating TIS)
Jeffery Lynch	Employ in the position of Technology Integration Specialist at Gauley River Elementary School effective with the start of the 2019-2020 school year. (GRE-TIS; New; Vacating TIS)

**Professional Extra-Curricular**

Theresa Dennison	Employ in the position of ESY Itinerant Pre-K Special Needs Teacher effective with the start of the program.
Kathy Tyree	Employ in the position of ESY Itinerant Special Education Teacher effective with the start of the program.
Andrea Brogan	Employ in the position of ESY Itinerant Speech Language Pathologist effective with the start of the program.
Patricia Spinks	Employ in the position of Summer Reading Tutor at Summersville Elementary School effective with the start of the program.

**Service:**

Tracy Ward	Employ in the position of Bus Operator for Bus 123 effective May 13, 2019. (J. Duddley GAR 123; Vacating SU GAR 128, GAR 96)
William Roberts	Employ in the position of Custodian III at Richwood Middle School effective immediately. (E. Harris; RMS-CUST DAY 1; Vacating Substitute3)
Kimberly Russell	Employ in the position of Long Term Substitute Clerk Half Time Cook effective immediately. (K. Legg; NCHS-COOK 3)
Anthony Wiley	Employ in the position of Custodian III at Panther Creek Elementary School effective on the hiring of his replacement. (L. Brown, PCE-CUST 2; Vacating NCHS-CUST 6)

**Service Extra-Curricular**

Lisa Milam	Employ in the position of 21 <sup>st</sup> Century Summer Boost Custodian III at Cherry River Elementary School effective with the start of the program.
Debbie Mullins	Employ in the position of 21 <sup>st</sup> Century Summer Boost Cook at Cherry River Elementary School effective with the start of the program.

Beverly Beam            Employ in the position of 21<sup>st</sup> Century Summer Boost Substitute Cook at Cherry River Elementary School effective with the start of the program.

Patricia Hanshaw        Employ in the position of ESY Itinerant Transpiration/Instructional Aide  
Connie Rader            effective with the start of the program.  
Karen Adkins  
Tamara Kiser

**Consent:**

Pursuant to *W. Va. Code §18A-4-7a(t)*, approve the voluntary transfer of Sherri McMillion from Special Education Teacher to 4<sup>th</sup> Grade Teacher at Panther Creek Elementary School effective for the 2019-2020 school year.

Permission to post and hire one cook and one custodian for a summer feeding program at Summersville Elementary School using county funds.

Permission to post and hire summer general maintenance/truck driver for 40 days.

Approve the student teacher placement of Samantha Russell at Panther Creek Elementary, supervised by Chip Perrine, from August 19, 2019 through December 6, 2019.

Approve the following volunteers:  
Amanda Malone

Rescind the following RIF/Transfer actions:  
Christy Dotson

Approve the Following Probationary Contracts:  
Adam Rose

Tina Hellems resigns her position as Teacher at Zela Elementary School effective June 30, 2019.

Rescind the Substitute Auditor posting.

**Approved Leave Request Addendum**

Laura Young request to be absent on an as needed basis beginning April 4, 2019, and continuing through the remainder of the school using Family Medical Leave.

Elsie Henline seeks to be absent from her job as Custodian III at Richwood Middle School beginning March 9, 2019, and continuing for the rest of the school year using Family Medical Leave.



Brain Phipps seeks to be absent from his position as Teacher at Nicholas County High School from May 28-May 31 using three personal days and two days without pay.

Jody McCutcheon seeks to be absent from her position as Custodian May 13, 2019, through May 17, 2019, using three personal days and two days without pay.

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

9. Superintendent's Information:
  - a. Construction Planning
  - b. Update on Land Purchase Option

Dr. Burge-Tetrick updated the board on the environmental studies reports/ they are nearing completion of the required studies, the following studies have been reviewed and approved: Natural Resources Conservation Service for Farmland Protection and Policy Act, Consultation under the Endangered Species Act, Location of Schools, Alternative Site Analysis, Geology, Seismicity and Soils, Water Resources and Water Quality, Floodplain Management, Air Quality, Biological Environment, Wetlands, Threatened and Endangered Species, Hazardous Materials, Socioeconomics, Zoning and Land Use, Noise, Public Services and Utilities, Traffic and Circulation, Environmental Justice, Archaeological Resources, and Tribal Coordination and Religious Sites.

The following components of the environmental studies are awaiting approval: National Historic Preservation Act (pending section 106 Consultation with State Historic Preservation.) This was submitted on 3/25/19, Transportation study for Glade Creek, and Public Participation-30-day comment period. Still hopeful for breaking ground in July.

Dr. Burge-Tetrick along with Mrs. Melissa Adkins, J.D. attended the County Commission meeting last week; the Commission approved to hire a Deputy for 180 days to be assigned to the Nicholas County Learning Center & Cadet Leadership Academy. Greenbrier County Schools has contacted us, wanting to duplicate the Learning Center.

Superintendent Tetrick explained Erin's Law, and the fact that it is not a sex education class, it is to help teachers recognize sexual abuse. West Virginia Dept. of Education is working on the program/resources and a four-hour on-line training. Nicholas County will continue to use our current curriculum and adjust to cover Erin's Law. When everything is compiled it will be brought before the board for approval, before it is ever used in the classroom.

Dr. Tetrick updated the board on the Faltis Shelter; there will be a meeting via phone or in person on a weekly basis.

10. Reports:
11. Items for Future Agendas:

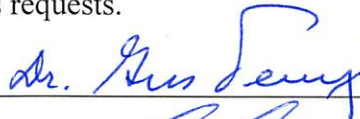
12. Next Meeting Date:  
May 9, 2019 ~ Special Meeting at NCBOE ~ 3:30 ~ student disciplinary hearings  
May 20, 2019 ~ Regular Meeting at NCBOE ~ 6 p.m.  
June 3, 2019 ~ Regular Meeting at NCBOE ~ 6 p.m.  
June 17, 2019 ~ Regular Meeting at NCBOE ~ 6 p.m.

13. Adjournment:

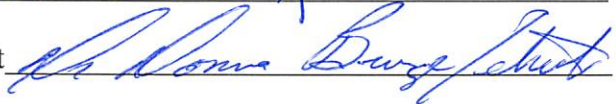
Upon motion by, Mr. Phil Berry, seconded by Mrs. Libby Coffman, the Board unanimously consented to adjourn this regular meeting of the Nicholas County Board of Education. The meeting adjourned at 8:29 p.m.

The next meeting will be a special meeting which will be held on Thursday, May 9, 2019, beginning at 3:30 p.m. The purpose of the meeting will be to conduct three student disciplinary hearings, and bus requests.

Dr. Gus Penix, President NCBOE



Dr. Donna Burge-Tetrick, Superintendent



Kim Belletto, Recording Secretary Nicholas County Schools