

REGULAR MEETING #5

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, September 1, 2020, in the Administrative Office at 36 Baker Place, Keyser, WV, with the following in attendance:

Note: *Due to the ongoing COVID-19 pandemic, the meeting was available via tele/video conferencing from the Administrative Office.*

Board Members: Lara L. Courier, President (06-30-2022)
Mary J. Baniak, Vice-President (06-30-2022)
Donald C. Ashby, Jr. (06-30-2024)
Thomas C. Denne (06-30-2024)
Terry G. Puffinburger (06-30-2022)

Administration: Troy L. Ravenscroft, Superintendent
Rhonda Martin, CSBO/Treasurer
Scott Staley, Director of Administrative Services
Denise Bruno, Executive Secretary

Other: Jason Armentrout, Liz Beavers

Pledge of Allegiance – led by Liz Beavers

APPROVAL OF THE AGENDA

The following changes were noted:

- Other Action, Miscellaneous – Student Transfer Requests
 - Item A1, add case number ST21-36
 - Item A2, add cases numbered ST21-33 to ST21-35

The motion of Ms. Baniak and second of Mr. Puffinburger passed unanimously **to approve the agenda as amended.**

COMMUNICATION – Superintendent/Board

A. Superintendent’s Update:

The Superintendent:

- Said final preparations for the opening of schools were on pace.
- Announced approximately 500 people were tested at the recent community Covid screenings held at Frankfort High School and Keyser Primary School. There were no positives, so locally the community is doing a good job.
- Applauded all school employees for doing their best to make the situation we’re in work for kids.
- Spoke about the platform that we are using, stating teachers will be able to more easily collaborate and work together.

B. Board Comments:

Mr. Puffinburger thanked the Superintendent for always keeping the Board in the loop with information as it happens.

Mr. Ashby stated he had been receiving many calls, and advised we should be careful in our responses.

Mr. Denne thanked all those that cooperated to make the community Covid testing successful, including the schools, health department, National Guard and staff.

Ms. Baniak reported she had been on campus at Frankfort High School and was very impressed with the safe practices that she observed with regard to face coverings and social distancing. She also commented employees are anxious, but we should try to support each other and focus on what we can control.

Mrs. Courier said she was super proud of everyone for “getting in there and doing what needs done.”

PUBLIC COMMENTS

A. Agenda Items – none

B. Non-Agenda Items – none

APPROVAL OF MINUTES

The motion of Mr. Denne and second of Ms. Baniak passed unanimously
to approve the minutes of the regular meeting held on August 18, 2020, as presented.

ACTION AGENDA**OTHER ACTION****1. PERSONNEL:****A. Retirement – Service Personnel**

With the recommendation of the Superintendent, the motion of Mr. Puffinburger and second of Mr. Ashby passed unanimously

to approve the following service personnel retirement, as presented:

1. Pamela Bennett, Cook II, half-day, Frankfort Intermediate School, effective August 19, 2020
-This position was advertised August 20, 2020 – August 27, 2020

The Superintendent wishes to thank Ms. Bennett for her 20+ years of service to Mineral County Schools.

B. Placements/Transfers – Professional Personnel

No recommendations were made for Personnel Items B1 – B9.

1. Teacher, Art, Burlington Primary School, Fountain Primary School, New Creek Primary School
2. Teacher, Special Education, Burlington Primary School
3. Teacher, Special Education, Keyser Middle School
4. Teacher, Alternative Education, Mineral County Alternative Program
5. Teacher, Science, Keyser Middle School
6. Teacher, Science, Keyser Middle School
7. Teacher, Special Education, Wiley Ford Primary School
8. Itinerant Physical Therapist, half-day, Student Services
9. School Psychologist, Student Services, 220 days

With the recommendation of the Superintendent, the motion of Ms. Baniak and second of Mr. Ashby passed unanimously

to approve the following professional personnel placement, as presented:

10. Jana Thomas, **placement**, Itinerant Speech Pathologist/Speech Assistant, effective date to be determined, pending completion of employment requirements

C. Placements/Transfers – Service Personnel

With the recommendation of the Superintendent, the motion of Mr. Ashby and second of Mr. Puffinburger passed unanimously

to approve the following service personnel transfer, as presented:

1. Rhonda Cannon, **transfer from** Cook II, half-day, Frankfort High School and Frankfort Middle School **to** Cook II, half-day, Frankfort Intermediate School, effective September 3, 2020 – **Advertise Position**

No recommendations were made for personnel items C2 – C4.

2. Custodian III, Frankfort Middle School, 235 days
3. Plumber/General Maintenance Worker, Bus Garage/Maintenance
4. Licensed Practical Nurse/Itinerant Aide, Countywide

D. Placements in Extracurricular Vacancies as Previously Approved and Advertised

With the recommendation of the Superintendent, the motion of Mr. Denne and second of Mr. Ashby passed unanimously

to approve the following extracurricular placement, as presented:

1. Daniel Slider, Department Head – Health, Physical Education, and Safety, Frankfort High School, effective September 3, 2020

With the recommendation of the Superintendent, the motion of Ms. Baniak and second of Mr. Puffinburger passed unanimously

to approve the following extracurricular placement, as presented:

2. Travis Liller, Athletic Supervisor, Keyser High School, effective September 3, 2020

With the recommendation of the Superintendent, the motion of Mr. Denne and second of Ms. Baniak passed unanimously

to approve the following extracurricular placement, as presented:

3. Karen Heavener, Athletic Supervisor, Keyser High School, effective September 3, 2020

E. Placements in Coaching Vacancies as Previously Approved and Advertised

With the recommendation of the Superintendent, the motion of Ms. Ashby and second of Mr. Puffinburger passed unanimously

to approve the following coaching placement, as presented:

1. Kelci Pratt, Athletic Trainer, Keyser High School, effective pending completion of employment requirements

3. FINANCE/BUDGET:

A. Award Trash Disposal Bid – 2020-2021 School Year

With the recommendation of the Superintendent, the motion of Ms. Baniak and second of Mr. Denne passed unanimously

to approve awarding the trash disposal bids for SY20-21 to the following vendors, as presented:

<u>Vendor</u>	<u>Amount</u>
Apple Valley Waste, Kearneysville, WV	\$5,208.30/monthly for Keyser end only
Knobley Mountain Hauling, Ridgeley, WV	\$2,814.93/monthly for Frankfort end only

4. MISCELLANEOUS:

A. Student Transfer Requests

With the recommendation of the Superintendent, the motion of Mr. Puffinburger and second of Mr. Denne passed unanimously

to approve the following student transfer requests, as presented:

1. Student Transfer Cases 21-01 to 21-10, and 21-36 **from** Grant County Schools **to** Mineral County Schools, effective for the 2020-2021 school year and upon release from Grant County Schools
2. Student Transfer Cases 21-11 to 21-26 and 21-30 to 21-35 **from** Hampshire County Schools **to** Mineral County Schools, effective for the 2020-2021 school year and upon release from Hampshire County Schools

3. Student Transfer Cases 21-27 and 21-28 **from** Mineral County Schools **to** Grant County Schools, effective for the 2020-2021 school year
4. Student Transfer Case 21-29 **from** Hardy County Schools **to** Mineral County Schools, effective for the 2020-2021 school year and upon release from Hardy County Schools

CONSENT AGENDA

With the recommendation of the Superintendent, the motion of Ms. Baniak and second of Mr. Denne passed unanimously

to approve the following matters on the Consent Agenda, as presented:

1. PERSONNEL:

A. Extracurricular Assignment Agreement

1. Julie Sions, 2020-2021 MCTC Agriculture FFA Advisor

B. Effective Start Dates Determined – Service Personnel

1. Jeffrey Beavers, Custodian III, Frankfort High School, effective August 25, 2020, 235 days (212 days for the 2020-2021 employment term)
2. Charlotte Hartman, Custodian II, Frankfort Middle School, effective August 25, 2020, 235 days (212 days for the 2020-2021 employment term)
3. Mark Morris, Custodian IV, Keyser High School, effective August 31, 2020, 261 days (211 days for the 2020-2021 employment term)

C. Approval of Supervisor Aide/and/or Specialized Health Procedures Agreements (See attached.)

D. Approval of Three Step Pay Increases for Mathematics and Special Education (See attached.)

E. Approval of Payment for Planning Period and Travel (Funding Source: Special Education 43110)

1. Julie Sions, payment for planning period and travel reimbursement, for services to hearing impaired students, for the 2020-2021 school year

F. Approval of Contracted Services, effective with the 2020-2021 employment term, pending completion of required documentation, (Funding Source: Special Education) (See attached.)

G. Resignations – Professional Personnel

1. Gregory H. Broadwater, Teacher, Art, Burlington Primary School, Fountain Primary School, and New Creek Primary School, effective August 17, 2020
-This position was advertised August 20, 2020 – August 27, 2020
2. William Wright, Teacher, Science, Keyser Middle School, effective August 13, 2020
-This position was advertised August 20, 2020 – August 27, 2020

H. Volunteers

- 1. Krista Mellott - Burlington Primary School
- 2. Holly Rodgers - Fountain Primary School
- 3. Debra Smith --- Frankfort High School, non-coaching Soccer
- 4. Tanya Clark ---- Frankfort High School, band
- 5. Megan Moyer-- Frankfort High School
- 6. Tabitha Jones - Keyser High School
- 7. Eric Mills ----- Keyser High School, non-coaching Softball
- 8. Lindy Patton --- Keyser Middle School

2. MISCELLANEOUS:

A. Requests for Leaves of Absence*

- 1. Tammy Gillaspie, Cafeteria Manager, Elk Garden Primary School, effective September 9, 2020 – January 15, 2021
- 2. Joanna Zacari, Paraprofessional, Keyser Primary School, effective August 24 – November 6, 2020

**Pending eligibility and receipt of certification, if applicable*

B. Approve School Support Organizations and School Fundraising Groups for 2020-2021 School Term (See attached.)

- 1. Keyser Primary School
- 2. Fort Ashby Primary School
- 3. Frankfort Intermediate School

Date and Time of Next Meeting: September 15, 2020 6:00 p.m.

ADJOURNMENT.

The President adjourned the meeting at 6:23 p.m.

09-15-2020
DATE APPROVED

PRESIDENT



SECRETARY