

REGULAR MEETING #9

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, October 20, 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:	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)

Absent:	Lara L. Courier, President	(06-30-2022)
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Administration:	Troy L. Ravenscroft, Superintendent
	Kelli Wilson, Assistant Superintendent
	Scott Staley, Director of Administrative Services
	Denise Bruno, Executive Secretary

Other:	Kenn Cowgill, Jackie Beverlin, Liz Beavers, Jason Armentrout, Terri Engnoth
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Pledge of Allegiance – led by Mr. Denne

APPROVAL OF THE AGENDA

The Superintendent noted the following changes to the agenda:

- Other Action, Finance/Budget Items C, D, E and F removed from agenda
- Consent Agenda, Personnel Items E1 and E2 – add “Advertise Position”

The motion of Mr. Denne and second of Mr. Ashby passed unanimously **to approve the agenda as amended.**

COMMUNICATION – Superintendent/Board

A. Superintendent’s Update:

The Superintendent stated it was School Principal Appreciation Week and recognized our principals for the work that they do, especially right now, as it is trying for everybody. He thanked them for the great job they do running our schools.

B. Board Comments:

Ms. Baniak said there would be a regional cross country meet at Frankfort High School, and wished the team good luck.

PUBLIC COMMENTS

- A. **Agenda Items** – none
- B. **Non-Agenda Items** – none

APPROVAL OF MINUTES

The motion of Mr. Puffinburger and second of Mr. Ashby passed unanimously to approve the minutes of the regular meeting held on October 6, 2020, as presented.

DISCUSSION:

1. PROGRAM PLANNING:**A. Updated Re-Entry Plan**

The Superintendent presented an update to the Re-Entry Plan. After much discussion, it was the consensus of the Board to set November 30 as the tentative target date to begin transition to full in-person instruction. Specific dates for each programmatic level will be provided at the November 4th meeting.

2. FINANCE/BUDGET:

- A. **Treasurer's Report for the Month Ended September 30, 2020** (See attached.)
- B. **Treasurer's Statement of Investments Outstanding for the Month Ended September 30, 2020** (See attached.)

ACTION AGENDA

OTHER ACTION

1. PERSONNEL:**A. Employee Hearing**

The employee did not request a hearing.

B. Recommendation for Termination of Contract – Service Personnel

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

to approve the termination of the employment contract of Harold Moreland, Custodian III, split-shift, Elk Garden Primary School, 235 days, due to failure to meet conditions of contract, effective October 21, 2020 – Advertise Position

C. Placements/Transfers – Professional Personnel

No recommendations were made for personnel items C1 – C6.

1. Teacher, Alternative Education, Mineral County Alternative Program
2. Teacher, Science, Keyser Middle School
3. Teacher, Science, Keyser Middle School
4. Teacher, Special Education, Keyser Middle School
5. Itinerant Physical Therapist, half-day, Student Services
6. School Psychologist, Student Services, 220 days

D. Placements/Transfers – 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 transfer, as presented:

1. Deborah Leedom, **transfer from**, Itinerant Aide/Paraprofessional – Special Education, Frankfort Middle School **to** Itinerant Aide/Paraprofessional – Special Education/Transportation, Frankfort High School/Countywide, effective date to be determined – **Advertise Position**

No recommendation was made for personnel item D2.

2. Custodian III, Frankfort Middle School, 235 Days

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

to approve the following service personnel transfer, as presented:

3. Angela Matthews, **transfer from**, Cook II, half-day, Frankfort High School **to** Cook II, half-day, Keyser Primary School, effective October 22, 2020 – **Advertise Position**

No recommendation was made for personnel item D4.

4. Plumber/General Maintenance Worker, Bus Garage/Maintenance, 261 days

E. Placements in Extracurricular Vacancies as Previously Approved and Advertised

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

to approve the following extracurricular placements, as presented:

1. Frankfort High School
 - a. Kenneth Cowgill, Athletic Supervisor
 - b. Cameron Spence, Athletic Supervisor
 - c. Melissa Skidmore, Credit Recovery Teacher
 - d. Kenneth Cowgill, After School Tutoring Teacher
 - e. Kelly Haines, Principal Mentor for Heather Morrison

2. Keyser High School
 - a. Rae Piraino, Mentor Teacher, School-wide
 - b. Carrie Rotruck, Credit Recovery Teacher
 - c. Susan Hamilton, After School Tutoring, Language Arts
 - d. Carrie Rotruck, After School Tutoring, Language Arts
 - e. Natalie Zimmerman, After School Tutoring, Mathematics
 - f. Marshal Hardinger, After School Detention Teacher
 - g. Tina-Chantal Cook, After School Detention Teacher

3. Krista Mellott, Parent Coordinator, Burlington Primary School

4. Robin Owens, Mentor Teacher, School-wide, Wiley Ford Primary School

F. Placements in Coaching Vacancies as Previously Approved and Advertised

No recommendations were made for personnel item F.

2. FINANCE/BUDGET:**A. Approve Invoices for September 2020, in the Amount of \$1,294,009.53, for Checks 137285 – 137601**

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

to approve invoices for September 2020, in the amount of \$1,294,009.53, for checks 137285 – 137601, as presented. (See attached.)

B. Approve Invoices Paid with the P-CARD for September 2020, in the Amount of \$69,883.04, ACH Payment – Checks 682-703 (check numbers for tracking purposes only)

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

to approve invoices paid with the P-card for September 2020, in the amount of \$69,883.04, ACH payment – checks 682 – 703, as presented. (See attached.)

CONSENT AGENDA

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

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

1. PERSONNEL:

A. Extracurricular Assignment Agreement

1. Carol Webb, 2020-2021 MCTC FFA Sponsor

B. Reclassification of Job Title – Professional Personnel

1. Morgan Greaser, from Speech Language Assistant to Speech Language Pathologist, effective August 24, 2020

C. Resignation – Service Personnel

1. Sean Liller, Secretary II/Accountant II, Keyser Middle School, 220 days, effective at the end of work day, October 28, 2020 –**Advertise Position**
2. Michael Moore, School Bus Operator, Bus Garage/Transportation, effective at the end of work day, October 15, 2020 –**Advertise Position**

D. Placement – Substitute Service Personnel

1. Eric Mills, Substitute Custodian, effective pending completion of employment requirements
2. Michael Moore, Substitute School Bus Operator, effective pending completion of employment requirements

E. Resignation – Extracurricular Professional Personnel

1. Lynn M. Smith, Team Leader – Related Arts, Keyser Middle School – **Advertise Position**
2. Lynn M. Smith, Co-Team Leader – Safe Schools, Keyser Middle School – **Advertise Position**

F. Removal from Substitute Teacher List

1. Tracy Vazquez, voluntary removal of name, effective October 2, 2020

G. Request to Post Positions

- 1. Evening School Teacher, Mineral County Alternative Program (Funding Source: County)
- 2. Evening School Teacher – Special Education, Mineral County Alternative Program (Funding Source: County)
- 3. After School Detention Teachers – Level 1, Keyser Middle School (Funding Source: County)
- 4. After School Detention Teachers – Level 2, Keyser Middle School (Funding Source: County)
- 5. After School Tutoring Teachers, Keyser Middle School (Funding Source: County)

2. MISCELLANEOUS:

A. School Support Organizations/School Fundraising Groups for 20-21 School Term (See attached.)

- 1. Burlington Primary School
- 2. Keyser Middle School
- 3. Keyser High School
- 4. Mineral County Technical Center

B. Request for Leave of Absence*

- 1. Amanda Lewis, Teacher – Frankfort Intermediate School, effective September 25 – October 9, 2020

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

Date and Time of Next Meeting: November 4, 2020 6:00 p.m.

ADJOURNMENT.

The President adjourned the meeting at 7:18 p.m.

11-04-2020
DATE APPROVED

Lara L. Courier
PRESIDENT

TJR
SECRETARY