

REGULAR MEETING #15

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, January 19, 2021, at Keyser Middle School, 879 Harley O. Staggers Drive, Keyser, WV, with the following in attendance:

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

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
	Kelli Wilson, Assistant Superintendent
	Rhonda Martin, CSBO/Treasurer
	Robin McDowell, Assistant Director of Curriculum and Instruction
	Scott Staley, Director of Administrative Services
	Denise Bruno, Executive Secretary

Other:	Gary Ack, Katie Capaldi, Blake Mangold, Rich Calhoun, Luke Denne, Lindsay Renner-Wood, Liz Beavers
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Pledge of Allegiance – led by Mr. Denne

APPROVAL OF THE AGENDA

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

COMMUNICATION – Superintendent/Board

A. Superintendent’s Update:

The Superintendent:

- Spoke about the return of students to in-school instruction today. With regard to the Governor’s announcement on December 30th, and the State Board of Education’s action on January 13th, he stated it was not well received by a lot of Boards across the state. He also reviewed a survey of the counties which showed 34 were doing a blended model, and 17 were doing either a 4 or 5-day model.

B. Board Comments:

The members expressed their disappointment and frustration with the decision and timing of the State Board of Education’s motion directing the resumption of in-person learning, and how it superseded the previous plan of the Board, which emphasized local decision making.

PUBLIC COMMENTS

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

APPROVAL OF MINUTES

The motion of Mr. Puffinburger and second of Ms. Baniak passed unanimously to approve the minutes of the regular meeting held on January 5, 2021, as presented.

PUBLIC HEARING:

A public hearing was held on 2021-2022 School Calendar options.

No one presented to speak. Mr. Ravenscroft reviewed the process involved, which includes a calendar committee, a calendar survey and samples based on input.

DISCUSSION:

1. **FINANCE/BUDGET:**

- A. **Treasurer’s Report for the Month Ended December 31, 2020**
- B. **Treasurer’s Statement of Investments Outstanding for the Month Ended December 31, 2020**

Mr. Ravenscroft reviewed the Treasurer’s Report for the month ended December 31, 2020, and the Treasurer’s Statement of Investments Outstanding for the month ended December 31, 2020. (See attached.)

ACTION AGENDA

OTHER ACTION

1. **PROGRAM PLANNING:**

- A. **Update on Status of Re-Entry**

Mr. Ravenscroft reviewed the updated school calendar per the action of the State Board of Education. No action was taken.

B. Approval of Policy Updates – NEOLA V11N2

With the recommendation of the Superintendent, the motion of Ms. Baniak and second of Mrs. Courier passed unanimously

to approve the following policy updates – NEOLA Volume 11 Number 2, as presented: (See attached.)

1. Policy 2111 – Parent and Family Engagement (Revised)
2. Policy 2261 – Title I Services (Revised)
3. Policy 2261.01 – Parent and Family Member Participation in Title I Programs (Replacement)
4. Policy 2261.03 – District and School Report Card (New)
5. Policy 2114 – Meeting State Accountability Measures (Revised)
6. Policy 2700 – School Report Card (Delete)
7. Policy 2260 – Non-discrimination and Access to Equal Educational Opportunity (Revised)
8. Policy 2260.01 – Prohibition Against Discrimination Based on Disability (Revised)
9. Policy 2280 – Preschool Program (Revised)
10. Policy 2451 – Alternative School Programs (Revised)
11. Policy 2460.03 – Independent Educational Evaluations (New)
12. Policy 3120 – Employment of Professional Personnel (Revised)
13. Policy 3120.01 – Highly Qualified Teachers (Delete)
14. Policy 3242.01 – Tuition Reimbursement (Revised)
15. Policy 4162 – Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety-Sensitive Functions (Revised)
16. Policy 5113.02 – School Choice Options (Revised)
17. Policy 5335 – Care of Students with Chronic Health Conditions (Revised)
18. Policy 5341 – Emergency Medical Authorization (Revised)
19. Policy 5500 – Student Code of Conduct (Replacement)
20. Policy 5511 – Dress and Grooming (Revised)
21. Policy 5531 – Student Assistance Programs (Revised)
22. Policy 5540 – The Schools and Community Agencies (Revised)
23. Policy 5600 – Student Discipline (Replacement)
24. Policy 5605 – Discipline for Special Education Students (Revised)
25. Policy 5610 – Exclusion from Classroom or School Bus, Suspension and Expulsion for Students (Revised)
26. Policy 5630.01 – Use of Restraint and Seclusion with Students (Revised)
27. Policy 5710 – Student Complaints (Revised)
28. Policy 6325 – Procurement – Federal Grants/Funds (Revised)
29. Policy 6510 – Payroll Authorization (Revised)
30. Policy 6605 – Crowdfunding (Revised)
31. Policy 6630 – Cash Handling and Deposits (New)
32. Policy 7100 – Facilities Planning (Revised)
33. Policy 7300 – Disposition of Real Property (Revised)
34. Policy 7310 – Disposition of Personal Property (Revised)
35. Policy 7440.01 – Video Surveillance and Electronic Monitoring (Revised)
36. Policy 7455 – Accounting System for Fixed Assets (New)
37. Policy 7530.01 – Board-Owned Personal Communication Devices (Revised)
38. Policy 7540.02 – Web Content, Services, and Apps (Revised)
39. Policy 8315 – Information Management (New)
40. Policy 8330 – Student Records (Revised)
41. Policy 8400 – School Safety (Revised)
42. Policy 8431 – Preparedness for Toxic Hazard and Asbestos Hazard (Revised)
43. Policy 8660 – Transportation by Private Vehicle (Revised)
44. Policy 9600 – Staff/Student Participation in Community Events (Revised)

2. PERSONNEL:**A. Retirement – Service Personnel**

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

to approve the following service personnel retirement, as presented:

1. Allen Beavers, Custodian III, Mineral County Technical Center and County Office, 261 days, effective at the end of the work day on January 31, 2021
-Advertise Position, Custodian III, Mineral County Technical Center and Surrounding Campus, 261 days

The Superintendent wishes to thank Mr. Beavers for his 20+ years of service to Mineral County Schools.

B. Placements/Transfers – Professional Personnel

No recommendations were made for personnel items B1 – B6.

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

C. Placements/Transfers – Service Personnel

No recommendation was made for personnel item C1.

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

D. Placements in Extracurricular Vacancies as Previously Approved and Advertised

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

to approve the following extracurricular placements, as presented:

1. Virtual School Coordinators, effective January 21, 2021
 - a. Julie Braithwaite
 - b. Barbara Grayson
 - c. Ann Merkel
 - d. Emily Tettenburn

E. Placements in Coaching Vacancies as Previously Approved and Advertised

No recommendations were made for personnel item E.

3. FINANCE/BUDGET:**A. Approval to Purchase Three (3) 77-Passenger Buses – Transportation**

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

to approve the request from the Transportation Department to purchase three (3) 77-passenger buses, as presented. (See attached.)

B. Approve Invoices for December 2020, in the Amount of \$728,259.58, for Checks 138150–138395

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

to approve invoices for December 2020, in the amount of \$728,259.58, for checks 138150 – 138395, as presented. (See attached.)

C. Approve Invoices Paid with the P-CARD for December 2020, in the Amount of \$190,981.50, ACH Payment – Checks 785-815 (check numbers for tracking purposes only)

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

to approve invoices paid with the P-card for December 2020, in the amount of \$190,981.50, ACH payment, as presented. (See attached.)

D. Approve Budget Revision Number NINE for Fiscal 2021 BUDGET SUPPLEMENTS AND TRANSFERS

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

to approve budget revision NINE for Fiscal 2021 Budget Supplements and Transfers in the amount of \$219,481.00, as presented. (See attached.)

4. MISCELLANEOUS:**A. Approval of Mineral County Pre-K Head Start Policy Council Minutes and Financial Reports**

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

to approve the Mineral County Pre-K Head Start Policy Council minutes and financial reports from their December 7, 2020, meeting, as presented.

CONSENT AGENDA

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

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

1. PERSONNEL:**A. Mutual Consent Agreement – Service Personnel**

1. Kimberly Brinegar, Itinerant Classroom Aide/Paraprofessional – Special Education, agrees to change her position from Keyser Primary School to Fort Ashby Primary School beginning January 14, 2021 for the remainder of the 2020-2021 school year

B. Effective Start Date Determined – Service Personnel

1. Charles Braithwaite, Custodian III, Frankfort Intermediate School, effective start date, January 19, 2021, 235 days (112 days for the 2020-2021 employment term)

C. Resignation – Extracurricular Coaching

1. Kimberly Root, Softball Assistant Coach, Frankfort High School, effective January 8, 2021
-Advertise Position

D. Removal from Substitute List – Service Personnel, effective August 24, 2020, unless otherwise noted

1. Voluntary Removal of Name
 - a. Wanda Olden, substitute cook, effective January 5, 2021
 - b. Andrea Robertson, substitute aide, effective November 23, 2020
2. Substitute School Bus Operators, due to failure to complete certification
 - a. Donald Baker
 - b. Shawn McBee
 - c. James McGregor
 - d. Brian Root, Jr.
 - e. Garland Terrell
3. Shawn Luther, substitute custodian, due to failure to accept assignments
4. James Bruno, substitute maintenance, due to failure to sign contract
5. Jason Redman, substitute cook, due to failure to complete certification requirement

6. Substitute Aides, due to failure to complete certification requirements

- a. Krystle Aronhalt
- b. Rebecca Bane
- c. Brianne Berg
- d. Cathy Fryer
- e. Judy George
- f. Janette Smith

E. Removal from Substitute List – Professional Personnel, effective August 24, 2020, unless otherwise noted

- 1. Fred Kesner, voluntary removal of name, effective November 24, 2020
- 2. Michael Wilson, voluntary removal of name, effective December 1, 2020

3. Substitute Teachers, due to failure to accept assignments

- a. C. Sue Everett
- b. Shelly Flaughner
- c. Larry Hutzell
- d. Candace Lawrence
- e. Megan Leatherman
- f. Michele McLaughlin
- g. Judy O’Hara
- h. Patricia Oglesbee
- i. April Orndorff
- j. Paula Ridder
- k. Richard Ridder
- l. Elizabeth Simpson
- m. William Wagoner
- n. Mark Zinn

4. Substitute Teachers, due to expired certificate

- a. Emily Blankenship
- b. Justin Buchina
- c. Lorre Burgess
- d. Donna Dayton
- e. Rebecca Funkhouser
- f. Cary Kyle
- g. Kimberly M. Furey
- h. Suzanne Wirth

F. Request to Post Position

- 1. After School Tutoring Teachers, Wiley Ford Primary School (Funding Source: Title One)

G. Volunteers

1. Julia Bean, New Creek Primary School

Date and Time of Next Meeting: February 2, 2021 6:00 p.m.

ADJOURNMENT.

The President adjourned the meeting at 6:47 p.m.

02-02-2021
DATE APPROVED



PRESIDENT



SECRETARY