

SPECIAL MEETING #7

The Mineral County Board of Education met in special session at 4:00 p.m., Monday, September 27, 2021, in the Administrative Office at 36 Baker Place, Keyser, WV, with the following in attendance:

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

Absent: Mary J. Baniak, Vice-President (06-30-2022)

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

Other: Jacob Walker, Chloe Varner, Tracey Whitlock

Pledge of Allegiance – led by Mr. Ravenscroft

APPROVAL OF THE AGENDA

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

ACTION AGENDA

OTHER ACTION

1. FINANCE/BUDGET:**A. Approve the Fiscal 2021 Annual Financial Statements for Publication and Submission to WVDE**

With the recommendation of the Superintendent, the motion of Mr. Puffinburger and second of Mr. Ashby passed unanimously **to approve the fiscal 2021 Annual Financial Statements for publication and submission to WVDE, as presented.** (See attached.)

2. PERSONNEL:**A. Placements – Extracurricular Professional, effective September 29, 2021**

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

to approve the following extracurricular professional placements, effective September 29, 2021, as presented:

1. Jeanne Clites, Mentor Teacher – School-wide, Frankfort Intermediate School
2. Carrie Rotruck, Credit Recovery Teacher, Keyser High School
3. Susan Hamilton, After School Tutoring Teacher, Keyser High School
4. Carrie Rotruck, After School Tutoring Teacher, Keyser High School
5. Jennifer Hamilton, After School Tutoring Teacher – Special Education, Keyser High School
6. Laurie Nichols, After School Tutoring Teacher – Special Education, Frankfort High School

B. Placements – Employment Agreements

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

to approve the following employment agreement placements, as presented:

1. Ashley Kraft-Knaggs, Parent Coordinator, Fountain Primary School, effective pending completion of employment requirements
2. Jessica Snyder, Parent Coordinator, Burlington Primary School, effective pending completion of employment requirements

C. Payment for Exchange of Planning Period to Provide Special Education Services at Frankfort Middle School for the 2021-2022 School Year (Funding Source: ARP ESSERF Grant)

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

to approve payment to the following employees for exchange of planning period to provide special education services at Frankfort Middle School for the 2021-2022 school year, as presented:

1. Clinton Larrick
2. William Brooks
3. William Snoberger

D. Effective Start Dates

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

to approve the effective start dates for the following employees, as presented:

1. James Braithwaite, Custodian IV, Keyser High School, effective start date determined, September 27, 2021, 261 days (199 days for the 2021-2022 employment term)
2. Amber Ketterman, Teacher, Prekindergarten, New Creek Primary School, effective start date determined, October 1, 2021, 200 days (166 days for the 2021-2022 employment term)

E. Approval of Three Step Pay Increase for Special Education Teacher

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

to approve a three-step pay increase for the following special education teacher, as presented:

1. Clinton Larrick, Frankfort Middle School

F. Resignation – Extracurricular Coaching

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

to approve the following extracurricular coaching resignation, as presented:

1. Clinton Larrick, Baseball Auxiliary Coach, Frankfort High School, effective September 17, 2021
-Hold Advertisement

G. Volunteers

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

to approve the following volunteers, with the exception of G1m, as presented:

1. Burlington Primary School
 - a. Stephanie Canan
 - b. John Chaney
 - c. Tambi Davey
 - d. Cesily Dolly
 - e. LeRoy Dolly
 - f. Kaitlyn Gasparro
 - g. Elizabeth Green
 - h. Zoe Hornagold
 - i. Mary Catherine Idleman
 - j. Krista Mellott
 - k. Sharon Montgomery
 - l. Heather Quick
 - *m. Kathy Ravenscroft
 - n. Rebecca J. Sites
 - o. Jessica Snyder
 - p. Ben Wolford
 - q. Susan Wolford

**Mr. Ravenscroft recused himself and left the room due to Item G1m involving a family relative.*

As recommended by the Superintendent, the motion of Mr. Denne and second of Mr. Puffinburger passed unanimously

to approve Burlington Primary School volunteer G1m, as presented.

Mr. Ravenscroft returned to the room.

2. Brittnee Arnold, Frankfort Intermediate School
3. Yvonne Lewis, Fountain Primary School
4. Brittnee Arnold, Frankfort Middle School
5. Rachel Miller, Frankfort Middle School
6. Shamila Twyman, Keyser High School, Band
7. Stephanie Landis, New Creek Primary School
8. Bethany Rhodes, New Creek Primary School
9. Renee Gibson, Wiley Ford Primary School
10. Katie Kenney, Wiley Ford Primary School

3. MISCELLANEOUS:

A. Student Disciplinary Hearing #22-01

The motion of Mrs. Courier and second of Mr. Ashby passed unanimously **to enter executive session at 4:38 p.m. pursuant to WV Code §6-9A-4(3) to conduct a student disciplinary hearing.**

The Board returned to open session at 5:29 p.m.

Date and Time of Next Meeting: October 5, 2021 6:00 p.m.

ADJOURNMENT.

The President adjourned the meeting at 5:30 p.m.