

**Summers County Board of Education  
Regular Meeting Minutes  
December 19, 2019, 5:00 p.m.  
Jumping Branch Elementary**

**1. Roll Call**

The Summers County Board of Education met in a regular meeting on December 19, 2019, 5:00 p.m. at Jumping Branch Elementary with Mr. Stanley Duncan, Board President presiding over the meeting with the following board members present: Mr. Robert Angell, Mrs. Jackie Farley, and Mr. Kenny Brogan by phone.

Other staff members present: Ms. Kimberly Rodes, Superintendent; Mr. Eric Widdoes, Director; Mrs. Renae Jones, Director; Dr. Linda Knott, Director; and Mr. Bryan Boone, Director.

**2. Invocation/Pledge of Allegiance**

The invocation was given by Mr. Angell followed by the Pledge of Allegiance.

**3. Approval of Agenda/Adjustments**

Mr. Duncan made a motion to move 10A & 10B to number 3, seconded by Mr. Angell and by unanimous vote.

Mrs. Farley made a motion to move 11Q & 11R out of personnel to be voted on separately, seconded by Mr. Angell and by unanimous vote.

Mr. Brogan made a motion to table 10D & 10E to the next board meeting at the board office which will be January 23, 2020, seconded by Mr. Angell and by unanimous vote.

Upon a motion by Mrs. Farley, seconded by Mr. Angell and by unanimous vote, the board approved the agenda with the adjustments listed above.

**10A Discussion and/or Action by the Elected Voting Members of the Summers County B.O.E. regarding the Appointment of a New Board Member to complete the Current Board Member Vacancy for the Term Ending 6/30/2020**

Mr. Duncan made a motion to go into Executive Session to discuss all names interested for the vacant board member seat. Mrs. Farley questioned Executive Session because there is no code to go into Executive Session for this purpose it must be done in the open meeting and so the board proceeded in an open meeting.

The members gave the names that contacted them about being the names Interim Board Member:

Robert Angell – David Madison, Jay McBride, and Tom Sears ask about the requirements

Stanley Duncan – Richard Allen

Jackie Farley – Olivia Peden, Loue Ann Bennett

Kimberly Rodes – Chris Pack, Lisa Adkins Long, Gaye Shaver

Mr. Angell ask Mr. Brogan if he had any applicants he responded no one not already listed.

Mr. Duncan ask anyone in the audience – Jonathan Hartwell said he sent Stanley Duncan an email.

Mr. Duncan read the requirements from Chapter 18 to be a board member: Citizen, live in district, High School

Diploma, not serving as an elected official, cannot reside in Bluestone already 2 members, Greenbrier has one, and New River has one.

Mrs. Farley made a motion to appoint Jay McBride to serve the remainder of the term until June 30, 2020.

Questions to Mr. Jay McBride:

Will you serve? Yes

Resident of Summers County? Yes

High School Yes

Are you an elected official? No

Do you reside in Bellepoint? Yes

Mr. Duncan ask for any questions and there were no questions.

Upon a motion by Mrs. Farley, seconded by Mr. Brogan and by unanimous vote, the board approved Jay McBride as the new board member to serve until June 30, 2020.

**10B Swearing in of the Newly Appointed Board Member Filling the SC B.O.E. Vacancy thru 6/30/2020.**

Mr. Jay McBride was sworn in by Superintendent Rodes

Mr. Jay McBride took the bench to serve the remainder of the December 19, 2019 meeting.

Mr. Duncan thanked all the people that expressed interest in the vacant seat.

**4. Local School Improvement Council – Jumping Branch Elementary**

**5. Approval of Minutes**

Upon a motion by Mr. Angell, seconded by Mr. Brogan and by a 4-0 vote (Mrs. Farley abstained), the board approved the following minutes:

- ▶ December 5, 2019, Regular Meeting
- ▶ December 9, 2019, Public Hearing

**6. Presentations**

None

**7. Approval of Bills**

Upon a motion by Mrs. Farley, seconded by Mr. Angell and by a 4-0 vote (Mr. Duncan abstained), the board approved the bills for payment.

**8. Approve Transfers and Supplements**

None, no action taken.

**9. Old Business**

Upon a motion by Mr. Duncan, seconded by Mrs. Farley and by unanimous vote, the following old business was tabled until the next meeting, January 9, 2020.

**A. DISCUSSION and/or ACTION REGARDING ERROR CORRECTIONS FOR THE MAY 7, 2019 MINUTES**

Upon a motion by Mr. Duncan, seconded by Mr. Angell and by unanimous vote, the board approved to place the following policy on review given to the superintendent by Mr. Duncan to be expressed in the minutes verbatim.

**B. DISCUSSION and/or ACTION regarding Summers County Purchasing Policy Authority for Superintendent and/or Purchasing Director with Greater Restrictions than WV Policy 8200. This was tabled from last meeting.**

**Summers County School Board Policy of Fiscal Administration**

**1. Purpose**

1.1 The purpose of this policy is to supplement the purchasing policies and procedures that are to be used by the public schools throughout State of West Virginia that are prescribed by West Virginia Board of Education Policy 8200.

**2. Scope**

2.1 The Summers County Board of Education shall promulgate fiscal administration in accordance with 18-9B-12 and 18-9A-17 and the West Virginia Board of Education for purchasing, receiving, inventory control, and accounts payable functions. Appropriate forms will be used and record of fiscal administration shall be maintained. Ledgers, cancelled checks, and invoices must be retained as per Retention of Records Manual.

**3. Purchasing Procedures and Guidelines**

3.1.1 The Board shall adhere to purchasing procedures contained in West Virginia Board of Education Policy 8200, subject to the following restrictions:

3.1.2 Neither the Superintendent nor Purchasing Director shall be permitted to negotiate, nor cause to be negotiated, any new contract or new general obligation for purchasing goods and services that are of a new genre of acquisitions, unusual, not the norm of the necessary and previously approved goods and services that are and have been required on a regular basis or for remodeling or new construction projects without first getting Board approval in an open meeting. Furthermore, Board approved negotiators are prohibited from obligating the Summers County Board to any and all terms and costs without the Corporate Structure of the Summers County Board of Education having time to preview, discuss, approve or reject any and all terms and costs of the proposals with quorum voting in an open meeting in order to accept or reject all or parts of the proposal.

3.1.3 All purchases greater than \$5,000 (“Non-Exempt Purchases”) must have the prior approval of the Board. Non-Exempt Purchases means purchases greater than \$5,000, in the aggregate, including the individual installment payments for an item to be purchases. The approval for Non-Exempt Purchases shall be granted by a separate motion of the board. It is not the intent of this Summers County School Board’s Purchasing Policy Supplement of the West Virginia Board of Education’s Purchasing Policy 8200, to cause a restriction, in any way, of the daily operations of the Summers County Board Office for the reasonable purchasing of goods and services that are considered repetitious, well established, and necessary for the day to day operations of the Summers County School System or to require prior Board approval for such instances of need.

3.1.4 Prior approval of the Board is not required for Emergency Purchases. Emergency Purchases means purchases that become necessary when unforeseen causes arise; provided, however, that Emergency Purchases does not mean purchases resulting from neglect, poor planning, or lack of organization.

**10. New Business**

New Business 10A & 10 B were moved to Item #3.

**A. DISCUSSION and/or Action by the Elected Voting Members of the Summers County B.O.E. regarding the Appointment of a New Board Member to complete the Current Board Member Vacancy for a Term Ending 6/30/2020.**

**B. SWEARING IN OF THE NEWLY APPOINTED BOARD MEMBER FILLING THE SC B.O.E. VACANCY THRU 6/30/2020. New member to take seat following swearing in ceremony**

Upon a motion by Mr. Duncan, seconded by Mr. Angell and by unanimous vote, the board approved the following policy.

**C. Approve Policy to Be Approved – Virtual Learning Policy**

New Business 10D & 10E were tabled until January 23, 2020.

**D. DISCUSSION and/or Action regarding Superintendent’s Authority to Contact Board Attorneys and SUPERINTENDENT’S Responsibility for Copying Board President regarding contacts with all attorneys inclusive of the Prosecuting Attorney for Any and All Board Business**

**E. DISCUSSION and/or ACTION REGARDING PRESENTATION DATE BY THE SUPERINTENDENT, TO THE BOARD, FOR PRESENTATION RESULTS OF THE SUPERINTENDENT’S GOALS FOR 2019/2020 AND DATE FOR THE 2020 SC B.O.E. CORPORATE STRUCTURE’S EVALUATION OF THE SUPERINTENDENT USING THE WV POLICY FORM FOR SUPERINTENDENT EVALUATION**

Mr. Duncan made a motion to table the following item until the next meeting, January 9, 2019, to consider a survey that is to be completed and finances.

- F. Discussion and/or Action Regarding Board Directive for Organization of a New CTE Class in Electricity to begin Fall 2020

**11. Personnel Items**

Upon a motion by Mrs. Farley, seconded by Mr. Duncan and by unanimous vote, the board approved all personnel items, except 11Q & 11R, as recommended by the superintendent:

Upon a motion by Mr. Angell, seconded by Mr. McBride and by a 4-0 vote (Mrs. Farley abstained), the board approved 11Q & 11R, as recommended by the superintendent:

- A. Kindergarten Teacher at Talcott Elementary, remainder of the 2019-2020 school term, state scale, pending documentation and certification, **Chloe Curry**
- B. 5<sup>th</sup> Grade Teacher at Jumping Branch Elementary, remainder of the 2019-2020 school term, state scale, pending documentation and certification, **Alexandria Perkins ~ Teacher in Residence**
- C. 3<sup>rd</sup>/4<sup>th</sup> Split Teacher at Talcott Elementary, remainder of the 2019-2020 school term, state scale, pending documentation and certification, **Margaret Richmond ~ Teacher in Residence**
- D. Multi-Cat MI, LD, BD & Autism Teacher at Hinton Area Elementary, remainder of the 2019-2020 school term, state scale, pending certification, **Lauren Webb**
- E. 4<sup>th</sup> Grade Teacher at Hinton Area Elementary, remainder of the 2019-2020 school term, state scale, pending certification, **Cara Altice**
- F. Substitute Teacher, remainder of the 2019-2020 school term, state scale, **Brian Moore & Pearl Knott, Alexandria Perkins, Margaret Richmond (pending documentation and certification)**
- G. Substitute Aide/Bus Monitor, remainder of the 2019-2020 school term, state scale, **Andrea Helms**
- H. Substitute Bus Operator, remainder of the 2019-2020 school term, state scale, pending documentation, **Josiah Cox**
- I. Approve Substitute Service Personnel Random Selection to Establish the Order of Seniority (18A-4-15)
  - 1. Dennis Alder
  - 2. Tracy Grimmert
- J. Substitute Custodians, remainder of the 2019-2020 school term, state scale, **Dennis Alder & Tracy Grimmert**
- K. Bus Operator- Bus #17, remainder of the 2019-2020 school term, state scale, **Jeff Cales**
- L. Bus Operator – Bus #139, remainder of the 2019-2020 school term, state scale, **Mark Martin**
- M. Bus Operator – Bus #141, remainder of the 2019-2020 school term, state scale, **Gary Basham**
- N. Bus Operator – Bus #143, remainder of the 2019-2020 school term, state scale, **Jason Keaton**
- O. Bus Operator – Bus #140, remainder of the 2019-2020 school term, state scale, **John Bowling**
- P. Bus Operator – Bus #142, remainder of the 2019-2020 school term, state scale, **Joel McGraw**
- Q. Bus Operator - Bus #23, remainder of the 2019-2020 school term, state scale, **Jimmy Farley**
- R. Bus Operator – Bus #152, remainder of the 2019-2020 school term, state scale, **Joey Farley**
- S. Bus Operator – Bus #150, remainder of the 2019-2020 school term, state scale, **Roy Graham**
- T. Bus Operator – Bus #156, remainder of the 2019-2020 school term, state scale, **Criss Cales**

**12. Approve In/Out of County Request**

Upon a motion by Mrs. Farley, seconded by Mr. Angell and by unanimous vote, the board approved the following in county request, as recommended by the superintendent:

Nevan & Zavier Farmer Continue in Summers County

**13. Superintendent's Report**

December 20, 2019, Professional Learning Day  
School Messenger  
Child Nutrition – Three Year Monitoring  
Attendance Report  
January 9<sup>th</sup> @ SCHS, 5:00 p.m.

**14. Public Comments**

Greg Angell – CEFPP

**15. Discussion of Next Agenda**

Robert Angell – Suggestions from suggestion boxes – Ms. Rodes will forward to board members  
Jackie Farley – previous tabled items, bus garage update and HVAC update

**16. Adjournment**

Upon a motion by Mrs. Farley the meeting was adjourned at 6:38 p.m.