

**Hardy County Schools
Regular School Board Meeting
Hardy County Board of Education Office
December 5, 2022**

Members Present:

Melvin Shook Jr., President
Dixie Bean, Vice President
Nancy Hahn
Janet Rose
Douglas Hines

Administrators Present:

Sheena Van Meter, Superintendent
Jennifer Strawderman, Assistant Superintendent
Josh See, Director of Transportation/Facilities
Jody Shewbridge, Director of Human Resources and Attendance

Others Present:

Shawn Cullers

Public Comments:

I. Call to Order – President

Melvin Shook, President, called the meeting to order at 5:00 p.m.

II. Prayer

Janet Rose opened the meeting with prayer.

III. Pledge of Allegiance

Douglas Hines led the group in the Pledge of Allegiance.

IV. Introductions

Introductions were made around the room.

V. Presentation

A. Personnel Update – Jody Shewbridge

Ms. Jody Shewbridge handed out and discussed with the Board the hiring process. Ms. Shewbridge explained the differences in the hiring process for employees and nonemployees. Ms. Shewbridge shared with the Board the unacceptable inquiries and acceptable inquiries for interviewing prospective employees and discussed the matrix for interviewing.

B. Instructional Updates – Jennifer Strawderman

Ms. Jennifer Strawderman provided the Board with a handout and updated them on the focus areas from the Hardy County Schools Professional Development Plan for the county and schools. Ms. Strawderman explained to the Board what each school was focusing on.

C. Maintenance and Transportation Updates – Josh See

Mr. Josh See showed the Board the night loc system and explained how it worked.

Mr. See provided the Board with a copy of this month's work orders and the upcoming projects.

Mr. See stated that PSD had changed the pressure valve at East Hardy, and the water issues at this time have decreased, but the problem still was not resolved. He also stated that the stain on the building at East Hardy would not come off, and several attempts had occurred. Other than covering the stain and making it so it doesn't continue to get worse, there are no other options.

Ms. Dixie Bean commented that most of the outstanding work orders are HVAC and technology. Ms. Van Meter stated that Mr. Loy Kesner doesn't have the app to mark work orders complete on his phone.

Ms. Dixie Bean was concerned with the safety of students and staff regarding all the outstanding work orders, with outside lights needing to be fixed or bulbs replaced. Mr. See stated that the entire units would need to be replaced, and they are waiting for the shipped units to arrive. He also noted that the units are smaller, and one was installed to see how it would work. Mr. See said the work order for the pole light at East Hardy has a short, and they have to check all the lights to see which light is causing the issue.

Ms. Dixie Bean asked if the work order for the tripped breaker was completed. Mr. See stated he was unsure of the status.

Mr. Melvin Shook asked what the status was of the heat for the mini café. He stated he knew they had concerns about the water freezing in the building. Mr. See said he was not sure of the installation status for the mini split, but the café was winterized, and the water drained to prevent it from freezing.

Mr. Melvin Shook asked for an update on the cameras for Moorefield Middle School and East Hardy Elementary School. Ms. Van Meter stated that the cameras are installed and currently running. They are testing for issues right now.

Mr. Melvin Shook asked for an update on the Pilgrim's building. Ms. Van Meter stated that the concrete was poured on November 16th, and the metal was ordered today. Once the HVAC is installed, the metal can be installed on the walls.

Ms. Janet Rose asked about the Transportation Specialist hired through EPIC and what it was for. Ms. Van Meter stated that Mr. Ben Wolfe was hired on December 5, 2022, to help with transportation.

Ms. Dixie Bean had concerns with the bus inspection and why there were so many findings when the buses had just gone through the shop. Ms. Van Meter stated that they had developed a plan to help prevent this in the future.

D. County Score Card Update – Sheena Van Meter

Ms. Sheena Van Meter discussed with the Board the county scorecard and the two areas of need assistance this year. Transportation was due to the timely submission of fleet data needing to be submitted on time. This was addressed, and the WVDE assured that everything is on track at this time. The Federal Programs were based on the most recent monitoring of September 2021, and all items are correct at this time. Ms. Van Meter has asked for clarification from each monitoring accountability indicator to make sure all rating indicators are being addressed and are meeting requirements. She will meet with each director monthly to get status updates. The Board asked that Ms. Van Meter share these updates monthly.

VI. Public Comments

No Public Comments

VII. Consent Items

- A. Special Board Minutes – November 7, 2022
- B. Board Minutes – November 7, 2022
- C. Special Board Minutes – November 10, 2022
- D. Special Board Minutes – November 14, 2022

On the motion of Douglas Hines, seconded by Nancy Hahn, the Board approved Consent Items.

5-0 motion carried

VIII. Unfinished Business

No Unfinished Business

IX. New Business

- A. Approval of In-County/Out-of-County Transfers

On the motion of Janet Rose, seconded by Dixie Bean, the Board approved upholding the Superintendent and Principal's recommendation as presented.

Approved Transfers:

- B. T. from East Hardy High School to Moorefield High School

5-0 motion carried

X. Board Members/Superintendent Discussion – No Action May Be Taken

Ms. Sheena Van Meter handed out the Superintendent's goals with updates and asked the Board to review them and give her any feedback.

Ms. Van Meter provided the following updates from the board retreat:

- The band bus is used every time the band travels for band-related activities other than activities at the school.
- The company owns the fuel tanks at the Central Office and East Hardy and is responsible for any leaks.

Ms. Van Meter handed out the October and November WV Standards given to the Principals to follow and the Strategic Priority information given to superintendents from Superintendent Roach.

Ms. Van Meter informed the Board that she has a meeting scheduled with the two PRO Officers and the Sheriff on January 4, 2022, to discuss the needs of Hardy County Schools.

Ms. Van Meter advised the Board that all paperwork for the fences at East Hardy Elementary and Moorefield Elementary is completed, and they are waiting on the contractors. She also stated that the track rescheduled meeting would be held on December 15, 2022.

Ms. Janet Rose asked about the ticket allocation reimbursement to the schools and the \$2,125 check to the West Virginia Extension Office. Ms. Van Meter stated that the ticket allocation was the ESSERF money for students to get into their home school games for free, and the check to the extension office was the quarterly bill from the approved amount at the beginning of the year.

XI. Future Agenda Items

- Bus Issues/Status – Andy Miller – January 3, 2022

XII. Announcements

- December 8, 2022 – LISC Meeting – EHHS – 3:00 p.m.
- December 11, 2022 – Band Concert – EHHS – 3:00 p.m.
- December 15, 2022 – Winter Concert – EHES – 8:45 a.m.
- December 19, 2022 – Hardy County Board of Education Meeting – HCBOE – 5:00 p.m.
- December 20, 2022 – Christmas Program – EHHS – 11:00 a.m.

XIII. Mission Statements/Accomplishments

No Mission Statement/Accomplishments

XIV. Personnel

On the motion of Douglas Hines, seconded by Janet Rose, the Board went into Executive Session at 6:42 p.m. Policy BDE, Item 2, Authorization A.

5-0 motion carried

On the motion of Douglas Hines, seconded by Nancy Hahn, the Board reconvened into regular session at 7:02 p.m. with no action taken.

5-0 motion carried

On the motion of Douglas Hines, seconded by Dixie Bean, the Board approved the following:

Leave of Absences:

- Shannon Kontyko: December 18, 2022 through March 5, 2023
- Patricia Baker: Approximately January 8, 2023 through June 30, 2023

5-0 motion carried

On the motion of Janet Rose, seconded by Douglas Hines, the Board approved the following:

Days Without Pay:

- Elvira Sparks: October 21, 2022 – 1 Day

5-0 motion carried

On the motion of Nancy Hahn, seconded by Janet Rose, the Board approved the following:

Days Without Pay:

- Regena Whetzel: November 28-30, 2022
December 1-2, 2022
December 6-8, 2022
December 14-16, 2022
December 20-22, 2022 – 13 Days Total

5-0 motion carried

On the motion of Nancy Hahn, seconded by Douglas Hines, the Board approved the updated Central Office and Additional Special Salary Scale for Specified Employees as presented.

5-0 motion carried

On the motion of Douglas Hines, seconded by Nancy Hahn, the Board approved the updated Hardy County Schools Salary Schedule Coaches, Athletic Directors, and Trainers as presented.

5-0 motion carried

On the motion of Janet Rose, seconded by Nancy Hahn, the Board approved the following:

Volunteers:

- J. Darby Clayton: Volunteer, Team Support Personnel, Wrestling, MHS, effective 2022-2023 SY only

4-0 motion carried

1 abstain

On the motion of Dixie Bean, seconded by Nancy Hahn, the Board approved the following:

Service Personnel Hirings:

- Monica Wilkins: Sign Support Specialist/Aide, Special Education, Itinerant, EHES, effective December 6, 2022
- Adam Howard: Substitute Aide, Countywide, effective 2022-2023 SY
- Adam Howard: Substitute Custodian, Countywide, effective 2022-2023 SY
- Ashleigh Lipscomb: Substitute Custodian, Countywide, effective 2022-2023 SY

Service Personnel Extra-Curricular Hiring:

- Lisa Walker: Bus Operator, Extra-Curricular Bus Run 1, effective 6, 2022, for the remainder of 2022-2023 SY only

Professional Personnel Hirings:

- Angela Funk: Long-Term Substitute Teacher, Special Education, Multi-categorical w/Autism, Itinerant, EHHS, effective December 6, 2022
- Cara Williams-Reel: Substitute Teacher, Countywide, effective 2022-2023 SY
- Michelle Harter: Substitute Teacher, Countywide, effective 2022-2023 SY
- Kimberly Adkins: Substitute Teacher, Countywide, effective 2022-2023 SY
- Heather Hahn: Substitute Teacher, Countywide, effective 2022-2023 SY
- David Coyle: Substitute Teacher, Countywide, effective 2022-2023 SY
- Allison Mongold: Substitute Teacher, Countywide, effective 2022-2023 SY

Professional Personnel Extra-Curricular Hirings:

- Debra Beck: Academic Support Extended Day, 2-one-hour session per week. Not to exceed 50 sessions, EHES, effective 2022-2023 SY only
- Heath Hershberger: Chess Club, EHES, effective 2022-2023 SY only
- Gretchen Cremann: Junior Class Sponsor, MHS, effective 2022-2023 SY only
- Andrew Kinhead: Junior Class Sponsor, MHS, effective 2022-2023 SY only
- Kathalyn Kinhead: Junior Class Sponsor, MHS, effective 2022-2023 SY only
- William Jordan Ours: Junior Class Sponsor, MHS, effective 2022-2023 SY only

- Tyler Mongold: Senior Class Sponsor, MHS, effective 2022-2023 SY only
- Michael Burch: Senior Class Sponsor, MHS, effective 2022-2023 SY only
- Nicky Watts: Senior Class Sponsor, MHS, effective 2022-2023 SY only
- Linda Wright: Senior Class Sponsor, MHS, effective 2022-2023 SY only
- Jennifer Rush: Math Field Day Advisor, MMS, effective 2022-2023 SY only

Athletic Hirings:

- Derek Brill: Authorized Certified Coach Without Pay, Boys' Basketball, 7/8, EHHS, effective 2022-2023 SY
- Heather Hahn: Girls' Basketball Coach, 7/8, EHHS, effective 2022-2023 SY
- Eric Heflin: Archery Coach, EHHS, effective 2022-2023 SY
- Megan Phares: Girls' Track Coach, MMS, effective 2022-2023 SY
- James Nutter: Wrestling Coach, 7/8, EHHS, effective 2022-2023 SY

Service Personnel Reclassification:

- Lisa Snyder: Reclassify from Aide, pay grade D to Autism Mentor/Aide, pay grade F, effective December 6, 2022

Volunteers:

- Marcia Fisher: Volunteer, MES, effective 2022-2023 SY only
- Shana Wilkins: Volunteer, EHES, effective 2022-2023 SY only
- Sarah Amanda Combs: Volunteer, EHHS, effective 2022-2023 SY only
- Linda Kesner: Volunteer, MMS, effective 2022-2023 SY only

Resignations:

- Justin Campbell: Science Teacher, MHS, effective November 30, 2022
- Justin Campbell: Extra-Curricular Position, Data Analyst, MHS, effective November 30, 2022
- Lisa Coby: Substitute Custodian, Countywide, effective November 30, 2022
- Adam Howard: Cook, MES, effective December 2, 2022
- Lori Cook: Long-Term Substitute 2nd Grade Teacher, EHES, effective December 22, 2022

5-0 motion carried

XV. Adjournment

On the motion of Nancy Hahn, seconded by Douglas Hines, the meeting adjourned at 7:06 p.m.

5-0 motion carried

Melvin Shook Jr., President

Sheena Van Meter, Secretary

Hardy County Schools
Executive Session
December 5, 2022

Members Present:

Melvin Shook Jr., President
Dixie Bean, Vice President
Nancy Hahn
Janet Rose
Douglas Hines

Others Present:

Sheena Van Meter, Superintendent

On the motion of Douglas Hines, seconded by Janet Rose, the Board went into Executive Session at 6:42 p.m. Policy BDE, Item 2, Authorization A.

5-0 motion carried

On the motion of Douglas Hines, seconded by Nancy Hahn, the Board reconvened into regular session at 7:02 p.m. with no action taken.

5-0 motion carried

Melvin Shook Jr., President

Sheena Van Meter, Secretary