

**Hardy County Schools
Regular School Board Meeting
Hardy County Board of Education
March 20, 2023**

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
Sarah Earle, Treasurer/Director of Finance
Jody Shewbridge, Director of Human Resources

Others Present:

Shawn Cullers
Hannah Heishman
Loretta Humbertson
Naomi Humbertson
PRO James Shipe
PRO Austin Riggleman
Amber Myers
Amanda Riggleman
Joyce Schetrom
Elizabeth Metheny

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. Student Achievement Update and/or Recognition
- Marshall Literacy Specialist Update – Amanda Riggleman

Ms. Amanda Riggleman, Marshall Literacy Specialist, provided the Board with a breakdown of her duties. This is a three-year pilot program to see how instructional coaches affect the classrooms. This program supports first-grade classroom teachers, aides, and special education teachers. Some of the duties are to assist with training teacher aides on data and data analysis and to be able to co-plan and co-teach. In addition, Ms. Riggleman participates in learning team and data team meetings and visits Pilgrim's monthly to work with parents to assist students at home and provide them with resources.

B. West Virginia Extension Office – Elizabeth Metheny

Ms. Elizabeth Metheny provided the Board with some opportunities the extension office offers to Hardy County. Some of these are bull branding, poultry judging, beef expo, dung beetle project, QPR-Suicide prevention, farmer risk management, and 4-H youth development. Ms. Metheny stated that every child would go to 4-H camp for free this year. Ms. Metheny requested that the Board consider budgeting \$8,500.00 for the West Virginia Extension.

C. PRO Officers

The Prevention Resource Officers stated that all the new cameras were working well, and the staff worked great with the officers. In addition, the night locks are mostly installed and are a great asset to the safety of the students.

Ms. Dixie Bean asked if the schools are adequately prepared for an active shooter. The officers stated they had trained the staff with active shooter training, Stop the Bleed, and AED training.

Mr. Douglas Hines asked if the officers visited Moorefield Elementary School and Moorefield Intermediate Schools. Mr. Austin Riggleman stated that he went to those schools once a week.

Ms. Nancy Hahn asked about the staff being trained to administer the Naloxone. Ms. Van Meter stated that once the policy was approved, the staff nurses would train the personnel needing the training.

Ms. Dixie Bean stated she didn't understand how all the vape shops in town were selling merchandise to students with no repercussions.

Ms. Janet Rose asked if all students were aware they were always on camera. Ms. Van Meter stated they all are aware, but there is no expectation of privacy in a public school.

The Board thanked the Prevention Resource Officers for their excellent job.

VI. Public Comments

No Public Comments

VII. Consent Items

- A. Special Board Minutes – March 6, 2023
- B. Board Minutes – March 6, 2023
- C. Bank Reconciliation – February 28, 2023
- D. Treasurer's Report – February 28, 2023
- E. Budget Journal Entries
- F. Invoices to be Approved

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

5-0 motion carried

VIII. Unfinished Business

A. Budget and ESSERF Update

Ms. Sarah Earle, Director of Finance, provided the Board with an update on the budget. In addition, Ms. Earle reviewed the budget with the Board by object codes. Ms. Earle reviewed the ESSERF budget with the Board and discussed the allocation as it stood.

B. Approval of Admission to Early Childhood Education Policy – JBB

On the motion of Nancy Hahn, seconded by Janet Rose, the Board approved Admission to Early Childhood Education Policy – JBB as presented.

5-0 motion carried

C. Approval of Hardy County Board of Education Naloxone Policy – JFDA

On the motion of Dixie Bean, seconded by Douglas Hines, the Board approved Hardy County Board of Education Naloxone Policy – JFDA as presented.

5-0 motion carried

D. Approval of Textbook/Instructional Materials and Learning Technologies Adoption Policy – IEB

On the motion of Janet Rose, seconded by Douglas Hines, the Board approved Textbook/Instructional Materials and Learning Technologies Adoption Policy – IEB as presented.

5-0 motion carried

IX. New Business

A. Approval of 3-week WVSSAC Practice Period for June 4, 2023, through June 24, 2023

On the motion of Dixie Bean, seconded by Nancy Hahn, the Board approved the 3-week WVSSAC Practice Period for June 4, 2023, through June 24, 2023, as presented.

5-0 motion carried

B. Approval of the 2023-2024 School Calendar

On the motion of Nancy Hahn, seconded by Janet Rose, the Board approved the 2023-2024 school calendar as presented.

5-0 motion carried

C. Approval of COPS School Violence Prevention Program Grant

On the motion of Nancy Hahn, seconded by Dixie Bean, the Board approved the COPS School Violence Prevention Program Grant bid winner as Appalachian Signals & Products, Inc., as presented in the amount of \$500,000.

5-0 motion carried

D. Superintendent Recommendation of the Appointment of Sarah Earle as Hardy County Board of Education Treasurer for the 2023-2024 School Year per West Virginia Code §18-9-6

On the motion of Nancy Hahn, seconded by Dixie Bean, the Board approved the appointment of Sarah Earle as Hardy County Board of Education Treasurer for the 2023-2024 school year per West Virginia Code §18-9-6.

5-0 motion carried

E. Approval of Adjusting Amounts of Pre-Approved Vendors

On the motion of Janet Rose, seconded by Douglas Hines, the Board approved the adjusting amounts of the pre-approved vendors as presented.

5-0 motion carried

F. Approval of Proposed Levy Rates – Sarah Earle

Ms. Sarah Earle, Director of Finance, stated the levy rate as \$5,910,450.00, and the bond levy is \$1,553,766.00.

On the motion of Janet Rose, seconded by Douglas Hines, the Board approved proposed levy rates as presented.

5-0 motion carried

G. Ascertain Fiscal Condition – Sarah Earle

Ms. Sarah Earle, Director of Finance, provided information to the Board regarding ascertaining the fiscal condition of Hardy County Schools. Ms. Earle reported that the fiscal condition was ascertained as being around \$950,000.

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

Mr. Melvin Shook handed out legislative updates to the Board.

Ms. Sheena Van Meter handed out samples of the mission/vision statement with a worksheet and asked the Board to review those to be put on the agenda in April for discussion.

Ms. Sheena Van Meter asked the Board to look at the school data information to see if they need any additional information added. Then, Ms. Van Meter will schedule the principals with the Board.

Ms. Sheena Van Meter handed out the Actions Educational Leaders must take when Kids do Racist Things at School and Why the Arts Matter and asked the Board to review them.

Mr. Melvin Shook handed out an email to the Board from a student at Moorefield Middle School and asked Ms. Van Meter to follow up on it.

Mr. Douglas Hines stated that the Board supported WELD continuing to operate as they provide the county with significant assets.

Ms. Dixie Bean had concerns with the progress of the high tunnel at Moorefield High School. The Board asked if they could get an update on it and the Ham, Bacon, and Egg Sale. Ms. Van Meter stated she would add them to a future agenda.

Ms. Nancy Hahn and Ms. Janet Rose stated that the East Hardy Athletic Booster fundraiser was a huge success, and the meal was phenomenal. They also said that Mr. Tyler Bradfield did a fantastic job auctioning there and the Ham, Bacon, and Egg Sale.

Ms. Janet Rose asked if the school environment surveys could be shared with the Board. Ms. Van Meter stated that once the state released the report, she would share it with the Board.

XI. Future Agenda Items

- East Hardy Track Update – Devin Orndorff
- Ham, Bacon, & Egg Update – Cody Dent and Lacey Kesner
- Neola Policies Update

XII. Announcements

- April 3, 2023 – Hardy County Board of Education Meeting – BOE– 5:00 p.m.
- April 10, 2023 – Naming of the East Hardy High School Baseball Field Dedication
- April 20, 2023 – Teacher of the Year and Service Person of the Year Reception – EHHS – 5:00 p.m.
- May 1, 2023 – Budget Workshop – BOE 1:30 p.m. – 4:30 p.m.

XIII. Mission Statements/Accomplishments

- The Board commended the East Hardy Basketball team on making it to the state tournament. This is the first time since 1996 that the team has made it to the state tournament.
- The Board commended the students for placing in the social studies fair.
- The Board commended the MMS Robotics Team for placing and going to compete in Boston, MA
- The Board commended the MIS Robotics Team for competing for the first time.
- The Board commended East Hardy for starting the Robotics program back up.

XIV. Personnel

On the motion of Nancy Hahn, seconded by Douglas Hines, the Board went into Executive Session at 7:12 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 7:40 p.m. with no action taken.

5-0 motion carried

On the motion of Nancy Hahn, seconded by Douglas Hines, the Board approved the following:

Days Without Pay:

- Ashley Bailey: February 20, 2023 (½ Day) and March 6, 2023 (½ Day) March 7, 2023 (1 Day) – 2 Day
- Jessica Thorn: April 14-19, 2023 – 3 ½ Days

5-0 motion carried

On the motion of Janet Rose, seconded by Douglas Hines, the Board approved the following due to the employee not having a 200-day contract:

Days Without Pay:

- Edna Elizabeth See: February 27, 2023 (½ Day) and February 28, 2023 (½ Day) March 1-3, March 6-9, March 10 (½ Day) March 13-14 – 11 Day

4-0 motion carried

1 abstain

On the motion of Douglas Hines, seconded by Nancy Hahn, the Board approved the following:

Leave of Absence:

- Monica Orndorff: March 29, 2023, through July 1, 2023
- Teresa Cook: March 2, 2023, through April 3, 2023

5-0 motion carried

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

Service Personnel Hirings:

- Elvira Sparks: Special Education Aide, Itinerant, EHES, effective March 21, 2023, for the remainder of the 2022-2023 SY only
- Jami Kimble: Substitute Aide, Countywide, effective 2022-2023 SY
- Paula Miller: Substitute Cook, Countywide, effective 2022-2023 SY

Service Personnel Extra-Curricular Hiring:

- Emily Beck: Aide, Learning Through Fitness, EHES, effective 2022-2023 SY only

Service Personnel Summer Hirings:

- Nellie Delawder: Summer SOLE Cook, MMS, effective Summer SOLE program 2022-2023 SY only
- Tyler Bradfield: Summer SOLE Bus Operator, Moorefield Runs, effective Summer SOLE program 2022-2023 SY only
- Darrell Luttrell: Summer SOLE Bus Operator, Moorefield Runs, effective Summer SOLE program 2022-2023 SY only

Professional Personnel Hirings:

- Lawrence Inscoe: Substitute Teacher, Countywide, effective 2022-2023 SY
- Katelyn Roden: Substitute Speech Language Pathologist, Countywide, effective 2023-2024 SY

Professional Personnel Extra-Curricular Hiring:

- Charlotte Geisler: Learning Through Fitness, EHES, effective 2022-2023 SY only

Professional Personnel Summer Hirings:

- Robin Williams: Summer SOLE Site Coordinator, MES/MHS, effective Summer SOLE program 2022-2023 SY only
- Amanda Hamilton: Summer SOLE Site Coordinator, EHES/EHHS, effective Summer SOLE program 2022-2023 SY only
- Vivian Carr: Summer SOLE Teacher, MES, effective Summer SOLE program 2022-2023 SY only
- Karen Markwood: Summer SOLE Teacher, MES, effective Summer SOLE program 2022-2023 SY only
- Allison Mongold: Summer SOLE Teacher, MES, effective Summer SOLE program 2022-2023 SY only
- Richard Perkins: Summer SOLE Teacher, MES, effective Summer SOLE program 2022-2023 SY only
- Shanda Walker: Summer SOLE Teacher, MES, effective Summer SOLE program 2022-2023 SY only

- Alexandra Wells & Haley Rohrbaugh: Job Share Summer SOLE Teacher, MIS, effective Summer SOLE program 2022-2023 SY only
- Jessica Saville: Summer SOLE Special Education Teacher, Moorefield Program Sites, effective Summer SOLE program 2022-2023 SY only
- Laura Kesner: Summer SOLE EL Teacher, Moorefield Program Sites, effective Summer SOLE program 2022-2023 SY only

Athletic Hirings:

- Jeanie Brown: Authorized Certified Coach Without Pay, Girls' Track, 7/8, EHHS, effective 2022-2023 SY
- Austin Duncan: Authorized Certified Coach Without Pay, Boys' Track, 7/8, EHHS, effective 2022-2023 SY
- Leslie Wade Armentrout: Assistant Football Coach, MHS, effective 2023-2024 SY
- Grant Keller: Boys' Track Coach, MMS, effective 2022-2023 SY
- Jared Wratchford: Girls' Basketball Coach, MHS, effective 2023-2024 SY

Professional Personnel Transfers:

- Heath Hershberger: From Teacher, Gifted, Countywide, effective June 30, 2023 (due to reconfiguration of staffing needs and the elimination of your current position as Gifted Teacher, Countywide)
- Moynelle Michael King: From Teacher, Music, EHES, effective June 30, 2023 (due to reconfiguration of staffing needs and the elimination of your current position as Music Teacher, EHES)
- Hillary Plum: From Teacher, 6th Grade, MMS, effective June 30, 2023 (due to reconfiguration of staffing needs at MMS and the elimination of your current position as 6th Grade Teacher, MMS)
- Brooklyn Reel: From Teacher, 6th Grade, MMS, effective June 30, 2023 (due to reconfiguration of staffing needs at MMS and the elimination of your current position as 6th Grade Teacher, MMS)
- Heather Simmons: From Teacher, 6th Grade, MMS, effective June 30, 2023 (due to reconfiguration of staffing needs at MMS and the elimination of your current position as 6th Grade Teacher, MMS)
- Chessie Vetter: From Teacher, Social Studies, grades 6-8, MMS, effective June 30, 2023 (due to reconfiguration of staffing needs at MMS, the elimination of a Social Studies position at MMS and your lack of seniority)
- Victoria Peck: From Teacher, 4th Grade, MIS, effective June 30, 2023 (due to the elimination of a Hardy County position due to projected declining enrollment and reconfiguration of staffing needs and the displacement and transfer of a more senior employee with appropriate certification and your lack of seniority)

Professional Personnel Terminations:

- Jessica Amtower: Teacher, Special Education, MHS, effective June 30, 2023 (due to the elimination of a position held by a more senior employee with appropriate certification, subsequent transfer of the employee and your lack of seniority)
- Amelia Wagner: Teacher, Special Education, MIS, effective June 30, 2023 (due to the elimination of a position held by a more senior employee with appropriate certification, subsequent transfer of the employee and your lack of seniority)
- RaeAnn Orndorff: Teacher, First Grade, MES, effective June 30, 2023 (due to the elimination of a position held by a more senior employee with appropriate certification, subsequent transfer of the employee and your lack of seniority)
- Tanya Vance: Teacher Music, MES/MIS, effective June 30, 2023 (due to the elimination of a position held by a more senior employee with appropriate certification, subsequent transfer of the employee and your lack of seniority)

- Shawn Stinson: Teacher, Social Studies, MHS, effective June 30, 2023 (due to the elimination of a position held by a more senior employee with appropriate certification, subsequent transfer of the employee and your lack of seniority; additionally, all persons employed in a certification area to be reduced who are employed under a temporary permit shall be properly notified and released before a fully certified employee in such a position is subject to release)
- Nikki Wolfe: Teacher, Kindergarten, EHES, effective June 30, 2023 (due to the elimination of a position held by a more senior employee with appropriate certification, subsequent transfer of the employee and your lack of seniority; additionally, all persons employed in a certification area to be reduced who are employed under a temporary permit shall be properly notified and released before a fully certified employee in such a position is subject to release)
- Charlotte Geisler: Teacher, First Grade, EHES, effective June 30, 2023 (due to the elimination of a 1st grade position at EHES due to the projected decline in enrollment and your lack of seniority)
- Tina Snyder: Teacher, Special Education, MIS/MMS, effective June 30, 2023 (due to the elimination of a Special Education position MIS/MMS due to the reconfiguration of special education staffing needs at MIS/MMS and your lack of seniority)

Service Personnel Transfers:

- Heather Shirk: From Autism Mentor/Aide, EHES, effective June 30, 2023 (due to the reconfiguration of staffing needs for the special education program and elimination of an Autism Mentor/Aide position at EHES and lack of seniority)
- Kimberly Mongold: From Aide, Special Education, MES, effective June 30, 2023 (due to the reconfiguration of staffing needs for the special education program and elimination of an Aide position at MES and lack of seniority)
- Lisa Snyder: From Autism Mentor/Aide, MES, effective June 30, 2023 (due to the reconfiguration of staffing needs for the special education program and elimination of a Hardy County Autism Mentor/Aide position, displacement of more senior employee and your lack of seniority will cause your Autism Mentor/Aide contract to be terminated and you will be transferred and will be issued an aide contract when your placement has been determined)
- Jason Howard: From Custodian, MMS, effective June 30, 2023 (due to the reconfiguration of staffing needs and the elimination of a custodian position at MMS and your lack of seniority)
- Frank Lewis: From General Maintenance/Custodian, Central office/Countywide, effective June 30, 2023 (due to the reconfiguration of staffing needs for the central office and elimination of your General Maintenance/Custodian position will cause your General Maintenance/Custodian contract to be terminated and you will be transferred and will be issued a General Maintenance contract when your placement has been determined)

Service Personnel Terminations:

- Elvira Sparks: Instructional aide, half-time, MES, effective June 30, 2023 (elimination of a ½ time instructional aide position at MES due to the grant funding expiring at the end of the 2022-2023 SY and your lack of seniority). Elvira Sparks is being recommended for a full-time aide position at EHES at this board meeting. If approved, this position also ends at the close of the 2022-2023 SY
- Rebecca Propst: Instructional aide, half time, MES, effective June 30, 2023 (elimination of a ½ time instructional aide position at MES due to the grant funding expiring at the end of the 2022-2023 SY and your lack of seniority)
- Stacey Howell: Instructional aide, half time, MES, effective June 30, 2023 (elimination of a ½ time instructional aide position at MES due to the grant funding expiring at the end of the 2022-2023 SY and your lack of seniority)
- Amanda Brill: Instructional aide, EHES, effective June 30, 2023 (elimination of an instructional aide position at EHES due to the grant funding expiring at the end of the 2022-2023 SY and your lack of seniority)

- Sandy Hedrick: Aide, Special Education, MIS, effective June 30, 2023 (due to the reconfiguration of staffing needs, elimination of a special education position, and subsequent displacement and transfer of a more senior employee and your lack of seniority)
- Thomas Gruetman: General Maintenance, Countywide, effective June 30, 2023 (due to the reconfiguration of staffing needs, elimination of a Hardy County position, and subsequent displacement and transfer of a more senior employee and your lack of seniority)
- Deborah Hulver: Clerk, MHS, effective June 30, 2023 (due to the elimination of your clerk position at MHS and your lack of seniority)

Service Personnel Extra-Curricular Terminations:

- Lisa Walker: Extra-Curricular Bus Run, effective June 30, 2023 (bus run may not be needed, or changes may need to be made to the extra-curricular run for the 2023-2024 SY)
- Ralph Rinker: Extra-Curricular Bus Run, effective June 30, 2023 (bus run may not be needed, or changes may need to be made to the extra-curricular run for the 2023-2024 SY)
- Anthony Smith: Extra-Curricular Bus Run, effective June 30, 2023 (bus run may not be needed, or changes may need to be made to the extra-curricular run for the 2023-2024 SY)
- Deborah Phares: Extra-Curricular Bus Run, effective June 30, 2023 (bus run may not be needed or changes may need to be made to the extra-curricular run for the 2023-2024 SY)

Ratification of Employee Suspension:

- Michael Burch: Administrative Leave March 9, 2023 through March 16, 2023, to disciplinary suspension with pay March 9, 2023, to March 16, 2023.
- Lisa Snyder: Suspension with pay January 18, 2023 to suspension without pay beginning February 14, 2023 until further notice.

Resignations:

- Krista Ritchie: Volleyball Coach, MHS, effective March 8, 2023
- Megan Phares: Girls' Track Coach, MMS, effective March 14, 2023
- Mary Alisa Weese: Substitute Teacher, Countywide, effective March 10, 2023
- Katelyn Roden: Speech Language Pathologist, Countywide, effective June 30, 2023

Volunteer:

- Jesseca Bradfield: Volunteer, Team Support Personnel, Girls' Track, MMS, effective 2022-2023 SY only

5-0 motion carried

XV. Adjournment

The meeting stands adjourned at 7:43 p.m. until the third Tuesday in April – Tuesday, April 18, 2023

Melvin Shook Jr., President

Sheena Van Meter, Secretary

Hardy County Schools
Executive Session
March 20, 2023

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 Nancy Hahn, seconded by Douglas Hines, the Board went into Executive Session at 7:12 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 7:40 p.m. with no action taken.

5-0 motion carried

Melvin Shook Jr., President

Sheena Van Meter, Secretary