

REGULAR MEETING #17**OFFICIAL MINUTES**

The Mineral County Board of Education met in regular session at 6:00 p.m., Tuesday, February 15, 2022, in the Administrative Office at 36 Baker Place, Keyser, WV, with the following in attendance:

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

Other: Tammy Hansford, Gordon Brubaker, Hope Gough, Rick Hillenbrand, Matthew Hansford,
 Susan Wolford, Katelyn Taylor, Tasha McIntyre, Matt Healy, Jeff Broadwater, Robert
 Haggerty, Chad Lindsay, Liz Beavers, Lindsay Renner Wood

Pledge of Allegiance – led by Ms. Wilson

APPROVAL OF THE AGENDA

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

Mr. Ashby asked that Other Action, Personnel Item C2c be voted on separately, due to it involving an immediate family member.

COMMUNICATION – Superintendent/Board**A. Superintendent's Update:**

Ms. Wilson on behalf of the Superintendent:

- Said the Superintendent sends his regrets for not being here, but he is at an important nationwide superintendents meeting.
- Stated the Teacher of the Year and Service Employee of the Year applications have closed and that a lot of nominations had been received and the selection process would be moving forward.
- Shared the Curriculum Department, especially Mrs. McDowell, has been very busy with academics i.e. Social Studies/Science Fairs (regional/county/school level), Golden Horseshoe, and Young Writers, etc.
- Announced that middle and high schools are working very hard on scheduling.

B. Board Comments:

Mr. Puffinburger stated he had visited schools recently and noticed anti-bullying signs in the hallways, which he felt was a good thing. He shared the definition of a bully and stated he would not be bullied with regard to things that may be discussed later in the agenda.

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

The motion of Mrs. Courrier and second of Mr. Denne passed unanimously **to enter executive session at 6:04 p.m., pursuant to WV Code 6-9A-4 (6), to hear comments which may constitute an unwarranted invasion of an individual's privacy**

1. Jeff Broadwater and Matt Healy spoke to the Board of Education in executive session due to their comments involving a specific employee.

The Board returned to open session at 6:17 p.m.

2. Robert Haggerty spoke concerning the Fire Fighter Program at the Mineral County Technical Center, and stated the current equipment for that program is expired and needs replaced and asked if the Board could assist with the expenses.
3. Tasha McIntyre reviewed COVID infection statistics in West Virginia and asked that there be a choice with regard to masking.
4. Susan Wolford spoke as a concerned parent and as a speech pathologist of her concerns with the mask mandate and noted there is a double standard that needs addressed. She asked that parents be given the choice for their child to be masked or not.
5. Katelyn Taylor spoke of her concerns regarding masking and asked the Board for masking to be made optional based upon the positivity rate.
6. Hope Gough reviewed her conversations with the Superintendent and personnel at Wiley Ford Primary School regarding mask breaks.
7. Tammy Hansford spoke regarding the psychological effects on children due to masking. She asked that masking be made optional for students.
8. Gordon Brubaker spoke concerning masking and COVID mitigation measures. He asked for more discussion by the Board in order to update COVID protocols.
9. Matthew Hansford stated he appreciated those that came to speak. He said the Board will be held accountable (with regard to the masking mandate.)

APPROVAL OF MINUTES

The motion of Mr. Puffinburger and second of Mr. Ashby passed unanimously to approve the minutes of the regular meeting held on February 1, 2022, as presented.

PUBLIC HEARING:

A public hearing was held on 2022-2023 School Calendar options.

The President opened the hearing.

No one presented to speak.

The President closed the hearing.

DISCUSSION:

1. PROGRAM PLANNING:**A. COVID-19 Mitigation Measures**

Ms. Wilson reported Mr. Ravenscroft has kept in close contact with the Director of the Health Department. The Director shared he had received word that the Mineral County Health Officer recommends maintaining our current mitigation measures for the time being.

Mr. Puffinburger wanted to share his opinion but felt he should wait until the Superintendent is present.

Mr. Ashby stated his opinion that he had taken the oath of office to protect every child: the child that has an underlying health condition and the child that is healthy. He has kept close watch on COVID data and stated if the number of cases stay below 100, he is for getting rid of the mask mandate.

2. FINANCE/BUDGET:**A. Treasurer's Report for the Month Ended January 31, 2022****B. Treasurer's Statement of Investments Outstanding as of January 31, 2022**

The Assistant Superintendent reviewed the Treasurer's Report for the month ended January 31, 2022; and the Treasurer's Statement of Investments Outstanding as of January 31, 2022. (See attached.)

ACTION AGENDA

OTHER ACTION

1. PERSONNEL:**A. Placement(s)/Transfer(s) – Professional Personnel**

No recommendations were made for personnel items A1 – A14.

1. Teacher, Grade Two, Elk Garden Primary School
2. Teacher, Grade Three, Keyser Primary School
3. Board Certified Behavior Analyst, Countywide
4. Teacher, English, half-day, Frankfort Middle School
5. Teacher, Mathematics, Keyser Middle School
6. Teacher, Mathematics, Keyser Middle School
7. Teacher, Mathematics, Keyser High School
8. Itinerant School Nurse, Keyser Primary School
9. Teacher, Music, Frankfort Middle School
10. School Psychologist, Student Services – Countywide, 220 days
11. Teacher, Science, Keyser Middle School
12. Teacher, Special Education, Frankfort Middle School
13. Teacher, Special Education, Frankfort Middle School
14. Teacher, Special Education Keyser Middle School

B. Placement(s)/Transfer(s) – Service Personnel

No recommendations were made for personnel items B1 – B2.

1. Mechanic, Bus Garage, 235 days
2. Itinerant Aide/Transportation Aide – Special Education, Countywide/Transportation, Long Term Substitute

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

to approve the following service personnel placement, as presented:

3. Tomya Mayhew, **placement**, Itinerant Aide/Transportation Aide – Special Education, Countywide/Transportation, with initial placement at Keyser Primary School, effective February 17, 2022, 200 days (76 days for the 2021-2022 employment term)

Ms. Mayhew was the most senior substitute aide to apply for this position.

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

to approve the following service personnel placement, as presented:

4. Lisa Ray, **placement**, Cook II, half-day, Frankfort Middle School, effective February 17, 2022, 200 days (76 days for the 2021-2022 employment term)

Ms. Ray was the most senior substitute cook to apply for this position.

As recommended by the Superintendent, the motion of – and second of – passed unanimously

to approve the following service personnel transfer, as presented:

5. Crystal Moore, **transfer from**, Custodian III, Keyser High School, 235 days, **to** Custodian III, Mineral County Technical Center and surrounding campus, 261 days, effective February 17, 2022
– **Advertise Position**

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

to approve the following service personnel transfer, as presented:

6. Lorrie Hall, **transfer from**, School Bus Operator, Bus Garage/Transportation **to** School Bus Operator, Bus Garage/Transportation, serving students attending Wiley Ford Primary School, Frankfort High School, Frankfort Middle School, and Fort Ashby Primary School, covering but not limited to Rt. 28, Plum Run Rd., and Wiley Ford area, effective February 17, 2022 – **Advertise Position**

C. Placements in Extracurricular Vacancies as Previously Approved and Advertised

1. Professional Personnel

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

to approve the following professional personnel extracurricular placements, as presented:

- a. Kaylin Gentry, SOLE Summer School Teacher, Grades K-5, Keyser District, effective Summer 2022
- b. Kaylin Gentry, After School Tutoring Teacher, New Creek Primary School, effective February 17, 2022

2. Service Personnel

Mr. Ashby recused himself and left the room.

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

to approve the following service personnel extracurricular placements, as presented:

- a. Rebekah Louk, Extended School Year Itinerant Aide/Transportation Aide, Frankfort District, effective Summer 2022

- b. Amanda Holland, SOLE Itinerant Aide/Early Childhood Classroom Assistant Teacher, Prekindergarten, Frankfort District, effective Summer 2022
- c. Connie Knapp Hesse, SOLE Itinerant Aide/Transportation Aide – Special Education, Frankfort District, effective Summer 2022
- d. Jerry Willis, SOLE School Bus Operator, effective Summer 2022
- e. Gary Bradshaw, Mid-Day Bus Run, Bus Garage/Transportation, serving Frankfort District students attending Mineral County Technical Center, transporting students to and from the Mineral County Technical Center, effective February 17, 2022
-Advertise Mid-Day Bus Run

Mr. Ashby returned to the room.

3. Employment Agreements

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

to approve the following employment agreement, as presented:

- a. Angela Dougherty, Parent Coordinator, Wiley Ford Primary School, effective date to be determined pending completion of employment requirements

D. Placements in Coaching Vacancies as Previously Approved and Advertised

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

to approve the following coaching placements, as presented:

- 1. Paul Miller, Jr., Baseball Auxiliary Coach, Frankfort High School, effective February 17, 2022
- 2. Joseph Dalonges, Track Assistant Coach, Frankfort High School, effective February 17, 2022

E. Placements – Substitute Professional and/or Service Personnel

No recommendations were made for personnel item E.

2. FINANCE/BUDGET:

A. Approve Invoices for January 2022, in the Amount of \$565,214.98, for Checks 141933–142139 – (check 142102 voided 2/3 not included in total)

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

to approve invoices for January 2022, in the amount of \$565,214.98, for checks 141933 – 142139, as presented. (See attached.)

- B. Approve Invoices Paid with the P-CARD for January 2022, in the Amount of \$264,114.36, ACH Payment – Checks 1210-1243** (check numbers for tracking purposes only)

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

to approve invoices paid with the P-card for January 2022, in the amount of \$264,114.36, ACH payment – checks 1210 – 1243, as presented. (See attached.)

- C. Approve Budget Revision Number FOURTEEN for Fiscal 2022 for BUDGET SUPPLEMENTS AND TRANSFERS**

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

to approve Budget Revision Number FOURTEEN for Fiscal 2022 for BUDGET SUPPLEMENTS AND TRANSFERS in the amount of \$48,245.59, as presented. (See attached.)

- D. Approve E-Rate Bid by Frontier for Category 1 WAN (Wide Area Network)**

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

to approve the E-Rate bid by Frontier for Category 1 WAN, as presented. (See attached.)

3. MISCELLANEOUS:

- A. Approval of Request for FHS Boys and Girls Cross Country Teams to Participate in Out-of-State Competition**

As recommended by the Superintendent, the motion of Ms. Baniak and second of Mr. Ashby passed unanimously

to approve the request for FHS Boys and Girls Cross Country Team to participate in an out-of-state competition to be held September 17, 2022, as presented.

- B. Approval of Mineral County PreK Head Start Policy Council Minutes and Financial Reports**

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

to approve the Mineral County PreK Head Start Policy Council Minutes and Financial Reports of their December 6, 2021, meeting.

CONSENT AGENDA

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

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

1. PERSONNEL:

A. Placements/Transfers – Professional Personnel

1. Marshall Barbe, **placement**, Teacher, Science, Keyser High School, effective date to be determined pending issuance of appropriate credentials for Biological Science for Grades 9 - Adult

B. Placement – Substitute Nurse

1. Brittany Amtower, effective pending completion of employment requirements

C. Placements – Substitute Service Personnel, effective pending completion of employment requirements

1. Alyssa Grove, Substitute Secretary
2. Amanda Neff, Substitute Aide

D. Resignation(s) – Professional Personnel

1. Gina Fox, Teacher, Grade 4, New Creek Primary School, effective February 11, 2022
-Advertise Position

E. Resignation(s) – Service Personnel

1. Theresa Stevens, Itinerant Aide/Transportation Aide – Special Education, Frankfort Middle School, effective February 28, 2022 **-Advertise Position**
2. Noel Pancake, Secretary I/Accountant II, Keyser Middle School, effective at the end of the work day on February 18, 2022 **-Advertise Position**

Mrs. Pancake requests to be placed on the substitute secretary, substitute aide, and substitute teacher lists effective February 21, 2022

F. Resignation – Extracurricular Professional

1. Ann Merkel, After School Tutoring, Fort Ashby Primary School, effective February 7, 2022

G. Rescind Placement – Professional Personnel

1. Abria Lantz, Teacher, Grade 5, Keyser Middle School, effective immediately, due to failure to complete employment requirements
-Advertise Position

H. Rescind Placement – Coaching

1. Erin McKenzie, Auxiliary Girls Basketball, Frankfort High School, due to failure to complete employment requirements –**Advertise position when winter sports are posted**

I. Request to Post Positions

1. Game Supervisors, Keyser High School

J. Volunteers

1. Burlington Primary School
 - a. Kayla Lyons
 - b. Jessica Harris
 - c. Elaine Judy
2. Ashleigh Burgess, Keyser High School, non-coaching Tennis
3. Keyser Primary School
 - a. Justin Buchina
 - b. Diane Rinard
 - c. Lottie Stark
 - d. Tasha Zacot
4. Emily O'Brien, Mineral County Technical Center

2. MISCELLANEOUS:A. Leave of Absence Requests

1. Melissa Lannon, Aide – Elk Garden Primary School, effective February 3 – 14, 2022
2. Frances Lyons, Paraprofessional – Keyser High School, effective Marcy 7 – end of 21-22 employment term
3. Chelsea McFarland, Speech Pathologist – Keyser Primary School, effective January 26 – end of 21-22 employment term
4. Brandy Shoemaker, Early Childhood Behavior/Mental Health Specialist, effective January 3 – end of 21-22 employment term

B. Leave of Absence Updates/Extensions

1. Donna Canan, Paraprofessional – Burlington Primary School, extended through February 25, 2022

C. Student Disciplinary Case #22-07

The motion of Mrs. Courier and second of Mr. Denne passed unanimously
**to enter executive session at 7:14 p.m., pursuant to WV Code §6-9A-4(3) to decide upon disciplining,
suspension, or expulsion of a student.**

The Board returned to open session at 7:37 p.m.

Date and Time of Next Meeting: February 22, 2022, 5:00 p.m. – Special Meeting at KHS for LSIC presentations

ADJOURNMENT.

The President adjourned the meeting at 7:38 p.m.

Board Approved – March 1, 2022