

State of West Virginia\_  
County of Nicholas to wit:

The Nicholas County Board of Education of the County of Nicholas, West Virginia met in a regular session on Monday, February 7, 2022, beginning at 5:00 p.m. The purpose of the meeting was to conduct routine business. The meeting was held at the Nicholas County Board Office, 400 Old Main Drive, Summersville, WV 26651.

**Educating and Preparing Students for Success After High School**

Present for the meeting were:

- Dr. Gus Penix, President
- Mr. Fred Amick, Vice-President
- Mr. Phil Berry, Member
- Mrs. Elizabeth Coffman, Member
- Mr. Roy Moose, Member

Dr. Donna Burge-Tetrick, Superintendent

1. Call to Order
2. Moment of Silent Reflection & Pledge of Allegiance
3. Approve minutes of meetings held on: January 11, and 24, 2022 ~ Jan. 24<sup>th</sup> tabled

Upon motion by Mr. Fred Amick, seconded by Mr. Phil Berry, the board unanimously consented to approve the minutes as presented.

4. Discussion Items & Presentations:
  - a. Update on RIF and Transfer for 2022-23 school year. M.A. Personnel Director, Adkins along with Superintendent, Tetrick updated the board on the upcoming RIF and Transfer for the upcoming 2022-23 school year. The State Aid Analysis as of today the County will be short \$307,594.00.

Per Dr. Tetrick: Dr. Lee had asked for extra support in the first grades across the county for this school year, by hiring an aide for each first grade classroom. Due to COVID, our Kindergarten students did not receive the normal face to face education. The State is now looking at implementing the same program. If this happens, they will allocate money to support those positions and we should be able to get reimbursement.

4. Discussion Items & Presentations:
  - b. Aspire ~ Tracy Chenoweth and Dr. Lee updated the board on the new “Nicholas County Aspiring Principals Program”. The (NCAPP) is a cohort-based professional development program for district employees (i.e., teacher leaders, coordinators, and assistant principals) who aspire to assume the role of principal. The program is designed to provide participants with a series of targeted sessions aligned to the WVDE School Leadership Framework in the areas of instructional and operational leadership.

We currently have (14) participants in the program. The group will meet once a month, excluding June and July.

- 5. Action items:
  - a. Approval of the MOU with Bluefield State College for Clinical Teacher of Record (CTR) M.A.
  - b. Approval of 20-day comment for NEOLA Policy Sections 1000 Administrative.

Upon motion by Mr. Phil Berry, seconded by Mrs. Libby Coffman, the board unanimously consented to uphold the Superintendent’s recommendations and approved action item’s as presented.

- 6. Consent Items:
  - a. Finance:
    - 1. Payment of current invoices
  - 2. Bids:
    - a. Table – Lowes
    - b. NCBOE RTU – Harris Brothers
    - c. NCHS RTU – City Construction
    - d. NCMS Security Cameras – Mountain Technology Resources

Upon Motion by Mrs. Libby Coffman, seconded by Mr. Fred Amick, the board unanimously consented to uphold the Superintendent’s recommendations and approved consent items as presented.

- 7. Personnel:  
started at 6:11 p.m.

Mr. Phil Berry, moved to close the regular session and go into executive session as indicated under Item 2, as per the School Laws of W. Va. Code §6-9A-4(b)(9) and (12 “The appointment, employment, retirement, promotion, demotion, disciplining, resignation, discharge, dismissal or compensation of any public officer or employee, or other personnel matters, or for the purpose of conducting a hearing on a complaint against a public officer or employee, unless such public officer or employee requests an open meeting.” The motion was seconded by Mrs. Libby Coffman and carried unanimously.

Present for the meeting were:

- Dr. Gus Penix, President
- Mr. Fred Amick, Vice-President
- Mr. Phil Berry, Member
- Mrs. Elizabeth Coffman, Member
- Mr. Roy Moose, Member

Dr. Donna Burge-Tetrick, Superintendent

Mr. Fred Amick moved to close the executive session and return to regular session. The motion was seconded by Mr. Phil Berry and carried unanimously. \*ended at 6:29 p.m.

No action was taken during executive session.

**a. Professional:**

Jerilea Sizemore	Employ in the position of 6th Grade Teacher at Summersville Middle School effective with the start of the 2022-2023 school year. (P. Smallwood, SMS G6-5)
Alexis Spell	Employ in the position of Science Teacher for Summersville Middle School effective February 8, 2022. (A. Spell, SMS-SCI 6; Vacating RMS-SCI-2)
Bethany Hall Kayla Stone	Employ in the position of Restricted Substitute Teacher effective upon WVDE approval.
George Vass	Employ in the position of Substitute Teacher effective upon WVDE approval

**Service:**

Sandra Bell	Employ in the position of Half Time Transportation/Instruction Aide II at Zeal Elementary School effective February 8, 2022. (New, ZES HT AIDE 1; Vacating None.)
Robin Wilson	Employ in the position of Cook I at Gauley River Elementary School effective February 8, 2022. (T. Lawson, GRE COOK II; Vacating CRE-HT-COOK 3)
Juan Stearns	Employ in the position of Half Time Bus Operator for Bus 97 effective February 8, 2022. (M. Phillips, GAR 97; Vacating PCE COVID AIDE 2)
Mary Queener	Employ in the position of Half Time Cook I at Summersville Middle School effective February 8, 2022. (New, SMS-HT-Cook 6; Vacating GRE-COOK3).

**Professional Extra Curricular:**

Damon Kincaid	Employ in the position of Temporary Support Staff—Softball for Nicholas County High School effective upon completion of and applicable WVDE/WVSSAC requirements.
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**Consent:**

Doris Smith resigns her position as Head Track Coach at Richwood Middle School effective January 25, 2021.

Penny Beam resigns her position as Kindergarten Teacher at Panther Creek Elementary effective June 30, 2022, due to retirement.

Anita Jarrett resigns her position as Technology Liaison for Summersville Middle School effective February 1, 2022.

Kayla Legg resigns her position as Transportation/Instruction Aide at Nicholas County High School effective February 1, 2022.

Increase the contract of JROTC Instructor Kevin Maddy to 240 days effective immediately.

Permission to post and hire the following positions:

- o One Summer Sole Site Coordinator, to be paid with federal and grant funds, for each SMS, RMS, ZES, and BRE.
- o One 21<sup>st</sup> Century Summer Program Site Coordinator, to be paid for with grant funds, for each SES, GRE, and CRE.

**Approved Leave Requests**

Courtney McPherson seeks to be absent from her position as Teacher at Cherry River Elementary School effective from approximately May 11, 2022, until approximately May 11, 2023, for parental leave using unpaid leave.

Upon motion by Mr. Fred Amick, seconded by Mrs. Libby Coffman, the board unanimously consented to uphold the Superintendent’s recommendations and approved personnel as presented by Personnel Director, Melissa Adkins.

8. Superintendent’s Information:

a. Construction Planning/Architectural Update

Dr. Tetrick clarified to the board that she had received a call from the 911 dispatcher last week because of an apparent blast that was heard around the area. The Glade Creek site has blasting permits, but they haven’t started the blasting yet.

Mr. Roberts updated the board on the completion of the canopies at Richwood High School. All the areas have been completed with the exception of one and that will be complete tomorrow.

The Career Center roof is leaking, the entrance area was changed to keep students and staff away from the wet area. The supplies have been purchased, and will be applied on Weds. if the temperature is warm enough.

Summersville Elementary floor tiles are coming up out of the gym and lunch room area. The maintenance department worked all weekend removing the old and putting down the new flooring.

Dr. Tetrick updated the board on the Pre-Bid meeting on starting at 1 pm. The Bid Opening will be held here at the 2<sup>nd</sup> starting at 1 pm for the Cherry River Elementary site.

Already Approved  
Needs  
Signed

- 9. Reports:
  - a. SESC ~ Dr. Penix, nothing at this time.
  - b. Bright Horizons ~ Board Member, Coffman, nothing
- 10. Delegations: None
- 11. Items for Future Agendas:
- 12. Future Meeting Dates:
  - a. Regular Meeting ~ Monday, February 21, 2022, at
- 13. Adjournment:

Upon motion by, Mr. Phil Berry, second by Mrs. Libby Coffman, the Board unanimously consented to adjourn this regular meeting of the Nicholas County Board of Education. The meeting adjourned at 6:54 p.m.

The next meeting will be a regular meeting which will be held on Monday, February 21, 2022. The meeting will be held at the Nicholas County Board of Education Office, 400 Old Main Drive, Summersville, WV 26651, beginning at 5:00 p.m. The purpose of the meeting will be to conduct routine business.

Dr. Gus Penix, President NCBOE Dr. Gus Penix

Dr. Donna Burge-Tetrick, Superintendent Dr. Donna Burge-Tetrick

Kim Belletto, Recording Secretary Nicholas County Schools