

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, March 14, 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: February 21, 2022

Upon motion by Mr. Fred Amick, seconded by Mrs. Libby Coffman, the board unanimously consented to approve the minutes as presented.

4. Discussion Items & Presentations:
  - a. Jason Butcher, Director of SESC  
Director Butcher gave a presentation on the types of SESC employees that Nicholas County Schools have contracted through the SESC. Those positions include COVID Tracer's, COVID Custodian's, 1<sup>st</sup> Grade Teacher Aide's, (3) Information Technicians. The SESC can contract with an employee for part time or half time positions with or without benefits.
5. Action items:
  - a. Approval of 20-day comment for NEOLA Policy Section 2000.
  - b. Approval of the Amendment to Policy GDM Background Check Procedures for Pre-School Employees.

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

6. Consent Items:
  - a. Finance:

- 1. Payment of current invoices
- 2. Supplements and Transfers
- 3. Treasurer’s Report
- 4. Contracts:
  - a. SMS rental agreement with Summersville Arena & Conference Center ~ Spring Formal
  - b. Apple Care
- 5. Bids
  - a. NCHS Pavilion – Jakelin Construction
- 6. Proposed Levy Rates
- b. Out of State Travel Request:
  - 1. RHS ~ Greg James, Cody Boone, Jenny Gale Taylor, Sandra Gladwell, Alicia Olcott, Kelly Perrine, George Dotson, Chrissie Murphy, Susan Green, Dan Bragg, Phillip Perrine, Tiffany Russell, Amy Acree, Spring Blankenship, Betty Kelley, Monica Cox, Nikki Crites, Cheryl Childers, Crystale Clemens, Chaz Byrd, Alyiah Amcik ~ Orlando / Kissimmee, FL ~ April 26-May 1, 2022 ~ 90 Students ~ Via Charter Bus w/Insurance
  - 2. Chris Hanshaw and Adam Hanshaw ~ Seattle, WA ~ Microsoft Training ~ May 8-14, 2022
  - 3. RHS Out of State Trip Request ~ Alyiah Amick, Andrew Gilson, Derek Silman, Trish Neal ~ 44 students ~ Via School Bus ~ The Grounds of Monticello, Charlottesville, VA ~ April 8, 2022.

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

7. Personnel:  
started at 6:45 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 Mr. Fred Amick 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

Mrs. Libby Coffman moved to close the executive session and return to regular session. The motion was seconded by Mr. Phil Berry and carried unanimously. \*ended at 7:01 p.m.

No action was taken during executive session.

**a. Professional:**

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Tara Sutton	Employ in the position of Math Teacher at Nicholas County High School effective upon WVDE approval. (S. Groves, NCHS MTH 1-3/GLB; Vacating NCHSLD/MI/BD/AU 3)
Allison Berry	Employ in the position of Math Teacher at Richwood High School effective with the start of the 2022-2023 school year. (A. Berry, RHS-MTH 1; Vacating PCE-LD/MI/BD/AU 2)
Emily Tinnel	Employ in the position of Speech Language Pathologist for Nicholas County Schools effective July 1, 2022. (W. Mays, CRE-SP-SPCH; Vacating None)
Crystal Hayhurst	Employ in the position of 6 <sup>th</sup> Grade Teacher at Summersville Middle School effective with the start of the 2022-2023 school year. (J. Sizemore, SMS-G6-8 (Social Studies) Vacating SES G4-2).
Colton Willis	Employ in the position of 6 <sup>th</sup> Grade Teacher at Summersville Middle School effective with the start of the 2022-2023 school year. (B. Deitz, SMS G6-4 (Math); Vacating SES G5-1
Josie Groves	Employ in the position of Program Compliance and Instructional Support Coordinator for Nicholas County Schools effective March 21, 2022. (New, PCE-PCE-F-SP CORD; Vacating NCHS-ENG-G10/11)

**Service:**

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Mary Queener	Employ in the position of Cook I at Richwood High School effective March 15, 2022. (H. Shifflett, RHS-COOK 2; Vacating SMS-HT-Cook 6)
Vanessa McClung	Employ in the position of Half Time Cook I at Summersville Middle School effective 3, 15, 2022. (c. Ward, SMS-HT-COOK 4; Vacating Substitute)
Jennifer Daniels	Employ in the position of One-on-One Transportation/Instruction Aide II for a student currently enrolled at Nicholas County High

School effective March 21, 2022. (K. Legg; NCHS-SP-SPED AIDE 7 1:1 (114026); Vacating Substitute)

**Professional Extra Curricular:**

Shana Mullins                      Employ in the position of Assistant Track Coach at Richwood Middle School effective upon completion of any applicable WVDE/WVSSAC requirements.

Julie Taylor  
Heather Young  
Kelly Tyler  
Teresa Brown  
Madison Simms                      Employ in the position of Summer Boost Tutor for Cherry River Elementary effective with the start of the program.

Matthew Bailey  
Christina Crowder  
Monica Cox  
Janice Bane  
Gournina Williams  
Richard Caufield                      Employ in the position of Summer Boost Tutor for Gauley River Elementary effective with the start of the program.

Tammy J. Rader  
Donna Dever  
Tammy Groves  
April Coleman  
Jackie Knight  
Rachel Ford  
Michelle Irvin                      Employ in the position of Summer Boost Tutor for Summersville Elementary effective with the start of the program.

Melissa Cole  
Alexis Willey                      Employ in the position of Summer SOLE Tutor for Richwood Middle School effective with the start of the program.

Ashley Gladwell  
Emily Prior                      Employ in the position of Kinder Boost Teacher for Gauley River Elementary School effective with the start of the program.

Lori Cox                      Employ in the position of Kinder Boost Teacher for Glade Creek Elementary School effective with the start of the program.

Rebecca Bartlett                      Employ in the position of Kinder Boost Teacher for Mt. Nebo Elementary School effective with the start of the program.

Amanda Hanks  
Kelly Aldridge                      Employ in the position of Kinder Boost Teacher for Summerville Elementary School effective with the start of the program.

**Consent:**

Matt Phillips resigns his position as Custodian at Nicholas County High School effective March 2, 2022.

Louise Molnar resigns her position as Academic Interventionist effective January 4, 2022,

Lindsey Sanson resigns her position as Temporary Support Staff Girls Basketball for Nicholas County High School effective February 28, 2022.

Michael Rapp resigns his position as Assistant Softball Coach at Summersville Middle School effective February 27, 2022.

Lemon Groves resigns his position as Bus Operator for Nicholas County Schools effective June 30, 2022, due to retirement.

Marie Shaffer resigns her position as Head Girls Basketball Coach for Summersville Middle School effective March 7, 2022.

Permission to post and hire the following positions:

- One Extended School Year Itinerant Speech Language Pathologist to be paid for with Special Education Funds.
- Three Extended School Year Itinerant Special Education Teachers to be paid for with Special Education Funds.
- Extended School Year Itinerant Pre-School Special Needs Teacher to be paid for with Special Education Funds.
- One Extended School Year Itinerant Transportation/Instruction Aide
- Three Graduation Tutors for Richwood High school to be paid for with West Virginia Gear Up Funds.
- One Entrepreneurship Teacher to be paid for with WVDE funds.
- One Law and Public Safety Teacher to be paid for with county funds.
- One special education Transportation/Instruction Aide for Gauley River Elementary to be paid for with county funds.
- One Summer Energy Express Stem Teacher for Mt. Lookout Elementary School

Approve the following volunteers for Nicholas County Schools:

Alyssa Cline	Erin Williams	Joyce Fisher	Pam McCoy
Taylor Critchley	Vincent Ritchie	Virginia Reece	Tonya Hinkle

**Approved Leave Requests**

Wendy Mays seeks to be absent from her position as Speech Language Pathologist for Nicholas County schools beginning February 24, 2022, and continuing until May 27, 2022, using paid and Family Medical Leave.

Lisa Knight seeks to be absent from her position as Counselor at Nicholas County High School effective April 25, 2022, and continuing through May 2, 2022, using four personal days and one-day unpaid leave.

Britney Hamon seeks to be absent from her position as ECCAT at Cherry River Elementary School beginning approximately May 16, 2022, and continuing until approximately May 16, 2023 for parental leave using sick and unpaid leave.

Charles Cole seeks to be absent from his position as Bus Operator for Nicholas County Schools on an as needed basis using Family Medical Leave beginning February 22, 2022, and continuing for the rest of the school year.

Upon motion by Mr. Fred Amick, seconded by Mr. Phil Berry, 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. Burge-Tetrick updated the board on the Cherry River project, bids were opened on March 2<sup>nd</sup>, ZMM along with Skanska are continuing to evaluate the bid. It should be back before the next board meeting on the 21<sup>st</sup> or thereafter.

Superintendent congratulated Bryson Phipps of NCHS for being named the West Virginia Metro News Scholar Athlete of the Week. This award is sponsored by ZMM Architects and Engineers.

9. Reports:

a. SESC ~ Dr. Penix ~ nothing at this time.

b. Bright Horizons ~ Board Member, Coffman ~ nothing at this time.

10. Delegations: None

11. Items for Future Agendas:

a. Mr. Moose asked to discuss the request for assistance with the Richwood Armory. Dr. Tetrick explained that schools can choose to rent the Armory for dances/prom or whatever.

Board President, Penix asked to change the time of the April 19, 2022 meeting from 5 pm to 2 pm, this will allow the candidates to attend the “Meet the Candidates” event. The board agreed unanimously.

12. Future Meeting Dates:

a. Regular Meeting ~ Monday, March 21, 2022, at NCBOE Office at 5 pm

b. Regular Meeting ~ Monday, April 4, 2022, at NCBOE Office at 5 pm

**Time change from 5 pm to 2 pm for the following meetings.**

- c. **Reconvened** Meeting (per WV Code) ~ TUESDAY, April 19, 2022, at NCBOE, starting at 2 pm
  - d. Regular Meeting ~ TUESDAY (per WV Code), April 19, 2022, at NCBOE Office starting at 2 pm
13. **Recess** until April 19, 2022 per WV Code: