

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 Tuesday, June 21, 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: May 16, 23, June 1, and 6, 2022

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

4. Recognition of Retiree's:
  - a. Penny Beam
  - b. Lisa Bennett
  - c. Mary Beth Cook
  - d. Lemon Groves
  - e. Cleta Hanshaw
  - f. Elsie Henline
  - g. Terry Jenkins
  - h. Theresa Lawson
  - i. Wendy Mays
  - j. Patricia Methaney
  - k. Debra K. Mullens
  - l. Oakie Myers
  - m. Stella Price
  - n. Fred (Rocky) Roberts
  - o. Charles D. Rose
  - p. Tamera Scruggs
  - q. Cynthia Shelton
  - r. Patricia Smallwood

- s. Cathlene Tincher
- t. Pamela Toburen
- u. Roy Vickers

Board President, Dr. Penix asked for a short recess to celebrate the retiree's with refreshments.

5. Action items:

- a. Approval to add Alternate #1 to the Richwood High School, Richwood Middle School and Cherry River Elementary Campus bid package to expand gymnasium seating to meet sectional seating requirements.
- b. Approval to add Alternate #2 to the Richwood High School, Richwood Middle School and Cherry River Elementary Campus bid package to provide 2 Flex Classrooms and associated Corridor.
- c. Approval to add Alternate #1 to the Nicholas County High School and Summersville Middle School bid package to add seating to the Auditorium to match existing Nicholas County High School seating number and associated stairs and elevator. This increase will allow the same percentage of seating for Nicholas County High School Students as provided for Richwood High School Students.
- d. Approval to add Alternate #2 to the Nicholas County High School and Summersville Middle School bid package to add Elevated Running / Walking Track inside the Gymnasium and associated stairs. (An alternate is not needed for NCHS gymnasium; it is currently large enough to host sectionals. Seating may be added to meet the current number of seats at NCHS without expanding the gymnasium size).
- e. Approval of Policy 2271 on Dual Credit beginning with the 2021-2022 school year.
- f. Approval of the Contract with Andrea Williams for Consultation provided to GRE with IEPs, 504 plans, and behavior assessment.
- g. Approval of the MOU with Concord University for Clinical Students, Field Placement, Student Teachers and Resident Teachers.
- h. Approval of Superintendent's Guidelines for Remote Work.
- i. Approval of the MOU with SESC Contract with Rocky Roberts to provide Maintenance and Transportation Supervision Services/Mentorship.
- j. Approval to renumber NCBOE Policy on Superintendents Evaluation to NEOLA Policy Number 1240.
- k. Approval to renumber NCBOE Policy on Title IX to NEOLA Policy 3362 and Policy 4362.
- (E) ~~l. Approval of Policy 2271 on Dual Credit Policy effective beginning 2021-2022 school year.~~
- m. Approval of NEOLA Policy Section 7000 with an effective date of July 1, 2022.
- n. Approval to place NEOLA Sections 5000 and 6000 on 20-day comment and approve as an emergency rule effective July 1, 2022.
- o. Approve NEOLA Section 8000 as an emergency rule effective July 1, 2022

Upon motion by Mrs. Libby Coffman, seconded by Mr. Phil Berry, along with board members Penix, and Amick the board consented to uphold the Superintendent’s recommendations and approved action item (d) as presented. Member Moose voted against. Vote was (4-1)

Upon motion by Mr. Fred Amick, seconded by Mr. Phil Berry, the board unanimously consented to uphold the Superintendent’s recommendations and approved action items (a, b, c, e, f, g, h, i, j, k, m, n, o) as presented.

6. Consent Items:

a. Finance:

- 1. Payment of current invoices
- 2. Supplements and Transfers
- 3. Treasurer’s Report
- 4. Contracts:
  - a. Appalachian Office Products
  - b. Mick Souter’s Touring Musical Theater
  - c. Kev Group, Inc.
  - d. Friends R Fun
  - e. Nicholas County Community Action

5. Bids:

- a. TSS/Glade Creek and Panther Creek
- b. Produce – Crook Brothers – only bid
- c. Bakery – Flowers – only bid
- d. Dairy – United Dairy – only bid
- e. Combi-Oven Bid – C & T Design & Equipment based on the installation/delivery date.

6. Surplus Property

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

7. Personnel:

a. **Professional:**

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Amber Lemon                      Employ in the position of Itinerant Elementary School Counselor for Nicholas County Schools effective upon WVDE approval. (H. Krese, GRE-ITIN CNS 1; Vacating NONE)

Christina Crowder              Employ in the position of Itinerant Social Worker for Nicholas County School effective with the start of the 2022-2023 school year. (M. Kinney, CO-G-FS SOCWRK; Vacating SMS G6-5/GRE-G-EFAM)

Allen Stump                      Employ in the position of Transportation/Maintenance Director for Nicholas County Schools effective upon release from his current employer. (R. Roberts, Co-MAIN/D; Vacating Out of System.)

**Service:**

Erica Groves                      Employ in the position of Transportation/Instruction Aide/Autism Mentor at Nicholas County High School effective with the start of the 2022-2023 school year. (J. Knight, NCHS-AU/MNT AIDE1:1 (114027A); Vacating Substitute)

Amber Lewis                      Employ in the position of Transportation/Instruction Aide IV at Gauley River Elementary School effective with the start of the 2022-2023 school year. (C. Byrd GRE-COVID ADIE 1; Vacating CRE-COVID Aide I).

Amber Bailes                      Employ in the position of Transportation/Instruction Aide IV at Panther Creek Elementary School effective with the start of the 2022-2023 school year. (K. Stearns, PCE-COVID ADIE 2; Vacating RMS-SP-SPED AIDE1).

Megan Milam                      Employ in the position of Transportation/Instruction Aide IV at Gauley River Elementary School effective with the start of the 2022-2023 school year. (C. Clemens, GRE-SPED AIDE 4; Vacating GRE-COVID AIDE 2).

Connie Rader                      Employ in the position of Early Classroom Teaching Assistant for Panther Creek Elementary school effective for the 2022-2023 school year. T. Hartley, PCE-ECCAT 1/Beam; Vacating NCHS-SP-SPED AIDE 2)

Rocky Roberts                      Employ in the position of Substitute Bus Operator for Nicholas County Schools effective July 1, 2022

**Professional Extra Curricular:**

Joseph Richardson              Employ in the position of Assistant Football Coach at Richwood High School effective upon completion of any applicable WVDE/WVSSAC requirements.  
John Malcomb

**Consent:**

Please pay Connie Roberts any remaining vacation days (up to 18 days) upon the effective date of her resignation.

Derek Silman resigns his position as Assistant Boys Basketball at Richwood Middle School and Assistant Baseball Coach at Richwood High School effective June 17, 2022.

Taylor Huffman resigns her position as Assistant Volleyball Coach at Summersville Middle School effective June 21, 2022.

Permission to post and hire the following extracurricular positions to be paid for with county funds

- 200-day Mid-Day General Maintenance/Truck Driver/ Electrician
- Two 200-day Mid-Day General Maintenance/Truck Driver
- Mid-Day Learning Center/Old Main Custodian
- Five Nicholas County Career Center/Nicholas County Learning Center Bus Operators

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. Burge-Tetrick congratulated Mr. Mark O'Dell and his students at NCCTC for a beautiful job on the WV Dept. of Tourism's Wooden Signs and Swings. O'Dell and his students designed and made (9) sets of single swings with a wooden WV State plaque. They will be placed in 9 strategic places around the State.

9. Reports:
- a. SESC ~ Dr. Penix – Regular business meeting, no new actions.
- b. Bright Horizons ~ Board Member, Coffman – Regular business meeting.

10. Delegations: none

11. Items for Future Agendas:

12. Future Meeting Dates:
- a. Special Meeting ~ Thursday, June 23, 2022, at NCBOE Office start time 10 am
- b. Regular Meeting ~ **TUESDAY**, July 5, 2022, at NCBOE Office start time 5:00 pm.
- c. Regular Meeting ~ Monday, July 18, 2022, at NCBOE Office start time 5:00 pm.
- d. Regular Meeting ~ Monday, August 1, 2022, at NCBOE Office start time 5:00 pm.
- e. Regular Meeting ~ Monday, August 15, 2022, at NCBOE Office start time 5:00 pm.

13. Adjournment:

Upon motion by, Mr. Fred Amick, 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 7:10 p.m.

The next meeting will be a special meeting which will be held on Thursday, June 23, 2022. The meeting will be held at the Nicholas County Board of Education Office, 400 Old Main Drive, Summersville, WV 26651, beginning at 10:00 a.m. The purpose of the meeting will be to discuss the FEMA Funded School Building Projects with Nicholas County Schools by WV State Superintendent, Clayton Burch and Director

of WV School Building Authority, David Roach. Along with possible approval of the 22-23 Coaching Pay Scale and renumbering NCBOE Policy FGCBBB to NEOLA Policy 1520.01.

Mr. Chip Perrine, President NCBOE ✓ Weldon W. Perrine

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

Kim Belletto, Recording Secretary Nicholas County Schools