

**Summers County Board of Education**  
**Regular Board Meeting Minutes**  
**YouTube <https://tinyurl.com/SCS-youtube>**  
**SCCHS Auditorium**  
**December 9, 2021 ~ 6:00 p.m.**

**1. Roll Call**

The Summers County Board of Education met in a regular meeting at the Summers County Comprehensive High School Auditorium and on YouTube December 9, 2021 at 6:00 p.m. Board members in attendance: Mr. Stanley Duncan, Board President; Mrs. Jacqueline Farley, Mr. Jay McBride, Mr. Kenneth Brogan, and Mr. Gregory Angell. Employees in attendance were Mr. David Warvel, Superintendent; Mr. Chad Meador, Director; Mr. Adam Coon, Director; Mrs. Lauren Crook, Business Manager; Dr. Linda Knott, Director; and Mr. Bryan Boone, Director.

**2. Invocation/Pledge of Allegiance**

The invocation was given by Mr. Larry Cochran and the Patriot Club of Hinton Area Elementary, followed by the Pledge of Allegiance.

**3. Approval of Agenda/Adjustments**

Upon a motion made by Mr. Brogan, seconded by Mrs. Farley and by unanimous vote the board approved to pull Safe & Sound to be considered separately. Upon a motion made by Mr. Brogan, seconded by Mr. McBride and by unanimous vote approved the agenda with adjustment.

**4. Pause for Applause**

- A. Student Success Services – HAE students discussed parent and community involvement and the Patriot Club talked about flag facts and performed a flag folding ceremony.
- B. Instructional Initiatives – Mr. Wood discussed creative writing about a Parody of Jack and the Beanstalk called Project Beans.
- C. Community Volunteerism – NONE

**5. Presentations**

Mr. Hudgins gave a presentation about good things being done at SCCHS.

**6. Public Comment**

Keira Eerenburg made a comment regarding the food being served at SCCHS. She met with Dr. Knott and Mr. Hudgins and discussed her concerns.

**7. Approval of Minutes**

Upon a motion made by Mr. Angell, seconded by Mr. McBride, and by unanimous vote approved the following minutes, as recommended by the Superintendent.

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**8. Approval of Bills**

Upon a motion made by Mrs. Farley, seconded by Mr. Angell, and by a 4-0 vote, the board approved the payment to Safe & Sound, as recommended by the Superintendent. Mr. Brogan abstained.

**9. Approve Transfers and Supplements**

NONE

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**10. Old Business**

- A. Discussion / Possible Action Regarding Donation of Summers Middle School Building to the City of Hinton  
This item will remain on agenda, no action was taken.
- B. Discussion / Possible Action Regarding Renovation of the Bus Garage and Drainage  
Waiting on McKinley to check for structural integrity. Once we receive contracts it will be two weeks.

**11. New Business**

- A. Purchases over \$20,000.  
NONE
- B. Approval of the County Superintendent Performance Evaluation Process as outlined in WVDE Policy 5309 template developed by the WVASA and WVSBA.  
Upon a motion made by Mr. Duncan, seconded by Mrs. Farley and by unanimous vote, the board approved to use the 5309 template to evaluate the Superintendent at the January 19, 2022 board meeting.
- C. Discussion/Possible Action for Middle School Honors Program (ELA for 2<sup>nd</sup> Semester)  
No action was taken. Mr. Duncan and Mrs. Farley will meet with Mr. Warvel to discuss the price and number of students. Information will be provided in January. This item will be included on the December 23, 2021 agenda.
- D. Discussion/Possible Action for Naming of Facilities, Floors, Fields, ETC.  
No action was taken. Waiting for policy V-1-7 to be approved.
- E. MOU with Cindy Wilson and Greg Mintor (contracts are included in folders)  
Upon a motion made by Mrs. Farley, seconded by Mr. McBride, and by unanimous vote approved the contracts, as recommended by the Superintendent.
- F. Discussion/Possible Action regarding policies to be put out for Public Comment  
Upon a motion made by Mr. Duncan, seconded by Mr. McBride and by unanimous vote approved the following policies to be put out for public comment, as recommended by the Superintendent.
  - IV-C-1 Employee / Student Dress Code
  - II-B-6 Public Participation in Board Meetings
  - II-B-1 Board Meetings
  - V-I-7 Naming Schools and School Facilities

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G. Discussion/Possible Action to Approve the following policies

Upon a motion made by Mr. Duncan, seconded by Mr. McBride, and by unanimous vote approved the following policies, as recommended by the Superintendent.

- IV-C-5 Evaluation of Personnel
- IV-D-1 Beginning Principal Internship Program Overview
- IV-D-2 Beginning Educator Internship Program
- IV-D-3 Summers County Service Personnel Staff Development Council
- IV-E Access to Personnel Records
- IV-G-1 Substitutes in Areas of Crucial Need and Shortage
- IV-G-2 Bus Drivers
- IV-G-3 Hiring-Equal Opportunity
- IV-G-4 Criminal Record Check
- IV-G-5 Temporary/Part Time Workers
- IV-H-5 Transfers
- IV-J-14 Personal Leave - Incentive Policy
- VIII-F-1 Cash in School Buildings
- VIII-G-3 Travel Policies and Procedures – 418 Temple Street
- VIII-G-4 Purchase Card Policy and Procedures Handbook
- VIII-H Individual School Funds
- VIII-I School Properties Disposal Procedures
- VIII-N Purchasing Procedure
- VIII-N-1 Vendor Issued Credit Cards
- VIII-N-2 Preference for Resident Vendors
- I-A-2 Policies and Administrative Regulations
- I-A-3 Policy, Administrative Regulation, and Sections Definitions
- I-A-5 Action by Superintendent in Absence of Policy
- I-A-6 Administrative Rules and Regulations
- II-A-1 Code of Ethics for Administrators
- II-A-2 Organization of Administrative Personnel

**12. Personnel Items**

Mrs. Farley made a motion, seconded by Mr. Angell, and by unanimous vote approved the following personnel items, as recommended by the Superintendent.

**Resignation/Retirement**

Name	Position/Location	Effective
J.W. Hamm	Assistant Football Coach/SCCHS	12/03/2021
Craig Cantrell	Assistant Basketball Coach/SCCHS	12/01/2021

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**Employment-Substitute Service**

Name	Classification	Notes
Ashley Fox	Aide	
Kimberly Bennett	Aide	
Alyssa Lilly	Aide	
Nicole Davidson	Aide	
Katina Kregsmann	Aide	

**13. Discussion of Next Agenda**

The next meeting will be held at the Central Office on December 23, 2021 at 8:30 a.m.  
Discussion for the honors class will be on the next agenda.

**14. Superintendent's Report**

State Board  
2021 Efficiency Report

**15. Adjourn**

Mrs. Farley adjourned the meeting at 8:13 p.m.