

Date    January 17, 2017

Regular	Superintendent’s Office	Warren L. Grace, Jr., President
Kind of Meeting	Where Held	Presiding Officer

STATE OF WEST VIRGINIA

COUNTY OF WETZEL, to-wit:

The Wetzel County Board of Education met in Regular Session on Tuesday, January 17, 2017, at the Office of the Superintendent of Schools in New Martinsville, WV at 6:30 p.m. The following members were present:

Josh Balcerek	Warren L. Grace, Jr.
Michael D. Blair	William F. Jones
Amy J. Cooley	

Member absent: Edward T. Toman, Secretary

OPENING, PLEDGE OF ALLEGIANCE, AND INVOCATION:

This Regular Session of the Wetzel County Board of Education was called to order by the President of the Board, Mr. Warren L. Grace, Jr. Members of the New Martinsville Girl Scout Troop 51301 led the Pledge of Allegiance to the Flag and Mr. Jones gave the opening Invocation.

DELEGATIONS:  
None

SUPERINTENDENT’S RECOMMENDATIONS:

Approval of Minutes: Regular Meeting – January 3, 2017

Acting on the Superintendent’s recommendation, Mr. Jones made the motion to approve the minutes for Regular Meeting, January 3, 2017. Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

Personnel Matters:

Retirements:

Shelley L. Hulsey	Acceptance of retirement from positions as English Teacher and Academic Coach at Paden City High School, effective the end of the school day on February 28, 2017.
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Professional Personnel:

Jacqueline N. Watkins	Approval for employment as Countywide Social Worker, based at Short Line School, effective January 18, 2017.
Brittany A. White	Approval for employment as Countywide Substitute Teacher, effective January 18, 2017.

Service Personnel:

Serena A. Huggins	Approval for change in assignment from Countywide Substitute Supervisory Teacher Aide to “TEMPORARY” Supervisory Teacher Aide/Special Needs Bus 14-6, effective January 18, 2017.
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Jason T. West                      Approval for change in assignment from Bus Operator, Huff/Schupbach/American Ridges, Bus #27, to “TEMPORARY” Bus Operator, Alt. 180/South Rt. 2, Bus 14-1, effective January 18, 2017.

**Extracurricular:**

Tiffany R. Heinzman      Approval for employment as Winter Events Coordinator at Paden City Middle School and Paden City High School, effective the beginning of the WVSSAC 2016-2017 Winter Season.

**Leave of Absence:**

Approval of request from Jeanne L. Scherer for an extension of her unpaid ‘maternity leave of absence’ from her position as Social Studies Teacher at Paden City High School, which began August 17, 2016 through twelve weeks post-partum, to extend to the end of the 2016-2017 school year.

**MOTION FOR APPROVAL OF SUPERINTENDENT’S RECOMMENDATIONS AS OUTLINED UNDER PERSONNEL MATTERS:**

Mr. Balcerek made the motion for approval of the Superintendent’s recommendations as outlined under Personnel Matters. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board.

**Routine Matters:**

**Out of State Trips:**

Approval of request from Donald Taylor, Band Director, to take four students and a chaperone from Valley High School to the 20<sup>th</sup> Annual Honor Band Festival at Virginia Tech from January 20-22, 2017. Funded by Valley High School Band Boosters.

Approval of request for Kathi Schmalz, Mark Batton, Rebecca McClain and John Smith to attend the SREB Advising Students for the 21<sup>st</sup> Century and Beyond National Workshop in San Antonio, TX from February 25-28, 2017. Funded through the High Schools That Work grant monies, Step 7 and CTE funds.

Approval of request for Beth Sigley, Beverly Vanscyoc, Ryan May and Jeremy Kelch to attend the SREB Advising Students for the 21<sup>st</sup> Century and Beyond National Workshop in San Antonio, TX from February 25-28, 2017. Funded through the High Schools That Work Professional Development grant funds and Step 7.

Approval of request for Jay Salva, Chad West, Belinda Baker and Carolyn Hizer to attend the SREB Advising Students for the 21<sup>st</sup> Century and Beyond National Workshop in San Antonio, TX from February 25-28, 2017. Funded through the High Schools That Work Professional Development grant funds.

Approval of request from Todd Barcus for Jason Utt to attend the ALICE training in Zanesville, OH from March 20-21, 2017. Funded through county funds.

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**MOTION FOR APPROVAL OF SUPERINTENDENT’S RECOMMENDATIONS AS OUTLINED UNDER ROUTINE MATTERS:**

Mr. Jones made the motion for approval of the Superintendent’s recommendations as outlined under Routine Matters. Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

**TREASURER’S REPORT:**

**Approval for Payment of Bills for the Month of December 2016 (invoices approved at this meeting are available for review at the Wetzel County Schools’ Financial Office); and Transfers and Increases in the Budget:**

Mr. Balcerek made the motion for approval for Payment of Bills for the month of December, 2016 and Transfers and Increases in the Budget. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board. The Transfers and Increases in the Budget are as follows:

BUDGET REVISION REQUEST

Submit to

WEST VIRGINIA DEPARTMENT OF EDUCATION  
OFFICE OF SCHOOL FINANCE  
BUILDING 6, ROOM 215  
1900 KANAWHA BOULEVARD EAST  
CHARLESTON, WV 25305

☒ SUPPLEMENT  
☐ TRANSFER  
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL  
Fiscal Year Ending: 06/30/17  
Revision Number: 6

Pursuant to the provisions of West Virginia Code 18-9B-10, authorization is requested to revise the approved budget for the entity and fiscal year indicated above, as reflected in the attached budget journal entry(ies).

Fund	Amount
Fund 11 - General Current Expense	\$
Fund 12 - General Current Expense - Excess Levy	
Fund 13 - General Current Expense - Multi-County Vocational Center	
Fund 14 - General Current Expense - Regional Education Service Agency	
Fund 16 - Trust Funds	
Fund 2_ - Debt Service	
Fund 3_ - Bond Construction	
Fund 41 - Permanent Improvement	
Fund 51 - Capital Projects	
Fund 61 - Special Revenue - Restricted Projects	18,322.00
Fund 63 - Special Revenue - MCVVC Restricted Projects	
Fund 64 - Special Revenue - RESA Restricted Projects	
Fund 71 - Special Revenue - ARRA Funds - County Boards	
Fund 73 - Special Revenue - ARRA Funds - MCVCS	
Fund 74 - Special Revenue - ARRA Funds - RESAs	
Total Request	18,322.00

I hereby certify that this budget revision request, submitted in accordance with the provisions of WVC 18-9B-10, is necessary to increase operating efficiency, has been approved by the governing board, and appears in the official minutes of the board for the date indicated:

01/17/17

SUPERINTENDENT'S (RESA/MCVVC DIRECTOR'S) SIGNATURE

For State Department of Education Use Only

RECOMMENDED FOR APPROVAL

DATE APPROVED

PROGRAM DIRECTOR

WVDE 11-20-12

Date January 17, 2017

Regular Superintendent's Office Warren L. Grace, Jr., President  
Kind of Meeting Where Held Presiding Officer

BUDGET REVISION REQUEST

Submit to: WEST VIRGINIA DEPARTMENT OF EDUCATION  
OFFICE OF SCHOOL FINANCE  
BUILDING 6, ROOM 215  
1900 KANAWHA BOULEVARD EAST  
CHARLESTON, WV 25305

☐ SUPPLEMENT  
☒ TRANSFER  
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL  
Fiscal Year Ending: 06/30/17  
Revision Number: 1002

Pursuant to the provisions of West Virginia Code 18-9B-10, authorization is requested to revise the approved budget for the entity and fiscal year indicated above, as reflected in the attached budget journal entry(ies).

Fund	Amount
Fund 11 - General Current Expense	\$
Fund 12 - General Current Expense - Excess Levy	
Fund 13 - General Current Expense - Multi-County Vocational Center	
Fund 14 - General Current Expense - Regional Education Service Agency	
Fund 16 - Trust Funds	
Fund 2 - Debt Service	
Fund 3 - Bond Construction	
Fund 41 - Permanent Improvement	
Fund 51 - Capital Projects	
Fund 61 - Special Revenue - Restricted Projects	25,145.00
Fund 63 - Special Revenue - MCVC Restricted Projects	
Fund 64 - Special Revenue - RESA Restricted Projects	
Fund 71 - Special Revenue - ARRA Funds - County Boards	
Fund 73 - Special Revenue - ARRA Funds - MCVCs	
Fund 74 - Special Revenue - ARRA Funds - RESAs	
Total Request	\$ 25,145.00

I hereby certify that this budget revision request, submitted in accordance with the provisions of WVC 18-9B-10, is necessary to increase operating efficiency, has been approved by the governing board, and appears in the official minutes of the board for the date indicated:

01/17/17	
DATE OF BOARD MEETING	SUPERINTENDENT'S (RESA/MCVC DIRECTOR'S) SIGNATURE

WVDE 11-20-12

For State Department of Education Use Only

RECOMMENDED FOR APPROVAL

DATE APPROVED PROGRAM DIRECTOR

SECOND READING OF NEW/REVISED WETZEL COUNTY POLICY(S):

FIRST READING	SECOND READING	NEW POLICY	REVISED POLICY	DELETE POLICY	NAME OF POLICY	ORIGINATOR
	X		X		IKA: Assessment/Reporting Systems Policy	Tammy Wells

Approval for Second Reading of Wetzel County Policy IKA: Assessment/Reporting Systems Policy:

Mr. Balcerek made the motion for approval of Second Reading of Wetzel County Policy IKA. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board.

POSSIBLE EXECUTIVE SESSION:

An Executive Session was not needed.

OTHER ITEMS:

Mr. Blair questioned the review of the 261-day contract for school building principals. Mr. Highley responded, saying he spoke with all the principals at last weeks' meeting, and asked them to email him their thoughts. Mr. Highley said he has collected most of them, and stated he would bring it to the Board once he receives all of them.

Mr. Balcerek questioned how the schools are dealing with all the illnesses. Mr. Highley stated that it is isolated to New Martinsville School right now, and that additional custodians are working this evening to clean and disinfect. Mr. Highley also said that the Health Department has been contacted for suggestions, and noted we are already complying with their advice: kids are to stay home if they have a fever; kids are not to return until the fever is gone for 24 hours; wash hands; and disinfect. Mrs. Cooley suggested a call on School Messenger be made to remind parents. Mr. Highley stated they plan to monitor the absences tomorrow, and will have a call go out tomorrow evening if necessary.

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**DATE AND TIME OF NEXT MEETING:**

February 6, 2017       - Regular Meeting - County Office - 6:30 p.m.

**ADJOURNMENT:**

Having set the time and date of the next meeting of the Wetzel County Board of Education, Mr. Grace made the motion to adjourn this Regular Meeting. Mr. Jones seconded the motion for unanimous approval to adjourn. Meeting was adjourned at 6:39 p.m.

_____	President
_____	Secretary