

Date .....January 19, 2016.....

.....Regular.....	Magnolia High School.....	Michael D. Blair, 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 19, 2016, at Magnolia High School, in New Martinsville, WV, at 6:30 p.m. The following members were present:

Josh Balcerek	Carolyn R. Gatian
Michael D. Blair	Linda T. Kirk
Aaron D. Cisar	Leatha Williams, 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. Michael D. Blair. Mrs. Gatian led the Pledge of Allegiance to the Flag and Mr. Balcerek gave the opening Invocation.

PRESENTATION:

Assessment/Reporting Systems Policy - Mark Batton and Jay Salva:

Mr. Salva and Mr. Batton provided the Board with copies of the revisions to the Assessment Policy and reviewed the spring exam transition for this year. Mr. Salva noted that a committee, consisting of the high school principals, Mrs. Williams and Mrs. Wells, has met and discussed the changes needed to the exam policy to reflect the changes in testing, going from WESTEST 2 to the General Summative Assessment. He said that the semester exam schedule will be developed by the principal, and the teachers must submit their exams to the principals for review and approval prior to testing. The semester exams will count for 20% of the final semester grade and should be designed so that they require a minimum of 80 minutes for completion. Mr. Salva noted that at the middle level, the exams may be administered over two class periods. Mrs. Williams also made note that teachers were involved in the policy revision as well.

Mr. Salva explained the requirements and criteria for exemption for seniors and noncore classes, which includes the following: absent four or fewer days; maintain at least a ‘C’ average; no discipline referrals resulting in in-school or out-of-school suspension/alternative education or referral to legal authority; and have less than 5 tardies.

Mr. Batton further explained the requirements for exemption for the spring transition and said the main concept of the committee was based on student growth. He said that students must grow or increase by at least 15% of the difference between the highest possible score for their grade level Interim Comprehensive Assessment (ICA)/Diagnostic Assessment and their fall score or meet/maintain a level III proficiency rate. Mr. Batton noted that the ICA’s are administered to the 11<sup>th</sup> grade students, and the Diagnostics are administered to the 9<sup>th</sup> and 10<sup>th</sup> grade. He provided the Board with samples from an individual student report for an 11<sup>th</sup> grade student and for a 9<sup>th</sup> grade student, which indicated the student performance on the test administered in September. He then explained the worksheet the students will use to calculate the growth points and score needed on the next test administered in February or March in order to qualify for exemption on the exams. Mr. Batton also explained that the results from the test given in February or March will determine how much the students have learned and grown since the first test administered in September. Mrs. Williams further explained that the committee designed the policy revision in this way because OEPA will base the letter grade for each school next year based on observed growth, adequate growth, and accelerated growth.

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SUPERINTENDENT’S RECOMMENDATIONS:

Approval of Minutes: Regular Meeting - January 4, 2016

Acting on the Superintendent’s recommendation, Mr. Balcerek made the motion to approve the minutes for Regular Meeting, January 4, 2016. Second to the motion was made by Mrs. Gatian and the motion was approved unanimously by the members of the Board.

Personnel Matters:

Employment and/or Changes in Employment:

Retirements and/or Resignations:

Resignations:

- Amanda J. Blake Acceptance of resignation from position as Countywide Substitute Teacher, effective January 6, 2016.
- Aaron D. Cisar Acceptance of resignation from position as Countywide Substitute Teacher, effective January 5, 2016.
- Michelle A. Gorby Acceptance of resignation from positions as Winter Season Evening Events Coordinator 7th/8th Grade, and Winter Season and Spring Season Evening Events Coordinator at Paden City High School, effective January 7, 2016.
- Kelly J. Lloyd Acceptance of resignation from position as Girls Track Coach at Short Line School, effective January 5, 2016.

Professional Personnel:

- Hannah D. Evans Approval for change in assignment from Countywide Substitute Teacher to Half-time MI/LD/BD with Autism Teacher at Long Drain School, effective January 20, 2016. Will remain Countywide Half-time Substitute Teacher.
- Elizabeth A. Ferguson Approval for employment as Countywide Substitute Teacher, effective January 20, 2016. Non-certified.
- Ashley R. Ferrell Approval for employment as Countywide Substitute Teacher, effective January 20, 2016.
- Janice L. Miller Approval for employment as Countywide Substitute Teacher, effective January 20, 2016.
- Christie L. Neilson Approval for employment as Countywide Substitute Teacher, effective January 20, 2016. Non-certified.
- Debra K. Tieche Approval for employment as Countywide Substitute Teacher, effective January 20, 2016.

Service Personnel:

- Leah B. Briggs Approval for change in assignment from Countywide Substitute Bus Operator to Bus Operator - Bus #49, Sancho/Burton/Pogue Run, 655/D, effective January 20, 2016.

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John L. Eggleston	Approval for change in assignment from Custodian II, 682/B at New Martinsville School to Custodian III, 683/C at New Martinsville School, effective January 21, 2016.
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**Extracurricular:**

Karen L. Longwell	Approval for contracted service position as After School Program Tutor at Long Drain School, effective January 20, 2016.
Janet M. Park	Approval for contracted service position as After School Program Tutor at Long Drain School, effective January 20, 2016.
Sharon E. Snider	Approval for contracted service position as After School Coordinator at Long Drain School, effective January 20, 2016.
Melanie N. Springer	Approval for contracted service position as After School Program Tutor at Long Drain School, effective January 20, 2016.
Leanna K. Watson	Approval for contracted service position as After School Program Tutor at Long Drain School, effective January 20, 2016.
Dawn L. West	Approval for contracted service position as Reading Academy Tutor at Long Drain School, effective January 20, 2016.
Mary A. Young	Approval for contracted service position as Mentor Teacher - Third Grade at New Martinsville School, effective January 20, 2016.

**Leave of Absence:**

Approval of request from Mary K. Wright for an unpaid ‘maternity leave of absence’ from her position as Countywide School Nurse, based at Long Drain School and Hundred High School, beginning upon depletion of her personal leave and permissive personal leave days, from January 25, 2016 through twelve weeks post- partum.

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

Mrs. Gatian made the motion for approval of the Superintendent’s recommendations as outlined under Personnel 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, 2015 (invoices approved at this meeting are available for review at the Wetzel County Schools’ Financial Office); and Transfers and Increases in the Budget:**

Mrs. Kirk made the motion for approval for Payment of Bills for the Month of December, 2015 and Transfers and Increases in the Budget. Second to the motion was made by Mrs. Gatian and the motion was approved unanimously by the members of the Board. The Transfers and Increases in the Budget are as follows:

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Regular Magnolia High School Michael D. Blair, President  
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BUDGET REVISION REQUEST

Submit to:  
WEST VIRGINIA DEPARTMENT OF EDUCATION  
OFFICE OF SCHOOL FINANCE  
BUILDING 8, ROOM 218  
1808 KANAWHA BOULEVARD EAST  
CHARLESTON, WV 25308

☒ SUPPLEMENT  
☐ TRANSFER  
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL  
Fiscal Year Ending: 06/30/18  
Revision Number: 7

Pursuant to the provisions of West Virginia Code 18-6B-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	\$ 2,811,830.00
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	
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	2,811,830.00

I hereby certify that this budget revision request, submitted in accordance with the provisions of WV Code 18-6B-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:

01/19/16  
DATE OF BOARD MEETING

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

For State Department of Education Use Only

RECOMMENDED FOR APPROVAL

DATE APPROVED

PROGRAM DIRECTOR

WVDE 11-20-12

BUDGET REVISION REQUEST

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WEST VIRGINIA DEPARTMENT OF EDUCATION  
OFFICE OF SCHOOL FINANCE  
BUILDING 8, ROOM 218  
1808 KANAWHA BOULEVARD EAST  
CHARLESTON, WV 25308

☐ SUPPLEMENT  
☒ TRANSFER  
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL  
Fiscal Year Ending: 06/30/18  
Revision Number: 1002

Pursuant to the provisions of West Virginia Code 18-6B-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	\$ 2,938,888.87
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	
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	2,938,888.87

I hereby certify that this budget revision request, submitted in accordance with the provisions of WV Code 18-6B-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:

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RECOMMENDED FOR APPROVAL

DATE APPROVED

PROGRAM DIRECTOR

WVDE 11-20-12

FIRST/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	Leatha Williams

Approval on First Reading of Wetzel County Policy IKA, Assessment/Reporting Systems Policy:

Mr. Balcerek made the motion for approval of First Reading of Wetzel County Policy IKA, Assessment/Reporting Systems Policy. Second to the motion was made by Mrs. Gatian and the motion was approved unanimously by the members of the Board.

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**OTHER ITEMS:**

Mrs. Kirk commented on the Board meetings being moved from the County Office and suggested they rotate and go to all the schools. Mr. Blair suggested they be moved back to the County Office. Mrs. Williams and the Board were in agreement to move the Board meetings back to the County Office.

**POSSIBLE EXECUTIVE SESSION:**

Mr. Blair moved and Mrs. Gatian seconded the motion for unanimous approval to retire into Executive Session per WV Code §6-9A-4(3), for the discussion of student matters....The Board retired in Executive Session at 6:57 p.m. Following the Executive Session, the Board reconvened in Open Session at 7:36 p.m., no action needed, none taken.

**DATE AND TIME OF NEXT MEETING:**

February 1, 2016 - Regular Meeting - ~~Magnolia High School~~ 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. Blair made the motion to adjourn this Regular Meeting. Mrs. Gatian seconded the motion for unanimous approval to adjourn. Meeting was adjourned at 7:36 p.m.

_____	President
_____	Secretary