

DateJanuary 20, 2015.....

.....Regular.....Superintendent’s Office.....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 20, 2015, at the Office of the Superintendent of Schools, in New Martinsville, WV, at 6:30 p.m. The following members were present:

Josh Balcerek Linda T. Kirk
Michael D. Blair Robert E. Patterson
Carolyn R. Gatian Dennis Albright, 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. Patterson gave the opening Invocation.

REPORT:

County Strategic Plan Annual Update - Tammy Wells

Mrs. Wells provided the Board with a handout which included the Strategic Plans for the county and individual schools. She reviewed the goals of the Wetzel County Strategic Plan as follows:

- 1) 60% of our students will reach proficiency at or above mastery on the Smarter Balanced Assessment.
- 2) 90% of our high school students will graduate in a four-year cohort annually.
- 3) Wetzel County Schools will maintain a 93% high school attendance rate and a 90% elementary attendance rate.

Mrs. Wells requested the Board’s approval of the county plan at the next regularly scheduled meeting.

SUPERINTENDENT’S RECOMMENDATIONS:

Approval of Minutes: Regular Meeting - January 5, 2015

Acting on the Superintendent’s recommendation, Mrs. Kirk made the motion to approve the minutes for Regular Meeting, January 5, 2015. Second to the motion was made by Mrs. Gatian and the motion was approved unanimously by the members of the Board.

Mr. Blair informed the Board to strike Sandra J. Hurst from page 2 of the Agenda under “Service Personnel”.

Personnel Matters:

Employment and/or Changes in Employment:

Retirements and/or Resignations:

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Retirements:

Carol Ann Archer	Acceptance of retirement from position as Records and Certification Secretary/Coordinator, effective June 30, 2015.
Teresa J. Burgey	Acceptance of retirement from position as Supervisory Teacher Aide at Magnolia High School, effective June 30, 2015.
Johanna Lemasters	Acceptance of retirement from position as Kindergarten Teacher at Long Drain School, effective June 30, 2015.
Rebecca J. Moore	Acceptance of retirement from position as Special Education Teacher at Magnolia High School, effective June 30, 2015.
Kimberly A. Sobataka	Acceptance of retirement from position as Pre-School Special Needs Teacher at WCCCF, effective June 30, 2015.
Daniel R. Westfall	Acceptance of retirement from position as Bus Operator, effective June 30, 2015.

Resignations:

Debra D. Kocher	Acceptance of resignation from position as Head Girls Track Coach at Valley High School, effective January 5, 2015.
Haden V. Kocher	Acceptance of resignation from position as Assistant Girls Track Coach at Valley High School, effective January 5, 2015.
Beth A. Sigley	Acceptance of resignation from positions as Boys and Girls Cross Country Coach at Long Drain School, effective January 5, 2015, and Athletic Director at Long Drain School, effective February 6, 2015.
Nathan K. West	Acceptance of resignation from positions as Countywide/Itinerant Supervisory Teacher Aide/Autism Mentor at Magnolia High School, and Evening Events Coordinator - Winter Season at Magnolia High School, effective the end of the day January 9, 2015.

Professional Personnel:

Hunter T. Ankrom	Approval for employment as Countywide Substitute Teacher, effective January 21, 2015. Non-certified.
Joshua R. Weekley	Approval for change in assignment from Technology Education Teacher at Valley High School, 200-day contract, to Countywide Technology Systems Specialist, based at WCCCF, 240-day contract, effective as soon as possible or pending a replacement is found for his teaching position at Valley High School.

Service Personnel:

John L. Eggleston	Approval for change in assignment from Countywide Substitute Custodian II, 682/B, to Evening Custodian II at Magnolia High School, 682/B, effective January 21, 2015.
Shirley A. Helmick	Approval for employment as Countywide Substitute Cook, effective January 21, 2015.

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~~Sandra J. Hurst Approval for change in assignment from Bus Operator, Coburn/Big Run/North Fork/Town Hill Bus Route, Bus #54, 655/D, to Countywide Special Needs Bus Operator, Bus #20, 655/D, effective January 21, 2015.~~

Extracurricular:

Michael R. Harwick Approval for employment as Evening Events Coordinator - Winter Season at Magnolia High School, effective January 5, 2015.

Amy J. Littell Approval for contracted services position as Mentor Teacher - Social Studies at New Martinsville School, effective January 21, 2015.

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

Mr. Patterson 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.

Routine Matters:

Out of State Trip:

Approval of request for Elizabeth Kaczor and Michelle LaRue, English as a Second Language (ESL) Teachers, to attend the Teacher of English to Speakers of Other Languages (TESOL) Conference held in Toronto, Canada, March 24-29, 2015. Funded through ESL and Professional Development Funds.

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

Mrs. Gatian made the motion for approval of the Superintendent’s recommendations as outlined under Routine Matters. Second to the motion was made by Mrs. Kirk 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, 2014 (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, 2014 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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BUDGET REVISION REQUEST

Submit to:
WEST VIRGINIA DEPARTMENT OF EDUCATION
OFFICE OF SCHOOL FINANCE
BUILDING 8, ROOM 218
1800 KANAWHA BOULEVARD EAST
CHARLESTON, WV 25305

☒ SUPPLEMENT
☐ TRANSFER
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL
Fiscal Year Ending: 06/30/16
Revision Number: 6

Pursuant to the provisions of West Virginia Code 18-8B-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 61 - 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	188,729.00

I hereby certify that this budget revision request, submitted in accordance with the provisions of WVC 18-8B-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:

01/20/15

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

WADE 11-20-12

For State Department of Education Use Only

RECOMMENDED FOR APPROVAL

DATE APPROVED PROGRAM DIRECTOR

BUDGET REVISION REQUEST

Submit to:
WEST VIRGINIA DEPARTMENT OF EDUCATION
OFFICE OF SCHOOL FINANCE
BUILDING 8, ROOM 218
1800 KANAWHA BOULEVARD EAST
CHARLESTON, WV 25305

☐ SUPPLEMENT
☒ TRANSFER
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL
Fiscal Year Ending: 06/30/16
Revision Number: 1003

Pursuant to the provisions of West Virginia Code 18-8B-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	\$ 438,000.00
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	475,526.51

I hereby certify that this budget revision request, submitted in accordance with the provisions of WVC 18-8B-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:

01/20/15

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

WADE 11-20-12

For State Department of Education Use Only

RECOMMENDED FOR APPROVAL

DATE APPROVED PROGRAM DIRECTOR

OTHER ITEMS:

Mr. Albright informed the Board that we are still required to hold two public meetings regarding the school calendar for the next school year. After brief discussion, the Board agreed to have one meeting held on a special night at Valley High School, and the other meeting at Paden City High School on a regular-scheduled Board meeting night.

Mr. Albright distributed ‘Thank-You’ notes to the Board members from some of the schools regarding the furniture allocations.

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Mrs. Novotny reported on the Special Education Audit which was held last week. She reviewed some of the highlights from the exit review, and noted the full report should return within sixty days. She said the audit team reviewed Special Education files at the County Office from each area of exceptionality and noted the only area of concern was in the extended school year indicator on the IEP’s. Mrs. Novotny said they also visited New Martinsville School, Paden City High School, Paden City Elementary, Short Line School, and Valley High School, and the team was very pleased overall. The audit team was very complimentary of the common plan time and the strong leadership throughout the county, and also stated the staff countywide was adequate to serve our students with disabilities and all the classrooms met the caseload limits per period. Mrs. Novotny will provide the Board with the full report when it is received.

Mrs. Gatian asked when the Assistant Principal position at New Martinsville School was going to be posted. Mr. Yeager said that Mrs. Pritchard preferred to wait until after the testing season. He stated Mr. Herrick is currently substituting in that position and he is experienced and very familiar with the testing. He said the position would be posted later in the spring.

Mrs. Gatian also asked about the Guidance Counselor position at Paden City High School. Mr. Barcus stated that Mr. West started the transition last week, working one day last week, and two days this week. He noted the transition will take approximately five weeks.

Mr. Yeager informed the Board that he will present the personnel plan for the upcoming school year on the February 16th Board Agenda. He said he will need to move and adjust personnel due to some of the class sizes.

Mr. Josh Weekley invited the Board members to the All-County STEM Championship at Valley High School next Wednesday, January 28th from 9 a.m. - 2 p.m.

POSSIBLE EXECUTIVE SESSION:
An Executive Session was not needed.

DATE AND TIME OF NEXT MEETING:

February 2, 2015 - 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. Blair made the motion to adjourn this Regular Meeting. Mrs. Gatian seconded the motion for unanimous approval to adjourn. Meeting was adjourned at 6:56 p.m.

President

Secretary