

DateDecember 7, 2015.....

.....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 Monday, December 7, 2015, at Magnolia High School, in New Martinsville, WV, at 6:30 p.m. The following members were present:

Josh Balcerek	Linda T. Kirk
Michael D. Blair	-----
Carolyn R. Gatian	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. Blair gave the opening Invocation.

PRESENTATION:

Presentation of checks to the four Public Libraries (Hundred, New Martinsville, Paden City, and Pine Grove) in Wetzel County - Leatha Williams

Mrs. Williams presented checks in the amount of \$4,000.00 each to the four public libraries in Wetzel County. These funds are the result of Wetzel County Schools’ ‘Excess Levy’, and Mrs. Williams expressed her appreciation for their work for literacy in our county. Those in attendance receiving the checks were Carol Roberts and Wilma Ornduff, representing Hundred Public Library, and Donna Goontz from the Pine Grove Public Library.

SUPERINTENDENT’S RECOMMENDATIONS:

<u>Approval of Minutes:</u>	Special Meeting - November 10, 2015
	Regular Meeting - November 16, 2015

Acting on the Superintendent’s recommendation, Mrs. Kirk made the motion to approve the minutes for Special Meeting, November 10, 2015 and Regular Meeting, November 16, 2015. Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

Personnel Matters:

Employment and/or Changes in Employment:

Retirements and/or Resignations:

Retirements:

John M. Boswell	Acceptance of retirement from position as Bus Operator, effective December 31, 2015.
Linda M. Fonner	Acceptance of retirement from position as Fifth Grade Teacher at New Martinsville School, effective June 30, 2016.

DateDecember 7, 2015.....

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Resignations:

Davette M. Petrucci	Acceptance of resignation from position as Evening Events Coordinator - winter season at Long Drain School, effective November 13, 2015.
Velisha I. Shepherd	Acceptance of resignation from position as Varsity and Junior Varsity Volleyball Coach at Valley High School, effective December 1, 2015.
Jonathan T. Snider	Acceptance of resignation from position as Head Cheerleader Coach at Magnolia High School, effective December 5, 2015.

Professional Personnel:

Paul E. Barcus, III	Approval for employment as MI/LD/BD with Autism Teacher at Short Line School, effective December 8, 2015. (Permit)
Brooke Hinerman	Approval for employment as Countywide Substitute Teacher, effective December 14, 2015. Non-certified.
James H. Melott, Jr.	Approval for change in assignment from Half-time MI/LD/BD with Autism Teacher at Long Drain School (permit) and Half-time Countywide Substitute Teacher to Countywide English as a Second Language (ESL) Teacher, effective December 8, 2015. (Permit)
Lisa A. Shepherd	Approval for change in assignment from Half-time English Teacher at Paden City High School and Half-time Countywide Substitute Teacher to Countywide English as a Second Language (ESL) Teacher, effective December 8, 2015. (Permit)
Sara L. Wells	Approval for employment as Countywide Substitute Teacher, effective December 8, 2015. Non-certified, pending certification.

Service Personnel:

Morgan M. Bates	Approval for employment as Countywide Substitute Supervisory Teacher Aide, effective December 8, 2015.
Kandy S. Stephen	Approval for change in assignment from Countywide Substitute Custodian II, to Evening Custodian II at New Martinsville School, 682/B, 228-day contract, effective December 9, 2015.
Madonna S. Underwood	Approval for change in job classification from Cook II, 676/B, at Paden City Elementary School to Cook III, 677/C, at Paden City Elementary School, effective November 18, 2015.

Extracurricular:

Michaela L. Goddard	Approval for employment as Evening Events Coordinator - Winter Season at Long Drain School, effective the beginning of the 2015-2016 WVSSAC Season.
Kimberly J. Hizer	Approval for employment as Co - 7th/8th Grade Cheerleader Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified.

DateDecember 7, 2015.....

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| Bryan E. Hostetler | Approval for employment as “Interim” 7 th Grade Boys Basketball Coach at New Martinsville School, effective November 12, 2015. Non-certified. |
| Bryan E. Hostetler | Approval for employment as “Interim” 8 th Grade Boys Basketball Coach at New Martinsville School, effective November 12, 2015. Non-certified. |
| Hannah S. Shreve | Approval for employment as Co - 7th/8th Grade Cheerleader Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified. |

Leave of Absence:

Approval of request from Meredith L. Pilant for an unpaid ‘maternity leave of absence’ from her position as First Grade Teacher at New Martinsville School beginning upon depletion of her personal leave and permissive personal leave days, from November 30, 2015 through May 18, 2016.

MOTION TO TABLE:

Mrs. Gatian made the motion to remove Paul E. Barcus, III from the Personnel Matters to Table for further discussion in Executive Session and discuss as a separate item. Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

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 Mrs. Kirk and the motion was approved by a 3 to 1 vote:

- | | |
|--------------|-----|
| Mr. Balcerek | aye |
| Mr. Blair | aye |
| Mrs. Gatian | nay |
| Mrs. Kirk | aye |

Routine Matters:

Bus Request:

Approval of request from Jennifer Kolat, Hundred Young Life Leader, for one school bus and bus operator to transport approximately 15 teens and 2 adults to and from Jackson’s Mill, WV for a Fall Weekend event November 20 and 22, 2015. Funded through the Hundred Young Life.

Affiliation Agreement:

Approval of Agreement between Grand Canyon University (GCU) and the Wetzel County Board of Education for the purpose of Student Teaching Internships, Practicum and Observations.

DateDecember 7, 2015.....

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Approval of the following Chaperones/Volunteers for the 2015-2016 School Year:

New Martinsville School:

Adams, Leah	Fortney, Nicole	Dyer, Krystin	Stillwagon, Justin
Briggs, Chelsea	Fortney, Les	Moore, Cindy	Thompson, Kishna
Culley, Cindy	Holden, Brandon	Palmer, Crissi	Winland, Shawni
Daughtery, Autumn	King, Miranda	Raber, Courtney	Zerr, Chris
Foland, Marina	Knight, Kerry	Simmons, Brittany	Zerr, Marissa

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 Mr. Balcerek and the motion was approved unanimously by the members of the Board.

TREASURER’S REPORT:

Transfers and Increases in the Budget:

Mrs. Gatian moved and Mrs. Kirk seconded the motion for unanimous approval of the Increases in the Budget as follows: There were no Transfers in the Budget.

BUDGET REVISION REQUEST

Submitted to:

WEST VIRGINIA DEPARTMENT OF EDUCATION
OFFICE OF SCHOOL FINANCE
BUILDING 6, ROOM 216
1000 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 18-2B-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	\$ (111,704.00)
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	166,011.33
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	83,307.33

I hereby certify that this budget revision request, submitted in accordance with the provisions of WV Code 18-2B-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:

12/07/15

DATE OF BOARD MEETING

Leatha Williams

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

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 Second Reading of Wetzel County Policy IKA, Assessment/Report Systems Policy:

Mr. Balcerek made the motion for approval of Second 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:

Mr. Blair congratulated the Magnolia High School football team and coaches for the Class 'A' State Football Championship win.

Mrs. Gatian asked Mrs. McPherson for an update on the participation of the countywide free breakfast and lunch program. Mrs. Williams stated that an update is scheduled to be presented at a future Board meeting. Mrs. McPherson agreed to email the Board members an update prior to that meeting.

Mr. Balcerek requested the next Board meeting to be moved to 7:00 p.m. on December 21st, due to the Kindergarten program scheduled at New Martinsville School earlier on that evening. The Board was in agreement.

Mr. Todd Barcus stated the county recently worked with a non-profit agency out of Philadelphia, which donated over 200 new winter coats, along with Beth Glow with WCCCF, who donated additional coats. He said that 220 coats have been distributed throughout the county to students in need of a new winter coat. He thanked all the schools, teachers, principals, secretaries, counselors, and county office staff who helped with this project.

Mr. Lancaster gave a brief report on the sentencing of former Hundred High School secretary, Franklin S. Hixenbaugh, who plead guilty of embezzlement in the amount of \$27,926.94, which will come back to the school. An additional amount of \$22,000 of the audit cost was also assessed by the judge. Mr. Lancaster said that although that money has not been received yet, \$14,000 has already been sent to Hundred High School, and that with the Board's approval, the remaining will be given to them from carry-over money. The Board was in agreement. Mr. Lancaster also noted that we have received \$10,000 from the insurance company, which is the maximum we can get for theft. Mr. Lancaster plans to have a training at the county office for all secretaries and principals to review the case and the policies we have in place. Mrs. Kirk said that it is important for the refresher training, but that those who do things right need to be commended. Mrs. Gatian also requested the booster organizations to be invited to the trainings.

Mrs. Gatian recognized the minutes from the recent safety meeting, and commended Mr. Jones for the potential of conducting a 'mock bus accident'. Mr. Barcus also noted the staff of Magnolia, along with other riverfront school employees, were recently trained on ALICE. He said that an additional training for employees who have not received the training will be held out in the county at a later date.

Mr. Blair said the Board has been in discussion with the state as far as replacing the vacancy of the Board member seat. The process will begin soon to fill this vacancy and will be handled per state code.

POSSIBLE EXECUTIVE SESSION:

Mr. Blair moved and Mr. Balcerek seconded the motion for unanimous approval to retire into Executive Session, per WV Code §6-9A-4(b-2-A), for the discussion of personnel matters... The Board retired in Executive Session at 6:56 p.m. Following the Executive Session, the Board reconvened in open session at 7:51 p.m., with the following action:

MOTION FROM TABLED ITEM FROM PERSONNEL MATTERS:

Mrs. Gatian made a motion to lay the Tabled item from Personnel Matters, Paul E. Barcus, III back on the table for approval to hire as MI/LD/BD with Autism Teacher at Short Line School, effective December 8, 2015. (Permit). Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

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ADDRESS THE BOARD:

Mr. Warren Grace came before the Board to address the ‘interim’ Board member position. Mr. Grace stated he was a former administrator for Wetzel County Schools and has worked in long-term administrative positions in all four attendance areas. As a former Board of Appeals member of the WVSSAC and past-president of the OVAC, he stated he is familiar with the role and responsibility of board membership and leadership. He requested their consideration for the ‘interim’ Board member position.

Mrs. Dawn Greathouse addressed the Board to express some concerns and questions. She questioned the roles and responsibilities of the Instructional Coaches. She also had questions regarding the two school climate surveys. She stated she was not asked to be part of the surveys, and asked who participated, what the results were, and what the purpose was for these surveys. Mrs. Greathouse also questioned whether Mrs. Williams was still planning on testing the students in the months of April and May, or whether students would also receive instructional time during those months. Mrs. Williams asked Mrs. Greathouse to schedule a meeting with her and Mr. Highley to discuss her questions. Mrs. Greathouse further added concerns relating to the comments she has heard regarding retiring, resigning, or relocating of our teachers. She said the comments, along with the excessive testing and overall stress level, has had negative affects on staff, as well as the students.

Mrs. Christina Stapel came before the Board as a parent and educator to express her concerns regarding the substitute situation in the county. She said the county was short sixteen substitutes one day last week. Her concern is that students are being placed in overloaded classrooms and not getting their education when not enough subs are available to work. She questioned why administrators and county office personnel do not assist.

Mrs. Teresa Zink extended an invitation to the members of the Board, as well as all those in attendance at tonight’s meeting, along with their children, to attend the *Holiday Fun Night* on Friday, December 11th at 5:00 p.m. at New Martinsville School.

DATE AND TIME OF NEXT MEETING:

December 21, 2015 - Regular Meeting - County Office - ~~6:30 p.m.~~ 7:00 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. Kirk seconded the motion for unanimous approval to adjourn. Meeting was adjourned at 8:05 p.m.

_____	President
_____	Secretary