

DateFebruary 15, 2016.....

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 Monday, February 15, 2016, at the Office of the Superintendent of Schools, 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. Mr. Balcerek led the Pledge of Allegiance to the Flag and Mr. Blair gave the opening Invocation.

SUPERINTENDENT’S RECOMMENDATIONS:

Approval of Minutes: Regular Meeting - February 1, 2016

Acting on the Superintendent’s recommendation, Mrs. Gatian made the motion to approve the minutes for Regular Meeting, February 1, 2016. Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

Mr. Blair recused his vote from Personnel Matters and left the Board Room. Mrs. Gatian informed the Board to include the Addendum items in the motion under Personnel Matters.

Personnel Matters:

Employment and/or Changes in Employment:

Retirements and/or Resignations:

Retirements:

Nancy J. Raper	Acceptance of retirement from position as Assistant Teacher/Supervisory Teacher Aide at Paden City Elementary, effective the end of the 2015-16 school year.
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Resignations:

Debra L. Coen	Acceptance of resignation from position as Countywide Substitute Cook, effective February 5, 2016.
Stacy K. Hooper	Acceptance of resignation from position as Reading Specialist at New Martinsville School, effective the end of the 2015-16 school year.
Thomas R. Myers	Acceptance of resignation from positions as Band/Choir Director and Academic Advisor at Magnolia High School, effective February 20, 2016.
Andrea N. Poe	Acceptance of resignation from position as Secretary/Accountant at the County Office, effective January 29, 2016.

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Steven D. Ross	Acceptance of resignation from position as Head Girls Track Coach at Magnolia High School, effective immediately.	
Kasey L. Sapp	Acceptance of resignation from positions as Boys and Girls Track Coach at Long Drain School, effective immediately.	
Dawn I. Shutler	Acceptance of resignation from position as Countywide Substitute Cook, effective immediately.	
Chad W. West	Acceptance of resignation from position as Assistant Girls Track Coach at Paden City High School, effective January 27, 2016.	

Professional Personnel:

David B. Beatty	Approval for employment as Countywide Substitute Teacher, effective February 16, 2016. Non-certified.
Nicole H. Emch	Approval for employment as School Counselor at Valley High School, effective February 16, 2016. (Permit Counselor)
Eric F. Heitzman	Approval for employment as Half-time English Teacher at Paden City High School, effective February 16, 2016.
Eric F. Heitzman	Approval for employment as Half-time Countywide Substitute Teacher, effective February 16, 2016.
Brooke Hinerman	Approval for change in assignment from Countywide Substitute Teacher to Art Teacher at Short Line School, effective February 16, 2016. (Permit Teacher)
Carolyn R. Hizer	Approval for employment as Countywide Substitute Teacher, effective February 16, 2016. Non-certified.
Angela N. Johnson	Approval for employment as Mathematics Teacher at Magnolia High School, effective February 16, 2016.
Tanner M. Wright	Approval for employment as Countywide Substitute Teacher, effective February 16, 2016.

Service Personnel:

Andrea N. Poe	Approval for employment as Countywide Substitute Secretary, effective February 16, 2016.
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Extracurricular:

Cynthia J. Brown	Approval for contracted services position as Extended Day Tutor at Short Line School, effective February 16, 2016.
Pamela A. Chapman	Approval for contracted services position as Extended Day Tutor at New Martinsville School, effective February 16, 2016.
Jennifer L. Eller	Approval for contracted services position as Extended Day Tutor at Short Line School, effective February 16, 2016.
Leslie M. Emch	Approval for contracted services position as Extended Day Tutor at New Martinsville School, effective February 16, 2016.

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Brittany M. Ferrell	Approval for contracted services position as Extended Day Tutor at New Martinsville School, effective February 16, 2016.
Ashley L. Greene	Approval for contracted services position as Extended Day Tutor at Paden City Elementary, effective February 16, 2016.
Stacy K. Hooper	Approval for contracted services position as Extended Day Tutor at New Martinsville School, effective February 16, 2016.
Lindsay R. Leasure	Approval for contracted services position as Extended Day Tutor at Paden City Elementary, effective February 16, 2016.
Regina L. Lemley	Approval for employment as 7th/8th Grade Girls Track Coach at Short Line School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified.
Christopher P. Neff	Approval for employment as Head Girls Softball Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified.
Brenda K. Nolan	Approval for contracted services position as Extended Day Tutor at Short Line School, effective February 16, 2016.
Jesse L. Robinson	Approval for employment as Girls Tennis Coach at Magnolia High School, effective the beginning of the 2015-2016 WVSSAC Season.
Erica L. Sapp	Approval for employment as Head Girls Track Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season.
Kathi D. Schmalz	Approval for contracted services position as Mentor Principal - Valley High School, effective February 16, 2016.
Ashley M. Smith	Approval for contracted services position as Extended Day Tutor at New Martinsville School, effective February 16, 2016.
Billie L. Wildman	Approval for contracted services position as Extended Day Tutor at Short Line School, effective February 16, 2016.

Leave of Absence:

Approval of request from Alison R. Toman-Zwick for an unpaid 'family medical leave of absence' from her position as Art Teacher at New Martinsville School, beginning January 11, 2016 through eight weeks.

Approval of request from Valerie A. Stevens for an unpaid 'maternity leave of absence' from her position as School Counselor at New Martinsville School, beginning upon depletion of her personal leave and permissive personal leave days, from March 1, 2016 through the beginning 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. Motion failed for lack of second. Mrs. Williams, Superintendent, requested the Board to retire into Executive Session to discuss the personnel matters.

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EXECUTIVE SESSION:

Mrs. Gatian 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 6:32 p.m.. Following the Executive Session, the Board reconvened in Open Session at 6:56 p.m.

MOTION:

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 unanimously by the members of the Board. Mrs. Kirk also noted that, due to the requirement by law for the mentor principal's position, a job will be posted for a Mentor Principal for Mrs. Zeh at New Martinsville School.

Routine Matters:

Out of State Trips:

Approval of request from Linda Fonner to attend the National Science Teachers Conference in Nashville, TN on March 30 - April 1, 2016. Funded through Step 7 and Project NEED.

Release from Wetzel County Schools:

Approval of request from Vanessa Nicole Kendall for her child, Braelyn Gabriella Whaley, to be released from Wetzel County Schools (New Martinsville School) to continue attending Tyler County Schools for the remainder of the 2015-2016 school year.

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

Mrs. Kirk 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.

Mr. Blair returned to the Board Room.

TREASURER'S REPORT:

Approval for Payment of Bills for the Month of January, 2016 (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 January, 2016 and Transfers and Increases in the Budget. Second to the motion was made by Mr. Cisar 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

Submitted to: WEST VIRGINIA DEPARTMENT OF EDUCATION
OFFICE OF SCHOOL FINANCE
BUILDING 8, ROOM 318
1800 KARAWANA BOULEVARD EAST
CHARLESTON, WV 26306

☐ SUPPLEMENT
☒ TRANSFER
☐ CARRYOVER SUPPLEMENT

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

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 51 - Special Revenue - Restricted Projects	
Fund 53 - Special Revenue - MCVG Restricted Projects	
Fund 64 - Special Revenue - RESA Restricted Projects	
Fund 71 - Special Revenue - ARRA Funds - County Boards	
Fund 73 - Special Revenue - ARRA Funds - MCVGs	
Fund 74 - Special Revenue - ARRA Funds - RESAs	
Total Request	\$ 30,388.36

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:

02/15/16
DATE OF BOARD MEETING SUPERINTENDENT'S (RESA/MCVG DIRECTOR'S) SIGNATURE

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 First Reading of Wetzel County Policy IKA, Assessment/Report 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.

OTHER ITEMS:

Mrs. Shawn Coen addressed the Board regarding her concern with releasing the 6th Grade Math and Reading teacher at New Martinsville School who has accepted another job in Pleasants County. Mrs. Coen said Mr. Armstrong is an excellent teacher who has built rapport with his students and has worked this year with the MDC and SREB in raising test scores. She further stated that removing this 6th grade teacher would be a detriment to the students and disruption to the classroom. She asked the Board to consider keeping him at New Martinsville School until the end of the school year.

POSSIBLE EXECUTIVE SESSION:
An Executive Session was not needed.

DATE AND TIME OF NEXT MEETING:

February 29, 2016 - Special Meeting - County Office - 6:00 p.m. 6:30 p.m.
March 7, 2016 - 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 7:03 p.m.

President

Secretary