

Date April 3, 2017

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| <u>REGULAR</u>  | <u>Superintendent's Office</u> | <u>Warren L. Grace, Jr., President</u> |
| 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, April 3, 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 Daisies and Juniors Troop 51301 led the Pledge of Allegiance to the Flag and Mr. Blair gave the opening Invocation.

### DELEGATIONS:

Pansy Tharp appeared before the Board to express her concerns of a situation regarding her grandchild. Mr. Grace informed her that information pertaining to student matters was not permitted to be discussed in the public meeting. Ms. Tharp understood, and Mr. Grace assured her that an administrator would contact her the following day to discuss her concerns.

### PRESENTATION:

#### Assessment Update – High School Principals

Mr. Jay Salva, Mr. JC Kimble, and Mrs. Kathi Schmalz provided a powerpoint presentation with an update on their schools' ICA and diagnostic testing results. Mr. Salva reviewed the data for Paden City High School, noting that the first round of ICA's were taken in September, and the spring testing is being conducted this week. He noted that with the current semester exam policy in place, the students did not take the first round of testing serious, so they could show gain on the second one and be exempt from taking exams. Mr. Salva stated that the students who took the spring test today showed positive results in proficiency scores. With math being the weakest area, he said the math department has been using formative assessments to track student progress. The SREB has worked with the math teachers, preparing them on different ways to approach the concepts and standards. The Math and English departments have also created cumulative tests to check student progress. Mr. Salva said they will use the spring data to determine the weak areas to focus on and to prepare the students for the WVGSA in May. He passed around a notebook for the Board members to review, which contained the math standards and notes from the teachers on how the students have performed. Mrs. Tammy Wells made a clarification to the board that the 9<sup>th</sup> & 10<sup>th</sup> grades do not have ICA's, but the state creates diagnostics. She said the diagnostics were problematic this year, with the grading not consistent with the Smarter Balance. She further explained that the schools created their own common assessments for the students to take, without issues in the grading.

Mr. Kimble continued the presentation and provided the Board with handouts with the results for Valley High School. Mr. Kimble reviewed the comparison charts with the 9<sup>th</sup> and 10<sup>th</sup> grade ELA and Math diagnostics results. The ELA fall diagnostics were handwritten and hand graded, and the spring tests were taken in February on computers. He noted that the 9<sup>th</sup> and 10<sup>th</sup> grade students were not given Math diagnostics in the fall

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due to the fact that the new tests were not available. He further reviewed the 11<sup>th</sup> grade results from the fall and spring ICA's in ELA and Math. The students were able to take the spring tests in their classes on their laptops, and showed growth in their proficiency levels, with three students having perfect scores in ELA and one perfect score in Math. Mr. Kimble commended the teachers for their hard work in preparing the students.

Mrs. Schmalz continued with Magnolia's results, and began with a review of the ten key practices from the High Schools That Work. Some of these include high expectations, program of study, academic studies, career and technical studies, and a culture of continuous improvement. She stated they developed teacher focus groups for the teachers to work together to move the school forward and raise student achievement. Mrs. Schmalz noted that all of the 9<sup>th</sup> and 10<sup>th</sup> grade teachers who teach subject areas that offer AP courses, will receive AP training this summer, allowing vertical alignment with the AP programs. She also noted that the Transition Team has selected student mentors who will work with the upcoming freshmen. Mrs. Schmalz continued with the review of the fall ICA/Diagnostic results. She stated that because of the current exam policy, students did not take the fall tests serious, knowing they only needed to raise their score at the end of the year by 15%. She further said that because of that, the results were not a true measure. The ELA and Math teachers developed a summative assessment based on the standards that had been addressed the first semester. They then used the data from that assessment to move forward. Mrs. Schmalz said they also developed Student Focus Groups, where the teachers work with the students on developing test taking strategies and skills. She went on to review the spring ICA's and diagnostics and said they are not finished grading, but so far they are showing 37% proficiency in Math, after having only 3% in the fall. Mrs. Schmalz also discussed the 2-day boot camp they have planned for the 11<sup>th</sup> grade for the end of year assessment. This will be comprised of a group of teachers spending two days with the students prior to the assessment, developing their mindset, rejuvenating their skills, and making sure they are well-equipped to take the assessment. She concluded by stressing the students are working hard, not only for the Smarter Balance, but also for the ACT and the Work Keys. She said their ultimate goal is that all students will be college and career ready.

Mr. Grace expressed his appreciation to the principals for their presentations.

**SUPERINTENDENT'S RECOMMENDATIONS:**

**Approval of Minutes:** Statutory and Regular Meeting – March 20, 2017

Acting on the Superintendent's recommendation, Mr. Jones made the motion to approve the minutes for Statutory and Regular Meeting, March 20, 2017. Second to the motion was made by Mrs. Cooley and the motion was approved unanimously by the members of the Board.

**Personnel Matters:**

**Resignation:**

- |                  |  |
|------------------|--|
| Lindsay K. Cain  | Acceptance of resignation from position as 7 <sup>th</sup> and 8 <sup>th</sup> grade Volleyball Coach at New Martinsville School, effective immediately.                             |
| Leslie A. Lively | Acceptance of resignation from positions as 9 <sup>th</sup> grade Boys Basketball Coach and Assistant Varsity Boys Basketball Coach at Valley High School, effective March 20, 2017. |

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**Professional Personnel:**

Jennifer L. Clark      Approval for employment as Countywide Substitute Teacher, effective April 4, 2017.    Non-certified.

Cortney R. Neff      Approval for employment as Countywide Substitute Teacher, effective April 4, 2017.    Non-certified.

**Service Personnel:**

Christopher E. Hayes      Approval for change in job classification from Custodian II, 682/B, to Custodian III, 683/C, at New Martinsville School, effective April 20, 2017.

Kandy S. Stephen      Approval for change in job classification from Custodian II, 682/B, to Custodian III, 683/C, at New Martinsville School, effective December 9, 2016.

**Extracurricular:**

Pamela A. Chapman      Approval for employment as Summer School Tutor at Magnolia/Paden City High School, effective July 3, 2017.

Jeremy B. Kelch      Approval for employment as Summer School Tutor at Hundred High School, effective July 3, 2017.

Craig A. Schneid      Approval for employment as Summer School Tutor at Hundred High School, effective July 3, 2017.

Michael S. Shank      Approval for employment as JV Softball Coach at Magnolia High School, effective the beginning of the 2016-2017 WVSSAC Season.    Not a county-funded position.

Michelle K. Weekley      Approval for employment as Summer School Tutor at Valley High School, effective July 3, 2017.

**Leave of Absence:**

Approval of request from Sara L. Grimm for an unpaid 'medical leave of absence' from her position as cook at New Martinsville School, beginning upon depletion of her personal leave and permissive personal leave days, from March 23, 2017 through release from physician.

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

Mrs. Cooley 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.

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**Routine Matters:**

**Out of State Trips:**

Approval of request from Pam Christy to take the 6<sup>th</sup> and 7<sup>th</sup> grade students from Short Line School on a field trip to the Pittsburgh Zoo and PPG Aquarium in Pittsburgh, PA, May 30, 2017. Funded through class funds and student fees.

Approval of request from Janice Moore to take five students from Valley High School to compete in the Quiz Bowl at River High School in Hannibal, OH, April 21, 2017.

**Request to Attend Wetzel County Schools:**

Approval of request from Shey and Emily McGuire for their child, Elin McGuire, to continue attending Wetzel County Schools (New Martinsville School) for the 2017-2018 school year.

**Release from Wetzel County Schools:**

Approval of request from Justin and Suzie Nichols for their child, Madeline Louise Nichols, to be released from Wetzel County Schools (Paden City Elementary) to attend Tyler County Schools for the 2017-2018 school year.

**Agreement With the Wetzel County Commission:**

Approval of agreement between the Wetzel County Commission and the Wetzel County Board of Education to continue support of the West Virginia Justice Assistance Grant for the Prevention Resource Officer (PRO) to be located at Valley High School.

**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.

**REVISED SCHOOL CALENDAR:**

**Per WV Code §18-5-45, the Superintendent recommends that the School Calendar for the 2016-2017 School Year be revised as follows:**

OS = Outside School Environment                      P = Preparation for Opening/Closing Schools

| Date         | Current Day Designated | Revised                                      |
|--------------|------------------------|--|
| May 31, 2017 | OS                     | Instructional Day                            |
| June 1, 2017 | OS                     | Instructional Day                            |
| June 2, 2017 | OS                     | Instructional Day<br>(last day for students) |
| June 5, 2017 | OS                     | P  |

- June 5, 2017 will be last day of employment for 200-day employees

**Approval of the revised school calendar for the 2016-2017 school year as recommended by the Superintendent:**

Mr. Balcerek made the motion for approval of the revised school calendar for the 2016-2017 school year as recommended by the Superintendent. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board.

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### **TREASURER'S REPORT:**

**Transfers and Increases in the Budget; and Approval to enter into an inter-local contract with a purchasing cooperative, HGACBuy. There is no fee to join; commissions are paid by participating vendors.**

Mr. Jones made the motion for approval to enter into an inter-local contract with a purchasing cooperative, HGACBuy. Second to the motion was made by Mrs. Cooley and the motion was approved unanimously by the members of the Board. There were no Transfers and Increases in the Budget. Mr. Lancaster also distributed the annual report for the dental/optical expenses for the Board's review.

### **OTHER ITEMS:**

Mr. Blair made a request to have all the school buildings audited to make sure defibrillators are placed more strategically in every building. He stressed the importance of the life-saving device, benefitting the employees and guests.

Mr. Highley provided an update on the athletic complex at Hundred. After speaking with the Mayor and the attorney, things are moving forward and demolition will begin next week. The Mayor will provide something in writing, stating that although the purchase process is not complete, permission is granted to begin the demolition. Mr. Lancaster also explained that the hold-up in the purchase process is due to the current language in the contract. He said the Town of Hundred would like it stated that they have the first option to buy back the property, at the purchase price plus capital improvements, if Hundred High Schools ceases to be a school. The Board was in agreement.

Mr. Highley provided an update on the Paden City High School safety upgrades. A meeting was held today and drawings will be sent to the State Fire Marshal for approval. The majority of the work will be completed this summer, but due to the large scope of the project, some things will be done when students are back in session, with the least amount of interruption to the school day.

Mr. Highley requested approval for a Special Board Meeting April 20<sup>th</sup> for Rif and Transfer Hearings.

Mr. Highley commended the staff at Short Line School during the recent medical emergency. He said the staff acted promptly and came together, working through a very difficult situation.

Mr. McPherson commented on the four days he spent with Mr. Toman and the Student Advisory Councils. He said the meetings were very nice, and commented on the good rapport and open dialogue Mr. Toman has with the kids.

### **EXECUTIVE SESSION:**

Mr. Grace 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 for Superintendent evaluation. The Board retired in Executive Session at 7:26 p.m. Following the Executive Session, the Board reconvened in Open Session at 7:32 p.m., with the following statement:

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**BOARD STATEMENT:**

Mr. Grace announced the successful completion of Mr. Toman's evaluation, stating that Mr. Toman had met or exceeded all objective standards. Mr. Grace stated, "As a board, we are very pleased with his performance as the Wetzel County Superintendent of Schools."

**DATE AND TIME OF NEXT MEETING:**

April 10, 2017 - Special Meeting/Budget Work Session - County Office - 5:00 p.m.  
April 18, 2017 - Regular Meeting/Continuation of March 20 Statutory Session - County Office - 6:30 p.m.  
April 20, 2017 - Special Meeting - County Office - 5:00 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 7:35 p.m.

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President

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Secretary