

Date May 1, 2017

REGULAR	Superintendent’s Office	Warren L. Grace, Jr., 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, May 1, 2017, at the Office of the Superintendent of Schools, in New Martinsville, WV at 6:30 p.m. Prior to the meeting, a reception was held for employees inducted into the Twenty-Five Year Club this 2016-2017 school year. The following members were present:

Josh Balcerek	Warren L. Grace, Jr.
Michael D. Blair	William F. Jones
Amy J. Cooley	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. Mr. Balcerek led the Pledge of Allegiance to the Flag and Mr. Jones gave the opening Invocation.

DELEGATIONS:

There were no delegations.

RECOGNITION:

Twenty-Five Year Club Members Induction – Shane Highley

Phillip B. Hulsey
Debra L. Robinson

Mr. Grace introduced each member with a brief synopsis of their career and presented each inductee with an enameled apple symbolizing their 25-year status. He thanked them for their dedication to the students of Wetzel County.

2017 West Virginia State Social Studies Fair Winners – Edward Toman

Kayden McClure, 4 th grade, New Martinsville School	1 st Place
Rachel Price, 8 th grade, Paden City High School	2 nd Place
Jazlyn Ingold, 7 th grade, New Martinsville School	2 nd Place
Breanna Herrick, 7 th grade, New Martinsville School	2 nd Place
Grace Greene, 3 rd grade, Paden City Elementary	Honorable Mention

Prior to the recognition, Mr. Elliott Kendle proudly announced that 11 projects from the County Fair went on to RESA, and 6 were taken to the State Fair, with 4 projects placing in that event. He expressed his appreciation to the students, parents, judges, teachers, and Mrs. Wells for all the work in making the County Fair a success, and provided a video with all the projects. Mr. Grace and Mr. Toman recognized the 2017 West Virginia State Social Studies Fair Winners. They presented each of the students with a certificate of achievement and congratulated them on their accomplishments.

Special Recognition – Edward Toman

Mr. Toman had the Board members, Brian Jones, Shane Highley, and Sandy Hurst join him for a special recognition. Mr. Grace proudly announced and recognized Johnny L. Haught, Supervisor of Transportation and Chief Mechanic, as the 2017 Service Personnel Employee of the Year for Wetzel County Schools. Mr. Jones provided a few comments, stating “how valuable” Johnny is to our school system. Mr. Toman also expressed his appreciation for all the work he provides. Mr. Blair added a comment to Mr. Haught, stating “you have done a whale of a job in all aspects”. The group thanked him and presented him with a plaque.

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SUPERINTENDENT'S RECOMMENDATIONS:

Approval of Minutes: Statutory and Regular Meeting – April 18, 2017
Special Meeting – April 20, 2017

Acting on the Superintendent's recommendation, Mr. Balcerek made the motion to approve the minutes for Statutory and Regular Meeting, April 18, 2017, and Special Meeting, April 20, 2017. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board.

** Mr. Grace announced a change and correction to Personnel Matters: on page 1 of the Agenda, strike Jeffery E. Derby from Resignation; and on page 5 of the Agenda, Jonathan T. Snider should be a 220-day employee.

Personnel Matters:

Resignation:

~~Jeffery E. Derby~~ ~~Acceptance of resignation from position as Assistant Football Coach at Valley High School, effective April 18, 2017.~~

Ashley N. Johnson Acceptance of resignation from position as English Teacher at Magnolia High School, effective the end of the day April 25, 2017.

Lowell F. King, Jr. Acceptance of resignation from position as Head Boys' Basketball Coach at Paden City High School, effective March 31, 2017.

Samantha M. Morgan Acceptance of resignation from position as Countywide Substitute Cook, effective April 18, 2017.

Thomas M. Tisher Acceptance of resignation from position as Head Girls' Basketball Coach at Magnolia High School, effective April 25, 2017.

Professional Personnel:

Mary R. Baker Approval for change in assignment from the 2017-2018 Transfer List to half-time English Teacher at Magnolia High School and half-time English Teacher at Paden City High School, effective the beginning of the 2017-2018 school year.

Laura A. Barcus Approval for change in assignment from the 2017-2018 Transfer List to Fifth Grade Teacher at New Martinsville School, effective the beginning of the 2017-2018 school year.

Stephanie M. Long Approval for change in assignment from the 2017-2018 Transfer List to Sixth Grade Teacher at New Martinsville School, effective the beginning of the 2017-2018 school year.

Heather D. Riggle Approval for change in assignment from the 2017-2018 Transfer List to Second Grade Teacher at Paden City Elementary, effective the beginning of the 2017-2018 school year.

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Lisa A. Shepherd	Approval for change in assignment from the 2017-2018 Transfer List to English Teacher at Paden City High School, effective the beginning of the 2017-2018 school year.	
Leanna K. Watson	Approval for change in assignment from the 2017-2018 Transfer List to Fourth Grade Teacher at Short Line School, effective the beginning of the 2017-2018 school year.	
Chris M. Wilson	Approval for change in assignment from the 2017-2018 Transfer List to Fourth Grade Teacher at Long Drain School, effective the beginning of the 2017-2018 school year.	

Service Personnel:

Susan L. Spence	Approval for change in job classification from Custodian II, 682/B, at Magnolia High School, to Custodian III, 683/C, at Magnolia High School, effective May 17, 2017.
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Extracurricular:

Steven B. Loy	Approval for employment as Countywide Summer Handyman, effective June 12, 2017.
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Appointment of Treasurer:

Grant approval for the appointment of Jeffrey A. Lancaster as Treasurer for Wetzel County Schools for the 2017-2018 school year.

Reconfiguration for the 2017-2018 School Year:

Amanda J. Ice	Upon the recommendation of the Principal in accordance with West Virginia Code §18A-4-7a(u), approval for change in assignment from Pre-K Teacher at Short Line School to First Grade Teacher at Short Line School, effective August 17, 2017.
Marla J. LaRue	Upon the recommendation of the Principal in accordance with West Virginia Code §18A-4-7a(u), approval for change in assignment from Fifth Grade Teacher at Long Drain School to 6-8 Math Teacher at Long Drain School, effective August 17, 2017.

Re-Employment of Professional and Service Personnel Going From Probationary to Continuing Contract for the 2017-2018 School Year:

PROFESSIONAL PERSONNEL:

Countywide:

Meghan P. Delorenzo
James P. Froehlich

Michaella L. Goddard
Beverly D. Hall
Melissa F. Hayes (½ time)

Hundred High School:

Lisa A. Crago (½)
Melissa F. Hayes (½ time)

Magnolia High School:

Lark Higginbotham (½)
Howard O. Meeks, III
Jesse L. Robinson
Thomas M. Tisher (½ time)

Long Drain School:

Lisa A. Crago (½)

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New Martinsville School:

Marlee E. Amos
Valerie J. Cain
Katie J. Fletcher ½
Candace G. McBee
Amber D. Tustin

Paden City Elementary:

Lark Higginbotham (½)

Paden City High School:

Anita M. Lemon (½)

Short Line School:

Molly E. McDiffitt
Billie L. Wildman

Valley High School:

Elizabeth A. Dippold
Anita M. Lemon (½)
Margaret A. Schupbach
Adam D. Weekley

SERVICE PERSONNEL:

Aides:

Hundred High School:

Jamie L. Snedden 200 days

Magnolia High School:

Alana A. Campbell 200 days

Paden City High School:

Brenda S. Palmer 200 days

Short Line School:

Heather R. Horner 200 days
Diana L. McKinney 200 days

Bus Operators:

Christopher L. McGinnis 200 days
John B. Walton 200 days

Cooks:

New Martinsville School:

Madonna S. Underwood 200 days

Custodians:

Magnolia High School:

Daniel B. Tyler 228 days

New Martinsville School:

John L. Eggleston 228 days

Mechanic:

Joseph T. Melott 261 days

Re-Employment of Probationary Professional and Service Personnel for the 2017-2018 School Year:

PROFESSIONAL:

Countywide:

Terri L. Beaty (2nd year)
Edward S. Davis (2nd year)
Morgan A. Lauff (3rd year)
Jacqueline N. Watkins (2nd year)

Hundred High School:

Sandra L. Cress (3rd year)
Jeremy B. Kelch (3rd year)

Long Drain School:

Alana J. Minor (3rd year)
Brigitte M. Satterfield (3rd year)
Teresa R. Sleeth (3rd year)
Jamie K. Snyder (2nd year)

Magnolia High School:

Lindsay K. Cain (3rd year)
Robert A. Gomez (2nd year)
Jacob T. Hoskins (3rd year)
Angela N. Johnson (3rd year)
Amy J. Moore (3rd year)
Bradley R. Newell (2nd year)
Cole E. Simms (2nd year)

New Martinsville School:

William D. Hostutler (2nd year)
Hanna J. Neely (2nd year)
Christina L. Stapel (3rd year)

Paden City Elementary:

David C. Riggles (3rd year)

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Paden City High School:
Belinda D. Baker (3rd year)
Carolyn R. Hizer (2nd year)
Rebecca E. Patterson (3rd year)

Travis A. Emch (2nd year)
Carly R. Fox (3rd year)
Mary K. Ritz (1st year)

Short Line School:
Paul E. Barcus, III (3rd year)
Joseph S. Candella, III (2nd year)

Valley High School:
Rachelle M. Harter (2nd year)
Tanner M. Wright (2nd year)

SERVICE PERSONNEL:

Aides:

Countywide:
Roxanne M. Barker (2nd year) 200 days
Carolyn L. Palmer (3rd year) 200 days
Hannah S. Shreve (2nd year) 200 days
Jeanette L. Soles (3rd year) 200 days

Short Line School:
Sharon A. Scyoc (3rd year) 200 days

Custodians:

Hundred High School:
Lisa D. Wharton (2nd year) 228 days

Magnolia High School:
Stacy L. Pyles (2nd year) 200 days

Long Drain School:
Drema D. Bragg (3rd year) 228 days

New Martinsville School:
Roberta A. Mercer (2nd year) 200 days
Sheila M. Nelson (2nd year) 200 days

Magnolia High School:
Guy F. Duke (2nd year) 228 days
David P. King (3rd year) 228 days
Susan L. Spence (3rd year) 228 days

Paden City Elementary:
Mary C. McGinnis (2nd year) 200 days
Brandi D. Thomas (3rd year) 200 days

New Martinsville School:
Christopher E. Hayes (3rd year) 228 days
John S. Littleton (3rd year) 228 days
Kandy S. Stephen (3rd year) 228 days

Short Line School:
Lou A. Virden (3rd year) 200 days

Short Line School:
Janet L. Nice (3rd year) 228 days

Valley High School:
Annette K. Nice (3rd year) 200 days

Valley High School:
Steven C. Zajdowicz (2nd year) 228 days

Bus Operators:
Leah B. Briggs (3rd year) 200 days
Laura J. Hayhurst (2nd year) 200 days
Mark A. Huggins (3rd year) 200 days
Sandy L. Lancaster (3rd year) 200 days
Jeremy M. Shepherd (2nd year) 200 days
Tia I. Wright (2nd year) 200 days

Secretaries:

County Office:
Sarah J. Kinczel (3rd year) 230 day

Cooks:

Long Drain School: 220
Jonathan T. Snider (3rd year) 200 days

New Martinsville School:
Christena L. Blinkman (2nd year) 200 days
Sara L. Grimm (3rd year) 200 days

Magnolia High School:
Shawna M. Christner (3rd year) 220 days

Paden City Elementary:
Christie L. Dudley (2nd year) 200 days
Shana J. Loy (2nd year) 200 days
Barbara J. Meadows (3rd year) 200 days

Mechanic Assistant:
Terrell K. Haught (2nd year) 261 days

Maintenance:
Daniel A. Witschey (3rd year) 261 days

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

Mr. Jones made the motion for approval of the Superintendent's recommendations as outlined under Personnel Matters. Second to the motion was made by Mrs. Cooley and the motion was approved unanimously by the members of the Board.

Ratification of Superintendent's Recommendation:

Approval of a two-day suspension without pay for a service employee.

Mr. Balcerek made the motion to uphold the Superintendent's recommendation for a two-day suspension without pay of Jeremy M. Shepherd. Second to the motion was made by Mrs. Cooley and the motion was passed unanimously by the members of the Board.

Routine Matters:**Request to Attend Wetzel County Schools:**

Approval of request from Kendra Lydick for her children, Analea and Levi Lydick, to continue attending Wetzel County Schools (Paden City Elementary) for the 2017-2018 school year, pending release from Tyler County Schools.

Paden City High School Renovations:

Approval for the renovations to Paden City High School as follows:

COMPANY	DESCRIPTION	AMOUNT
Mansuetto Roofing & Sheet Metal 116 Wood Street Martins Ferry, OH 43935	Replace existing smoke hatch on multipurpose building and install soffit at walkway from multi- purpose building to main facility	\$367,385.00

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

Prior to the motion, Mr. Lancaster explained to the Board that the amount in the Paden City High School Renovations also includes the roofing project. 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.

TREASURER'S REPORT:**Transfers and Increases in the Budget:**

There were no Transfers and Increases in the Budget.

APPROVAL OF PRELIMINARY OPERATING BUDGET FOR THE 2017-2018 SCHOOL YEAR:

Superintendent recommends approval of the Preliminary Operating Budget for the 2017-2018 School Year and the proposed budget be made available for public inspection:

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Prior to the motion, Mr. Lancaster provided the Board with a handout and discussed some minor changes to the budget since the work session held on April 10, 2017. He announced that the budget is now balanced. Acting on the Superintendent's recommendation, Mr. Balcerek made the motion for approval of the preliminary operating budget for the 2017-2018 school year and the proposed budget be made available for public inspection. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board.

FIRST/SECOND READING OF REVISED WETZEL COUNTY POLICIES:

FIRST READING	SECOND READING	NEW POLICY	REVISED POLICY	DELETE POLICY	NAME OF POLICY	ORIGINATOR
	X		X		JEAA: Compulsory School Attendance	Todd Barcus
X			X		GCBA-R: Central Office Professional Staff Salary Supplement	Shane Highley
X			X		GCBA-R: Principals' Monthly Salary Increment	Shane Highley

Approval of Second Reading of Revised Wetzel County Policy JEAA, Compulsory School Attendance; First Reading of Revised Wetzel County Policy GCBA-R, Central Office Professional Staff Salary Supplement; and First Reading of Revised Wetzel County Policy GCBA-R, Principals' Monthly Salary Increment:

Mr. Jones made the motion for approval of Second Reading of Wetzel County Policy JEAA, First Reading of Wetzel County Policy GCBA-R, and First Reading of Wetzel County Policy GCBA-R. Second to the motion was made by Mrs. Cooley and the motion was approved unanimously by the members of the Board.

SCHOOL CALENDAR FOR THE 2017-2018 SCHOOL YEAR:

Approval of the School Calendar for the 2017-2018 School Year:

Mr. Balcerek made the motion for approval of the School Calendar for the 2017-2018 school year. Second to the motion was made by Mr. Jones and the motion was approved unanimously by the members of the Board.

SCHOOL CALENDAR - 2017-2018 School Year																																	
For																								Wetzel				County Schools		WVEIS:		92	
Month	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Instructional Days	Compensated Not Taught Days	Total Employment Days
First																															16	4	20
Second																															20	0	20
Third																															20	0	20
Fourth																															17	3	20
Fifth																															16	4	20
Sixth																															20	0	20
Seventh																															20	0	20
Eighth																															20	0	20
Ninth																															17	3	20
Tenth																															14	6	20
First and Last Dates						Faculty Senate Meetings						School Holidays Within Instructional Term						Noninstructional Days - Recap						Totals		Out-of-Calendar (Non-paid) Days							
08/17/17		First day employment term				08/18/17		1st meeting 0 Days				(West Virginia Code §18A-5-2) September 4, Labor Day November 10, Veteran's Day November 23, Thanksgiving Day December 25, Christmas Day January 1, New Years Day January 15, Martin Luther King Jr.'s Birthday May 8, Primary Election Day May 28, Memorial Day						CD 0 Curriculum Development P 2 Preparation for Opening/Closing Schools C 3 Continuing Professional Development TP 0 Teacher-Pupil-Parent Conference OS 6 Outside School Environment SE 1 Special or Bond Levy Election E 1 Primary/General Election H 7 Holidays PM 0 Professional Meeting MU 0 Make-up Day FS 0 Faculty Senate S 0 Snow Day 20 Total Noninstructional Days						180		20		200					
08/21/17		First day instructional term				10/13/2017		2nd Meeting 0 Days																0		27		Out of Calendar Days Maximum number of out-of-calendar days possible is 40 in order that the 200 day employment term does not exceed 48 weeks. Out-of-calendar days must be used to make-up canceled instructional days, if non-instructional days are not adequate, however, since June 20th is a school holiday, it cannot be used for make-up if its use causes the total number of holidays to exceed seven.					
10/11/17		Last day of second month				12/22/17		3rd Meeting 0 Days																									
01/19/18		Last day first semester				03/02/18		4th Meeting 0 Days																									
06/07/18		Last day instructional term				05/11/18		5th Meeting																									
6/12/18		Last day employment term						No more than 45 days apart																									
Dates of Graduation																																	
School Magnolia High School						Graduation date 5/31/2018						School _____						Graduation date _____															
School Valley High School						Graduation date 6/1/2018						School _____						Graduation date _____															
School Paden City High School						Graduation date 6/2/2018						School _____						Graduation date _____						3/23/2017									
School Hundred High School						Graduation date 6/2/2018						School _____						Graduation date _____						Date _____									
																								Edward T. Toman						Name of County Superintendent			

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OTHER ITEMS:

Mr. Toman provided the Board members with a quick-reference guide to the Open Meetings Act and a copy of the May update of the *Board & Administrator* publication.

Mr. Toman informed the Board that he will provide them with a calendar of upcoming events and award ceremonies in all the schools.

Mr. Toman announced that he has been selected as one of the members of the State Superintendent's advisory group. He will be attending a meeting in Charleston on May 10th.

Mr. Toman proudly stated that the Sources of Strength will kick off on May 15th. This is the anti-bullying/suicide prevention/drug prevention program the county will be doing with the students and staff. Staff training will be on May 15th, and the students will be May 16th and 17th. Mr. Toman welcomed community members and the Board members to attend and get involved.

Mr. Toman also announced that there will be a JASON Argonaut kick-off conference call this Wednesday at 8:00 for all the Argonauts going to the Amazon with JASON Learning. Aubrey Neff, Haley Feldmeier, and Mr. Leslie Lively will be attending the expedition from Wetzel County. Mr. Toman thanked the Board for their support in this program.

Mr. Toman stated that the student advisory groups from all four high schools met at the County Office for a pizza luncheon and group meeting last week. The students were also given the opportunity to tour the facility and meet with the staff.

Mrs. Wells proudly announced that the Wetzel County LDC group received national recognition at the recent SREB Conference.

Mr. Highley provided the Board with the latest listing of job positions that will be posted tomorrow. He also stated that he has met with Mrs. Wells and Mrs. Standiford on Summer Academy for the teachers, which will be centered around teacher needs for their students. He provided the Board with the calendar of the Summer Academy for June and August.

POSSIBLE EXECUTIVE SESSION:

An Executive Session was not needed.

DATE AND TIME OF NEXT MEETING:

May 15, 2017 – 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. Grace made the motion to adjourn this Regular Meeting. Mr. Jones seconded the motion for unanimous approval to adjourn. Meeting was adjourned at 7:10 p.m.

President

Secretary