

Date June 15, 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 Monday, June 15, 2015, 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 who have retired during the 2014-2015 school year. The following members were present:

- Josh Balcerek Linda T. Kirk
- Michael D. Blair Robert E. Patterson
- Carolyn R. Gatian R. Jay Yeager, Interim 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. Patterson gave the opening Invocation.

RECOGNITION:

Retirees Recognized - Jay Yeager

- \*Carol Ann Archer Regina Mason
- Teresa Burgey \*Rebecca Moore
- \*Shirley Helmick Kim Sobataka
- \*Carolyn Hostutler Danny Westfall
- \*Johanna Lemasters

Mr. Jay Yeager welcomed the retirees and thanked them for coming. Mr. Yeager briefly reviewed each employees' contribution to Wetzel County and it's students, and presented each of them with a red enameled apple. Collectively, these retirees (9) are responsible for 217 years of service. [Only those marked with asterisks were present] Mr. Blair congratulated the retirees and thanked them for their service and dedication to the Wetzel County School system.

On behalf of the Board, Mr. Blair also recognized and thanked Mr. Yeager for serving as interim superintendent. He expressed his appreciation for Mr. Yeager's dedication and for keeping the system together during different issues and problems the county has experienced.

INTERIM SUPERINTENDENT'S RECOMMENDATIONS:

- Approval of Minutes: Special Meeting - May 28, 2015
- Regular Meeting - June 1, 2015

Acting on the Interim Superintendent's recommendation, Mrs. Kirk made the motion to approve the minutes for Special Meeting, May 28, 2015, and Regular Meeting, June 1, 2015. Second to the motion was made by Mr. Balcerek and the motion was approved unanimously by the members of the Board.

Date .....June.15.,2015.....

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| .....Regular..... | .....Superintendent’s Office..... | .....Michael.D. Blair, President..... |
| Kind of Meeting   | Where Held                        | Presiding Officer                     |

**Personnel Matters:**

**Employment and/or Changes in Employment:**

**Resignations:**

- |                      |                                                                                                                                      |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Jeffrey R. Bowers    | Acceptance of resignation from position as Assistant Boys’ Basketball Coach at Paden City High School, effective June 4, 2015.       |
| Howard O. Meeks, III | Acceptance of resignation from position as Freshman Boys’ Basketball Coach at Paden City High School, effective June 4, 2015.        |
| David L. Miller      | Acceptance of resignation from position as Custodian at Long Drain School, effective June 30, 2015.                                  |
| Urey P. Mortimore    | Acceptance of resignation from position as Social Studies Teacher at Hundred High School, effective the end of the day June 3, 2015. |
| Lisa A. Shepherd     | Acceptance of resignation from position as 7th/8th Grade Cheerleading Coach at Paden City High School, effective May 28, 2015.       |

**Professional Personnel:**

- |                    |                                                                                                                                                                                        |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Jacob B. Hayhurst  | Approval for change in assignment from Countywide Substitute Teacher (non-certified) to School Counselor at Valley High School, pending certification, effective July 30, 2015.        |
| Jeremy B. Kelch    | Approval for change in assignment from MI/LD/BD with Autism Teacher at Valley High School to Technology Education Teacher at Valley High School, on Permit, effective August 11, 2015. |
| Craig W. Mason     | Approval for change in assignment from Mathematics Teacher at Paden City High School to Mathematics Teacher at New Martinsville School, effective August 11, 2015.                     |
| Teresa R. Sleeth   | Approval for change in assignment from Countywide Substitute Teacher to School Counselor at Long Drain School, 205-day contract, effective August 6, 2015.                             |
| Leatha G. Williams | Approval for employment as Superintendent of Wetzel County Schools, effective July 1, 2015.                                                                                            |
| Linda S. Zeh       | Approval for employment as MI/LD/BD with Autism Teacher at Paden City Elementary, effective August 11, 2015.                                                                           |

**Service Personnel:**

- |                 |                                                                                                                                                                                   |
|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Carol A. Archer | Approval for employment as Countywide Substitute Secretary and Coordinator of Services, effective July 1, 2015.                                                                   |
| Kevin L. Durig  | Approval for change in assignment from Bus Operator, Bus #27, Huff/Schupbach/American Ridges, 665/D, to Bus Operator, Bus #3, Limestone/Doolin, 665/D, effective August 11, 2015. |

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John L. Eggleston Approval for change in assignment from Custodian II at Magnolia High School, 228-day contract, 682/B, to Evening Custodian II at New Martinsville School, 228-day contract, 682/B, effective July 22, 2015.

Denise N. Neff Approval for change in assignment from Secretary II at Magnolia High School, 220-day contract, 536/E, to Secretary II at Paden City Elementary School, 220-day contract, 536/E, effective July 28, 2015.

Extracurricular:

Joe A. Anderson Approval for employment as Assistant Football Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

John B. Armstrong Approval for employment as Golf Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season.

Brian K. Bartlett Approval for employment as Assistant Boys Basketball Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

Kari A. Brown Approval for employment as Head Girls Track Coach at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

Jeremy D. Bucher Approval for employment as Head Baseball Coach at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

Perry D. Bucher Approval for employment as Assistant Baseball Coach at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

James R. Casto Approval for employment as Athletic Trainer - Football at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

Roger J. Clegg Approval for employment as Assistant Girls Volleyball Coach at Magnolia High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

Jane A. Conley Approval for employment as Assistant Girls Volleyball Coach at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

Jane A. Conley Approval for employment as 7th/8th Grade Boys Track Coach at Short Line School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

William S. Dakan Approval for employment as Head Girls Basketball Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified

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| .....Regular.....   | .....Superintendent's Office.....                                                                                                                                  | .....Michael D. Blair, President..... |
| Kind of Meeting     | Where Held                                                                                                                                                         | Presiding Officer                     |
| William S. Dakan    | Approval for employment as Head Girls Softball Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified                 |                                       |
| William S. Dakan    | Approval for employment as Summer Bus Operator at Long Drain School, effective June 29, 2015.                                                                      |                                       |
| John T. Daugherty   | Approval for employment as Assistant Girls Track Coach at Magnolia High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified              |                                       |
| Kristina L. Earley  | Approval for employment as Evening Events Coordinator - Fall Season at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season.                 |                                       |
| Kelli E. Goddard    | Approval for employment as Assistant Boys Track Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified             |                                       |
| Michaela L. Goddard | Approval for employment as Summer Program Teacher - Title I at Long Drain School, effective June 24, 2015                                                          |                                       |
| Michael R. Harwick  | Approval for employment as Cross Country Coach at Magnolia High School, effective the beginning of the 2015-2016 WVSSAC Season.                                    |                                       |
| Djuana G. Kennedy   | Approval for employment as Summer Bus Operator at New Martinsville School and Paden City Elementary School, effective June 22, 2015.                               |                                       |
| Sandy L. Lancaster  | Approval for employment as Summer Bus Operator at New Martinsville School and Paden City Elementary School, effective June 22, 2015.                               |                                       |
| Brittany N. Leek    | Approval for employment as Head Girls Soccer Coach at Magnolia High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified                  |                                       |
| Regina L. Lemley    | Approval for employment as 8 <sup>th</sup> Grade Boys Basketball Coach at Short Line School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified |                                       |
| Kelly J. Lloyd      | Approval for employment as 7th/8th Grade Girls Track Coach at Short Line School, effective the beginning of the 2015-2016 WVSSAC Season.                           |                                       |
| James M. McGlumphy  | Approval for employment as Assistant Football Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified                  |                                       |
| Timothy E. McKeever | Approval for employment as Assistant Wrestling Coach at Magnolia High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified                |                                       |
| Melissa L. Midcap   | Approval for employment as Athletic Trainer - Football at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified                |                                       |

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|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Regular             | Superintendent's Office                                                                                                                                     | Michael D. Blair, President |
| Kind of Meeting     | Where Held                                                                                                                                                  | Presiding Officer           |
| Alan J. Miller      | Approval for employment as Head Girls Basketball Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified     |                             |
| Rikki J. Miller     | Approval for employment as Head Cheerleader Coach at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified              |                             |
| Shayne R. Minor     | Approval for employment as Assistant Football Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified           |                             |
| Kelli E. Murphy     | Approval for employment as Countywide MI with Autism Teacher - Extended Year Program, based at Magnolia High School, effective June 16, 2015.               |                             |
| Christopher P. Neff | Approval for employment as Assistant Girls Softball Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified  |                             |
| Marie T. Norris     | Approval for employment as Summer Bus Operator at Short Line School, effective June 22, 2015.                                                               |                             |
| Gary R. Partridge   | Approval for employment as Head Girls Softball Coach at Valley High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified           |                             |
| Davette M. Petrucci | Approval for employment as Cross Country Coach at Long Drain School, effective the beginning of the 2015-2016 WVSSAC Season.                                |                             |
| Meredith L. Pilant  | Approval for employment as 8 <sup>th</sup> Grade Girls Volleyball Coach at New Martinsville School, effective the beginning of the 2015-2016 WVSSAC Season. |                             |
| Stacy L. Pyles      | Approval for employment as Countywide Teacher Aide/ Autism Mentor - Extended Year Program, based at Magnolia High School, effective June 16, 2015.          |                             |
| Timothy B. Raper    | Approval for employment as Assistant Football Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified        |                             |
| David C. Riggle     | Approval for employment as 7th/8th Grade Girls Volleyball Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season.          |                             |
| David C. Riggle     | Approval for employment as 7 <sup>th</sup> Grade Boys Basketball Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season.   |                             |
| David C. Riggle     | Approval for employment as 8 <sup>th</sup> Grade Boys Basketball Coach at Paden City High School, effective the beginning of the 2015-2016 WVSSAC Season.   |                             |
| Terry L. Riter      | Approval for employment as Assistant Baseball Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified           |                             |

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|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Earl P. Stevens, II | Approval for employment as 8 <sup>th</sup> Grade Boys Basketball Coach at Long Drain School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified |
| Larry R. Tustin     | Approval for employment as Assistant Softball Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified                  |
| Larry R. Tustin     | Approval for employment as Assistant Girls Volleyball Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season. Non-certified          |
| Diana J. Wheeler    | Approval for employment as Head Cheerleader Coach at Hundred High School, effective the beginning of the 2015-2016 WVSSAC Season.                                  |
| Ashley B. White     | Approval for employment as Countywide MI/LD/BD with Autism Teacher - Extended Year Program, based at Long Drain School, effective June 16, 2015.                   |
| Sherry M. Wood      | Approval for employment as Countywide MI/LD/BD with Autism Teacher - Extended Year Program, based at Short Line School, effective June 16, 2015.                   |

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

Mr. Patterson made the motion for approval of the Interim 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.

**Routine Matters:**

**Out of State Trips:**

Approval of request from Donald Taylor, Band Director, to take the Valley High School and Short Line School Bands to attend the Drum Corps International performance at Gateway High School in Pittsburgh, PA on June 24, 2015. Funded through student fees.

Approval of request from Leslie Lively, Teacher, to take three students to Washington DC on June 26-29, 2015 to attend the NEED Project Youth Awards. Students funded through NEED, and teacher funded through Title I funds.

Approval of request from Amanda McPherson, Director of Child Nutrition, to attend an expense paid *USDA Team Up for School Nutrition Success* workshop on August 4-5, 2015, in Arlington, VA.

**Release from Wetzel County Schools:**

Approval of request from Jeff and Kristi Shriver for their child, Hannah Shriver, to be released from Wetzel County Schools (Hundred High School) to continue attending Marion County Schools for the 2015-2016 school year.

Approval of request from Kelly Schultheis for her child, Daulton Garrett Schultheis, to be released from Wetzel County Schools (Paden City High School) to attend Tyler County Schools for the 2015-2016 school year.

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**Request to Attend Wetzel County Schools:**

Approval of request from Brittany Flesher for her children, Caiden and Brenen Flesher, to continue attending Wetzel County Schools (Paden City Elementary) for the 2015-2016 school year, pending release from Tyler County Schools.

Approval of request from Shey and Emily McGuire for their children, Elin and Aven McGuire, to continue attending Wetzel County Schools (New Martinsville School) for the 2015-2016 school year, pending release from Marshall County Schools.

Approval of request from Audrey Pennell and Michael Mullett for their child, Trevor Mullett, to continue attending Wetzel County Schools (New Martinsville School) for the 2015-2016 school year, pending release from Tyler County Schools.

**Depository Bank:**

Approval to award the bid for Depository Bank for Wetzel County Schools for the period of two years - September 1, 2015 through August 31, 2017 to WesBanco.

**Request to Use School Facilities:**

Approval of request from Gary Partridge, President of Short Line Baseball, to use the baseball field at Valley High School on June 9, 2015, from 8:00 p.m. - 10:00 p.m. for a T-Ball game under lights.

**Bus Request:**

Approval of request from Lance and Diane Cain for two buses and bus operators to transport approximately 100 children on the evening of July 15, 2015 from the Wetzel County 4-H Campground to the Paden City Church of Christ and back to the 4-H Campground. Funded through Camp Appalachia (Lance and Diane Cain).

**Pre-K School Calendar for the 2015-2016 School Year:**

Approval of the Pre-K School Calendar for the 2015-2016 School Year.

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

Mrs. Gatian made the motion for approval of the Interim Superintendent's recommendations as outlined under Routine Matters. Second to the motion was made by Mrs. Kirk and the motion was approved by a 4 to 1 vote:

Mr. Balcerek aye  
Mr. Blair nay  
Mrs. Gatian aye  
Mrs. Kirk aye  
Mr. Patterson aye

**TREASURER'S REPORT:**

**Approval for Payment of Bills for the Month of May, 2015 (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 May, 2015, 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.

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The Transfers and Increases in the Budget are as follows:

BUDGET REVISION REQUEST

Submit to:

WEST VIRGINIA DEPARTMENT OF EDUCATION  
OFFICE OF SCHOOL FINANCE  
BUILDING 6, ROOM 216  
1805 KANAWHA BOULEVARD EAST  
CHARLESTON, WV 25305

☒ SUPPLEMENT  
☐ TRANSFER  
☐ CARRYOVER SUPPLEMENT

Entity: WETZEL  
Fiscal Year Ending: 06/30/15  
Revision Number: 8

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                                     | \$ 333,520.40 |
| 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                       | 5,000.00      |
| 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                                                         | 338,520.40    |

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:

06/15/15

Robert J. Yeager

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

For State Department of Education Use Only

RECOMMENDED FOR APPROVAL

DATE APPROVED PROGRAM DIRECTOR

WVDE 11-20-12

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              |               | GDBA: SERVICE PERSONNEL COUNTY SUPPLEMENT SCHEDULE | Jeff Lancaster |
|               | X              |            | X              |               | IKA: ASSESSMENT/ REPORTING SYSTEMS POLICY          | Tammy Wells    |

Approval on Second Reading of Wetzel County Policy GDBA, Service Personnel County Supplement Schedule, and Second Reading of Wetzel County Policy IKA, Assessment/Reporting Systems Policy:

Mrs. Kirk made the motion for approval of Second Reading of Wetzel County Policy GDBA, Service Personnel County Supplement Schedule, and Second Reading of Wetzel County Policy IKA, Assessment/Reporting Systems Policy. Second to the motion was made by Mr. Patterson and the motion was approved unanimously by the members of the Board. (Policy GDBA will be effective July 1, 2015)

OTHER ITEMS:

Mrs. Gatian commented on the efforts that Ohio County is doing in regards to the publicity of the summertime school lunch program. She questioned why Wetzel County has not done anything similar, such as radio, TV, and newspaper ads. Mr. Patterson said that Mrs. McPherson had indicated to him that a great deal of publicity is planned to inform the public. Mr. Yeager noted that Mrs. McPherson is at a food service conference this evening, and stated that there are federal guidelines for the advertising, and she will be advertising the summer food program through various media sources.



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|                 |                         |                             |
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**POSSIBLE EXECUTIVE SESSION:**

Mr. Blair moved and Mr. Patterson 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 6:47 p.m. Following the Executive Session, the Board reconvened in Open Session at 6:55 p.m., no action needed, none taken.

**ADMINISTRATION OF OATH OF OFFICE:**

Jo Beth Simmons, Executive Secretary and Notary Public, administered the Oath of Office to Leatha G. Williams, for the employment as Superintendent of Wetzel County Schools for a two-year term, beginning July 1, 2015 and ending June 30, 2017.

Mr. Blair welcomed Mrs. Williams and her family to Wetzel County. She introduced her husband and two children, and stated, "I am excited to be in Wetzel County, and excited to serve the students".

**DATE AND TIME OF NEXT MEETING:**

July 6, 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 6:58 p.m.

|       |                   |
|-------|-------------------|
| _____ | President         |
| _____ | Interim Secretary |