

Regular Meeting Agenda 11–1/10/19 Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on Thursday, January 10, 2019 at St. Marys Elementary School, St. Marys, WV, at 6:00 p.m. with Vice President Danny DeMoss presiding.

Present: Mr. Danny DeMoss, Vice President
Mrs. Sherry Maston
Mr. David Meeks
Mr. Bradley VanZile

Absent: Dr. Heather Straight, President

Administrative staff present: G. Michael Wells, superintendent; Jennifer Hupp, treasurer/CSBO; Amanda Mote, director of social services, attendance and child nutrition; Rex Cox, director/supervisor of maintenance/facilities; and Lew Maze, director of transportation

The Board opened the meeting with the Pledge of Allegiance.

The Board of Education held its annual meeting with the St. Marys Elementary School LSIC for the purpose of enabling the Pleasants County Board of Education to receive information, comments and suggestions from the LSIC. Written reports were provided to the Board of Education describing progress made on annual performance measures for accountability and annual performance measure goals. Presenting for the LSIC was Mrs. Tammy Haught, principal, St. Marys Elementary School.

Also discussed were:

- The school's Five-Year Strategic Plan;
- Activities the school is undertaking to increase student achievement;
- Discussion/suggestions on how the Board of Education can assist the school in meeting its goals in providing quality education for its students; and
- Discussion on the school's progress and accomplishments/successes that it is proud of

Mr. Wells thanked the St. Marys Elementary School staff for their work and commitment to what they are doing.

A short recess was taken and the Board reconvened at 6:49 p.m.

On motion of David Meeks, seconded by Bradley VanZile and as recommended by the Superintendent, the minutes of the December 13, 2018 regular meeting were approved 4-0.

On motion of Bradley VanZile, seconded by Sherry Maston, and as recommended by the Superintendent, the following transportation items were approved by consent 4-0:

- St. Marys High School Baseball Team transportation request, 2018-2019

- Glenda Cottrill, Steven Nutter, Lynn Johnson, and David Davis to attend OAC Track and Field Coaches Clinic, Columbus, OH-January 24-26, 2019
- Aaron Hickman and Kyle Lancaster to transport 5 students by private vehicle to West Virginia Regional Middle School Science Bowl, WVU-Morgantown, WV, February 8, 2019
- Aaron Hickman and Camaron Lancaster to transport 5 students by private vehicle to Youth and Government, State Capital, Charleston, WV, February 25-27, 2019

On motion of David Meeks, seconded by Bradley VanZile, and as recommended by the Superintendent, the following finance items were approved 4-0 by consent:

Invoices in the amount of \$526,573.46
December 2018 Finance Reports
Budget Transfers and Supplements
United Bank Purchasing Card Agreement
GASB Actuarial Valuation Services Agreement

On motion of Bradley VanZile, seconded by David Meeks, and as recommended by the Superintendent, the following personnel items were approved 4-0 by consent.

RESIGNATIONS

Resignation of Social Studies Teacher, St. Marys High School, effective January 6, 2019-ZACKERY MINGER

Resignation of Supervisory Aide/Autism Mentor/Transportation Aide, for the purpose of retirement, Belmont Elementary School, effective June 30, 2019-TAMBRA POWELL

EMPLOYMENT, pending meeting all necessary requirements, 2018-2019:

Substitute Teachers-CHRISTEN CANTER, JOSIE CURTIS, SHEALYN DELANCEY, CONNOR LANCASTER, APRIL REDIN

EXTRACURRICULAR ASSIGNMENTS

Vacancy #19-47, Assistant Track Coach, PCMS-TERRI PARKS

VOLUNTEER AGREEMENTS, 2018-2019

BES - Cindy Moncman

On motion of David Meeks, seconded by Sherry Maston, and as recommended by the Superintendent, the following Policies were approved 4-0 for review or revision on first/waive reading:

FIRST READING

Chapter 3-Transportation

Policy 5000-Buses Use for Trips
 Policy 5001-School Bus Video Monitoring
 Policy 5002-Use of Board Owned Vehicles

Chapter 6-Personnel

Policy 6000-Employee Code of Conduct
 Policy 6001-Service Personnel Evaluations
 Policy 6002-Personnel Records
 Policy 6003-Summer Employment
 Policy 6004-Early Notification of Retirement
 Policy 6005-Vacations and Annual Leave
 Policy 6006-Personal Leave and Absences
 Policy 6007-Personal Leave Bank
 Policy 6008-Leave Donation Program
 Policy 6009-Service Personnel Staff Development

WAIVE READING

Policy 7005-Graduation Requirements
Policy 7020-Testing Out

On motion of David Meeks, seconded by Bradley VanZile, and as recommended by the Superintendent, the following miscellaneous items were approved 4-0 by consent:

**Oil and Gas Lease Between Pleasants County Board of Education and BB Land, LLC
Out of County Attendance Request**

DIRECTOR REPORTS:

Amanda Mote, director of attendance/social services and child nutrition:

Social Services

1. AmeriCorps Frontline Program
 - a. We celebrate one of our mentors who is entering the armed forces January 14th.
 - b. Remaining mentors will still meet with all 76 students
2. McKinney-Vento (Homeless Liaison)
 - a. WV Coalition to End Homelessness Conference November 28-30
 - b. WVCEH Region 5 meeting January 9 in Parkersburg
 - c. Point-In-Time Count will be January 23-24 (looking for volunteers)
3. Social Services Interventionist
 - a. Home visit, attendance meetings, Christmas Cheer, daily mentor sessions
4. Handle with Care
 - a. 12 HWC; 20 students affected
 - b. Training for First Responders and Law Enforcement: January 17
 - c. Trauma Sensitive Communities Presentation (Faith-Based): January 28

Attendance

1. Fourth Month Attendance Report
2. Monitoring
 - a. CA-2 Meetings: 47 meetings held December-present: 29 diverted or referred for services, 15 to reschedule, 3 filings (16 scheduled for next Thursday)
3. Court Proceedings: 14 families continued

Child Nutrition

1. CEP Participation
 - a. Statistics
 - i. Breakfast participation 65.42%
 - ii. Lunch participation 75.87%
2. Debt Collection
 - a. Debt owed: \$138,206.13 (-1,456.84)
 - b. January bills will be generated this coming week
 - c. This will be the last offering of installment plans to families with outstanding balances; we will be working with the courts to start wage garnishments in the spring if installment plans are not set

Rex Cox, director/supervisor of maintenance/facilities:

1. MAINTENANCE WORK
 - a. Working on the Timing Room with MOVTI- Electric, lighting and fencing.
 - b. We installed the new heat exchangers at SMES KG building units.
 - c. Installed the new Flame Sensors in MZ2 at PCMS.
 - d. Had a gas leak at SMES KG building.
 - e. Installed sink and water in KG at SMES.
 - f. Working on the Curtain between the main gym and annex gym at SMHS.

2. SBA PREVENTATIVE MAINTENANCE PROGRAM
 - a. Ongoing Preventative Maintenance Program.

3. SBA Projects
 - a. SMES/BES Access Safety Entrances. We have some money remaining. We plan to replace some doors and gates as an add on to the project.
 - b. 2019 SBA Grants. Pleasants County Schools was awarded \$897,150 for the SMES/BES and PCMS projects.

4. SAFETY
 - a. We have conducted our Table Top Discussions on the SMHS Active Shooter Drill. Steve Knight is the facilitator for this drill.
 - b. We need to install Knox Boxes at PCMS/SMES and BES.
 - c. Rylee Renner, BES, is a winner in the State Fire Marshal Calendar contest and her picture is posted in the calendar.

5. MEETINGS
 - a. PCS Safety Committee Meetings. Table Top Drill Discussion was held October 16, 2018. Follow-up discussion was November 13, 2018. A meeting was conducted with Law Enforcement on December. 21, 2018 to tour SMHS.
 - b. Attended a meeting on SBA projects at SMES/BES
 - c. PCMS – Phase II is completed.
 - d. Attended WVASFA meeting.
 - e. We are preparing to start the new CEFP for 2020-2030.
 - f. We will be advertising for Architectural/Engineering Service for SBA Project at SMES/BES and PCMS.
 - 1) SMES - Roof, HVAC and Rest Room
 - 2) BES - HVAC in the KG/Special Needs Rooms
 - 3) PCMS - Hot Water Tank

6. INFORMATION ITEM
 - a. General Maintenance Staff Scott Morehead is off work sick leave.

7. WORK ORDERS

Maintenance/Facility Work Orders

– Assigned to Rex Cox, Director/Supervisor of Maintenance/Facilities

REPORT Period September 12, 2018- January 10, 2019

MAINTENANCE

Type of Work Order Status

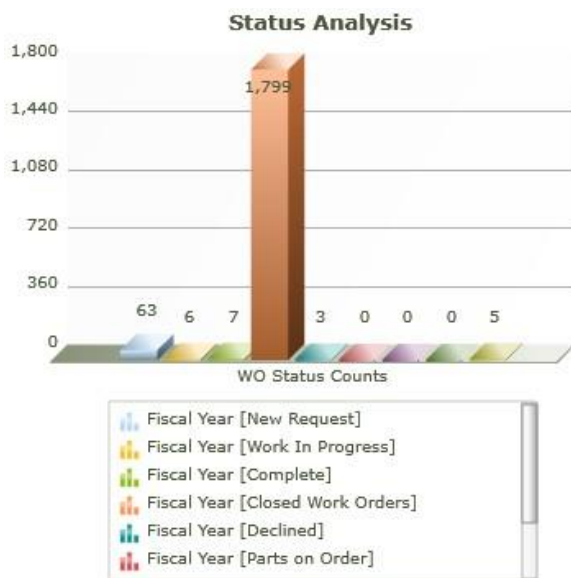
| New | Work in Progress | Completed | Closed | Pending | Declined | Parts on Order | Void | Waiting On Info |
|-----|------------------|-----------|--------|---------|----------|----------------|------|-----------------|
| 41 | 3 | 6 | 194 | 5 | | | | |

REPORT Period July 1, 2018 – CURRENT (FISCAL YEAR) MAINTENANCE

Type of Work Order Status

| New | Work in Progress | Completed | Closed | Pending | Declined | Parts on Order | Void | Waiting On Info |
|-----|------------------|-----------|--------|---------|----------|----------------|------|-----------------|
| 53 | 4 | 7 | 359 | 5 | | | | |

**2018-2019
COMPARISON WORK ORDER STATUS FOR ALL
DEPARTMENTS
FISCAL YEAR July 1, 2018 –Current**



Low Maze, director of transportation:

- Our new bus is here and is in service.
- Policies from Chapter 3-Transportation have been reviewed and updated.
- Road conditions are monitored and decisions are made according to our procedures for inclement weather.
- Our substitute situation has gotten better due to the return to work of our regular drivers who have been out due to illnesses.

COMMITTEE REPORTS:

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|---|
| MOVTI – S. Maston-Meeting is next week |
| SAFETY – D. DeMoss-Meeting is 1-15-19 |
| PCDA – H. Straight- None |
| FAIR – D. Meeks-met this week and began planning |
| OTHER –B. VanZile-Extension/4-H - None |

The next regular meeting will be on Tuesday, January 22, 2019 at St. Marys High School. A reception will begin at 5:30 p.m. followed by the school’s LSIC presentation at 6:00 p.m. The regular Board of Education meeting will follow the LSIC presentation, approximately at 6:30 p.m.

On motion of Sherry Maston, seconded by Bradley VanZile, and approved 4-0, the meeting adjourned at 7:29 p.m.

President

Secretary