



## **Regular Meeting Agenda #12– 12/6/16 – Regular Meeting Minutes**

The Pleasants County Board of Education met in regular session on December 6, 2016 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV 26170 at 7:03 p.m. with President Dr. Heather Straight presiding.

Present:                   Dr. Heather Straight, President  
                              Mr. Danny DeMoss, Vice President  
                              Mrs. Sharon Gainer  
                              Mr. Marty Lawhon  
                              Mr. David Meeks

Administrative staff present: G. Michael Wells, superintendent; Jennifer Hupp, treasurer/chief school business official; Lew Maze, director of transportation; Rex Cox, director/supervisor of maintenance/facilities; and Kristi Venderlic, director of child nutrition, social services, and attendance

The Board opened the meeting with the Pledge of Allegiance.

Mr. Joseph Oliverio, Executive Director of RESA V, presented the RESA V Annual Services Report.

Superintendent Wells announced that Agenda Item 9.b-Vacancy 17-21-Employment of RLA Teacher was being pulled from the agenda.

On motion of Danny DeMoss, seconded by Sharon Gainer, and as recommended by the Superintendent, the minutes of the November 10, 2016 regular meeting were approved 5-0.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the following transportation requests were approved 5-0:

- Pleasants County Middle School Wrestling Team transportation request
- Pleasants County Middle School Girls' Basketball Team transportation request
- Pleasants County Middle School Boys' Basketball Team transportation request
- Confirmation of Trip#3031-SMHS Band/Cheerleaders to Wheeling Island Stadium-Wheeling, WV-Saturday, December 3, 2016 for Super Six Football Championship Game
- Trip #3032-Steven Jones to transport 6 students by private vehicle to Honor Band-Marshall University-Huntington, WV-December 9, 2016

On motion of Marty Lawhon, seconded by Sharon Gainer, and as recommended by the Superintendent, invoices in the amount of \$628,937.40 were approved 5-0.

On motion of Sharon Gainer, seconded by David Meeks, and as recommended by the Superintendent, the budget transfers and supplements were approved 5-0.

On motion of David Meeks, seconded by Sharon Gainer, and as recommended by the Superintendent, the November financial report was approved 5-0.

On motion of Danny DeMoss, seconded by David Meeks, as recommended by the Superintendent, the recommendation for bonding for the treasurer was approved 5-0.

On motion of Marty Lawhon, seconded by Danny DeMoss, and approved 5-0, the Board entered into executive session at 7:40 p.m. pursuant to WV Code §6-9A-4 for the discussion of personnel matters. The Board returned to open session at 8:20 p.m. with President Straight announcing that no action had been taken.

On motion of Sharon Gainer, seconded by David Meeks, and as recommended by the Superintendent, the following resignations were accepted 5-0:

- Resignation of substitute teacher aide – KELLY SINE
- Resignation of substitute cook – BOBBIE COKELEY
- Resignation of substitute cook – DEBRA HEARN

On motion of David Meeks, seconded by Danny DeMoss, and as recommended by the Superintendent, the following were approved 5-0, pending meeting all necessary requirements:

Vacancy #17-33-Multicategorical Special Education, Autism, and Severe Disabilities Teacher, Pleasants County Middle School, 2016-2017 – LACY MOSSOR

**EXTRACURRICULAR ASSIGNMENT AGREEMENTS, 2016-2017**

Vacancy #17-32-Class Sponsor (Sophomore), St. Marys High School, 2016-2017 – AMBER FLANAGAN

Vacancy #17-34 and #17-35, All Season Sports Gate Workers, St. Marys High School, 2016-2017 – TERESA MASTON, CARRIE CARDER

On motion of Marty Lawhon, seconded by David Meeks, and as recommended by the Superintendent, the volunteer assistant baseball coach agreement for ROB HARPER at St. Marys High School for 2016-2017 and the volunteer assistant boys’ basketball coach agreement for BRANDON MATHEWS for St. Marys High School were approved 5-0.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the following volunteer commitment agreements were approved 5-0:

First Name	Last Name	BES	PCMS	SMES	SMHS
Riley	Bennett		X		
Joyce	Collins	X			
Shane	Henderhan			X	
Lyncee	Pritchett			X	
Paul	Sparks				X

On motion of David Meeks, seconded by Danny DeMoss, and as recommended by the Superintendent, Policy 8011 – Safety was approved 5-0 on first reading.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the recommendations for the following job descriptions were approved 5-0:

Service Personnel-Revised and/or Updated Job Descriptions

1. Accounts Payable Supervisor - Central Office
2. Aide
3. Autism Mentor
4. Bus Operator - General

5. Bus Operator/Special Needs Trips/Other Department Responsibilities - Mid-Day
6. Cafeteria Manager/Cook III
7. Cook II
8. Crew Leader
9. Custodian III
10. Custodian IV - Head
11. Director of Transportation
12. Director/Supervisor of Maintenance/Facilities
13. Early Childhood Classroom Assistant Teacher
14. Executive Secretary
15. General Maintenance
16. Groundsman
17. HVAC Mechanic II/General Maintenance
18. Mechanic – Chief
19. Mechanic – General
20. Payroll Supervisor - Central Office
21. School Secretary - Financial General
22. School Secretary II
23. Secretary III - Central Office
24. Secretary III Child Nutrition/Maintenance
25. Transportation Clerk - Mid-Day

Repeal

1. Accountant III/Secretary III - Central Office
2. Bus Operator/Special Education - Full Day
3. Itinerant Aide/Transportation Aide
4. Library Aide
5. Maintenance Foreman - Team A Electrical/HVAC/Refrigeration
6. Maintenance Foreman - Team B Plumbing/Masonry/Carpentry
7. Pre-K and Kindergarten Aide
8. School Secretary II/Library Aide

On motion of David Meeks, seconded by Marty Lawhon, and as recommended by the Superintendent, the out of county attendance requests to attend in Pleasants County were approved 5-0.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, MICHAEL SIMONTON, WVU-P Education student, was approved 5-0 to student teach in Pleasants County during the spring 2017 semester, beginning January 5, 2017 and concluding on May 4, 2017.

On motion David Meeks, seconded by Sharon Gainer, and as recommended by the Superintendent, ASHLEY ELLIOTT, WVU Art Education student, was approved 5-0 to student teach in Pleasants County during the spring 2017 semester, beginning January 5, 2017 and concluding on May 4, 2017.

The schedule of LSIC Presentations to the Board is as follows:

January 12, 2017 – BELMONT ELEMENTARY SCHOOL  
 January 24, 2017 – ST. MARYS HIGH SCHOOL  
 February 9, 2017 – ST. MARYS ELEMENTARY SCHOOL  
 February 23, 2017 - PLEASANTS COUNTY MIDDLE SCHOOL

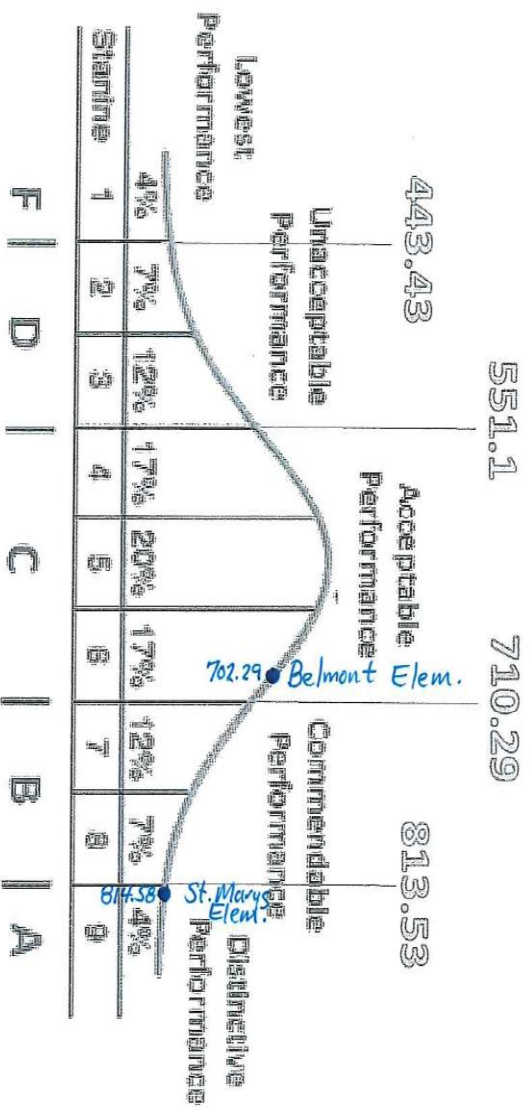
Superintendent Wells presented the following report:

A-F Ratings for Pleasants County Schools (meets ESSA requirement – Every Student Succeeds Act)

<b>Pleasant's County</b>																				
Belmont Elementary School	<b>C</b>	77.78	72.22	27.78		80.00	80.00	64.00	60.00	80.00	80.00	45.48	95.02							702.29
St. Mary's Elementary School	<b>A</b>	103.70	84.26	36.17		79.41	67.65	85.29	55.86	81.82	80.00	45.65	94.75							814.58
Pleasant's County Middle School	<b>B</b>	95.05	49.36		17.68	54.87	48.53	57.47	32.25	56.86	51.90	63.01	94.88							621.91
St. Mary's High School	<b>B</b>	113.47	30.33			64.40	63.39	54.40	21.12	67.19	50.77	28.68	46.61	141.46	102.91					773.75

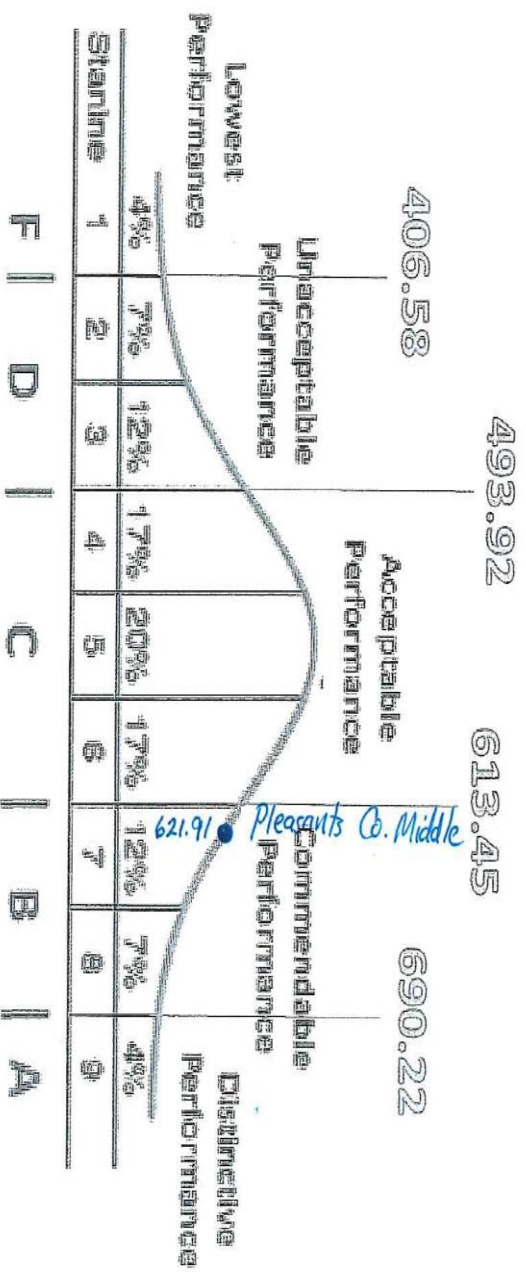
- Letter Grade
- ELA Proficiency
- Math Proficiency
- 3rd Grade Reading
- 8th Grade Math Concepts & Procedures
- ELA Observed Growth
- Math Observed Growth
- ELA Adequate Growth
- Math Adequate Growth
- Improvement of Low-Performing Students Students in ELA
- Improvement of Low-Performing Students Students in Math
- At-Risk Subgroup Reduction
- Attendance
- Graduation
- College & Career Ready
- Total Points Earned

# Elementary Schools



**Minimum Points Per Cut Score**

# Middle Schools



**Minimum Points Per Cut Score**

DIRECTOR REPORTS:

REX COX:

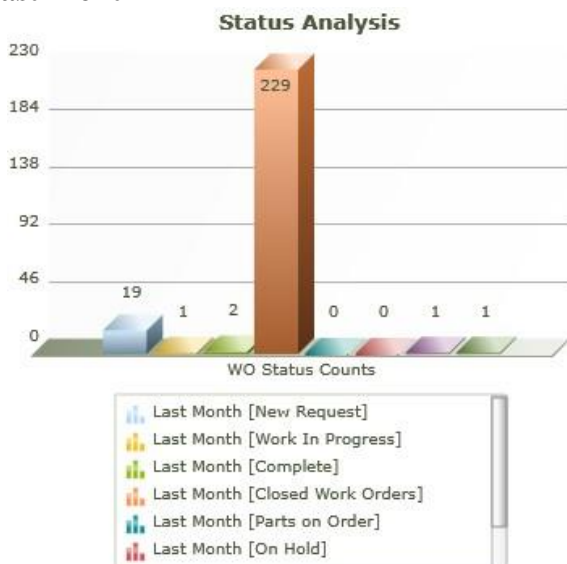
1. MAINTENANCE WORK
  - a. PCMS Access Safety and Restroom Project is complete. Working on the Punch List.
  - b. The End Zone Building reassembly (working with Steve Cunningham) began on Saturday, December 3, 2016.
  - c. Water line and sod have been placed on the baseball field at SMHS.
  
2. SBA IMPLEMENTATION OF PREVENTATIVE MAINTENANCE PROGRAM
  - a. Preventative Maintenance work is going well. The new work order system is in place and working efficient.
  - b. SBA Needs Project will be announced on December 12, 2016.
  
3. SAFETY
  - a. Pleasants County Schools now have six administrators that are A.L.I.C.E. Instructors. (Alert, Lockdown, Inform, Counter, Evacuate).
  - b. All Pleasants County Schools Staff have been A.L.I.C.E. trained and are aware of what the A.L.I.C.E. program is.
  
4. MEETINGS
  - a. PCS and RESA5 Safety Committee Meetings
  
5. INFORMATION ITEM
  - a. Working with All parties on the Memorial Wall at SMHS. Waiting on labor and hopeful to have the project completed before bad weather.
  
6. WORK ORDERS

Maintenance/Facility Work Orders

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

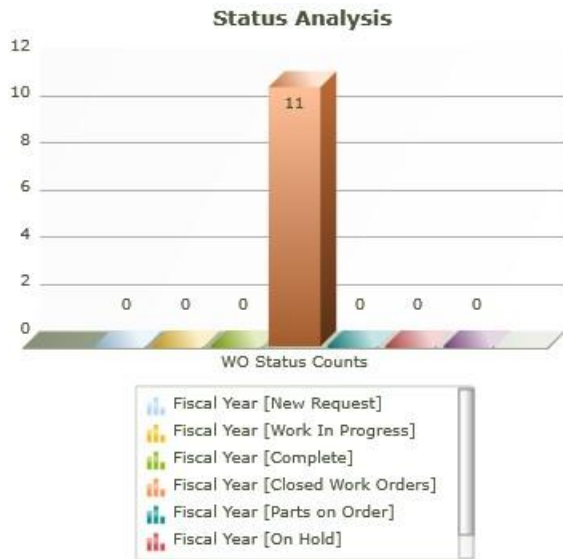
**COMPARISON WORK ORDER STATUS**

**Last Month**



**COMPARISON WORK ORDER STATUS**

**FISCAL YEAR July 1, 2016 – Current December 6, 2016**



**LEW MAZE:**

- We have finished Fall Sports/Band and began basketball and wrestling transports.
- I have been riding routes to check efficiency and observe drivers and road conditions.
- We have taken delivery of one of our new buses, #32-18. The other bus was damaged on the lot so it will be fixed first before it is delivered.
- We appreciate the equipment we have and the support of the Board to maintain and acquire quality buses.

**KRISTI VENDERLIC:**

Attendance/Dropout Prevention/Homebound/Homeschooled/Homeless

- The October Fabulous Friday perfect attendance luncheons for 141 PCMS and 88 SMHS students were held before Thanksgiving break. November recognitions will take place in the next two weeks. When we return from Christmas break, students who have had perfect attendance for the entire semester will be recognized in an assembly. Two students from each school will be drawn out for prizes I have received donations of gift cards and cash to purchase cards through January. I still need four months’ worth of cards to complete the year with monthly recognitions. I am drafting a letter to send to local business and industry requesting support for the semester and year end rewards.
- AmeriCorps members have been working regularly with the ~75 students on their rosters. They meet with students at PCMS, SMHS and at the BGPC. We submitted baseline data (2015-16 attendance, behavior and course performance) on each student.
- I have held pre-petition diversion and CA-2 meetings to address attendance concerns at all four schools and will be conducting additional meetings this month.
- Snack packs and weekend foods have been distributed to 99 students weekly at all four schools for the last month. Double packs are given over long breaks.
- Our “Pay It Forward Committee” has also collected names from the Neighbor Network and distributed those families’ needs to staff, local partners and school groups for “adoption” through our annual Christmas Cheer project. In addition, each school will be conducting “Extra Effort” drives this month to collect items for the families, for the Neighbor Network food pantry, or the dog/cat shelters.
- Third & Fourth Month’s Attendance/Cumulative/Enrollment



School	3rd Month Cumulative	3rd Month Cumulative	3rd Month Cumulative	4th Month	4th Month
		3rd/4th Month Enrollment			
BES	95.37%	96.13%	95.11%	95.94%	210/210
SMES	94.07%	95.56%	94.24%	95.24%	236/241
PCMS	95.64%	95.55%	94.72%	95.35%	311/310
SMHS	92.47%	93.52%	92.47%	93.27%	383/383

### Child Nutrition

- I will begin Smarter Lunchroom assessments in January. The grant I received for this work is \$1,482.27.
- Keri Straight and I held our first Wellness/Team Nutrition meeting here on November 29th. Our group has been tasked with identifying additional team members for school level teams to include parents and students. Each school level team will complete the School Wellness Index assessment in order to identify areas of strength and concern. We received \$4,351 to work on capacity building.
- I attended the monthly MHC co-op meeting where we heard another presentation from a third national purchasing cooperative. Sysco also hosted a small vendor show with some new and replacement products for us to review.
- I should have quotes on a steamer and a tilt skillet for PCMS before we go on Christmas break.
- I am continuing to meet with the head cooks on a monthly basis.
- We continue to work at collecting past due balances from families who owe for meals. A number are on payment plans. Due to the local newspaper coverage of this problem, I have received donations of \$800 from a local church and \$100 from an individual to apply as I saw fit to past due balances. So far, nine families who are making a concerted effort to pay off their bills have had \$100 each applied to their past due balances.

### COMMITTEE REPORTS:

Marty Lawhon stated that the Development Authority will meet on Thursday, December 8, 2016. Danny DeMoss reported that the Safety Committee met on November 17th and the A.L.I.C.E. program plans and the parent letter and phone call were discussed. Mrs. Gainer announced that the MOVTI Council met on November 16<sup>th</sup>. Dr. Straight and Mr. Wells attended the RESA V Council meeting with the next meeting on the 21<sup>st</sup>.

Mr. Wells updated the Board:

- 1.) On December 12th, I will be attending the West Virginia School Building Authority meeting at which they will make funding awards.
- 2.) We will be working with Thrasher to complete the survey of the Board Office property which is a part of the total of 6.64 acres.
- 3.) A big thanks goes to all of our area fire departments and law enforcement departments for the welcome home escorts given to our state championship football team through the various counties. Also, thanks is due to Mr. Sole, Coach Mote, Lew Maze and the transportation department for the cooperation and collaboration needed to make this possible.

The next regular meeting will begin the LSIC presentations to the Board on Thursday, January 12, 2017 at Belmont Elementary School, 512 Riverview Drive, Belmont, WV with a reception at 5:30 p.m., LSIC presentation at 6:00 p.m., and regular meeting following the LSIC presentation which may be prior to 7:00 p.m.

On motion of Danny DeMoss, seconded by Sharon Gainer, and approved 5-0, the meeting adjourned at 9:07 p.m.

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President

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Secretary