



Regular Meeting Agenda #19-3/23/17 – Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on March 23, 2017 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV 26170 at 7:02 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; and Kristi Venderlic, director of child nutrition/social services and attendance.

The Board opened the previous meeting (recessed) with the Pledge of Allegiance, and therefore did not repeat it for this meeting.

The Board recognized the following:

Class “A” All State Football Team Selections from St. Marys High School –

Will Billeter – Defensive Back
Jacob Northrop – Offensive Lineman
Jaiden Smith – Running Back

AmeriCorps mentors Jackie Barron, Toni Barnes, and Miranda Rhodes appeared before the Board and gave short individual presentations about their time as mentors for students and their appreciation for the support from the Board of Education.

On motion of Danny DeMoss, seconded by Sharon Gainer, and as recommended by the Superintendent, the minutes of the March 7, 2017 regular meeting were approved 5-0.

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

St. Marys High School Softball Team transportation request

Trip #3160-Blaze Armstrong and Tyler Satterfield to transport 42 students by bus to WV Power Baseball Game-Charleston, WV-May 16, 2017

Trip #3195-Missy Taylor and Shelley Taylor to transport 5 students by private vehicle to Envirothon Practice Day-Doddridge County Park-April 12, 2017

Trip #3191-Dustin Turner, Zack Minger, Amanda Childers, Jennifer VanZile and Shelley Taylor to transport 75 students by bus to the Capitol-Charleston, WV-March 27, 2017

Trip #3203-Laci Sole and Hannah Kirk to transport 40 students by bus to the Clay Center-Charleston, WV-April 21, 2017

Jodi Mote to transport 1 student by private vehicle to WVU Football Coaches Clinic-Morgantown, WV-April 3-4, 2017

Trip #3196-Missy Taylor to transport 5 students by bus to 2017 Envirothon Competition-Jackson's Mill, WV-April 20 through 21, 2017

Trip #3208-Tyrell Childers to transport 20 students by bus to WV Beef Expo-Jackson's Mill, WV-April 7, 2017

Confirmation of Drew Crawford to attend First Aid, CPR, and AED Certification-Athens, OH-March 18, 2017

Confirmation of Lacy Mossor to attend Special Education Certification-Ohio University-Athens, OH-March 22, 2017

On motion of Danny DeMoss, seconded by Sharon Gainer, and as recommended by the Superintendent, invoices in the amount of \$348,417.32 were approved 5-0.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the February Financial Report was approved 5-0.

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

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the addition of Mr. Ryan Haught to the Audit Committee was approved 5-0, which completes the five (5) allowable members. Audit Committee members are Mike Wells, Jennifer Hupp, Pam Cox, Jim Brown, and Ryan Haught.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the Annual Memorandum of Agreement with West Virginia University Cooperative Extension Service and the County Extension Service Committee was approved 4-0. Mrs. Gainer abstained from voting due to being a member of that committee.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the FY16 Audited Financial Statements were approved 5-0.

On motion of Danny DeMoss, seconded by David Meeks, and approved 5-0, the Board entered into executive session at 7:21 p.m. pursuant to WV Code §6-9A-4 for the discussion of personnel matters. The Board returned to open session at 7:39 p.m. with President Straight announcing that no action had been taken.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the following reductions in force/transfers/reassignment for 2017-2018 were approved 5-0:

PROFESSIONAL PERSONNEL:

Mutual Consent Transfer, Technology Integration Specialist at Pleasants County Middle School to include PCMS and BES – JAN COBY

Mutual Consent Transfer, Technology Integration Specialist at St. Marys High School to include SMHS and SMES – GLENDA COTTRILL

Transfer of Physical Education/Health Teacher at Pleasants County Middle School, To St. Marys Elementary School – DREW CRAWFORD

Reduction in Force/Termination/Preferred Recall List of St. Marys Elementary School Physical Education Teacher – JULIE PHAIR

Reduction in Force/Termination of Technology Systems Specialist for SMES, BES, and PCMS – RUSS EMERSON

Reduction in Force/Termination of St. Marys High School Honors Instructor ELA Grade 9 – JILL BILLETER

Reduction in Force/Termination of St. Marys High School Honors Instructor ELA Grade 10 – ROBIN TICE

Reduction in Force/Termination of St. Marys High School AP Instructor ELA – LINDA MAYFIELD

Reduction in Force/Termination of St. Marys High School AP Instructor Environmental Science – MISSY TAYLOR

Reduction in Force/Termination of St. Marys High School AP Instructor World History – ZACK MINGER

Reduction in Force/Termination of Computer Coordinator at St. Marys High School – GLENDA COTTRILL

Reduction in Force/Termination of Computer Coordinator at Pleasants County Middle School – JAN COBY

Reduction in Force/Termination of Computer Coordinator at Belmont Elementary School – PAULA OLIVERIO

SERVICE PERSONNEL:

Reduction in Force/Termination/Transfer for Subsequent Assignment of .5 Secretary at Pleasants County Middle School – TAMARA MEEKS

Reduction in Force/Termination/Transfer for Subsequent Assignment of .5 Secretary at St. Marys High School – TAMARA MEEKS

DIRECTOR UPDATES

Mr. Wells presented Board members with copies of the report from Mr. Cox, who was unable to attend:

1. MAINTENANCE WORK

- a. PCMS Access Safety and Restroom project is complete. Working on the Punch List. The back door work began March 20, 2017.
- b. End Zone Building reassembly update – Steel Framing is up. We need to paint and the new tin is ordered. The old tin will be sold.
- c. MOVTI is working on gates for the athletic complex road. The gates are being made by the MOVTI Welding Shop. The posts are set.
- d. Working on the walls at the Bus Garage.
- e. Preparing for spring sports; baseball and softball fields, track area.
- f. Radon Testing is complete at SMHS. Still need to test at SMES and BES.

2. SBA IMPLEMENTATION OF PREVENTIVE MAINTENANCE PROGRAM

- a. Preventative Maintenance work is going well. The new work order system is in place and working efficient.
- b. SBA Needs Project was given to do second and third phases at PCMS- Access Safety and Restroom Project – SBA \$457,695.00; LOCAL

\$80,770.00. Putting scope of work together. We hope to start work as soon as school is out for the summer.

3. SAFETY

- a. Lew Maze and Rex Cox to present hand on A.L.I.C.E. training-cook specific scheduled on early dismissal day, April 7, 2017.
- b. Pleas. Co. Sheriff and St. Marys Police Dept presented a “Drug Epidemic and Our School” training for our staff. They included drug recognition and an exercise with their canine officers.
- c. Plan of Correction for Fire Marshal, BRIM, and SBA Inspections have been completed and approved.
- d. NOAA QV Severe Weather Awareness Week March 19-25, 2017. All Pleasants Co Schools facilities participated in a scheduled tornado drill on Wednesday, March 22nd.

4. MEETINGS

- a. PCS Safety Committee Meetings
- b. WVASFA meeting planning for the 2017 Summer Conference at the Waterfront Hotel in Morgantown.
- c. OEPA meeting for questions and answer session.
- d. Plans to work with Principals to go to their schools to train on A.L.I.C.E.

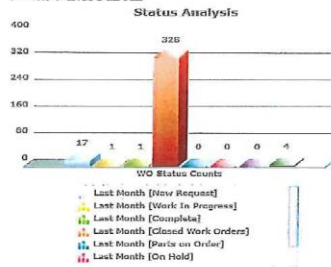
5. INFORMATION ITEM

- a. Working with All parties on the Memorial Wall at SMHS. Now waiting on the weather to break.

6. WORK ORDERS

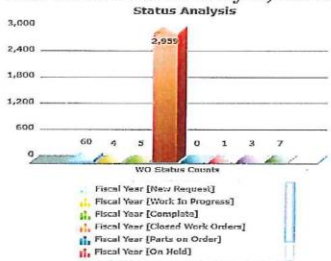
COMPARISON WORK ORDER STATUS

Last Month



COMPARISON WORK ORDER STATUS

FISCAL YEAR July 1, 2016 – Current February 23, 2017



Lew Maze, director of transportation:

1. Riding on bus routes to evaluate routes and drivers is ongoing.
2. Substitute status is that we are in good shape; we currently have 2 drivers on medical leave and that leaves us 4 subs on board to utilize.
3. Auction of the older buses has been conducted online, with all 3 sold for approximately for \$7200. Buses will be released once payments are received.
4. Division of Highways has been addressing fixing some areas that needed graveling and ditches cleaned. On Monday, they are scheduled to begin work on the slip on Route 39. We appreciate the working relationship that we have with them.
5. A handout with bus inspection information from the first of the school year until the most recent ones done by the WVDE Inspector. We have “0” findings and a big thanks to our transportation staff for their accomplishments.

Kristi Venderlic, director of child nutrition/social services and attendance:

Attendance/Dropout Prevention/Homebound/Homeschooled/Homeless

- The mid-year report from WVU PERC and the Education Alliance on the progress made during the first semester with our students and across the state is attached. Overall, the program continues to show positive progress in impacting students’ attendance, behavior and course performance. We will have our members into the summer, so they will be providing service at the BGCPC summer program, Energy Express and the library’s summer feeding program to complete their 900-hour requirement.
- Pre-petition diversion and CA-2 meetings to address attendance concerns at all four schools continue. Court appearances and follow up MDT and SAT/504 meetings are also in full swing at this point in the year.
- Seventh Month’s Attendance/Cumulative/Enrollment (see attachment).
- I ran an attendance report at the end of the third nine weeks for each school that detailed students who had excessive absences. At this point in the year that is 13 total absences, both excused and unexcused. In reaching this number of days missed, these students are considered to be at-risk of becoming chronically absent. Although there are numerous reasons that a student might miss more days than normal in any given year, the majority of the students on this report are, in fact, chronically absent from school. Many are not in legal trouble. By looking at specific students, we can strategize ways to address this problem individually.

School	Number of Students w/13 absences (3/17/17)	Total Number of Students	Percentage
SMHS	104	378	28%
PCMS	49	311	16%
BES	25	209	12%
SMES	42	239	18%
Totals	220	1,137	18.5%

Child Nutrition

- Smarter Lunchroom training with cooks will continue for one more session in May. Each cook received the Smarter Lunchroom assessment tool to complete for their own cafeteria. The results will guide us in making changes and purchases based on behavioral economics that will encourage students to select healthier options at school meal times.
- I attended the monthly MHC co-op meeting today where our 21-member county group met with Steve Zikeli, the region manager for the HPS purchasing group and Cathy Zikeli, the Gordon Food Service sales manager. The recommendation

letter from the MHC was included in your meeting materials. I also have attached to my report a couple of handouts about HPS.

- I continue to meet with the head cooks on a monthly basis. All three are planning to attend the annual SNA conference with me in April.
- I have worked with Mr. Wells and Mrs. Hupp to develop a plan to address the unpaid lunch bills that have been accumulating in spite of civil court filings, payment plans and various efforts to collect. We anticipate a deadline of June 30, 2017 for all balances to be paid in full or face civil court action or wage attachment.
- Pending your approval of School Café, parents will be able to pay with a check or cash locally, by check or online to City Bank or online with a credit or debit card. You received an agreement with Primero in your board meeting materials for School Café, an online payment option for parents to make payments on their student's lunch bills. Visa and MasterCard credit and debit cards are accepted. There is a fee for each transaction.
- We will also be looking closely at the CEP option, if we qualify, for next school year.

COMMITTEE REPORTS:

PCDA (Development Authority) – Marty Lawhon reported that they met last Thursday, but nothing to report

Safety Committee – Danny DeMoss reported the next meeting is April 18th at 4:00 p.m. in the Board Meeting Room

MOVTI Council – Sharon Gainer reported that multi county WVEIS access has been enabled due to efforts with the state by Gary Bills and Jack Waugh for a workaround so that teachers now have an avenue to their students' information.

RESA Council – Heather Straight reported that at the meeting yesterday, discussion included current legislative actions and the candidates for State Superintendent of Schools.

Fair Board – Dave Meeks was unable to attend the last Fair Board Meeting and the last Board of Education Meeting due to work. The Fair planning is on schedule and seems to be going great.

Mr. Wells updated:

1. Work on the back entrance was started on Monday at PCMS with the projection for it to be completed in 2-3 weeks. I met with Thrasher regarding the Board Office and the Phase 2 and 3 construction at PCMS. We are hoping to start on the Board Office this Spring and the PCMS project middle to late June or early July, due to funding being in the new fiscal year.

2. Central Office OEPA Review was conducted on Tuesday with an early start and completed around 5:30 p.m. OEPA Review of the schools will be next week on March 29th.

The next meetings will be the reconvened meeting and the regular meeting on Tuesday, April 18, 2017 at 7:00 p.m. in the Board Meeting Room, 1009 Maple Street, St. Marys, WV 26170.

On motion of Danny DeMoss, seconded by David Meeks, and approved 5-0, the meeting adjourned at 8:19 p.m.

President

Secretary