



Regular Meeting Agenda 21–5/7/19 Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on Tuesday, April 16, 2019 at 6:00 p.m. in the Board Meeting Room at 1009 Maple Street, St. Marys, WV, 26170 with President Dr. Heather Straight presiding.

Present: Dr. Heather Straight, President
Mrs. Sherry Maston
Mr. David Meeks
Mr. Bradley VanZile

Absent: Mr. Danny DeMoss, Vice President

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

The Board opened the meeting with the Pledge of Allegiance.

The Board recognized MOVTI SMHS Student, Trenton Houser, for 1st Place in Welding at the SkillsUSA Competition.

On motion of Bradley VanZile, seconded by David Meeks and as recommended by the Superintendent, the minutes of the April 25, 2019 regular meeting were approved 4-0.

On motion of David Meeks, seconded by Bradley VanZile, and as recommended by the Superintendent, Trip #3995-Paula Oliverio, Lori Mendenhall, Mark Barnhart, Josalin Casto, and Eric Croasmun to transport 40 students by bus to WV Power Grand Slam School Days, Appalachian Power Park, Charleston, WV, May 13, 2019 approved 4-0.

On motion of Sherry Maston, 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 \$61,200.21
April Finance Reports
Budget Transfers and Supplements
Proposed FY2020 Budget Approval

On motion of Bradley VanZile, seconded by Sherry Maston, and as recommended by the Superintendent, the following personnel items were approved 5-0 by consent:

RESIGNATION:

Resignation of Social Studies Teacher, St. Marys High School, effective at the end of the 2018-2019 School Year – DUSTIN TURNER

Resignation of Head Softball Coach, St. Marys High School, effective at the end of the 2018-2019 School Year – JOHN MIKE NICHOLS

EMPLOYMENT:

Employment of Substitute Secretaries-ASHLEY DAWSON, ASHLEY WILSON

REMOVAL FROM SUBSTITUTE LIST/TERMINATION OF CONTRACT:

Removal from Substitute List/Termination of Contract of Substitute Cook-JASMINE MASTON

VOLUNTEER AGREEMENTS:

PCMS - Katie Childress
 Kelly Kincaid
 Jennifer Kisner
 Verna Owens
 Mary Sue Perry
 Rebecca Wilson
 Terry Wilson

LEAVE OF ABSENCE REQUEST, PURSUANT TO FMLA:

Leave of Absence Request, pursuant to FMLA, for Kindergarten Aide/ECCAT at St. Marys Elementary School, beginning April 8, 2019 – CHRISTINA CARPENTER

DIRECTOR REPORT:

Amanda Mote, DIRECTOR OF SOCIAL SERVICES, ATTENDANCE, AND CHILD NUTRITION:

Social Services

1. Ameri-Corp Frontline Program
 - a. Our three mentors are finishing the year strong with over 1660 session hours.
 - b. Participated in the National Volunteer Week project with the PC FRN bringing awareness to Child Abuse during the month of April with the planting of the pinwheels.
2. McKinney-Vento
 - a. 46 certified
 - b. Received the updated information from federal to distribute early next school year
3. Social Services
 - a. References to mental health services, clothing/shoes/school supplies provided, Prom dresses/tuxes/alterations provided, worked with students on decreasing absences and improving academic progress, making preparations for graduation, working with students who are certified under McKinney-Vento, provided healthy snacks for those who are not food stable, many other tasks!
4. Handle with Care
 - a. April- 11 student affected
 - b. May- 4 students affected
 - c. Total for the year: 52 students affected
 - d. Map of HWC programming in US; WV piloted and fully active in all counties

Attendance

1. Eighth Month Attendance Report (Next report May 15th)

2. Monitoring
 - a. 84 CA-2 meetings held; 43 to be scheduled
 - b. 164 letters to encourage families to turn in their notes
3. Court Proceedings
 - a. 30 families involved; 5 pre-petition diversions will be offered

Child Nutrition

1. Attended the WV School Nutrition Association Conference in Morgantown with Cafeteria Mangers
2. Commodities delivery April 25th from Ripley Warehouse
3. Ready to get bids for new serving line in the PCMS Kitchen (grant monies)
4. "From Scratch Cooking" \$2000 grant for small appliance in all kitchens
5. Received our carts from the "Fuel 60/American Dairy Association" grant to be used for our Second Chance Breakfast at SMHS
6. CEP Participation
 - a. Breakfast: 61.37%
 - b. Lunch: 72.07%
7. Debt Collection
 - a. -\$131,307.04 (decrease of \$2,175.75 since the March report)
 - b. Overall reduction of 15.8% since July 2018 (goal of 25% by the end of the school year)
8. Next steps
 - a. Families not paid in full or engaged in an installment plan by the end of the fiscal year (June 30) will become involved in court proceedings for wage garnishments through Pleasants County Magistrate Court. Parents are encouraged to call into the Office of Child Nutrition at 304-684-3047 to make arrangements for payment. Payments can also be made in person at the Maintenance Building (1009 Maple Street), by mail (202 Fairview Drive), or online at <https://www.schoolcafe.com/>.

Rex Cox, DIRECTOR/SUPERVISOR OF MAINTENANCE/FACILITIES:

1. MAINTENANCE WORK
 - a. Continuing to work on the Timing Room and Storage Building at SMHS-Athletic Facility as time permits. Running electric and lights.
 - b. Work on the Discus/Shot Put Area at SMHS-AF for WVSSAC/ to host the regional track meet on Friday, May 10th.
 - c. Moving Dirt produced from the Discus/Shot Put area at SMHS-AF.
 - d. Work Orders
2. SBA PREVENTATIVE MAINTENANCE PROGRAM
 - a. Preventative Maintenance of HVAC.
 - b. Preventative Maintenance of Roof Drains.
3. SAFETY
 - a. We have applied for a Homeland Security Grant to acquire a generator at SMHS. Still waiting on a response.
 - b. We are planning an Active Shooter Drill for SMHS. Table Top Discussions have been ongoing. We have scheduled the Table Top Drill for June 25th.
 - c. Knox Boxes will be installed this summer at PCMS, SMES and BES.

4. MEETINGS

- a. PCS Safety Committee Meetings were November, January and March. A meeting is scheduled for May 21, 2019 with the Table Top to be June 25th at 3:00 p.m. in the board meeting room.
- b. We have attended all job meetings on all projects that I oversee as Clerk of the Works.
- c. Interviews for CEFPP were conducted. Meetings will begin soon.
- d. Meetings on the PCMS Water Tank, SMES HVAC/Roof, and BES HVAC were conducted.

5. INFORMATION ITEM

- a. County grounds/mowing began on April 1, 2019. Tim Byers has been hired in the countywide groundsman position.

6. WORK ORDERS

Maintenance/Facility Work Orders

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

REPORT Period March 13, 2019 – May 6, 2019 MAINTENANCE

Type of Work Order Status

New	Work in Progress	Completed	Closed	Pending	Declined	Parts on Order	Void	Waiting On Info
52	1		54	3				

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

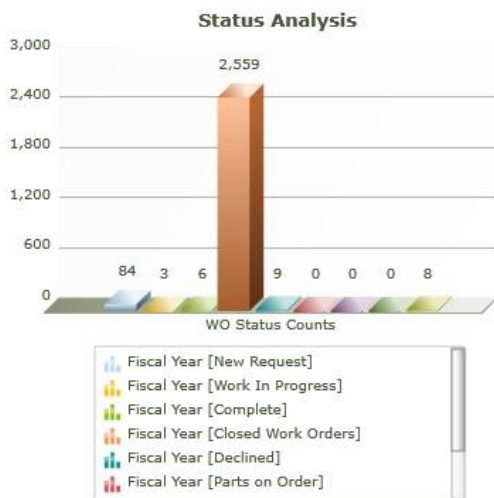
Type of Work Order Status

New	Work in Progress	Completed	Closed	Pending	Declined	Parts on Order	Void	Waiting On Info
74	2		577	8	7			

2018-2019

COMPARISON WORK ORDERS STATUS FOR ALL DEPARTMENTS

FISCAL YEAR July 1, 2018 – Current



Lew Maze, DIRECTOR OF TRANSPORTATION:

- 1) We are finishing out the school year with transporting to field trips, college visits, and sports with the season winding down.
- 2) We are working on finishing physicals and recertification tests.
- 3) We are making preparations for summer programs with bus requirements.
- 4) The mechanic will be attending the Transportation Conference at Canaan Valley Resort from July 14 through 17, 2019.

MOVTI – S. Maston-met 4/25 approved calendar and personnel; students held reverse job fair
SAFETY – D. DeMoss-absent next meeting is May 21st
PCDA – H. Straight-meeting is next Thursday
FAIR – D. Meeks-wasn't able to attend
OTHER –B. VanZile-Extension/4-H - none

Mr. Wells:

Our 2019-2020 Calendar and NTI application have both been approved.

Last day for students will be May 23rd and for 200 day employees, it will be May 30th unless they didn't do PT Conferences, then it will be May 31st.

The next regular meeting will be on Thursday, May 23, 2019 at 6:00 p.m. in the Board Meeting Room at 1009 Maple Street, St. Marys, WV, 26170. Preceding the meeting at 5:30 pm. will be a reception to recognize candidates for Teacher of the Year and Service Personnel of the Year.

On motion of Bradley VanZile, seconded by Sherry Maston, and approved 4-0, the meeting adjourned at 6:45 p.m.

President

Secretary