



Regular Meeting Agenda #24–6/14/18 Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on Thursday, June 14, 2018 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV at 6:03 p.m. with President Heather Straight presiding.

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

Absent: Mr. Danny DeMoss, Vice President

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

Student Recognition-Pleasants County Middle School
2018 West Virginia State Social Studies Fair
BRADY RINARD
1st Place-Regional History
“The Rock That Shaped Us, Coal”

On motion of David Meeks, seconded by Marty Lawhon, and as recommended by the Superintendent, the minutes of the May 24, 2018 regular meeting were approved 4-0.

On motion of Sharon Gainer, seconded by David Meeks, and as recommended by the Superintendent, the transportation request for Jodi Mote and J. D. Smith to transport 9 students by private vehicles to Football Camp-Glenville State College-Glenville, WV- June 19 through June 21, 2018 was approved 4-0.

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

403(b) Plan Administration Services Contract Renewal Agreement with TSA Consulting Group, Inc.
Flood Insurance
May Financial Reports
Budget transfers and supplements
Invoices - \$322,672.31

On motion of Marty Lawhon, seconded by David Meeks, approved 4-0, the Board entered into executive session at 6:10 p.m. per WV Code §6-9A-4 for the discussion of personnel matters. The Board returned to open session at 7:00 p.m. with President Straight announcing that no action had been taken.

On motion of Marty Lawhon, seconded by David Meeks and as recommended by the Superintendent, the following personnel items were approved 4-0 by consent:

RESIGNATIONS

Resignation of Athletic Director at St. Marys High School, effective June 30, 2018-JODI MOTE

Resignation of Assistant Football Coach/Position Coach at St. Marys High School-BILL AUXIER

EMPLOYMENT

Vacancy #18-75, Elementary Counselor, Belmont Elementary/St. Marys Elementary-SARA LOVE

Vacancy #18-76, Director of Social Services/Attendance and Child Nutrition, effective July 2, 2018-AMANDA MOTE

Vacancy #18-78, Director of Curriculum and Instruction, effective July 2, 2018-LORI BARNHART

Vacancy #18-79, Music Teacher, Belmont Elementary/St. Marys Elementary, 2018-2019-BRITTANY HOSKINS

Vacancy #18-80, Cook II, Pleasants County Middle/St. Marys Elementary-2018-2019-REBECCA WEEKLEY

Vacancy #18-82, Principal, Pleasants County Middle School, effective July 2, 2018-AARON HICKMAN

EXTRA-CURRICULAR ASSIGNMENT AGREEMENTS, 2018-2019 School Year

Vacancy #18-68, Assistant Boys’ Basketball Coach, Pleasants County Middle School-BRANDON MATHEWS

Vacancy #18-69, Assistant Cheerleading Coach, Pleasants County Middle School-CAROLYN BINEGAR

Vacancy #18-80, Interventionist, Belmont Elementary School-CARLEEN DENNIS

Vacancy #18-63, Athletic Event Coordinator, St. Marys High School-LOURA RINARD

Vacancy #18-64, Honor Society Sponsor, St. Marys High School-LOURA RINARD

On motion of David Meeks, seconded by Marty Lawhon, and as recommended by the Superintendent, the revision of Policy 3007-Fair Labor Standards Act/Overtime was approved 4-0 on waive reading.

On motion of David Meeks, seconded by Marty Lawhon, and as recommended by the Superintendent, the following MISCELLANEOUS items were approved 4-0 by consent:

- Request for Early Re-Entry of Student**
- Contract for Shared Services for Special Education Specialist**
- Request to Sell Buses and Van as Surplus**
- Contract with Marshall University for Placement of Student Teacher Candidates/Other School Professionals**
- Memorandum of Understanding with the Ed Alliance for AmeriCorps**
- Change Order #1 to Danhill Construction for Floor Tile Replacement-Locker Rooms in the amount of \$54,805.00**
- Contract Agreement with Best Life Therapy, LLC for Occupational Therapy Services**
- Contract Agreement with Best Life Therapy, LLC for Physical Therapy Services**
- Approval of Bid for Renovations to St. Marys Elementary School/Belmont Elementary School to Provide Safe School Entrances for Grae-Con Construction**

DIRECTOR REPORTS:

Kristi Venderlic, Director of Child Nutrition/Attendance and Social Services:

Attendance/Dropout Prevention/Homebound/Homeschooled/Homeless

- Students with Perfect Attendance for the third and fourth nine weeks at PCMS and SMHS were recognized and four students (drawn at random) at each school received gift cards. The students with perfect attendance for the entire year at PCMS were also recognized and one lucky student is receiving Beats headphones for this accomplishment. No students at SMHS had perfect attendance for the year.
- The AmeriCorps dropout prevention program is winding down with data collections and mentor/mentee match surveys. Our three members, Sammi Clayton, Cody Moore and Brandon Mathews have done a tremendous job working with 75 + of our students selected for this program. I cannot say enough about the effort they have put into our students. I am also very pleased that the program will continue in Pleasants County. When the data is compiled and the report received from the WVU-PERC and the Education Alliance from this year, I will make sure you all receive it.
- Attendance meetings/hearings held/scheduled in May and June include:
 - Chronic Medical Meetings – 5
 - CA-2/PPD Meetings – 2
 - MDT or SAT Meetings - 7
 - Juvenile Hearings (all levels) – 13
 - 18-Year-Old/Adult Hearings – 20
- During the last two months, the Pay It Forward Committee and school system has helped two families with six children whose homes burned and another family with four children with desperate needs.
- Eighth, Ninth and Tenth month attendance reports are attached.

Child Nutrition

- During May I got my ServSafe results back and am now fully certified according to WVOCN policies recently changed due to federal legislation.
- I attended the monthly MHC co-op meetings on May 17th and today. I received and opened milk and bread bids and will be confirming the quotes for accuracy over the next few days.
- I attended WVASBO's Child Nutrition Specialist Day. A \$2,000 grant came to us for small equipment for "Scratch Cooking."
- Our summer feeding programs are all underway or set to begin next week. All are going well.
- I am finishing up the NSLP application for CEP. It is due June 30th.
- I continue to address outstanding past due lunch bills.
- Head cooks' meetings continue once a month and are very productive. We met May 9th. No meetings were scheduled for June; however, I did meet with each kitchen to discuss next year's plans, staffing and CEP.

Rex Cox, director/supervisor of maintenance/facilities:

1. MAINTENANCE WORK

- a. PCMS Pool Boiler went out to bid on June 12, 2018. The opening for the bid is June 25, 2018.
- b. Building an Acid Room on the back of the pool area at PCMS.
- c. Continuing to work on the Timing Room and Storage Building at SMHS-AF as time permits.
- d. Working on the ceiling in the BES kindergarten room.
- e. Safety town set up. Prepare and paint.

2. SBA PREVENTATIVE MAINTENANCE PROGRAM
 - a. Preventative Maintenance of HVAC.
 - b. Preventative Maintenance of Roofs.

3. SAFETY
 - a. We have applied for a Homeland Security Grant to acquire a generator at SMHS.
 - b. We are planning a Active Shooter Drill for SMHS. A meeting with Homeland Security and TSA is set for June 18, 2-018 at 10:00 a.m. in our Board Meeting Room.
 - c. Knox Boxes will be installed as time permits at PCMS, SMES and BES.

4. MEETINGS
 - a. PCS Safety Committee Meetings were April 24 and May 22, 2018. The next meeting is scheduled for June 18, 2018.
 - b. WVASFA meeting was June 8, 2018. The annual conference is held in Morgantown on July 9-10, 2018.
 - c. We have attended bid meetings for PCMS Phase II, SMES and BES Access Safety, PCMS Pool Boilers and Piping.
 - d. We have attended all job meeting on all projects that I oversee as Clerk of the Works.
 - e. The custodial supply bid is out and in progress. We will look at July 1, 2018 to order for 2018-2019 school year.

5. INFORMATION ITEM
 - a. County grounds/mowing began on April 1, 2018 and has been a struggle this year with the wet weather.

6. WORK ORDERS

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

REPORT Period April 5, 2018-June 13, 2018 MAINTENANCE

Type of Work Order Status

New	Work in Progress	Waiting on parts	On Hold	Pending	Completed	Void	Closed
38	2	0	0	4	1	0	93

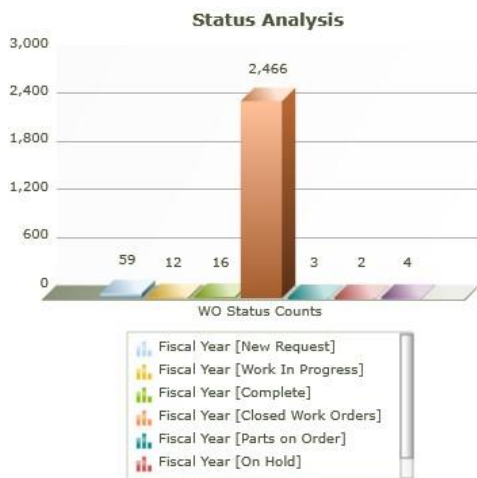
REPORT Period July 1, 2017 – CURRENT (FISCAL YEAR) MAINTENANCE

Type of Work Order Status

New	Work in Progress	Waiting on parts	On Hold	Pending	Completed	Void	Closed
57	9	2	0	4	10	2	606

2017-2018

**COMPARISON WORK ORDER STATUS FOR ALL DEPARTMENTS
 FISCAL YEAR July 1, 2017 –Current**



Lew Maze, director of transportation:

- 1) Summer busing has begun with Extended School Year and then next week Energy Express and Summer Boost begin.
- 2) Drivers have finished staff development and re-certification. Reports will be submitted as required to the WVDE.
- 3) Our new substitute driver will begin training as soon as possible.
- 4) We have a new co-op that will be doing our drier training due to the closure of RESA.
- 5) We are working on receiving and considering proposals for our bus lift to be repaired. Pricing for a replacement was approximately \$150,000 to \$175,000. We were able to check into getting it repaired so we are now receiving quotes for certified repairs which looks to be much less.
- 6) Our Summer Transportation Conference will be July 15th at Glade Springs Resort.

On motion of Marty Lawhon, seconded by David Meeks, and approved 4-0 the Board entered into executive session at 7:48 p.m. per WV Code §18-4-6 for the evaluation of the Superintendent. The Board returned to open session at 8:34 p.m. with President Straight announcing the Superintendent Wells meets or exceeds all expectations.

COMMITTEE REPORTS:

- PCDA – Mr. Lawhon – no report
- SAFETY – Mr. Wells next meeting 6/18
- RESA V – Mr. Wells- a few employees still left. We were able to procure several items including 17 sets of shelving, some chairs, and miscellaneous items. Any property not liquidated reverts back to the State Board of Education
- MOVTI – Mrs. Gainer – meeting is 6/28
- FAIR – Mr. Meeks – no report

Mr. Wells mentioned that he will be attending the WVASA Summer Conference at Stonewall from 6/19 through 22. We have three of our four schools currently under renovation with construction projects so it is a very busy time.

The next meeting will be on Tuesday, June 26, 2018 at 6:00 p.m. in the Board Meeting Room at 1009 Maple Street, St. Marys, WV.

On motion of David Meeks, seconded by Sharon Gainer, and approved 4-0, the meeting adjourned at 8:40 p.m.

President

Secretary