



## **Regular Meeting Agenda #3–8/10/17**

### **Regular Meeting Minutes**

The Pleasants County Board of Education met in regular session on Thursday, August 10, 2017 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV 26170 at 6:00 p.m. with President 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; and Rex Cox, director/supervisor of maintenance/facilities.

The Board opened the meeting with the Pledge of Allegiance.

Superintendent Wells announced that Agenda Item 11e. Student Teacher Recommendation was being pulled from the agenda.

On motion of Danny DeMoss, seconded by David Meeks, and as recommended by the Superintendent, the minutes of the July 27, 2017 regular meeting were approved 5-0.

On motion of Marty Lawhon, seconded by Sharon Gainer, and as recommended by the Superintendent, the following transportation items were approved by consent 5-0:

#### **Transportation Requests:**

- Trip #3280-Patrick Norton to transport 21 students by bus/airplane to Disney Trip-Orlando, FL-March 25-29, 2017
- Pleasants County Middle School Football Team transportation request, 2017-2018
- Pleasants County Middle School Golf Team transportation request
- St. Marys High School Soccer Team transportation request
- St. Marys High School Marching Band transportation request

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

**Invoices in the amount of \$354,591.00**  
**Budget transfers and supplements**  
**July Financial Report**

On motion of David Meeks, seconded by Sharon Gainer, and as recommended by the Superintendent, the following personnel items were approved 5-0 by consent:

#### **9a- EMPLOYMENT, pending meeting all necessary requirements, 2017-2018**

Vacancy #18-4, Technology Integration Specialist, Countywide – GLENDA COTTRILL

**9b-Mutual Consent Agreement, Bus Operator**

Mutual Consent Agreement with Bus Operator for extension of bus route to include the route previously known as Bus #5 route – VERNON TAYLOR

**9c-Volunteer Commitment/Agreements, 2017-2018**

VOLUNTEERS 2017-2018					
First Name	Last Name	BES	PCMS	SMES	SMHS
Stephanie	Adams		X		X
Lizabeth	Bullman			X	
Terri	Clark	X	X		X
Jan	Coby	X	X		
Jacob	Cox				X
Pam	Cox				X
Rex	Cox				
Anthony	Davis		X		X
Becky	Davis		X		X
Dale	Evans, Jr.	X	X		
Jacqueline	Evans	X	X		
Samantha	Forrester				X
Robert	Fraser	X	X	X	X
Jean	George				X
Sarah	Hacker	X	X		
Kay	Johnson	X	X	X	X
Jeremy	Jones				X
Robert	Long				X
Nancy	Lupardus	X	X	X	X
Sally	McCune			X	
Jerry	Rice				X
Jessi	Rupert			X	
Jennifer	Shultz				X
John	Shultz				X
Michael	Shultz				
Dawn	Taylor			X	X
Molly	Watson			X	

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

- **Change Order #2 to Phoenix Associates, Inc. Board Office Renovations in the amount of \$25,226.00 for St. Marys B&) taxes and removing and replacing metal roof deck**
- **Agreement with Appalachian Council Head Start, 2017-2018**
- **MOU with Mid-Ohio Valley Regional Council Foster Grandparent Program**
- **Request for Student Teacher Placement from WVU**
- **Out of County Attendance Requests**
- **Attendance Exceptions for Senior Students, 2017-2018**

**DIRECTOR REPORTS:**

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

**Attendance/Dropout Prevention/Homebound/Homeschooled/Homeless**

- I was trained in Youth Mental Health First Aid on June14, 2017. This was conducted by staff from Westbrook and RESA V and was part of our school wide mental health initiative.
- Mr. Sole and I met with five students requesting half day attendance exceptions at the end of June.
- We have completed interviews for our three AmeriCorps positions. Once approved by the Education Alliance, these three mentors will be working with me, school counselors and principals to identify the 75 children and teens who would benefit from the support.
- Perfect attendance will be recognized each nine weeks this year at all schools. Individuals and partners who wish to support this effort may donate \$25 gift cards or money to purchase these for high school and middle school students. Elementary students are provided with a number of incentives that could also be supported.
- I recently participated in an *Attendance Works* webinar called “1+2+3: Improving Attendance in the Most Vulnerable Students.” The last webinar of the calendar year is scheduled for September 12 and it will address chronic absenteeism in rural youth. Our county is signed up for Attendance Awareness month in

September and I continue to explore ways to raise community awareness of two big issues: chronic absenteeism and homelessness/unaccompanied youth.

- The data I shared with you in May from WVEIS (ATT.580L) indicates that we had 246 students miss 16 or more days of school last year. That is 21.41% of our students.
- I have been summoned to many attendance related hearings, status updates, MDT's and dispositional over the summer involving juveniles and parents. I have also held several PPD meetings with students and parents in the hope of resolving attendance issues without court involvement.
- I have provided support to several homeless youth and their temporary "foster" families during the summer months. This has included hygiene, clothing and laundry supplies, kitchen cleaners, paper products and food items. Help with gasoline to get to a student's medical appointment in Columbus and a medical bill is being provided by the Pay It Forward Committee at the end of this month.
- One SMHS student has requested paperwork for homebound services to begin the first day of school. There will be at least two more from SMHS.

### **Child Nutrition**

- I attended the mandatory CACFP Training in Morgantown on June 28, 2017. This was conducted by the Office of Child Nutrition and the Institute for Child Nutrition and the USDA. This training provided guidance on new regulations and best practices for after school programs.
- At the monthly MHC co-op meeting on June 12, bread and milk bids were opened. We extended with Nickles and Broughton's. Additional information was shared by Crook Brothers produce and Gordon foods. I also attended the July 20, 2017 co-op meeting.
- As a result of the June co-op meeting/presentation and the spring conference that I attended with the head cooks, I asked Crook Brothers to present information about their produce to me in Pleasants County for consideration. Mark Bowling met with me and the head cooks on July 6, 2017. We also met with our new sales representative from Gordon Foods, Justin Wilson, on July 31, 2017. I believe that we are in good shape with our new vendors and will hopefully benefit from these changes.
- New equipment for PCMS kitchen was purchased over the summer and one piece, the steamer, has been installed. The tilt skillet is shipping on August 15<sup>th</sup> and will be installed ASAP by our maintenance crew.
- Parents are using the School Café portal to make payments and will also be able to use it to apply for free/reduced lunch benefits. The web address to do so is: [www.schoolcafe.com](http://www.schoolcafe.com)
- Summer feeding programs at the library, Energy Express and the Boys & Girls Club have gone well. They conclude tomorrow.
- I attended the Back to School Fair and distributed information to parents about free/reduced lunch and attendance.
- I trained a new sub cook who will be added to the list of employees. I also trained all three head cooks on the new online ordering system with Gordon Foods. The first food orders are in.
- Our efforts to address outstanding lunch bills, including old debts that were never paid off, have resulted in some challenges, but the debt is now down to \$152,623.81. Before I prepare criminal complaints and do the paperwork to place liens and/or attach wages on those individuals who have neglected to pay their debts, I will be communicating with Mr. Wells who will approve the actions. We have heard from several donors who would like to help resolve some of the debt for people who are genuinely making an effort to pay their bills, so I would encourage anyone who has an unpaid lunch bill to make an effort and it may be rewarded. If anyone, including parents whose children have already graduated, is uncertain about a past due balance, I encourage them to call so that the problem can be resolved.

Rex Cox, director/supervisor of maintenance/facilities:

**1. MAINTENANCE WORK**

- a. End Zone Building reassembly update – Steel Framing is up, we need to paint, the new tin is ordered and on site. Spoke with the Ironworker Rep and work was to begin after July 29, 2017. It rained, the Ironworker Rep that is in charge is out of town.
- b. The gates were made by MOVTI Welding Shop and are installed. The posts are set and painted.
- c. Placed 700 ft. of French drain at the SMHS Athletic Complex. Ball fields, shot put and discus areas.
- d. 2DI and drain pipe and were placed at the gate area to the SMHS Athletic Complex.
- e. Blacktop – SMES parking lot, Maintenance parking lot and BES outside basketball court.
- f. Working on the walls and ceiling at the Bus Garage.
- g. The Board Office is finished except for the punch list.

**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. All HVAC units have been cleaned and checked.

**3. SAFETY**

- a. Lew Maze and Rex Cox to present hands on A.L.I.C.E training to all schools. working with principals.

**4. MEETINGS**

- a. PCS Safety Committee Meetings will take place starting in September for the school year.
- b. WVASFA meeting planning for the July 10-11, 2017 Summer Conference at The Waterfront Hotel in Morgantown. Maintenance and custodial staff attended the conference.

**5. INFORMATION ITEM**

- a. Working with All parties on the Memorial Wall at SMHS. Waiting on the lights to finish the project.

**6. WORK ORDERS**

Maintenance/Facility Work Orders

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

**REPORT Period July 1, 2017 – August 10, 2017**

Type of Work Order Status

New	Work in Progress	Waiting on parts	On Hold	Pending	Completed	Void	Closed
37	1	0	0	7	0	2	2

**REPORT Period July 1, 2016 – June 30, 2017 (Previous Fiscal Year)**

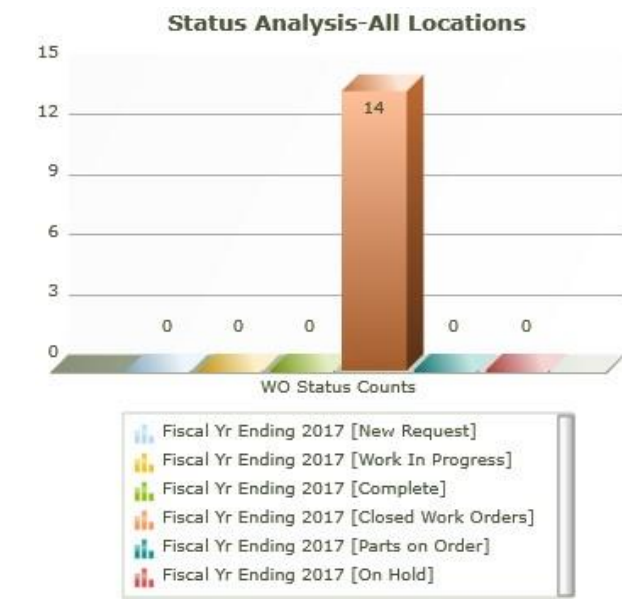
Type of Work Order Status

New	Work in Progress	Waiting on parts	On Hold	Pending	Completed	Void	Closed
93	4	2	1	3	7	1	598

**2016-2017**

**COMPARISON WORK ORDER STATUS**

**FISCAL YEAR July 1, 2016 –June 30, 2017**



**COMMITTEE REPORTS:**

PCDA-Marty Lawhon - met this morning  
 SAFETY- meets in September  
 RESA V-meets later this month  
 MOVTI-meets in two weeks  
 FAIR-David Meeks-everything is moving along

**BOARD MEMBER AND ADMINISTRATOR COMMENTS, QUESTIONS, AND/OR CONCERNS:**

**MR. WELLS**

- A lot of hard work has been done over the summer which is a credit to our system
- Reminder of Photo ID times
- Schedule of Opening Days of School
- Delay start of the Phase II/III for PCMS work to start work after school is out in the Spring
- Thanks to Randa Gregg and the Oracle for the Back to School Section
- State GSA release of data shows Math scores up statewide
- We will not do a walk-through of schools as we have in the past due to earlier start time of Board meetings

**DR. STRAIGHT**

- Attended the WVSBA session at Stonewall for Board Presidents

The next regular meeting will be on Thursday, August 24, 2017 at 6:00 p.m. in the Board Meeting Room at 1009 Maple Street, St. Marys, WV, 26170.

On motion of Danny DeMoss, seconded by David Meeks, and approved 5-0, the meeting adjourned at 6:48 p.m.

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 President

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 Secretary