

Regular Meeting Agenda #23 – 4/21/15 – Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on April 21, 2015 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV 26170 at 7:05 p.m. with Heather Straight presiding.

Present: Dr. Heather Straight, President
Mrs. Sharon Gainer
Mr. Marty Lawhon
Mr. Jim McKnight

Absent: Mr. Danny DeMoss, Vice President

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/attendance and social services coordinator

The Board opened the meeting with the Pledge of Allegiance.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the minutes of the regular meeting on April 9, 2015 were approved 4-0.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the following transportation requests were approved 4-0:

Trip#2387-Paula Oliverio, Lori Mendenhall, and Hannah Kirk to transport 43 students by bus to First Grade Field Trip-Charleston Civic Center-Charleston, WV-April 23, 2015

Trip#2388-Emily Null, Emily Reed, Lindsay Minger, Matt Jones, and Garry Clark to transport 89 students by bus to Fifth Grade Field Trip-Columbus Zoo-Columbus, OH-June 5 2015

On motion of Sharon Gainer, seconded by Jim McKnight, and as recommended by the Superintendent, the invoices were approved 4-0.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the budget transfers and supplements were approved 4-0.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the FY16 Child Nutrition Budget was approved 4-0.

On motion of Sharon Gainer, seconded by Jim McKnight, and as recommended by the Superintendent, the FY16 Salary Schedules were approved 4-0.

On motion of Sharon Gainer, seconded by Jim McKnight, and as recommended by the Superintendent, the FY16 Proposed Budget was approved 4-0.

On motion of Marty Lawhon, seconded by Jim McKnight, and as recommended by the Superintendent, the following were approved for employment 4-0, pending meeting all necessary requirements:

Vacancy #15-129, After School Tutor-Kindergarten, Belmont Elementary School, 2014-2015-JENNY WINCE

Vacancy #15-123, ESY Sub Teacher, as needed-JAY D. SMITH

Vacancy #15-130, JV Assistant Football Coach/Position Coach, St. Marys High School, 2015-2016-JAY D SMITH

Vacancy#15-131, School Secretary II-Financial/General, .5 PCMS & .5 SMHS, 2015-2016-TAMARA MEEKS

Vacancy #15-132, Groundsman/Custodian III, St. Marys High School, 2015-2016-
SHARON HENEGAR

Vacancy #15-133, School Secretary II, St. Marys Elementary School, 2015-2016-ROBIN
BAILEY

Vacancy #15-134, Cook II, St. Marys High School, 2015-2016-KAY LONAS

Vacancy #15-135, Supervisory Aide/Autism Mentor/as needed Transportation Aide,
Pleasants County Middle School, 2015-2015-RENEE HOUSER

On motion of Jim McKnight, seconded by Marty Lawhon, and as recommended by the Superintendent, the volunteer commitment/agreement for ADDIE LEWIS at St. Marys Elementary School was approved 4-0 for the 2014-2015 school year.

On motion of Sharon Gainer, seconded by Jim McKnight, the agreement with the University of Rio Grande for Field placement of education students for classroom observation for 2014-2015 was approved 4-0.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the request for attendance exceptions for Senior Events at St. Marys High School was approved 4-0.

Rex Cox, director/supervisor of maintenance/facilities, was absent. Mr. Wells read from the following report:

1. MAINTENANCE WORK

- a. Update on the new SMHS. Punch List.
Training held April 20, 2015 by Mason and Barry, Inc. at SMHS.
- b. Update on Sports Facilities Complex.
- c. Continued moving items from the old SMHS to the new SMHS and other county schools.
- d. Been working on the fire alarm, PA, lights and telephones at the new school.
Damage from lightning strike on April 10, 2015.
- e. Meet with Jennifer Hupp to work on getting new front lights at PCMS and summer work projects.
- f. Get prices for summer projects.
- g. Groundsman Position. Mowing, trimming trees and grounds clean-up has begun throughout the school system.

2. SBA IMPLEMENTATION OF PREVENTATIVE MAINTENANCE PROGRAM

- a. Preventative Maintenance is ongoing.

3. SAFETY

- a. Safety Committee will be working on the alley side of SMES with the City of St. Marys and the residents that live there. We will have a recommendation by the beginning of school year 2015-2016.
- b. We will make a recommendation on the A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) or BRIM program before school year 2015-2016. This will allow time for training if needed. RESAV will provide the training.
- c. Safety Committee Meeting April 23, 2015

4. MEETINGS

- a. Job meetings and Progress meetings on all projects.
- b. Meeting with Blackwood, Associates to walk through the new SMHS checking on the punch list.
- c. Meet with JC Farmer of BBL Carlton and Greg Fitzgerald of Grae-Con as necessary regarding the new SMHS.
- d. PCS Safety Committee Meeting.
- e. Attended WVASFA Meeting in Morgantown April 17, 2015

5. WORK ORDERS

Maintenance/Facility Work Orders

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

Feb 24 – Mar 25, 2015	Total for Selected Period	Work In Progress	Percentage	Closed Work Orders	Percentage
Requested Date	42	25	60%	17	40%
Met Requested Completion Date	51	24	47%	27	53%
FISCAL YEAR 2014-2015 Jul 1, 2014 - Current	Total for Selected Period	Work In Progress	Percentage	Closed Work Orders	Percentage
Requested Date	574	125	22%	449	78%
Met Requested Completion Date	603	122	20%	481	80%

Lew Maze, director of transportation, updated the Board:

1. Our substitute bus operator situation has been sufficient for now.
2. A sample of a bus operator's monthly report and daily log were reviewed with the Board so they were able to be informed as to what those entail and what all information is reported at the state level.

Kristi Venderlic, director of child nutrition and attendance and social services coordinator, provided her update to the Board:

Attendance/Dropout Prevention/Homebound

- At the WV State Attendance Director's conference, we worked on revisions to the state attendance policy (4110) that will reflect the changes prescribed by HB 2550. An additional goal was to find best practices and communication tools developed by counties and share them across the state network so that everyone will be following similar steps of procedure and communicating with parents and guardians in a like fashion. The new law takes effect July 1, 2015. We sent several questions back to legal through Beckey Derge, our state director, for clarification.
- Changes that will go into effect include: 3 unexcused absences - written notification by the attendance director or assistant that school attendance is required; 5 unexcused absences – a formal written notice (CA-2) that a meeting with the principal must be held within 5 days of receipt; 10 unexcused absences – complaint filed against the parent in Magistrate Court. (There are some questions about who can be considered an "assistant" to the attendance director and what "written notice" means at 3 days).
- SB 447 makes it possible for homeschool graduates to print their own diplomas as evidence of completion of a high school equivalency program of study.
- The recent rains created a desperate homeless situation for one of our families with five children, four in our schools. They have been in the motel since the night they were flooded out. I have spent considerable time working with community partners, churches and our schools helping them find leads on housing and making sure the children were fed. The AmeriCorps members have

recruited about 30 volunteers who are ready to help with a move as soon as we have a place to move.

- Filing criminal complaints, attending hearings and truancy diversion conferences, scheduling and holding school CA-2 meetings and chronic medical meetings have taken more time this month as we reach the point where incentives other efforts to get students to school have not worked. I will have been at the courthouse (or preparing to go) nine out of twenty days this month. Three days I was out of town at conferences and two days I was on a mini vacation. May, June and July promise a similar schedule.
- The eighth month's attendance rates were: BES – 95.02%; SMES – 94.39%; PCMS – 93.15% and SMHS – 88.84%.

Child Nutrition

- The Taste Testers cook-off event is scheduled for Friday, May 8th. Cooks at all three cafeterias will be preparing new recipes in the categories of legumes/invisible bean and super sauces. Students and adult testers will select their favorite recipes and cooks will win awards. Students will have an opportunity to influence the menus and cooks will be able to make better use of the commodities.
- I have begun discussing with the SMHS taste testers the possibilities of adding ethnic foods as one line option and the standard fare at the other line. This idea has been well received. There are still some students who would like more food, but they aren't satisfied with the additional items from the salad bar. We could look at second meals being available as cash only purchases.
- Pleasants County did not qualify as a CEP county, though initial numbers from the OCN indicated that we did. A second report sent by OCN cancelled that moment of hope.
- The summer feeding program will be housed at SMES and will feed students attending the BGPC and Academic Boost programs. As an open site, we actually must feed any school age student who shows up for a meal. The BGPC programs begin June 15 and conclude August 7, 2015 with one week, June 29 – July 3 being closed. Summer Boost is slated to be held July 6-9 and 13-16.
- While at the West Virginia School Nutrition Association's annual conference, I was able to plan, with other directors, a certified trainer and several vendors, a five-county cooks' training covering HACCP (food safety) and working smarter strategies plus a vendor show and iron skillet cook-off. We will be hosting the training in the new SMHS August 3-4. Participating counties include Pleasants, Tyler, Ritchie, Doddridge and Wetzel. I am expecting around ninety cooks and five directors.

Sharon Gainer stated that the MOVTI Council Meeting is scheduled for next week. Mr. McKnight attended the Development Authority meeting. Mr. Wells reported that the RESA V Council meeting is tomorrow.

Mr. Wells updated the Board with the following:

- We plan to post the SMHS Principal Vacancy on May 1st for 2 weeks. A committee including SMHS Faculty will conduct interviews.
- Vacancies for teaching positions will be posted the following week and we will post for substitutes the first week of June
- We have been working on compiling a list of auctioneers to be contacted to be interviewed for conduction auction of old SMHS items. Tentative plans are to have this completed this summer.

Mrs. Gainer mentioned advertising in newspapers outside our local area for the principal vacancy.

Mr. Wells presented information about exploring the possibility of moving the weight

room that was constructed at the Old SMHS to be used as a timing/storage building at the New SMHS. The planned timing and storage building were previously cut from the plan due to cost. Grae-Con provided a tentative quote for foundation, pillars and underground walls for the building. Mr. Wells will look into this possibility further.

The next regular meeting will be on Thursday, May 14, 2015 at 7:00 p.m.in the Board Meeting Room at 1009 Maple Street, St. Marys, WV 26170.

On motion of, seconded by, and approved 4-0 the meeting adjourned at 8:20 p.m.

President

Secretary