

Regular Meeting Agenda #11 – 12/10/15 – Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on December 10, 2015 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV at 7:00 p.m. with Vice-President Danny DeMoss presiding

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

Administrative staff present: G. Michael Wells, superintendent; Jennifer Hupp, treasurer/chief school business official; Rex Cox, director/supervisor of maintenance/facilities; 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.

Mr. Joe Oliverio, Executive Director of RESA V, appeared before the Board to give the annual update of services.

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, the minutes of the November 12, 2015 regular meeting regular were approved 5-0.

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

Confirmation of St. Marys High School Boys' Basketball team additional trip request

St. Marys High School Freshman Boys' Basketball Team transportation request

St. Marys High School Boys' Basketball JV Team additional trip request

Confirmation of:

 Trip #2587-Patrick Norton to transport 40 students by bus to Playoff Football Game-Buffalo High School-Putnam County, WV-November 13, 2015

 Trip #2588-Patrick Norton to transport 40 students by bus to Playoff Football Game-South Harrison High School-Harrison County, WV-November 20, 2015

 Trip #2580-Patrick Norton to transport 40 students by bus to Playoff Football Game-East Hardy High School-Baker, WV-November 28, 2015

 Trip #2519-Jodi Mote and staff to transport 50 students by bus to Playoff Football Game-Buffalo High School-Putnam County, WV-November 13, 2015

 Trip #2520-Jodi Mote and staff to transport 50 students by bus to Playoff Football Game-South Harrison High School-Harrison County, WV-November 20, 2015

 Trip #2521-Jodi Mote and staff to transport 50 students by charter bus to Playoff Football Game-East Hardy High School-Baker, WV-November 27-28, 2015

On motion of Danny DeMoss, seconded by Sharon Gainer, and as recommended by the Superintendent, invoices in the amount of \$1,384,470.15 were approved 5-0.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the budget transfers and supplements were approved 5-0.

On motion of Danny DeMoss, seconded by Marty Lawhon, and as recommended by the Superintendent, the financial reports were approved 5-0.

On motion of Sharon Gainer, seconded by Jim McKnight, and as recommended by the Superintendent, the request for bonding for the Treasurer was approved 5-0.

On motion of Danny DeMoss, seconded by Marty Lawhon, and as recommended by the Superintendent, the employment of the following was approved 5-0, pending meeting all necessary requirements:

Substitute Teacher-TYLER SATTERFIELD

Vacancy #16-97, Custodian III, evening shift, at St. Marys Elementary School – SHARON HENEGAR

Vacancy #16-89, Social Studies Fair School Coordinator, St. Marys High School, 2015-2016-ZACK MINGER

On motion of Marty Lawhon, seconded by Danny DeMoss, and as recommended by the Superintendent, ROGER MILLER was approved 5-0 as volunteer assistant boys' basketball coach at Pleasants County Middle School for the 2015-2016 school year.

On motion of Danny DeMoss, seconded by Marty Lawhon, and as recommended by the Superintendent, the resignation of BOBBIE MENDENHALL as Pre-K/Preschool Special Needs Teacher at St. Marys Elementary School, was accepted 5-0, effective last day of employment of January 14, 2016.

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, the following volunteer commitment/agreements for 2015-2016 were approved 5-0:

BES

Susan Burkhammer
Holly Jemison
Scot Jemison
Casey Renner

SMES

Terri Parks

SMHS

Susan Burkhammer
Heather Norton

Discussion with the Pleasants County Development Authority as to the sale of the old St. Marys High School property occurred.

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, the request to approve the sale of the "Old St. Marys High School" Property of 6.5+/- acres to the Pleasants County Development Authority for the amount of \$650,000.00 was approved 5-0.

On motion of Sharon Gainer, seconded by Jim McKnight, and as recommended by the Superintendent, the following change orders were approved 5-0:

Change Order #11 to Grae-Con Construction for the New St. Marys High School for Cooler Repair in the amount of \$4,142.78 and Credit for Soap Dispensers in the amount of (-) \$1,344.00

Change Order #11 to Grae-Con Construction for the Athletic Facility for Baseball Field French Drain in the amount of \$6,675.00

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, the bid award for the purchase of a used Fork Truck was approved 5-0 for Bridgeport Equipment in the amount of \$17,900.00.

On motion of Sharon Gainer, seconded by Jim McKnight, and as recommended by the Superintendent, the request from WVU-P for placement of student teachers in Pleasants County Schools for the Spring 2016 semester was approved 5-0.

Rex Cox, director/supervisor of maintenance/facilities, update:

1. MAINTENANCE WORK
 - a. Update on the new SMHS. The Eleven Month Walk-Through was conducted Dec. 7, 2015.
 - b. The Sports Facilities Complex is done.
Ball Fields and Shot Put Area need continued work on grass and stone.
 - c. Continuing to work with people for removal of purchased items at the Old SMHS Auction. Ritchie County Fair Board purchased bleachers and one press box, Tyler Co Speedway purchased a press box.
 - d. Preparing for the second auction at the Old SMHS on Sat. Dec. 12, 2015.
2. SBA IMPLEMENTATION OF PREVENTATIVE MAINTENANCE PROGRAM
 - a. Preventative Maintenance is ongoing.
 - b. Scheduled to attend SBA on Mon., Dec. 14, 2015 for our Needs Projects.
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. Waiting on the City of St. Marys to make a decision.
 - b. A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate). All Staff at each school have completed A.L.I.C.E. training.
 - c. Safety Committee Meeting is scheduled for December 15, 2015.
4. MEETINGS
 - a. Meeting with Blackwood Associates to walk through the new SMHS checking on the punch list for Hoods and Ballfields.
 - b. Meet with Greg Fitzgerald of Grae-Con as necessary regarding the new SMHS, Sports Complex and Punch List Items.
 - c. PCS Safety Committee Meeting.
5. INFORMATION ITEM
 - a. RESAV is going to start a Safety Director Meeting so all RESAV Directors can meet.
6. WORK ORDERS

Maintenance/Facility Work Orders

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

Oct. 22 – Dec. 9, 2015	Total for Selected Period	Work In Progress	Percentage	Closed Work Orders	Percentage
Requested Date	91	61	67%	30	33%
Met Requested Completion Date	98	58	59%	40	41%
FISCAL YEAR 2015-2016 Jul 1, 2015 - Current	Total for Selected Period	Work In Progress	Percentage	Closed Work Orders	Percentage
Requested Date	327	120	37%	207	63%
Met Requested Completion Date	370	137	37%	233	63%

Lew Maze, director of transportation, update:

Main items we have been working on:

- Transition to all of our winter sports and trips
- Appreciation for our quality equipment
- Implementation of the new Call System for Substitutes and Absence Reporting

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

Attendance/Dropout Prevention/Homebound

- AmeriCorps members continue to serve nearly 80 students weekly with mentoring activities and help with school work. They have also attended required training provided through the Education Alliance and Volunteer WV. Baseline data for all students participating in the program has been submitted. Most teachers who were asked to complete short surveys on student engagement returned them. Monthly attendance logs are being submitted by members detailing the dates and minutes met with each of their mentees. Two of the three members have also been trained as responders in disaster relief.
- Only one student remains on homebound. She is back to school for one class period and for lunch, per doctor's orders, to help her transition back at a future date.
- Total attendance interventions in November and December:
 - MDT/SAT/504 Meetings - 4
 - Three day attendance letters – 127
 - CA-2 / Pre-petition diversion meetings – 37
 - Criminal Complaints (parents) - 3
 - Criminal Complaints (18 year olds) – 2
 - Chronic Medical Meetings – 10
 - Tardy Letters - 10
- Faculty and staff at all four Pleasants County schools, student groups, the End Zone Club, LRFCU, the BGCPC are providing “Christmas Cheer” to 16 families (38 children and teens). The Needy Students Task Team coordinates this project with the Neighbor Network to eliminate duplication of services. Additionally, the Neighbor Network has coordinated the “adoption” of at least 58 more students through local church, business and industry groups.
- Third & Fourth Months Attendance:

○ BES	94.96%	95.15%
○ SMES	93.77%	94.25%
○ PCMS	95.25%	94.60%
○ SMHS	91.20%	91.41%

Child Nutrition

- I worked with Gary Bills, John Bobo, the POS operators, the secretary, the maintenance staff and Primero to correct the problems at SMHS with the POS. The wireless access was not allowing data to flow smoothly or timely to the Primero servers. As a result, reports were not accurate, reimbursement claims and bills could not be generated in a timely manner (or would have been completely inaccurate). The computers are now hard wired and the issues seem to be corrected.
- At the monthly meetings with my head cooks, I have been working to address inventory management and record keeping challenges, developing menus that make use of commodities and provide healthy and tasty meals.
- I have attended monthly Mountaineer Highlands Cooperative meetings where we have been working on the bid for next year, bylaws, new product consideration and more.

Danny DeMoss informed the Board that the Safety Committee will meet next week on Tuesday, December 15th at 4:00 p.m. in the Board Meeting Room.

Sharon Gainer announced that the MOVTI Council will meet next week.

Jim McKnight reported that he attended the last RESA V Council meeting.

Mr. Wells gave the Board the following information:

- On Monday, 12/14/15, Rex Cox and I will be traveling to Charleston for the SBA selection process for funding for our Needs Project request for Pleasants County Middle School for restroom renovations and
- The auction of the Old SMHS gymnasium contents and extra items from Maintenance is scheduled for this Saturday, 12/12/15.
- The new auditorium seating installation at Pleasants County Middle School is not complete.
- We are not auctioning the bleachers from the Old SMHS due to plans to re-use them at our two elementary school gymnasiums.
- New Federal Legislation for the ESSA (Every Student Succeeds Act) was signed today. It replaces the NCLB (No Child Left Behind) Act.

The next regular meeting will be on Thursday, January 14, 2016 at Belmont Elementary School, 512 Riverview Drive, Belmont, WV, 26134. A reception will be at 5:30 p.m. with the LSIC presentation beginning at 6:00 p.m. and the regular meeting will follow the LSIC presentation after a short break.

On motion of Danny DeMoss, seconded by Sharon Gainer, and approved 5-0, the meeting adjourned at 8:16 p.m.

President

Secretary