

## **Regular Meeting Agenda #14 – 2/11/16 – Regular Meeting Minutes**

The Pleasants County Board of Education met in regular session on February 11, 2016 in the media center at Pleasants County Middle School, 510 Riverview Drive, Belmont, WV, 26134 at 6:03 p.m. with Heather Straight 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; Kim Kehrer, director of special programs; Jim Brown, director of curriculum and instruction; and Gary Bills, director of technology.

The Board opened the meeting with the Pledge of Allegiance.

The Board of Education held its annual meeting with the Pleasants County Middle School LSIC for the purpose of enabling the Pleasants County Board of Education to receive information, comments and suggestions from the LSIC. Written reports were provided to the Board of Education describing progress made on annual performance measures for accountability and annual performance measure goals. Presenting for the LSIC were Mrs. Lori Barnhart, principal, Aaron Hickman, assistant principal, and LSIC members Eric Croasmun, Paige Cook, Andrea Lemon, Barb Davis, Letitia Shull, Aimee Chambers and Jan Coby.

Also discussed were:

- The school's Five-Year Strategic Plan;
- Activities the school is undertaking to increase student achievement;
- Discussion/suggestions on how the Board of Education can assist the school in meeting its goals in providing quality education for its students; and
- Discussion on the school's progress and accomplishments/successes that it is proud of

A short recess was taken at 6:47 p.m. and the Board reconvened at 7:02 p.m.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the minutes of the regular meeting on January 27, 2016 were approved 5-0.

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

- Trip #2726-Tyrell Childers to transport 5 students by private/county vehicle to Regional Speaking competition-WVU-P-Parkersburg, WV February 13, 2016
- Trip #2727-Tyrell Childers and Rex Cox to transport 4 students by private/county vehicle to WV FFA Ham and Bacon Show-Capitol Building-Charleston, WV- March 13 and 14, 2016
- Trip #2728-Dustin Turner, Jeff Sole, Mary Jane Helgren, and Zack Minger to transport 80 students by bus to Capitol Trip-Charleston, WV-February 24, 2016
- Jodi Mote to travel to Annual Pittsburgh Nike Coach of the Year Clinic-Greentree-Pittsburgh, PA-February 26, 27, and 28, 2016
- St. Marys High School Track Team transportation request
- St. Marys High School Wrestling Team to transport 25 students to Poca High School, Poca, WV – February 13, 2016

On motion of Danny DeMoss, seconded by Jim McKnight, and as recommended by the Superintendent, the invoices in the amount of \$475,230.81 were approved 5-0.

On motion of Danny DeMoss, 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 January financial report was approved 5-0.

On motion of Danny DeMoss, seconded by Marty Lawhon, and approved 5-0, the Board entered into executive session at 7:18 p.m. pursuant to WVSL §6-9A-4 for the discussion of personnel matters. The Board returned to open session at 7:59 p.m. with President Straight announcing that no action had been taken.

On motion of Jim McKnight, seconded by Sharon Gainer, and as recommended by the Superintendent, the following were approved 5-0, pending meeting all necessary requirements:

Vacancy #16-104, Second Grade Teacher, St. Marys Elementary School, 2015-2016 – JOHN BLAZE ARMSTRONG

Vacancy #16-105, Assistant Track Coach, Pleasants County Middle School, 2015-2016 – GREGORY SCOTT JEMISON

On motion of Sharon Gainer, seconded by Jim McKnight and as recommended by the Superintendent, the request for unpaid leave of absence from February 1, 2016 through March 11, 2016 of Pleasants County Middle School Math teacher, LINDSAY MINGER, was approved 5-0.

On motion of Danny DeMoss, seconded by Sharon Gainer, and as recommended by the Superintendent, the request for WVU-P Education 100 and 200 students to fulfill field placement requirements in Pleasants County was approved 5-0.

On motion of Danny DeMoss, seconded by Sharon Gainer, and as recommended by the Superintendent, the request for out of county student to continue to attend in Pleasants County was approved 5-0.

**Jim Brown**, director of curriculum and instruction, updated the Board regarding:

**MINIMUM REQUIREMENTS FOR THE LICENSURE OF PROFESSIONAL/  
PARAPROFESSIONAL PERSONNEL  
AND ADVANCED SALARY CLASSIFICATIONS MINIMUM REQUIREMENTS  
FOR THE LICENSURE OF  
PROFESSIONAL/PARAPROFESSIONAL PERSONNEL  
AND ADVANCED SALARY CLASSIFICATIONS**

**West Virginia State Board of Education  
Policy 5202**

§126-136-1. General. 11.7. Substitute Permits for Professional Educators.

*Short-Term Substitute Permit for Teaching Personnel*

**General Criteria**

The Initial Short-Term Substitute Permit endorsed for general substitute may be granted to an individual who is temporarily replacing the educator assigned to a specific position and who has completed: 1) a minimum of a bachelor's degree through an accredited institution of higher education as defined in §126-136-4.5; 2) the general requirements specified in §126-136-9; 3) a minimum GPA of 2.0; and 4) the conditions for issuance specified in §126-136-11.6.c. **A short-term substitute is one who fills a position for 30 days or fewer.**

**Validity Period**

The Short-Term Substitute Permit shall be valid for no more than three school years and shall expire on June 30 of the last year of its validity.

**Conditions for Issuance**

The applicant for the Short-Term Substitute Permit must submit evidence of satisfying the following:

- Verification of successful completion of 18 clock hours of training provided or authorized by the employing county to include but not be limited to classroom management, state and local policies, content standards and objectives, and an overview of school law to include reporting requirements for suspected child abuse.
- The eighteen clock hours of training may include no more than six clock hours of classroom observation and must have been completed no more than one year prior to the date the application is received by the local education agency.
- Completion of clinical practice at a West Virginia institution of higher education approved by the WVBE to offer teacher education programs may be used in lieu of the training. The clinical practice must have been completed no more than one year prior to the date the application is received by the local education agency;
- Recommendation of the county superintendent in the county in which the applicant is employed.

### **Renewal**

The applicant for renewal of the Short-Term Substitute Permit must provide evidence of the following:

- Verification of successful completion of 12 clock hours of in-service training provided or authorized by the employing county to include but not be limited to classroom management and teaching strategies. The 12 clock hours of renewal training may include no more than three clock hours of classroom observation and must be completed subsequent to the issuance of the permit being renewed and within the five-year-period immediately preceding the date of application;

OR

- Successful completion of six semester hours of coursework from a regionally accredited institution of higher education as defined in §126-136-4.60. The coursework must be related to the public school program and completed subsequent to the issuance of the permit being renewed and within the five-year-period immediately preceding the date of application; AND
- Recommendation of the county superintendent in the county in which the applicant is employed.

## **WVU Online 5202 Initial Substitute Teacher Course Syllabus**

**Irene Murphy, Instructor**

### **Table of Contents**

#### **Week 1**

- Introduction
- General Information
- Expectations of Substitute Teachers

#### **Week 2**

- Classroom Management
- Teaching

#### **Week 3**

- Instructional Strategies
- General Information about Students

#### **Week 4**

- Understanding and Preventing Misbehavior
- Dealing with Misbehavior
- Summary

### **Laws and Policies Covered in the Course**

- Policy 5202 Substitute Teacher Information
- Policy 5902 Employee Code of Conduct
- Policy 49-6A-1 Child Abuse and Neglect
- Policy 1461 Drug Free Workplace
- Policy 2520.1A Next Generation Content Standards and Objectives
- Policy 2419 Regulations for the Education of Students with Exceptions
- Policy 2422.8 Medication Administration Policy
- Policy 4350 FERPA
- Policy 4373 Expected Behavior in Safe and Supportive Schools
- Student Code of Conduct
- Sexual Harassment

**Kim Kehrer**, director of special programs, updated regarding:

Pre-K

New proposed requirements for Pre-Kindergarten as outlined in Senate Bill 146  
WVDE OEL Monitoring for Pre-K with observations in classrooms and the desk audit  
with reviewers went well and they were so complimentary of our program and there were  
no findings

Discussion of proposal of Early Literacy to mandate 3K (non-funded)

Area meeting with RESA V discussion included consideration of the birthdate cutoff  
change for Pre-K to July 1 or August 1

Title I-Co-teaching is ongoing successfully with credit to our teachers; another training  
module has been completed and we have Deena Swain coming on March 18 to work with  
our folks on Scheduling for targeted students

**Gary Bills**, director of technology, updated regarding:

Athletic Complex network is in and wireless is in

Looking for the best pricing on security cameras

New call/attendance system is working with data available for fill rate of jobs; we are still  
getting questions

Mr. Wells commented that we are looking at the policy as it applies to service substitutes  
who are retired or those not seeking regular employment.

### **Committee Reports:**

Jim McKnight reported at the Economic Development meeting it was discussed about the  
agreement for first right of refusal of the current Board Office property should it become  
available. Mr. Wells commented that an addendum to the original agreement has been  
sent to our legal representatives and we are waiting on it.

### **Superintendent Comments:**

Mr. Wells stated that we hope to get back to school tomorrow after three days being  
closed due to inclement weather.

Public hearings for the 2016-2017 Pleasants County School Calendar will be held on our  
regular meeting dates of February 25 and March 8<sup>th</sup>, 2016.

The next regular meeting will be on Thursday, February 25, 2016 at St. Marys  
Elementary School, 317 Washington Street, St. Marys, WV, 26170, with a reception at  
5:30 p.m. and the LSIC presentation at 6:00 p.m. The regular meeting will follow the  
LSIC presentation after a short break.

On motion of Danny DeMoss, seconded by Marty Lawhon and approved 5-0 the meeting  
adjourned at 8:40 p.m.

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President

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Secretary