

Regular Meeting Agenda #10 – 10/23/14 – Regular Meeting Minutes

The Pleasants County Board of Education met in regular session on October 23, 2014 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV at 7:00 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; 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.

St. Marys High School student Coleman Lamp was recognized by the Board for being named to the 1st Team All State in Golf for 2014-2015

Mr. Wells requested to move agenda item 11.2 – BBL Carlton update to the top of the agenda. J. C. Farmer, Superintendent for BBL Carlton gave the following update:

High School

Grae-Con Construction

Block fill @ Auditorium 80%
Caulking control joints and doorframes 100%
Exterior caulking 90%
Windows exterior frames & glass 100%
Padding out ceiling grid B 2nd & B 1st floors 100%
Padding out office areas 100%
Continue floor prep and VET flooring B 2nd floor 65% B 1st 50%
Acoustical panels @ Gym 100%
Sport equipment @ Gym 100%
Gym flooring scheduled onsite Monday October 27th
Bleacher installation starts upon completion of Gym floor
Installing EFIS at main entrance, entrance C, and building sign 100%
Drywall at locker rooms areas 100%
Wood doors B 2nd floor 100%
Painting B 1st, B 2nd, and area C 100%
Marker boards, tack boards, and display cases scheduled onsite 1st week of November
Lockers scheduled onsite 1st week of November
Installing pipe bollards 100%, site grading 80%
Sidewalks 90%
Greenhouse scheduled onsite week of 10-27-14
Elevator scheduled onsite end of October or 1st of November
Asphalt paving to start at end of October or 1st of November

Stuart McMunn Plumbing & HVAC

Installing copper tubing for HVAC area D 60% area E 100%
Gas risers at High School and Greenhouse 100%
Dominion Gas installed gas meter and gas turned on
Received plumbing fixtures and start installing B2nd floor Monday 10-27-14
Air devices in ceiling grid B 1st floor 98%
Dust collector ductwork at Vo-Ag 100%
Installing ductwork @ Auditorium 70%
2-Gym units working, 3-working for B 2nd floor and B 1st floor

Enerfab Electric

B 1st floor installing and speakers light fixtures 90%
Installing conduits in Auditorium 80%
Pulling and wiring HVAC units 90%
Data wiring pulled in all areas 100% complete, Auditorium 90%
Terminating data closets 75%
Trimming out B 2nd floor receptacles, switches, and data jacks 90%
Fire alarm wiring installed all areas 90% complete
Gym light and speakers 100%
Exterior light pole wiring 90% complete and schedule to install light poles
Installing security cameras

Brewer & Company

Continue cutting in heads in ceiling grid installed
Sprinkler piping rough-in @ Auditorium 100%

Athletic Facility**Field Turf (Football & Track)**

Vasco

Track curbs 100%
Received football field turf Tuesday 10-21-14 and start installing turf 10-22-14
Scheduled to complete turf Friday 10-31-14 depending on weather
Asphalt paving to follow turf installation

Grae-Con (Site & General Trades)

Cutting baseball field to sub-grade 90% complete
Stock topsoil on softball field
Seeded areas around football field, seeding to continue upon areas being completed
Tennis court asphalt paving 100% Tennis court topping will be installed in the spring 2015
Fencing at tennis court 100% and track 30%
Fieldhouse CMU walls 100%
Fieldhouse concrete walks 80%
Concession stand A CMU 100%
Concession stand B CMU 95%
Start installing metal trusses on concession stand B
Building C weight room CMU walls and floor slab 100%
Building C weight room metal building 40%
Installing dugout

Master Service Mid-Atlantic (Electrical)

Conduits for primary power 95% complete
Conduits for data 100%
Underground conduits on baseball field 95%
Transformer pads #1 & #2 100%
Under slab conduits for Concession stands A & B 100%
Continue rough-in conduits at Fieldhouse and Concession Stand A with Masons
Start pulling wire 1st of November

Stuart McMunn (Plumbing & HVAC)

Rough-in plumbing AFF at Fieldhouse 70%
Rough-in plumbing AFF at Concession Stand A 100%
Rough-in above ground plumbing at Concession Stand B 100%
Rough-in underground at weight room 100%

Dant Clayton (Bleachers)

Mondo Building

Visitor side bleachers 95%

Tennis court bleachers 100%
Softball bleachers 90%
Baseball bleacher pads 100%
Home side bleacher steel 100%
Home side bleachers 45%
All press boxes installed

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, the minutes of the regular meeting on October 9, 2014 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:

Trip #2138-Tyrell Childers to transport 5 students by county vehicle to National FFA Convention-Louisville, KY-October 30-November 1, 2014
Pleasants County Middle School Boys' Basketball Team transportation request
Pleasants County Middle School Girls' Basketball Team transportation request

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

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

On motion of Danny DeMoss, seconded by Jim McKnight, and approved 5-0, the Board entered into executive session pursuant to WVSL §6-9A-4 for the discussion of personnel matters at 7:30 p.m. The Board returned to open session at 7:35 p.m. with President Straight announcing that no action had been taken.

On motion of Danny DeMoss, seconded by Jim McKnight, and as recommended by the Superintendent, CLIFF TAYLOR was approved 5-0 for employment as Assistant Girls' Track Coach at St. Marys High School for 2014-2015 pending meeting all necessary requirements.

On motion of Marty Lawhon, seconded by Sharon Gainer, and as recommended by the Superintendent, ALAN FARNSWORTH was approved 5-0 as a volunteer assistant freshman boys' basketball coach at St. Marys High School for 2014-2015.

On motion of Marty Lawhon, seconded by Sharon Gainer, and as recommended by the Superintendent, the following volunteer commitment/agreements were approved 5-0:

All 4 Schools - Kim Jones
Jamie Schneider

BES - Bobbie Mendenhall
Max Powell
Kimmy Taylor

PCMS - Jennifer Lamp
Roger Miller

SMES - Jennifer Lamp
Arthur Taylor
Lisa R. Taylor
Nakita Waggoner

SMHS - Jennifer Lamp
Roger Miller

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, Policy File: 7.2.1.1 – Temporary Health Care/Education Intervention Program was approved 5-0 on first reading.

On motion of Danny DeMoss, seconded by Sharon Gainer, and approved 5-0, the Board entered into executive session to consider an early re-entry request at 7:41 p.m. The Board returned to open session at 8:04 p.m. with President Straight announcing that the Board did take action on early re-entry of a student under expulsion.

Motion was made by Jim McKnight, seconded by Marty Lawhon to approve the Epic Communications Amendment E-Rate Year 18. Mrs. Gainer questioned what the agreement was and following discussion, a motion was made by Danny DeMoss and seconded by Sharon Gainer to table the original motion until the next meeting. This motion was approved 5-0.

On motion of Jim McKnight, seconded by Marty Lawhon, and as recommended by the Superintendent, Change Order #4 to Grae-Con Construction for the Athletic Facility for Building D locker modifications in the amount of \$12,788.72 was approved 5-0.

On motion of Sharon Gainer, seconded by Marty Lawhon, and as recommended by the Superintendent, Change Order #3 to Master Service Mid-Atlantic for the Athletic Facility for CH-5 circuitry for WH-1 and relay for HWTM cable in the amount of \$467.28 was approved 5-0.

On motion of Jim McKnight, seconded by Danny DeMoss, and as recommended by the Superintendent, Change Order #2 to Dant Clayton for the Athletic Facility for deduction due to incorrect window size in the amount of -\$2000.00 was approved 5-0.

Director Reports

Rex Cox, director/supervisor of maintenance/facilities, presented the following report:

1. NEW ST. MARYS HIGH SCHOOL
 - a. Update from BBL Carlton - New SMHS and Sports Facilities Complex.
 - b. Construction meetings for New SMHS and Sports Facilities Complex at BBL Carlton site office every other Wednesday at 10:00 a.m.
 - c. New SMHS is approx. 80-85% completed.
 - d. The artificial turf is being placed on the football field.
2. SBA IMPLEMENTATION OF PREVENTATIVE MAINTENANCE PROGRAM
 - a. Preventative Maintenance. Maintenance crew are trying to work on PM one day each week.
3. SAFETY
 - a. Safety Committee is working on the school zone speed limit and speed at the new SMHS location with DOH. Met with Rusty Roten at the new SMHS. Now waiting on his letter.
 - b. Safety Committee will be working on the alley side of SMES with the City of St. Marys and the residents that live there.
 - c. The PCS safety committee and county emergency personnel conducted a Mock Bus Accident Drill at 9:00 a.m. on October 15, 2014.
4. MEETINGS
 - a. Job meetings and Progress meetings on all projects.
 - b. Attended meeting with Blackwood and BBL Carlton on the Sports Facilities Complex.
 - 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.
5. Information Items
 - a. Frontier High School conducted a Mock Shooting Drill on October 17, 2014. Jeff Sole, Lew Maze and Rex Cox attended. Was a good drill for our staff to observe.
6. WORK ORDERS

Maintenance/Facility Work Orders

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

Sept 24, 2014 – Oct. 23, 2014	Total for Selected Period	Work In Progress	Percentage	Closed Work Orders	Percentage
Requested Date	53	29	55%	24	45%
Met Requested Completion Date	51	18	35%	33	65%
FISCAL YEAR 2014-2015 Jul 1, 2014 - Current	Total for Selected Period	Work In Progress	Percentage	Closed Work Orders	Percentage
Requested Date	258	76	29%	182	71%
Met Requested Completion Date	300	85	28%	215	72%

Lew Maze, director of transportation, offered the following report:

-Conducted Staff Development on October 6, 2014 at the Bus Garage that included “Evacuating a Smoke Filled Bus” presented by Danny DeMoss and Steve Knight and “Using a Grid to Properly Adjust Mirrors” present by David Fleming, trainer.

-Mock Bus Accident Drill was conducted on October 15, 2014 involving Bus #8 at Calcutta

-Upgrade completed on shop truck at Pleasants County Transportation Department which is the 2005 GMC acquired from the Pleasants County Maintenance Department

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

Attendance/Dropout Prevention/Homebound

- Initial revisions to the homebound policy have been completed. Changes are reflective of the state department’s guidance (Betty Jo Jordan, in particular) and WVBE Policy 2510. Proposed changes include: 1) student’s absence must be in excess of three weeks to request services; 2) the doctor signing the forms should be a specialist in the area of medicine causing the need for services; 3) services beyond three months must be recertified by a physician with new paperwork; and 4) instruction will be limited to core courses. We currently have four students at SMHS in need of services, but only one has a teacher assigned. We have one student at PCMS in need/receiving services.
- The first round of reports (baseline data) to WVU PERC, the data analysis group for the Education Alliance is due on November 1, 2014. It is through our partnership with the Education Alliance that we have three AmeriCorps members providing services to 86 of our county’s students identified as having needs for a mentor.
- Snack Packs went out last week to 95 students identified by teachers and others as needing support in the area of food security.
- I attended Bright Bytes training on the new early warning system that will be available soon. It has much more useful information at a deeper level and for all grade levels than its predecessor program.
- The second month’s attendance rates were: BES – 96.08%; SMES – 96.49%; PCMS – 95.61% and SMHS – 91.48%.

Child Nutrition

- BES had many visitors during the “Get in the Game with School Lunch” the week of October 13 – 17. They set up their gym as a special cafeteria and students with visitors got to eat together there.
- I have been trying to make connections to use locally produced foods, but have faced several challenges so far. I believe that I have some good ideas on partnership with the FFA program and the Farmer’s Market participants.
- I have not had an opportunity to further investigate Primero’s online payment program for families, *ParentOnline*.
- Classes at BES and SMES will be receiving a fresh fruit tray for their Halloween parties. The PK and K classes at SMES had made other plans and did not need trays. This has apparently been a tradition for a few years at these schools.
- One hundred percent of the cooks attended the day long training on October 6th in preparation for the administrative review on October 28th.
- I trained seven new cooks on October 7th. All of them passed their test and are now completing the remainder of the paperwork to begin work. One additional applicant had tested previously and is also going through the process of meeting requirements.

Danny DeMoss reported the Safety Committee met on September 21st and discussed the mock bus accident drill which was done on October 15th. The next meeting will be on November 18th at 4:00 p.m. in the Board Meeting Room.

Sharon Gainer reported that the next MOVTI Council meeting will meet next Thursday, October 30, 2014 at 9:00 a.m.

Sharon Gainer expressed that she is concerned about when we are going to get information about standardized testing results and about when to look at forming a plan on the old high school.

Mr. Wells said that the WESTEST information will be forthcoming and that Chris Laumann will report at the next meeting. Other points of information included: 1) the recent RESA V Council meeting included a presentation by Jason Butcher regarding RESA services and 2) our Legislative Luncheon will be in December and information with the date and time will be sent out soon. In the matter of concern regarding the old high school, Mr. Wells has provided Board members with information from legal counsel regarding the disposition of school property and stated that the priority is the moving to the new school and once that is accomplished it will be the time to reassess plans for the old school.

The next regular meeting will be on Thursday, November 13, 2014 at 7:00 p.m. in the Board Meeting Room at 1009 Maple Street, St. Marys, WV, 26170.

On motion of Jim McKnight, seconded by Danny DeMoss, and approved 5-0 the meeting adjourned at 9:22 p.m.

President

Secretary