

## Regular Meeting Agenda #27 - 5/22/14 - Meeting Minutes

The Pleasants County Board of Education met in regular session on May 22, 2014 in the Board Meeting Room at 1009 Maple Street, St. Marys, WV at 7:01 p.m. with President Heather Straight presiding.

Present:                   Dr. Heather Straight, President  
                              Mr. David Meeks, Vice President  
                              Mrs. Angie Colvin  
                              Mr. Danny DeMoss  
                              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 and attendance and social services coordinator.

The Board opened the meeting with the Pledge of Allegiance.

On motion of Jim McKnight, seconded by Angie Colvin, and as recommended by the Superintendent, the minutes of the May 8, 2014 regular meeting were approved 5-0.

On motion of Angie Colvin, seconded by Jim McKnight, and as recommended by the Superintendent, the following trip requests were approved 5-0:

Trip #1999-Jan Coby to transport 7 students by bus to Zoo Rewards Tri-Columbus Zoo-Columbus, OH-May 28, 2014

Trip #2000-Jodi Mote and Football Staff to transport 35 students by bus to Glenville State Football Camp-Glenville, WV-June 22-24, 2014

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

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

A budget hearing/comments for the FY2015 Budget was held with no comments or discussion.

On motion of Angie Colvin, seconded by Jim McKnight, and as recommended by the Superintendent, the adoption of the proposed FY2015 was approved 5-0.

On motion of Angie Colvin, seconded by Jim McKnight, and as recommended by the Superintendent, the following resignations were accepted 5-0:

-Resignation for the purpose of retirement of supervisory aide/autism mentor/ transportation aide at St. Marys Elementary School ROSEMARY SPARKS, effective June 30, 2014

-Resignation for the purpose of retirement of physical education teacher at Pleasants County Middle School STEVE PARLETT, effective July 1, 2014

-Resignation for the purpose of retirement of supervisory aide/autism mentor/ transportation aide at Belmont Elementary School SHARON JANES, effective June 30, 2014

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

Vacancy #14-116-Extended School Year Teacher a.m. - AARON HICKMAN  
Vacancy #14-116-Extended School Year Teacher p.m. - MARK BARNHART

On motion of Angie Colvin, seconded by Jim McKnight, and as recommended by the Superintendent, the following policies were approved 5-0 on second reading:

Policy 2000-Superintendent Evaluation  
Policy 2001-Treasurer  
Policy 4002-Pest Control Management  
Policy 4003-Indoor Air Quality  
Policy 5002-Board Owned Vehicles  
Policy 6000-Code of Conduct  
Policy 6001-Service Personnel Evaluations  
Policy 6004-Retirement  
Policy 6005-Vacation  
Policy 6006-Personal Leave  
Policy 6007-Leave Bank  
Policy 6008-Leave Donation Program  
Policy 6009-Staff Development  
Policy 6011-Substitutes  
Policy 6014-Visitors  
Policy 6016-Reduction in Force of Administrative Positions (Laterality)

On motion of David Meeks, seconded by Angie Colvin, and approved 5-0, the Board entered into executive session at 7:10 p.m. pursuant to WVSL 6-9A-4 (B)(3) to decide upon disciplining, suspension or expulsion of any student in any public school. The Board returned to open session at 7:25 p.m. President Heather Straight announced that the Board approved the Superintendent's recommendation for expulsion of a student at Pleasants County Middle School for 365 days for a violation of Policy 4373 which is the Safe and Supportive Schools Policy.

On motion of David Meeks, seconded by Danny DeMoss, and as recommended by the Superintendent, the renewal of the fuel Contract with Sherlock Oil was approved 5-0.

On motion of Angie Colvin, seconded by Jim McKnight, and as recommended by the Superintendent, the bid for Maintenance Truck from Herrington-Yoak was approved 5-0.

On motion of Angie Colvin, seconded by Jim McKnight, and as recommended by the Superintendent, the request from WVU-P for student teacher placement was approved 5-0.

On motion of Jim McKnight, seconded by Angie Colvin, and as recommended by the Superintendent, the request from APU for student teacher placement was approved 5-0.

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

#### Attendance

- AmeriCorps mid-year data report shows student improvement in all areas for the students with the targeted areas: attendance, behavior and academic achievement. AmeriCorps mid-year data report shows student improvement in all areas for the students with the targeted areas: attendance, behavior and academic achievement.
- I attended the year end site supervisor meeting and celebration for our mentors in Charleston. We worked on the final project for the members to present at Volunteer WV as well as discussed the third year program.
- Truancy hearings will continue all summer

#### Child Nutrition

- I have continued to participate in trainings and meetings: the monthly Highlands Co-op meeting to work on next year's Sysco bid; the WVASBO meeting to learn more about this job, upcoming changes and to network with other CN directors.

- To encourage the use of commodities, I organized a Cooks Challenge with Taste Tester judges for each school and adult taste testers as well. The categories were: entrees/main dishes; vegetable dishes; desserts. All three kitchens participated, were very creative and had fun. I accomplished my objectives: to encourage the use of commodity foods in a healthy way and to engage students (our customers) in trying new recipes and making important decisions.
- Next year, all schools will have to implement the new breakfast strategies. Grab and go is the one that everyone has selected so far. I still need to meet with Belmont principal Becky Griffith. I am working on getting a WVDE training scheduled for our August administrative meeting to help everyone learn more about the new Feed to Achieve law.

**AmeriCorps on the Frontline  
County Results - Pleasants  
as of January 2014**

**Attendance**      *1 year*      *1/2 year*

	Mean 2012-2013	Mean 2013-2014
Tardies	4.93	3.98
Half-Day Absences	8.19	4.43
Full-Day Absences	16.90	8.87

  

	Improve	Decrease	No Change	Total
Tardies	22	21	10	53
Half-Day Absences	39	11	3	53
Full-Day Absences	41	10	2	53

  

**Behavior**

	Mean 2012-2013	Mean 2013-2014
Disciplinary Incidents	2.25	0.76
Suspensions/Expulsions	1.36	0.92

  

	Improve	Decrease	No Change	Total
Disciplinary Incidents	31	13	27	71
Suspensions/Expulsions	17	12	42	71

  

**Academic Achievement**

	Mean 2012-2013	Mean 2013-2014
Grade Point Average	1.88	1.99

  

	Improve	Decrease	No Change	Total
Grade Point Average	28	32	5	65s

Rex Cox, director/supervisor of maintenance/facilities, gave the following update:

**RENOVATIONS AT BELMONT ELEMENTARY SCHOOL**

Punch List has been completed. City Construction has been back to work on warranty items. The only area that needs work is the front grass outside BES and if the grass doesn't come up City Construction will re-seed.

**NEW ST. MARYS HIGH SCHOOL**

J.C. Farmer, BBL Carlton, New SMHS and Sports Facilities Complex update.  
Construction meeting dates are the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays at 10:00 a.m. at the BBL Carlton site office with the Sports Facilities Complex meeting following.

**SBA IMPLEMENTATION OF PREVENTATIVE MAINTENANCE PROGRAM**

Preventative Maintenance Work Orders will be scheduled one day each week.

**SAFETY**

Safety Crisis Plans are ongoing. All schools have their crisis plan in place.  
Safety Committee is working on the school zone speed limit and speed at the new SMHS location with DOH.  
We are looking at an A.L.I.C.E. (Alert Lockdown Inform Counter Evacuate) program for our system.

**MEETINGS**

Job meetings and Progress meetings on all projects.  
Attended WVASFA meetings. (WV Asso. of School Facilities Administrators).  
PCS Safety Committee Meeting.  
Attended meeting with Blackwood and BBL Carlton on the Sports Facilities Complex.  
Met with JC Farmer of BBL Carlton as necessary regarding the new SMHS.  
Rex Cox attended A.L.I.C.E. (Alert Lockdown Inform Counter Evacuate) training at the University of Charleston for two days, May 14-15, 2014.

**Information Items**

The bid has been placed for a new ¾ Ton Truck and Plow for the Maintenance Dept to replace Truck No. 43M. We will open the bid May 7, 2014 at 1:00 p.m. I have been asked by a number of people to take a tour of the new high school. I will work with J.C. Farmer to do this.

**WORK ORDERS**

Maintenance/Facility Work Orders

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

<b>Apr. 25, 2014 – May 22, 2014</b>	<b>Total for Selected Period</b>	<b>Work In Progress</b>	<b>Percentage</b>	<b>Closed Work Orders</b>	<b>Percentage</b>
Requested Date	<b>62</b>	27	44%	35	56%
Met Requested Completion Date	<b>79</b>	16	20%	63	80%
<b>FISCAL YEAR 2013-2014 Jul 1, 2013 - Current</b>	<b>Total for Selected Period</b>	<b>Work In Progress</b>	<b>Percentage</b>	<b>Closed Work Orders</b>	<b>Percentage</b>
Requested Date	<b>663</b>	108	16%	555	84%
Met Requested Completion Date	<b>672</b>	95	14%	577	86%

Lew Maze, director of transportation, updated as follows:

- We have been working on-
- scheduling and re-scheduling sports trips
  - preparing for the end of year
  - planning summer maintenance
  - assessing/assigning Extended School Year and Summer Program routes
  - working with Ted Thompson regarding Safety Town
  - gathering information such as physicals, background checks, tests, etc. to send to the state
  - amount of substitute drivers seems to be sufficient at this time

On motion of David Meeks, seconded by Angie Colvin, and approved 5-0, the Board entered into executive session at 7:55 p.m. pursuant to WV Code §18-4-6 for the purpose of evaluation of the Superintendent. The Board returned to open session at 8:45 p.m. at which time President Straight announced that Superintendent Wells meets or exceeds all Board expectations.

Danny DeMoss reported that the next Safety Committee will be held on June 24 at 4:00 p.m. Angie Colvin reported on the MOVTI meeting and topics were the retirement of Pam Porfeli, postings, CTE allocations, and construction of a walkway between the new SMHS and MOVTI.

Jim McKnight, representing the Board, presented the Dan Greenleaf Scholarship Award at St. Marys High School.

Mr. Wells commented on the following: The new RESA V Director, Joe Oliverio, will begin July 1, 2014. Mike Hall, our contact representative of the SBA is being reassigned. Most of the employees that are required have completed the driver course required by BRIM. Tours of the new SMHS will be given on the last two days of school for some of the high school teachers wishing to participate.

Dr. Straight commented on the great job done by Belmont Elementary School for their recent Leadership Day.

The next regular meeting will be held on Thursday, June 12, 2014 at 7:00 p. m. in the Board Meeting Room at 1009 Maple Street, St. Marys.

On motion of Jim McKnight, seconded by Angie Colvin, and approved 5-0, the meeting adjourned at 9:00 p.m.

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President

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Secretary