

**Summers County Board of Education**  
**REGULAR Meeting Minutes (Page 1 of 5)**  
**September 9, 2015**  
**10:00 a.m.**

**1. Roll Call**

The Summers County Board of Education met in a regular meeting on September 9, 2015 at 10:00 a.m. in the board office conference room with Ms. Sue Angell, President presiding over the meeting with the following board members present: Ms. Jean Gore, Dr. Deborah Clark, Mr. James Withrow, and Mr. James Payne.

Other staff members present: Mrs. Vicki Hinerman, *Superintendent*; Mr. Michael Tabor, *Director*; Mr. Josh Houchins, *Director*; Mr. Jay McBride, *Director*; and Mrs. Jennifer Farley, *Business Manager*.

**2. Invocation/Pledge of Allegiance**

The invocation was given by Mr. Withrow followed by the Pledge of Allegiance.

**3. Approval of Agenda**

Upon a motion by Ms. Gore, seconded by Mr. Payne and by unanimous vote, the agenda was approved.

**4. Approval of Minutes**

Upon a motion by Dr. Clark, seconded by Mr. Payne and by unanimous vote, the following minutes were approved as recommended by the superintendent:

- ▶ August 19, 2015, Special Meeting
- ▶ August 19, 2015, Regular Meeting
- ▶ August 25, 2015, Special Meeting

**5. Appearance**

- ▶ Terri Kirkham - Regarding counseling services and IEP's

**6. Discussion of Current Issues**

- ▶ Mr. Tabor thanking everyone for the contributions to Stuff the Bus
- ▶ Door at SCHS that won't close correctly
- ▶ Sewer odor at SMS - Modley's coming to look at the problem
- ▶ Discussion of OEPA model

**7. Resignation of Professional Personnel**

Upon a motion by Mr. Payne, seconded by Mr. Withrow and by unanimous vote, the board approved the following resignation of professional personnel, as recommended by the superintendent:

- ▶ **Robert Mazella**, Experiential Work-Based Coordinator, effective immediately
- ▶ **Alicia Utterback**, 4<sup>th</sup> Grade Teacher at Hinton Area Elementary, effective September 11, 2015

**8. Resignation of Service Personnel**

None, no action taken

**9. Resignation of Substitute Professional Personnel**

Upon a motion by Mr. Payne, seconded by Ms. Gore and by unanimous vote, the board approved the following resignation of substitute professional personnel, as recommended by the superintendent:

- ▶ **Barbara Lilly**, Substitute Teacher

#### **10. Approve Employment of Professional Personnel**

Upon a motion by Mr. Withrow, seconded by Mr. Payne and by unanimous vote, the board approved the following employment of professional personnel, as recommended by the superintendent:

- ▶ Homebound Teacher and Special Education Homebound Teacher, as needed, \$23.00 per hour, **Charles Rodes**
- ▶ Alternative Education Teacher (after school) at Summers Middle School, remainder of the 2015-2016 school term 4 days per week from 3:30-6:30, as needed, \$23.00 per hour, 2 days each, **Ellen Holt & Rachel Kuhn**
- ▶ Leadership Team Member at Summers County High School, Related Arts Department, 2015-2016 school year until the end of 2016-2017 school year, \$1,000.00 per year, **Kathy Blevins**
- ▶ Drama Coach at Summers Middle School and Summers County High School, 2015-2016 school term, not to exceed 80 hours per school year, \$23.00 per hour, **Patty Jeffries**
- ▶ Drama Coach at Hinton Area Elementary, 2015-2016 school term, not to exceed 80 hours per school year, \$23.00 per hour, **Jessica Bulson**
- ▶ Drama Coach at Jumping Branch Elementary, 2015-2016 school term, not to exceed 80 hours per school year, \$23.00 per hour, **Hope Cooper**

#### **11. Approve Employment of Service Personnel**

Upon a motion by Mr. Payne, seconded by Dr. Clark and by unanimous vote, the board approved the following employment of service personnel, as recommended by the superintendent:

- ▶ Supervisor of Maintenance, remainder of the 2015-2016 school term thereafter 240 days, state scale H plus \$500.00 per month supplement, retroactive to September 1, 2015, **Charles Mann**
- ▶ Extra Duty Bus Monitor Bus #13, remainder of the 2015-2016 school term, as needed, state scale, **Tina Maddy**

#### **12. Approve Employment of Substitute Professional Personnel**

Mr. Payne made a motion to go into Executive Session pursuant to 6-9A-4, seconded by Mr. Withrow.

Upon returning to regular session Mrs. Hinerman withdrew the recommendation.

- ▶ Substitute Teacher, 2015-2016 school term, state scale, as needed, **Allison Ulmer**

#### **13. Approve Employment of a Coach and Salary**

Upon a motion by Mr. Withrow, seconded by Mr. Payne and by unanimous vote, the board approved the following employment of a coach and the salary, as recommended by the superintendent:

- ▶ Assistant Volleyball Coach, 2015-2016 school term, per coaching supplement, **Jason Massie**

#### **14. Approval of Contractual Agreement for the 2015-2016 School Term**

Upon a motion by Dr. Clark, seconded by Mr. Payne and by unanimous vote, the board approved the following contractual agreement for the 2015-2016 school term, as recommended by the superintendent:

- ▶ Contractual Agreement between **Sue Crook**, provision of speech therapy and Summers County Board of Education

#### **15. Reclassification of Service Personnel**

Upon a motion by Mr. Payne, seconded by Ms. Gore and by unanimous vote, the board approved the following reclassification of service personnel, as recommended by the superintendent:

- ▶ Carrie Moricle from Early Childhood Classroom Assistant Teacher to a Special Education Aide

#### **16. Approve Volunteers**

Upon a motion by Dr. Clark, seconded by Mr. Withrow and by unanimous vote, the board approved the following volunteers pending documentation, as recommended by the superintendent:

- ▶ Talcott Elementary - Tara Garcia, Ruth Cassidy, and Lori Jones
- ▶ Hinton Area Elementary - Lisa Pitzer
- ▶ Summers County High School- Mark Bayle for Fellowship of Christian Athletes

**17. Approval of Pre-K and Adult Program Agreements**

Upon a motion by Mr. Withrow, seconded by Mr. Payne and by unanimous vote, the board approved the following Pre-K and Adult Program Agreements, as recommended by the superintendent:

▶The following employees agree to accept a free lunch in lieu of a duty free lunch for the remainder of the 2015-2016 school year:

- ▶**Hinton Area Elementary** - Angel Gumm, Leonard Paranaac, Michael Plumley, Vickey Lilly, Ruth Gill, and Mary Louise Dyke
- ▶**Talcott Elementary** - Renae Jones, Vickie Deaver, Lisa Bowles, Gayle Meadows, and Garry Wheeler
- ▶**Jumping Branch Elementary** - Linda Knott, Donna Basham, Ivy Reed, JoAnn Cales, Randy Williams
- ▶**Summers Middle School** - Susie Hudson, Jessica Rodes, Tonya Keaton, Connie Richmond, Regina Trout, Lola Lilly
- ▶**Summers County High School**- Kari Vicars, Eric Widdoes, Wayne Ryan, Leon Franklin, Nathan Smith, Nathan Tanner, Amber Stover, Tosha Logston, Belinda Banks, and Cathy Angell

**18. Ammendment to the Agreement between Summers Middle School and Martha Mann to Provide an Additional Class Period of Instruction in Lieu of Her Planning Period, for Compensation in the Amount of \$15.00**

Upon a motion by Dr. Clark, seconded by Ms. Gore and by unanimous vote, the board approved to Ammend the Agreement between Summers Middle School and Martha Mann to Provide an Additional Class Period of Instruction in Lieu of Her Planning Period, for Compensation in the Amount of \$15.00 per day, retroactive to August 12, 2105, as recommended by the superintendent.

**19. Approve School Support Organizations**

Upon a motion by Mr. Withrow, seconded by Mr. Payne and by unanimous vote, the board approved the following School Support Organizations, as recommended by the superintendent:

- Hinton Area Elementary** - PTO, Pre-K, and Drama
- Jumping Branch Elementary** - Office, PTO, and 5<sup>th</sup> Grade Trip
- Summers County High School** - Bobcat Nation, SCHS Band Boosters
- Summers Middle School** - Talent Show, PTO, Student Council, Honor Society, 5<sup>th</sup> Grade Trip, and 8<sup>th</sup> Grade Trip
- Talcott Elementary** - Office, PTO, 5<sup>th</sup> Grade Trip, Drama, and Cheerleading

**20. Approval of Memorandum of Agreement Between Concord University Research and Development Corporation**

Upon a motion by Ms. Gore, seconded by Dr. Clark and by unanimous vote, the board approved the Memorandum of Agreement Between Concord University Research and Development Corporation, as recommended by the superintendent.

**21. Approval of Memorandum of Understanding between Regional Education Service Agencies and Summers County Board of Education**

Upon a motion by Mr. Withrow, seconded by Ms. Gore and by unanimous vote, the board approved the Memorandum of Understanding between Regional Education Service Agencies and Summers County Board of Education, as recommended by the superintendent.

**22. Approval of the Agreement Between Summers County School of Practical Nursing and Monroe County Board of Education**

Upon a motion by Dr. Clark, seconded by Mr. Payne and by unanimous vote, the board approved the Agreement between Summers County School of Practical Nursing and Monroe County Board of Education, as recommended by the superintendent.

**23. Approval of the Agreement Between Summers County School of Practical Nursing and Monroe Health Center**

Upon a motion by Ms. Gore, seconded by Mr. Payne and by unanimous vote, the board approved the Agreement Between Summers County School of Practical Nursing and Monroe Health Center, as recommended by the superintendent.

**24. Approve Out of State Request**

Upon a motion by Mr. Withrow, seconded by Mr. Payne and by unanimous vote, the board approved the following out of state request, as recommended by the superintendent:

- ▶ National FFA Convention, Louisville KY, October 28-31, *Kathy Duffield*
- ▶ Disney World, Orlando FL, May 15-19, 2016, *Crystal Woodrum*

**25. Discussion and/or Action Setting Goals for the Superintendent**

Upon a motion by Mr. Withrow, seconded by Mr. Payne and by unanimous vote, the board approved the following goals for the superintendent, as recommended by the superintendent:

<b>GOALS</b>	<b>TIME-LINE</b>	<b>HOW EVALUATED (Board to be given documentation)</b>	<b>EXCEED GOAL</b>	<b>MEETS GOAL</b>	<b>DOES NOT MEET GOAL</b>
<b>1. Oversee training for the OEPA visit in November.</b>	<b>11/15/15</b>	<b>Documentation of trainings, agendas and materials presented at last board meeting in Sept., Oct. and Nov.</b>			
<b>2. Walkthroughs assigned to directors of new teachers and teachers in need of assistance.</b>	<b>2/28/16</b>	<b>Reports given at board meetings in October, December and February which include dates and number of teachers visited.</b>			
<b>3. Monitor the improvement efforts of Summers County High School.</b>	<b>2/28/16</b>	<b>Reports given at last board meeting every month.</b>			
<b>4. Monitor student engagement by visiting classrooms in all five schools each month.</b>	<b>2/28/16</b>	<b>Reports given at last board meeting every month.</b>			

**26. Discussion and/or Action Concerning West Virginia School Service Personnel Day**

Upon a motion by Mr. Payne, seconded by Mr. Withrow and by unanimous vote, the board declared September 25, 2015 as West Virginia School Service Personnel Day, as recommended by the superintendent.

**27. Discussion and/or Action Concerning Out of County Request**

Upon a motion by Mr. Payne, seconded by Mr. Withrow and by unanimous vote, the board approved the following out of county request, as recommended by the superintendent:

- ▶ Faith Cooper to Fayette County
- ▶ James and Nevaeh Hicks to Fayette County

**28. Approve In Coming Student Request**

None, no action taken.

**29. Approve Policy To Remain on Review**

Upon a motion by Mr. Withrow, seconded by Ms. Gore and by unanimous vote, the board approved the following policy to remain on review, as recommended by the superintendent:

- ▶ VI-D-2 Homebound Policy

**30. Informational Items**

**31. Approval of Bills**

Upon a motion by Ms. Gore, seconded by Mr. Payne and by unanimous vote, the board approved the bills for payment (Appendix A), as recommended by the superintendent.

**32. Transfers and Supplements**

None, no action taken.

**33. Adjournment**

Upon a motion by Dr. Clark the meeting was adjourned.