

**Preston County Board of Education
Agenda
Board Room
November 28, 2016
6:00 pm**

**Present: Dr. Clarissa Estep, President
George Keim, Vice-President
Robert McCrum, Member
Pamela Feathers, Member
Robert Ridenour, Member**

**Other persons attending the meeting: Stephen Wotring,
Superintendent; Craig Schmidl, Katrina Kerstetter, Theresa Marthey,
Katherine Hensley, Alan Rogers, Adam Asazy, Stephanie Sisler, Robin
Goodwin, Robert Goodwin, Victoria Lilly**

- I. **Call to order – Pledge of Allegiance**
President Estep called the meeting to order at 6:00 p.m.
Mr. Keim led those present in the Pledge of Allegiance to the American flag.
- II. **Recognitions – None**
- III. **Delegations**
 - a. **Robert & Robin Goodwin – Policy** – Robin Goodwin spoke to the board regarding State Board Policy 4373. She said the county had adopted the state policy and that she had concerns with that for Preston County. She asked for timelines to be established regarding communication within the schools, between the school and home, and between the school and law enforcement. The board took her comments under advisement and asked for these issue to be drafted into the policy for review at a future board meeting.
- IV. **Reports**
 - a. **Superintendent’s Report** – Superintendent Wotring reported that each board member had been provided a copy of the Emergency Codes. He stated that often in emergency situations, there is a delay in notification of the board members and that if they heard of a “Code” being called in a school prior to their

notification, they would be able to reference the chart to determine the nature of the problem.

Additionally, Mr. Wotring reported that the school grades had been approved and released by the state. Rowlesburg received a "B"; Aurora, Bruceton, Central Preston, Fellowsville, Preston High, and Valley Elementary received a "C"; South Preston, Terra Alta/East Preston, and West Preston had received a "D"; and Kingwood Elementary had received an "F". He reported that the county was working on their response to the state and was scheduled to have a conference call with the state on Monday, December 5, 2016. He would make a formal report to the board at a future meeting.

Mr. Wotring reported that he had received questions regarding the proposed School Based Health Center at Terra Alta/East Preston School and had asked Dr. Stephanie Sisler to be present to respond. Dr. Sisler provided an explanation of how the School Based Health Center would operate and agreed to provide written responses to the questions presented.

V. Approval of Agenda (Action)

Motion Keim Second McCrum Vote 5 – 0

VI. Consent Agenda (Action)

Motion McCrum Second Estep Vote 5 – 0

a. Approval of Minutes

- i. Recommend the Board approve the November 14, 2016, meeting minutes. (Enclosure VI.a.i)

b. Trips

- i. Recommend to approve Preston High School choir students traveling to Benedum Theater in Pittsburgh, PA, on December 16, 2016. (Enclosure VI.b.i)
- ii. Recommend to approve Aurora School students traveling to Oakland Train Station, Oakland, MD on December 6, 2016. (Enclosure VI.b.ii)
- iii. Recommend to approve Aurora School students traveling to Garrett 8 Cinemas in Oakland, MD on December 14, 2016. (Enclosure VI.b.iii)
- iv. Recommend to approve Preston High School ROTC students traveling to Lexington High School, Lexington, NC, on December 9, 2016. (Enclosure VI.b.iv)
- v. Recommend to approve Fellowsville School students traveling to Carnegie Science Center, Pittsburgh, PA on April 10, 2017. (Enclosure VI.b.v)

- c. Professional Meetings
- d. Policies on First Reading

VII. Routine Business

a. Attendance

b. Buildings and Grounds

- i. Recommend to approve snow plow bids
 - a. Rowlesburg Exxon – Rowlesburg School
 - b. K & L Construction – Aurora School
 - c. Pine Hills Green House – Terra Alta/East Preston School
 - d. Mill Run Enterprises – Bruceton School

Mr. McCrum expressed that he felt these looked more like letters than bids. Mr. Keim stated that he thought these represented the same vendors who had completed the snow removal in the past and thought they had done a good job.

Motion Keim Second Estep Vote 5 - 0

- ii. Recommend to approve Kingwood Volunteer Fire Department use of facilities at Kingwood Elementary School, the parking lots at the school, and the Central Preston Middle School Athletic Field for the 2017 Preston County Buckwheat Festival. (Enclosure VII.b.ii)

Mr. McCrum noted that the cost to the KVFD was \$1.

Motion McCrum Second Estep Vote 5 - 0

- iii. Recommend to approve donation of items from West Preston Middle School to Arthurdale Heritage, Inc. (Enclosure VII.b.iii)

Motion McCrum Second Keim Vote 5 - 0

c. Communication (Information and Discussion)

d. Finance

- i. Recommend to approve A Proactive Health Management Plan (PHMP) (Enclosure VII.d.i)

CBO, Katrina Kerstetter was present to answer questions regarding the PHMP. She stated that this would occur at no additional cost to the county.

Motion McCrum Second Keim Vote 5 - 0

- ii. Monthly Financial Report (Enclosure VII.d.ii)

- iii. Recommend to approve the schedule of checks (Enclosure VII.d.iii)

Motion McCrum Second Ridenour Vote 5 - 0

- iii. Recommend to approve reduction in unrestricted state aid funding by mid-year reduction amount. (Enclosure VII.d.iv)

The 2% budget cut ordered by the governor would total \$190,147. Mrs. Kerstetter explained the unrestricted state aid funding to the board.

Motion Estep Second Ridenour Vote 5 - 0

- v. Recommend to approve Budget Journal Entries (Enclosure VII.d.v)

Motion Keim Second Feathers Vote 5 - 0

- vi. Recommend to approve In-Kind Service Request Form for Aurora Youth League to use Aurora School (Enclosure VII.d.vi)

Motion Keim Second Estep Vote 2 - 3
(Ridenour, Feathers, Estep voted no)

Mr. Keim stated that he felt strongly that we should not be charging facility usage fees for students to be able to use the facility. Mr. Wotring reminded the board that a Facility Usage policy had been adopted by the board last year and that not charging would require a change in policy. President Estep inquired as to how additional utility bills would be paid due to increased facility usage if a fee were not charged.

- iv. Discussion of School Levy Vote Results
Mr. Keim indicated that he felt it was necessary that we rerun the levy because of the great need in the county. Dr. Estep countered that the levy would be very expensive to run again and that much work needed to be done prior to making that decision. Ms. Feathers stated that she could see both sides of the issue and asked about the possibility of creating a fundraising committee to help offset some of the costs. Mr. Ridenour questioned what would happen if the levy was put out for a vote again and then failed.
- v. Discussion of Academic Center Funds
Mrs. Kerstetter explained that she had established a Project Code for the money and that it was currently just "sitting there." She explained that Amy Willard with the WVDE stated that there was no provision in code that allowed the board to invest the money with an outside agency. Mr.

Wotring suggested that the money be dispersed through mini-grants until the funds had been depleted.

e. Curriculum and Instruction

- i. Recommend to approve Student Teaching Affiliation Agreement between Preston County Schools and Grand Canyon University (Enclosure VII.e.i)

Mr. Wotring explained that this was not a blanket approval for Grand Canyon University, but for a specific teacher that had worked in our county for the past three years and was completing her degree. Dr. Estep explained that she felt the "for profit" college ranked very low in the nation with regards to their programs.

Motion McCrum Second Ridenour Vote 4 – 1
(Estep voted no.)

- ii. Recommend to approve Student Teaching Affiliation Agreement between Preston County Schools and Western Governors University (Enclosure VII.e.ii)

Motion Estep Second Ridenour Vote 5 – 0

f. Personnel Matters (Action)

- i. Recommend to approve attached professional personnel actions (Enclosure VII.f.i)

Motion Ridenour Second Keim Vote 5 – 0

- ii. Recommend to approve attached service personnel actions (Enclosure VII.f.ii)

Motion McCrum Second Ridenour Vote 5 – 0

g. Policy Adoptions

- i. 3-22 Reporting Academic Progress to Parents
- ii. 8-17-5 Transfers owing to a Reduction of Staff in a School
- iii. 8-45 Acts of Harassment, Intimidation, Bullying or Violence Policy
- iv. 10-13-2 Selection and Utilization of School Volunteers Recruitment
- v. 11-41-7 Procedures for Emergency use of Epinephrine Auto Injectors (Epi-pen)

Motion Keim Second Estep Vote 5 - 0

VIII. New Business

a. Items for Future Meetings

Mr. Wotring reminded the board that the two meetings in December would be December 12 @ Rowlesburg School and December 19 @ Bruceton School. He also explained that at Bruceton, the board meeting would be streaming live and that if it worked, that would be a possibility for future meetings.

Mr. Ridenour asked to ensure that board meeting locations be provided on the website.

Dr. Estep stated that some information on the website was outdated and that an update was needed.

IX. Adjournment

Motion McCrum

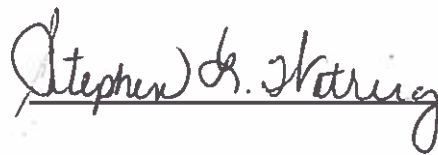
Second Keim

Vote 5-0

Time 7:44 p.m.



President



Secretary

Enclosure VII.f.ii

Professional Personnel Agenda

November 28, 2016

Employ Professional Personnel

Name	Position	Location	Effective Date	Funding Source	Credential
TBD	Spanish Teacher	Aurora/SPS/ Rowlesburg		State Aid/ Local	
TBD	Spanish	Bruceton/TAEP		State Aid/ Local	
TBD	OSE Homebound Instructors	County		State Aid/ Local	
Zinn, Michelle	Substitute Teacher	County	11/29/16	State Aid/ Local	v
TBD	Special Education Teacher	County Itinerant; FES		State Aid/ Local	
TBD	Special Education/ Gifted Teacher	County Itinerant; Rowlesburg		State Aid/ Local	
TBD	Special Ed. Teacher	KES		State Aid/ Local	
TBD	Special Education Teacher	PHS		State Aid/ Local	
TBD	Special Education Teacher	PHS		State Aid/ Local	
TBD	Special Education Teacher	PHS		State Aid/ Local	
TBD	Severe Disabilities Special Education Teacher	PHS		State Aid/ Local	
TBD	Severe Disabilities/Special Education Teacher	PHS		State Aid/ Local	
TBD	Severe Disabilities/Special Education Teacher	PHS		State Aid/ Local	
TBD	Vo-Ag Teacher, LOA	PHS		State Aid/ Local	
TBD	Special Ed Teacher	SPS		State Aid/ Local	
TBD	Science Teacher, LOA	TAEP		State Aid/ Local	
TBD	2 nd Grade Teacher, LOA	WPS		State Aid/ Local	

Employ PHS Athletic Coaches

Name	Position	Location	Effective Date	Funding Source	Credential
Adams, Wendy	Softball Assistant Coach	PHS	Pending Certification	County Funds	Pending
Fields, Joshua	Wrestling Assistant Coach	PHS	Pending Certification	County Funds	Pending

Employ Personnel for After School Explorers Program

Name	Position	Location	Effective Date	Funding Source	Credential
TBD	Computer Instructor	Aurora		21 st Century	
TBD	Computer Instructor	Bruceton		21 st Century	
TBD	Parent Mentor	Bruceton		21 st Century	
TBD	Sub Instructor	FES		21 st Century	
TBD	Computer Instructor	Rowlesburg		21 st Century	
TBD	Substitute Instructor	WPS		21 st Century	

Employ Middle School Athletic Coaches

Name	Position	Location	Effective Date	Funding Source	Credential
TBD	Cheerleading Coach	Aurora	2016-2017 Season	County Funds	
TBD	Track Coach	Aurora	2016-2017 Season	County Funds	
TBD	Cheerleading Coach	Bruceton	2016-2017 Season	County Funds	
TBD	Cheerleading Coach	RES	2016-2017 Season	County Funds	
TBD	Track Coach	RES	2016-2017 Season	County Funds	
TBD	Track Coach	WPS	2016-2017 Season	County Funds	

Resignation Request

Name	Position	Location	Effective
Sypolt, Rhonda	Sustainability Coordinator	County Itinerant	11/17/16
Moon, Cheryl	ASE Instructor	Fellowsville	12/2/16
Rainey, Adrienne	English Teacher	PHS	12/23/16
Pierson, Herman III	Boys Varsity Basketball Assistant Coach	PHS	11/17/16
Greenleaf, Kyle	Science Teacher	WPS	1/2/17

Termination Request

Name	Position	Location	Reason	Effective
Furman, Philip	Girls Varsity Basketball Assistant Coach	PHS	Willful neglect of duty.	11/29/16

Enclosure VII.f.i

Service Personnel Agenda

November 28, 2016

Employ Service Personnel

Name	Position	Location	Effective Date	Funding Source	Credential
Cline, Amanda	Cook II, Half-time	TAEP	11/29/16	State Aid/ Formula	v
Riffle, Robine	Bus Operator	V73	01/03/17	State Aid/ Formula	v
Collins, Philip Scott	Custodian III	WPS	11/29/16	State Aid/ Formula	v

Resignation Request

Name	Position	Location	Effective
Knotts, Kerrie	Substitute Secretary	County	11/18/16