

**RITCHIE COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
DWC VOCATIONAL CENTER
HARRISVILLE, WV
OCTOBER 14, 2019 – 6:00 p.m.**

The regular meeting of the Ritchie County Board of Education was called to order on October 14, 2019, at 6:00 p.m. by Vice-President Betsy Wells.

PLEDGE TO THE FLAG

The meeting opened with the Pledge of Allegiance.

ROLL CALL

Present: Dr. Torie Jackson, President (via telephone)
Mrs. Betsy Wells, Vice-President
Mrs. Misty Ingram-Keen
Mr. Denny Nelson
Mr. Ryan Reed

Administrative staff present: James G. Brown, Superintendent, Mrs. Lori Wells, Treasurer and Director of Finance, and Mrs. Debbie Bever, Director of Special Education, Federal Programs and School Improvement.

AGENDA ITEMS TO BE TABLED OR REMOVED

The following item was removed from the agenda:

P20-501/302-071 Approve LD/BD/MI / Autism Teacher at Ritchie County Middle/High School
(Assignment RCHS) Effective October 14, 2019

MINUTES

Mr. Reed made the motion, seconded by Mrs. Ingram-Keen, to approve the preliminary minutes of the regular meeting of September 23, 2019, as presented. Motion passed unanimously.

RECOGNITIONS

None

STUDENT EXPULSION HEARING IN ACCORDANCE WITH WV SCHOOL LAW §18A-5-1

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mr. Reed, that the Board enter executive session for a student expulsion hearing. Motion passed unanimously and the Board entered executive session at 6:02 p.m.

Mr. Nelson made the motion, seconded by Mr. Reed, to re-enter regular session at 6:40 p.m. Motion passes unanimously.

Superintendent Brown recommended that in accordance with WV School Law §18A-5-1 to expel student 770005614. Mrs. Ingram-Keen made the motion, seconded by Mr. Reed, that the Board expel student 770005614 for the remainder of the school year. Recommendation for out-of-school environment subject to possible re-entry based on improved attendance, academics and behavior. Motion passed unanimously.

PRESENTATIONS

None

DELEGATIONS

None

COMMUNICATIONS

None

SUPERINTENDENT'S REPORT

- **Excess Levy Update**
Mr. Brown presented the Board with a copy of a document that has been used to provide factual information for the excess levy. A Community Support Group has been working diligently to put up signs, articles in newspapers as well as placemats in local restaurants. Mr. Brown presented excess levy information to the 4-H, Rainbow Grange, Pennsboro Alumni, school faculties, bus operators and central office staff. Signage and pamphlets have been placed in grocery stores and public service announcements are being made at athletic events. A letter and informational fact sheet was sent home with students and we are continuing to use the school messenger system to deliver factual information. Early voting begins this Friday, October 18, 2019.

- 2nd Month Student Enrollment Report

2nd Month report is almost ready for submission to the state department.

| | |
|-------------|---------------------|
| HES | 210 Students |
| CCES | 213 Students |
| SES | 100 Students |
| RCMS | 380 Students |
| <u>RCHS</u> | <u>436 Students</u> |
| TOTAL | 1339 Students |

Based on the 10% that school systems are provided below the 1400 cap our estimation at this point is going to be a loss of state aid in approximately \$30,000.00. Much better compared to last year.

Mr. Brown shared the following rankings according to schooldigger.com:

- Smithville Elementary School
We are proud to recognize Smithville Elementary which is ranked 4th out of 381 Elementary Schools in the state. For the last two years the school has been in the top ten in the state.
- Local High School Rankings
Ritchie County High School is ranked 24th out of 117 high schools in the state. This places the high school ahead of eleven neighboring counties in our area.
- Local District Rankings
Ritchie County is ranked 11th out of 55 school districts in the state.

Mr. Nelson commented on what a positive accomplishment this was for the county schools.

DIRECTOR REPORTS

Mrs. Lori Wells, Treasurer and Director of Finance reviewed the following information:

- On September 27th the financial statements were submitted to the state department
- Setting up Sick Leave Bank Committee
- Submitted the Certified List on October 8th
- Completed Annual Retirement Reports for last fiscal year for the Retirement Board
- Completed Budget Revision Requests based on House Bill 206 due by October 15th
- Continuing to work on House Bill revisions that have different deadlines
- Working this week with Becca Adams to complete payroll and submit to the bank
- Quarterly submissions due for Federal Taxes and Unemployment Labor Statistics
- Working on calculating how much was spent last year on In Lieu of Transportation and Workers Compensation Rates to submit to the state department
- Next week the finance department will be attending the WV ASBO Fall Conference

Mr. Nelson asked how the sick leave bank worked. When an employee is out of sick days they must go five days without pay before they can request the sick leave bank committee for days. The committee will decide how many days to grant the employee.

Mrs. Debbie Bever, Director of Special Education, Federal Programs and School Improvement reviewed the following information:

Assessment:

- On September 13th a conference call was placed with a 95% Group representative to assist in driving student groups for First and Second Grades
- October 9 – 10 the 95% Group coach met with teachers K -2, administrators, and Title I Interventionist to review data, assist in determining groups, etc.
- As of October 1 Interim Assessments and Skill Specific Diagnostic Assessments became available for grades 3-8. Will share a calendar with teachers that helps match curriculum with the instruction module
- Dynamic Learning Maps system has been updated, rosters created and teachers assigned.
- Head Sprout lessons continue in all elementary schools with positive reports received.

Professional Development:

- Personnel who were not present for the Youth Mental Health First Aid Training in May were trained at WVU Parkersburg on September 20th. Will continue to train new employees as needed.
- Personnel were trained through WVDE Modules on Body Safety Education and Sexual Abuse Prevention. Those unable to attend the training will be trained at a later date.
- Deena Swain, Special Education IEP Specialist attended the CASE Conference (Council for Administrators of Special Education) on Debbie Bever's behalf. She will meet with Mrs. Bever on Tuesday to deliver updates on the conference.

- Title I Interventionist will meet on Wednesday to review compliance indicators, parent involvement plans and assist with documentation and planning
- Mrs. Bever will attend the Annual Federal Programs Directors Updates Training on October 17th in Bridgeport
- Mrs. Bever will also attend the Hidden Promise Consortium meeting at Glenville State College on Friday, October 18

Special Education:

- Continuing to monitor caseloads, timelines and services provided
- Ms. Swain, Mrs. Roby and Mrs. Bever continue to meet with new teachers and attend IEP meetings upon request by school personnel or parents
- Two new Special Education Teachers attended the New Teacher's Conference hosted by WVDE at Flatwoods on October 3rd – 5th

PreK:

- Two Collaborative Team Meetings thus far this year with representatives from RCS, CWVCAA, Head Start, Birth – Three, and WV DHHR attending
- The program compliance verification letter has been sent to the WVDE Office of Early Learning indicating that all conditions have been met.
- Health and Safety Checklists were completed by October 2nd
- CLASS and Fidelity checklist are being conducted with the Head Start Coordinator

POLICY REVIEW

Upon Mr. Brown's recommendation, Mr. Reed moved, seconded by Mr. Nelson, that the Board approve the following list of policies as presented. Motion passed unanimously.

- Approve New Policy School Transportation to be placed on comment for second reading
- Approve New Policy Closed Campus Student Guidelines to be placed on comment for second reading
- Approve New Policy Electronic Communication Devices Guidelines for School Personnel to be placed on comment for second reading
- Approve New Policy Electronic Communication Devices Guidelines for Students to be placed on comment for second reading
- Approve Revised Policy 1010 Board Committees to be placed on comment for second reading
- Approve Revised Policy 4120 Comprehensive School Counseling to be placed on comment for second reading

PERSONNEL

Resignations

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mr. Nelson, that the Board accept the following resignations. Motion passed unanimously.

- Approve the Resignation of Justin Hodges as the IEP Coordinator at Ritchie County High School Effective October 14, 2019
- Approve the Resignation of Justin Hodges as the SAT Coordinator at Ritchie County High School Effective October 14, 2019
- Approve the Resignation of Justin Hodges Extracurricular Assignment for Band Coordinator / Supervisor at Ritchie County High School Effective October 14, 2019

Resignations Submitted after Publication of the Agenda

None

Employments or Transfers and Rescissions

Upon recommendation of the superintendent, Mr. Reed moved, seconded by Mrs. Ingram-Keen, that the Board approve the following employments, transfers and rescissions. Motion passed unanimously.

- Approve David Weese, English Teacher at Ritchie County Middle School Effective October 14, 2019 pending meeting all requirements
- Approve Robert Campbell, Afternoon Shift Custodian / Groundsman / General Maintenance position at Harrisville Elementary School Effective October 14, 2019
- Approve Cari Weekley, Substitute Cook Countywide Effective October 14, 2019 pending meeting all requirements
- Approve Kathy Rupert, Day Shift Custodian / Groundsman / General Maintenance at Ritchie County Middle/High School Effective October 14, 2019
- Approve Teresa Dwire, Cook III After School Feeding Program at Ritchie County Middle/High School Effective October 14, 2019
- Approve Jaime Schriver, Cook III After School Feeding Program at Ritchie County Middle/High School Effective October 14, 2019

CONSENT ITEMS

Upon recommendation of the superintendent, Mr. Nelson moved, seconded by Mr. Reed, that the Board approve the following consent items. Motion passed unanimously.

- Out-of-County Student Transfer – did not approve due to the fact that this transfer was denied by Doddridge County Board of Education
- Approve In-Lieu of Transportation Requests
- Approve Out-of-State Field Trip Sweet Apple Farm in Vincent, Ohio for Smithville Elementary School Preschool Classroom for October 10, 2019
- Approve Out-of-State Field Trip for the Future Business Leaders of America National Conference for State Officers in Washington, D.C. for Ritchie County High School from October 31, 2019 through November 3, 2019
- Approve Out-of-State Trip to the FFA National Convention for Ritchie County High School from October 29, 2019 through November 2, 2019
- Approve Creed Collins Elementary School Volunteer List 2019-2020
- Approve Ritchie County High School Band Chaperones for the 2019-2020 School Year

ALLOWED AND AUTHORIZED PAYMENT OF BILLS

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mr. Reed, that the Board approve and authorize payment of the following bills. Motion passed unanimously.

- Approve Payment of Bills in the Sum of \$687,678.22

FINANCIAL REQUESTS FOR APPROVAL

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mr. Nelson, that the Board approve the following Financial Requests. Motion passed unanimously.

- Approve Budget Revision Requests - two supplements and one transfer
- Approve Monthly Payment to Union Bank for Energy Performance Contract in the Sum of \$10,531.90

REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING

Mr. Brown and Mrs Jackson will be attending a West Virginia School Board Association Leadership Conference in Morgantown on October 18th and 19th.

BOARD MEMBER COMMITTEE REPORTS

The Board of Education was awarded the 2019 Friend of 4-H Award.

The Next Regular Meeting will be held on Monday, October 28, 2019 at 6:00 p.m. at Ritchie County Board of Education Office.

MEETING ADJOURNED

Mr. Reed moved, seconded by Mrs. Ingram-Keen, that the meeting be adjourned at 7:21 p.m. Motion passed unanimously.