

**RITCHIE COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
DWC VOCATIONAL CENTER  
HARRISVILLE, WV  
OCTOBER 28, 2019 – 6:00 p.m.**

The regular meeting of the Ritchie County Board of Education was called to order on October 28, 2019, at 6:02 p.m. by President Dr. Torie Jackson.

**PLEDGE TO THE FLAG**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

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

Administrative staff present: James G. Brown, Superintendent, Mrs. April Haight, Director of Instructional Services and Personnel, and Mr. David Weekley, Director of Support Services and Attendance.

**AGENDA ITEMS TO BE TABLED OR REMOVED**

None

**MINUTES**

Mr. Reed made the motion, seconded by Mr. Nelson, to approve the preliminary minutes of the regular meeting of October 14, 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. Wells moved, seconded by Mrs. Ingram-Keen, that the Board enter executive session for a student expulsion hearing. Motion passed unanimously and the Board entered executive session at 6:06 p.m.

Mrs. Wells made the motion, seconded by Mr. Reed, to re-enter regular session at 6:51 p.m. Motion passed unanimously.

Superintendent Brown recommended, in accordance with WV School Law §18A-5-1, to expel student 960038110. Mrs. Wells made the motion, seconded by Mr. Nelson, that the Board expel student 960038110 for the remainder of the school year. The student will be placed in the alternative education program. The student is not permitted to ride the school bus for the remainder of the 2019-2020 school year and is not permitted to participate in or attend extra-curricular activities. Motion passed unanimously.

**PRESENTATIONS**

None

**DELEGATIONS**

None

**COMMUNICATIONS**

None

**SUPERINTENDENT'S REPORT**

Superintendent Brown reviewed the following information:

- Gary Williams, paramedic and training officer in Harrisville, is working on a "Threat Suppression" grant for first responders which is centered on preparedness. We may look at including the school system in this program in the future.
- The ACT Report lists Ritchie County's 2019 composite score as 21.9% which is above the state average of 20.8%. Our scores were above the state average in English, Reading, Math and Science. A total of 48 students took the ACT. The number of students taking the ACT may continue to decrease. Mainly due to the fact that the PSAT is given to all 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade students. The SAT is provided to all 11<sup>th</sup> grade students free of charge.

- Mrs. Kelly Waggoner, Ritchie County High School Principal, wanted to express her appreciation for the extra time and funding for the ACT Camps. Last year 54 students took advantage of the ACT camps. Seven of the seniors attending the ACT Camps received the Promise Scholarship.
- The Mid-Ohio Valley Technical Institute report breaks down their attendance by school in each program area including special education participation. Ritchie County has a total of 107 students attending MOVTI. Our share of the cost, on average, over the last 4 years, was \$88,410.00 for our students to attend MOVTI.

## **DIRECTOR REPORTS**

**Mrs. April Haught, Director of Instructional Services and Personnel** reviewed the following information:

### **Personnel**

- By November 1<sup>st</sup> teachers must have their learning goals complete and principals must have their initial and intermediate first observations complete. The teacher learning goals are 75% complete and the principals are 73% complete with their initial and intermediate observations.
- The Certified List is complete and has been submitted.
- Updating all personnel applications, forms and charts on the county website.
- Updating job descriptions and will make these accessible on the county website
- Evaluating those employees with Certification Renewals due in 2020. Will be sending a second reminder letter to the employees involved by November 22<sup>nd</sup>.

### **Counseling:**

- Ritchie County High School Counselor, Jodi Walters, began today and is preparing for Senior Interviews as well as becoming familiar with the students and her job duties.
- Elementary ROAR program in complete and we are looking at options for using this program at the middle/high school level
- PSAT has been completed at Ritchie County Middle/High School, except for the 9<sup>th</sup> grade students who will take the PSAT on October 30, 2019. Results of the test will be available the week of December 02, 2019.

### **Technology:**

- Updating webpage design, pages and links to make them more user friendly. Mrs. Jackson asked if there could be instructions included on the policy page indicating how to respond to policies out for comment.
- Will be using Brightbytes to provide data for analysis. Brightbytes uses WVEIS information to provide student data in a useable form and is a great tool for teachers and administrators.
- The Technology Team attended Apple Training on October 16, 2019
- After school tech training for teachers will begin in November and continue through December

**Mr. David Weekley, Director of Support Services and Attendance** reviewed the following information:

- Per the second month attendance report Ritchie County's student enrollment, as of October 01, is 1341. Down seventeen students from this time last year.
- Hickman Signs will provide pricing for updating signs at the Ritchie County Middle/High School complex and the board office
- Panhandle Cleaning has completed cleaning of the duct work at the Ritchie County Middle/High School. They were very proficient and did a good job.
- State mandated elevator and lift inspection and testing will be conducted this week in the schools. Inspection and testing are done by two different companies.
- Finalizing new camera systems for the buses.
- Have finalized the lease agreement for the new buses. The new camera system will be factory installed in these buses.
- Still waiting on a reply from the FCC concerning use of the Brohard tower radio frequency.
- The USDA will be conducting their annual inspections within the next couple weeks. They will inspect all school kitchens to ensure they are meeting the Department of Agriculture guidelines.
- Have currently had 15 Truancy Diversion Cases. Now working on Truancy Diversion Cases for November. Mr. Weekley will continue to collaborate with the schools on attendance.
- Have reviewed each school's Crisis Management Plan and will meet with the principals regarding items that need addressed.
- ALICE training for all board employees is scheduled for Friday, December 20<sup>th</sup>. Each school will have their own individual trainer. Mr. Weekley will train employees at Smithville Elementary. Bus Drivers and Central Office employees will be assigned training sites.

## **POLICY REVIEW**

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

- Approve New Policy School Transportation
- Approve New Policy Closed Campus Student Guidelines
- Approve New Policy Electronic Communication Devices Guidelines for School Personnel
- Approve New Policy Electronic Communication Devices Guidelines for Students

- Approve Revised Policy 1010 Board Committees
- Approve Revised Policy 4120 Comprehensive School Counseling
- Approve New Policy Extra-Curricular and Curricular Transportation Buses and/or Private Vehicles to be placed on comment for first reading

## **PERSONNEL**

### **Resignations**

None

### **Resignations Submitted after Publication of the Agenda**

None

### **Employments or Transfers and Rescissions**

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

- Approve Posting a Preschool / Preschool Special Needs Aide / Early Childhood Classroom Assistant Teacher / Transportation at Creed Collins Elementary School for the 2019-2020 School Year
- Approve Posting an Extra-Curricular Bus Operator for the Mid-Ohio Valley Technical Institute for the 2019-2020 School Year
- Approve Samantha Hornish, Individualized Education Program (IEP) Coordinator at Ritchie County High School Effective October 28, 2019
- Approve Sara Doak, Student Assistance Team (SAT) Coordinator at Ritchie County High School Effective October 28, 2019
- Approve Mendy Gray, Assistant Girls Basketball Coach at Ritchie County Middle School Effective October 28, 2019 pending completion of all requirements

## **CONSENT ITEMS**

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

- Approve Revised Board of Education Meeting Schedule for 2019-2020
- Approve Student Internship Application Retroactively to be effective October 14, 2019
- Approve Smithville Elementary School Volunteer List for the 2019-2020 school year
- Approve Harrisville Elementary School Volunteer List for the 2019-2020 school year
- Approve 2019-2020 Winter Sports Schedules for Ritchie County Middle School
- Approve 2019-2020 Winter Sports Schedules for Ritchie County High School
- Approve Harrisville Elementary School 3<sup>rd</sup> Grade Class Out-of-State Field Trip to Campus Maritus in Marietta, Ohio on November 01, 2019

## **ALLOWED AND AUTHORIZED PAYMENT OF BILLS**

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

- Approve Payment of Bills in the Sum of \$158,333.16

## **FINANCIAL REQUESTS FOR APPROVAL**

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

- Approve Budget Revision Requests – transfer in the amount of \$90,168.00

## **REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING**

## **BOARD MEMBER COMMITTEE REPORTS**

The Next Regular Meeting will be held on Tuesday, November 12, 2019 at 6:00 p.m. at Ritchie County Board of Education Office.

## **MEETING ADJOURNED**

Mrs. Ingram-Keen moved, seconded by Mr. Nelson, that the meeting be adjourned at 7:58 p.m. Motion passed unanimously