

**RITCHIE COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
RITCHIE COUNTY BOARD OF EDUCATION OFFICE  
HARRISVILLE, WV  
DECEMBER 22, 2020 – 6:00 p.m.**

The regular meeting of the Ritchie County Board of Education was called to order on Tuesday, December 22, 2020, at 6:00 PM by President Dr. Torie Jackson.

**ROLL CALL**

Present: Dr. Torie Jackson, President  
Mrs. Betsy Wells, Vice-President  
Mrs. Misty Ingram-Keen  
Mr. Ryan Reed (Via Microsoft Teams)  
Mr. Denver Nelson

Administrative Staff Present: Mr. James G. Brown, Superintendent

\*All Board Members, Administrative Staff and Newspaper Representatives remained six feet apart to meet social distancing requirements.

**AGENDA ITEMS TO BE TABLED OR REMOVED**

None

**MINUTES**

Mr. Nelson moved, seconded by Mrs. Ingram-Keen, to approve the preliminary minutes of the regular meeting of November 12, 2020. Motion passed unanimously.

**DELEGATIONS**

None

**PRESENTATION**

Thompson R. Percy, Attorney, Bowles Rice LLP (via Microsoft Teams) presented an overview of the Proposed Bond Resolution for Issuance of the Series 2021 Bonds.

Joseph Nassif, Managing Director Piper Sandler & Company (via Microsoft Teams) presented the Preliminary Schedule for Issuance of the Series 2021 Bonds.

**SUPERINTENDENT'S REPORT**

Superintendent Brown reviewed the following information:

**Certified Returns of General Election November 3, 2020**

- A copy of the Certified Returns of General Election November 3, 2020 from the Board of Canvassers of the County of Ritchie was provided for each board member
- A copy will be kept on file as a formal record of our school system

**WVDE Issuance of Ritchie County Schools Efficiency Profile 2020**

- This accountability report for our District Operational Effectiveness indicated that we met requirements in each area
- The report was condensed because of waivers submitted to the federal government due to the closure last school year
- Does not include state accountability data for assessments

**School and District Personnel Analysis 2021-2022 School Year**

- Presented a comparison of current enrollment and projected enrollment for 2021-2022 countywide
- The Personnel Comparison FY21 Budget and Preliminary FY22 Budget listed two service personnel positions that were added and funded through COVID money. We are unsure of the continued need for these two positions.
- Included a review of 2021-2022 personnel projection and enrollment per school as well as average class size
- Mr. Brown feels that this personnel analysis is reflective of where we need to be

**Personnel Calendar 2020-2021 School Year**

- Presented the Board with a 2020-2021 Personnel Timeline; a schedule that lists professional and service personnel actions, deadlines and completion dates

**COVID-19 School Update**

- As of today we have had 90 occurrences of employees being placed on quarantined since the beginning of school. Overall, including students, there have been 305 occurrences.
- In our school system we have had 23 positive tests; 14 of which were employees
- We are following the guidelines and doing our best to keep our employees and students safe
- Today the infection rate was 62.05% and the daily positivity rate was 11.69% for Ritchie County. In order to return to in-person learning the positivity rate must be below 5%.

- Mr. Brown is hearing mixed reviews from parents concerning distance learning
- Some students are not actively participating in distance learning
- Distance learning is not a perfect system and there is not one answer that fits all needs

#### Winter and Spring Sports Calendar 2021

- The WVSSAC Winter and Spring Sports Schedules list a target start date, for winter sports, of January 11, 2021 and the first spring sports contest is set for April 7, 2021

#### School Calendar 2021-2022 Update

- Mr. Brown reviewed with the Board two options for the 2021-2022 School Calendar
- Option I is the traditional calendar with a start date of August 6, 2021 for 200 day employees and August 12<sup>th</sup> being the first day for students grades 1-12
- This calendar has graduation set for May 15, 2022, the last day for students May 20<sup>th</sup> and the last day for 200 day employees May 23<sup>rd</sup>
- Option II has a later start date of August 13, 2021 for 200 day employee with August 19<sup>th</sup> being the first day for students grades 1-12.
- This calendar has graduation set for May 29, 2022, the last day for students May 27<sup>th</sup> and the last day for 200 day employees May 31<sup>st</sup>.
- The two school calendar hearings will be held at the January 11, 2021 and January 25, 2021 Board of Education meetings.

#### Discuss Expectations and Format to Conduct Local School Improvement Council Meetings

<i>Monday, February 8<sup>th</sup></i>	<i>Creed Collins Elementary School</i>
<i>Monday, February 22<sup>nd</sup></i>	<i>Harrisville Elementary School</i>
<i>Monday, March 8<sup>th</sup></i>	<i>Smithville Elementary School</i>
<i>Monday, March 22<sup>nd</sup></i>	<i>Ritchie County Middle / High School</i>

President Torie Jackson asked if these meetings would be held via Microsoft Teams with the Board members being at the Board Office and the employees at their respective schools. After discussion it was decided that these meetings will be conducted remotely.

#### **POLICIES**

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mrs. Ingram-Keen to approve the following policies as presented. Motion passed unanimously

- Waive Reading and approve new policy 4240 Distance Learning During COVID-19 Pandemic
- Waive Reading and approve new policy 4250 Remote Learning During COVID-19 Pandemic
- Waive Reading and approve revised policy 7200 Secondary School Activities Commission and Participation by Homeschooled Students

#### **CONSENT ITEMS**

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mrs. Wells, that the Board approve the following consent items. Motion passes unanimously.

- Approve Teacher in Residency Partnership Agreement with Wheeling University effective December 14, 2020
- Approve textbook adoption for Health, Drivers Education, Art and Music 2021-2026

#### **EXECUTIVE SESSION**

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Nelson, that the Board enter executive session for the purpose of discussing personnel. Motion passed unanimously and the Board entered executive session at 7:58 p.m.

Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the Board re-enter regular session. Motion passed unanimously and the Board resumed regular session at 8:22 p.m.

#### **PERSONNEL**

##### **Resignations**

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Nelson, to approve the following resignation. Motion passed unanimously.

- Approve resignation of Jamie Molina, Licensed Practical Nurse at Ritchie County Middle / High School effective December 23, 2020

##### **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 or transfers and rescissions. Motion passed unanimously.

- Approve job description for Extracurricular Assignment – Special Education Transition Coordinator effective December 22, 2020

- Approve Lacie Sturm, Elementary School Counselor effective December 22, 2020 pending meeting all requirements
- Approve Doug Sandy, 5202 Short-Term Substitute Teacher countywide effective December 22, 2020 pending meeting all requirements
- Approve Cody Stewart, Multi-Subject Classroom Teacher Grades 5-6 at Ritchie County Middle School effective December 22, 2020

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Nelson to approve the following posting. Motion passed unanimously

- Approve posting vacant Multi-Subject Classroom Teacher 6<sup>th</sup> Grade position as a Multi-Subject Classroom Teacher 5<sup>th</sup> / 6<sup>th</sup> Grade position at Ritchie County Middle School for the 2020-2021 School Year

#### **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.

- Retroactively approve payment of bills from November 12, 2020 thru Friday, December 4, 2020 in the sum of \$218,130.87
- Approve payment of bills in the sum of \$775,375.50

#### **FINANCIAL REQUESTS FOR APPROVAL**

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the Board approve the following financial requests. Motion passed unanimously.

- Approve Budget Revision Requests – Supplements in the amount of \$ 81,564.00  
Transfers in the amount of \$ 387,657.00
- Approve Monthly Payment to Union Bank for Energy Performance Contract in the Sum of \$10,531.90
- Approve opening Ritchie County Schools checking account for School Cash Online and Gate Receipting

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

None

#### **BOARD MEMBER COMMITTEE REPORTS**

Mr. Nelson thanked Jennifer Metheney, reporter for the Pennsboro News, for the wonderful job she has done over the years. This is the last Board meeting that Jennifer will cover as she has been employed elsewhere.

Mrs. Wells reported that Dave Snively has been employed as the new Extension Agent for Ritchie County.

#### **NEXT REGULAR MEETING DATE**

The Next Regular Meeting will be held on Monday, January 11, 2021 at 6:00 p.m. at Ritchie County Board of Education Office.

Individuals who wish to attend this meeting virtually must request a link by emailing [rcsboardmeeting.ritchie@k12.wv.us](mailto:rcsboardmeeting.ritchie@k12.wv.us) by Friday, January 8, 2021 at 4:00 p.m.

#### **MEETING ADJOURNED**

Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the meeting be adjourned at 8:29 p.m. Motion passed unanimously.