

**RITCHIE COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
RITCHIE COUNTY BOARD OF EDUCATION OFFICE
HARRISVILLE, WV
APRIL 12, 2021 – 6:00 PM**

The regular meeting of the Ritchie County Board of Education was called to order on Monday, April 12, 2021, at 6:00 PM by President Dr. Torie Jackson.

PLEDGE TO THE FLAG

The meeting opened with the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

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

Administrative Staff Present: Mr. James G. Brown, Superintendent, Mrs. Lori Wells, Treasurer and Director of Finance (remotely)

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

AGENDA ITEMS TO BE TABLED OR REMOVED

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Reed, to remove the following item from the agenda. Motion passed unanimously.

- Remove item M2 Resignations Submitted After Publication of the Agenda

RECORD CORRECTION

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Nelson, to approve to correct the record that the Board of Education meeting held on March 22, 2021 was not adjourned but placed on recess at 7:42 PM until reconvened on Tuesday, April 20, 2021 as per WV §11-8-12. Motion passed unanimously.

MINUTES

Mr. Reed moved, seconded by Mrs. Ingram-Keen, to approve the preliminary minutes of the regular meeting of March 22, 2021. Motion passed unanimously.

West Virginia University at Parkersburg 60th Anniversary Proclamation

Mr. Brown read the West Virginia University at Parkersburg 60th Anniversary Proclamation. Upon recommendation of the superintendent, Mr. Reed moved, seconded by Mrs. Wells to approve the West Virginia University at Parkersburg 60th Anniversary Proclamation. Motion passed unanimously. The proclamation was signed by all board members.

SUPERINTENDENT'S REPORT

School Building Authority of 2021 WV Needs Grant Funding Meeting

- The meeting will be held on Monday, April 19th at 10:00 AM
- Participation for the public will be virtual
- In the event that we are not successful on Monday we will immediately prepare to submit in December

Personnel Update

- Posting summer positions on Monday, April 19th
- Personnel vacancies for professional, service, extra-curricular and coaching will be posted Monday, April 26th
- Posting Community in Schools Liaison positions on Monday, April 26th
- Extended School Year Special Education positions posting date to be determine

Summer Extended Learning Program 2021 Preparation Update

- Student registration packets were due back on Friday. That deadline has been extended to this Wednesday.
- Mr. Brown reviewed the number of students registered per grade per school. Overall the number of students registered is good.
- Mr. Brown reviewed the Summer Extended Learning Program staffing for the Academic Learning Camp and the Outdoor Recreation Camp

Dr. Jackson asked about graduation. Mr. Brown said graduation this year would be on time and look very similar to last year. We have not received graduation guidance from the state department yet.

Prom update: We have signed an agreement with a tent company. The Prom will be held on the concrete plaza behind Ritchie County High School. The tent had side walls with windows, heaters, tables, chairs, decorations, and a dance floor. Mrs. Doak will be decorating.

Status on FY22 Budget Development

- The next board meeting will be devoted to reviewing where we are in the budget process
- Will garner approval / suggestions from the Board on specific projects

Teacher and Service Personnel of the Year Selections

- We have finalized the Teacher and Service Personnel of the Year selections
- We will not be releasing that information until next fall
- They will submit their applications to be considered for state recognition
- We hope to recognize those personnel at a countywide meeting next fall

BUDGET WORKSHOP

Mr. Brown reviewed each line-item in the budgets and proposed budgets of the Elementary and Secondary School Emergency Relief Fund (ESSERF) Grant.

- Extracurricular Equity Funding (ECEP): Funding Total \$21,600.00 Liquidation Period September 30, 2021
- Round I Elementary and Secondary School Emergency Relief Fund (ESSERF) Grant: Funding Total \$469,821.45 Liquidation Period September 30, 2022. *ESSERF II funds will not be released until ESSERF I funds are spent.
- Round I Elementary and Secondary School Emergency Relief Fund (ESSERF) Competitive Grant (Technology): Funding Total: \$101,940.00 Balance \$3,367.77 Liquidation Period September 30, 2022
- Round II Elementary and Secondary School Emergency Relief Fund (ESSERF) Student Opportunities for Learning And Engagement (SOLE) Grant: Funding Total \$178,416.00 Liquidation Period September 30, 2023
- Round II Elementary and Secondary School Emergency Relief Fund (ESSERF) Grant: Funding Total \$1,689,335.37 Liquidation Period September 30, 2023
- Round III American Rescue Plan Act of 2021 Elementary and Secondary School Emergency Relief Fund (ARP ESSERF) Grant: Funding Total \$4,093,201.27 Liquidation Period September 30, 2024

POLICY REVIEW

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Reed, that the Board approve the following policy as presented. Motion passed unanimously.

- Approve revised Policy 5180 Personal Leave Incentive Program

CONSENT ITEMS

Upon recommendation of the superintendent, Mr. Nelson moved, seconded by Mrs. Ingram-Keen, to approve the following consent items. Motion passed unanimously.

- Approve Student Internship at Ritchie County High School, retroactively to April 6, 2021

PERSONNEL

Resignations

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

- Approve resignation of Kim DeLancey for the purpose of retirement, Math Teacher at Ritchie County Middle School effective June 30, 2021
- Approve resignation of Mark Lamp, Assistant Golf Coach at Ritchie County High School effective April 12, 2021
- Approve resignation of Mark Lamp, Head Wrestling Coach at Ritchie County Middle School effective April 12, 2021

Employments or Transfers and Rescissions

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

- Approve Job Description for Community in Schools Liaison – Site Based Effective April 12, 2021
- Approve Job Description for Community in Schools Liaison at Smithville Elementary School and Countywide Facilitator Effective April 12, 2021
- Approve Posting for a Community in Schools Liaison at Creed Collins Elementary School Effective for the 2021-2022 School Year
- Approve Posting for a Community in Schools Liaison at Harrisville Elementary School Effective for the 2021-2022 School Year
- Approve Posting for a Community in Schools Liaison and Countywide Facilitator at Smithville Elementary School Effective for the 2021-2022 School Year
- Approve Posting for a Community in Schools Liaison at Ritchie County Middle School Effective for the 2021-2022 School Year
- Approve Posting for a Community in Schools Liaison at Ritchie County High School Effective for the 2021-2022 School Year
- Approve Job Description for Extra-Curricular Assignment as the Academic Learning Camp (Summer) District Coordinator Effective April 12, 2021
- Approve Job Description for Extra-Curricular Assignment as the Academic Learning Camp (Summer) Site-Based School Coordinators Effective April 12, 2021
- Approve Posting for a District Coordinator for Academic Learning Camp (Summer) Effective April 12, 2021
- Approve Posting for a Site-Based School Coordinator for Academic Learning Camp (Summer) at Creed Collins Elementary School Effective April 12, 2021
- Approve Posting for a Site-Based School Coordinator for Academic Learning Camp (Summer) at Harrisville Elementary School Effective April 12, 2021

- Approve Posting for a Site-Based School Coordinator for Academic Learning Camp (Summer) at Smithville Elementary School Effective April 12, 2021
- Approve Posting for a Site-Based School Coordinator for Academic Learning Camp (Summer) at Ritchie County Middle School Effective April 12, 2021
- Approve Job Description for Extra-Curricular Assignment as the District Coordinator of the Outdoor Recreation Day-Camp Effective April 12, 2021
- Approve Posting for a District Coordinator of the Outdoor Recreation Day-Camp Effective April 12, 2021
- Approve Posting Extra-Curricular Assignments for Professional and Service Personnel for the Summer Extended Learning Program for 2020-2021
- Approve Bernita Holberton, Multi Categorical LD/BD/MI Special Education Teacher Including Autism at Harrisville Elementary Subject to Stay Put Provision Until 2021-2022 School Year Pending Meeting All Requirements
- Approve James Kuffner, Substitute Bus Operator Effective April 12, 2021 Pending Meeting All Requirements
- Approve Annalene Burton, Substitute Aide Countywide Effective April 12, 2021 Pending Meeting All Requirements
- Approve Anissa Sellers, Substitute Aide Countywide Effective April 12, 2021 Pending Meeting All Requirements
- Approve Brooke Waugaman, Sports Ticket Workers Effective April 12, 2021
- Approve Shana Gribble, Sports Ticket Workers Effective April 12, 2021
- Approve Jodi-Marie Walters, Sports Ticket Workers Effective April 12, 2021
- Approve Abby Davis, Authorized / Certified (Non-Paid) Assistant Softball Coach at Ritchie County High School for the 2020-2021 School Year Pending Meeting All Requirements

Reemployment for the 2021-2022 School Year

Upon recommendation of the superintendent Mr. Reed moved, seconded by Mr. Nelson to approve reemployment of professional and service probationary employees for the 2021-2022 school year. Motion passed unanimously.

- Approve reemployment of the following Professional and Service Probationary Employees for the 2021-2022 School Year:

Professional Personnel

Kymerli Martin (220)	Tenure
Noah Laugh (240)	Tenure
Tina Nichols	Tenure
Kelsey Waggoner	Tenure
Brittnay Carpenter	Tenure
Emily Smith	Tenure
Betsy Utt	Tenure
Nancy Jenkins	Tenure
Olivia Goff	3 rd Contract
Keri Tucker	3 rd Contract
Addie Cronin	3 rd Contract
Madison Clevenger	3 rd Contract
Shane Yeater	3 rd Contract
Mary E. McDonald	3 rd Contract
Randa Lamp (261)	3 rd Contract
Jacob Clevenger (220)	3 rd Contract
Rebecca Adams (261)	3 rd Contract
Nathaniel Shipe	3 rd Contract
Jodi Walters (220)	3 rd Contract
Deborah Miller	2 nd Contract
Rachel Flanigan	2 nd Contract
Courtney Alexander	2 nd Contract
Haley Lipscomb	2 nd Contract
Adam Nohe	2 nd Contract
Chance Hughart (240)	2 nd Contract
Lacie Sturm (210)	1 st Contract
Jamie Molina (210)	1 st Contract
Nathan Houser	1 st Contract

Service Personnel

Frank Hall	Mechanic (240)	Tenure
Johni O'Dell	Secretary (215)	Tenure
Amanda Hayes	Secretary (261)	3 rd Contract
Rebecca Boley	Secretary (215)	3 rd Contract
Robert Campbell	Custodian (261)	3 rd Contract
Kathy Rupert	Custodian (261)	3 rd Contract
JoAnne James	Aide	3 rd Contract
Michael Leggett	Custodian (261)	3 rd Contract
Billy Greene	Bus Operator	3 rd Contract
Amy Haddix	Bus Operator	2 nd Contract
Crystal Freed	Aide	1 st Contract

ALLOWED AND AUTHORIZED PAYMENT OF BILLS

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Nelson, that the Board allow and authorize the following payment of bills. Motion passed unanimously.

- Approve payment of bills in the sum of \$485,241.68

FINANCIAL REQUESTS FOR APPROVAL

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

- Approve Budget Revision Request: Transfers in the amount of \$241,279.00

REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING

Next meeting will be a statutory meeting to approve the levy rates.

BOARD MEMBER COMMITTEE REPORTS

None

NEXT REGULAR MEETING DATE

The next regular meeting (statutory) will be held on Tuesday, April 20, 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 by Friday, April 16, 2021 at 4:00 PM.

MEETING ADJOURNED

Mrs. Ingram-Keen moved, seconded by Mr. Nelson, that the meeting be adjourned at 7:31 PM. Motion passed unanimously.