

**RITCHIE COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
RITCHIE COUNTY BOARD OF EDUCATION OFFICE
HARRISVILLE, WV
APRIL 20, 2021 – 6:00 PM**

The regular meeting of the Ritchie County Board of Education was called to order on Tuesday, April 20, 2021, at 6:04 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, and Mrs. Debbie Bever, Director of Special Education, Federal Programs and School Improvement

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

SUPERINTENDENT'S REPORT

COVID-19 Update

- Today COVID-19 resurfaced in our schools. We got notice midday that two students at Ritchie County Middle School tested positive and a sibling at Harrisville Elementary School is probable.
- After contact tracing the total affected include 81 students 5 employees and 2 coaches
- Dr. Jackson asked "Teachers who are vaccinated will not have to be quarantined?" Mr. Brown said that is correct.
- Mrs. Wells asked "Do students have to provide evidence of a negative test if returning before day 10?" Mr. Brown answered that yes they must provide written documentation of a negative test.
- Mr. Brown would like to go on record and say that we are getting relaxed. I will be very surprised if this is the last time I have a report of this nature this school year. We need to be vigilant in wearing masks.

Ritchie Regional Health Center Grant

- Working with Ritchie Regional Health Center towards finalizing a grant for a Wellness Center at Smithville Elementary School
- Late this evening I received a Landlord Letter of Consent from Ritchie Regional Health Center which I forwarded to our legal advisor, Mr. Boothby, and asked that he get back with me tomorrow. However, the grant is due on Friday.
- I am asking the Board to unofficially allow me the authority to sign the agreement and put it on the next agenda retroactively.

All Board members were in agreement with this request.

Guidance for Graduation Ceremonies

- Mr. Brown received the Guidance for Graduation Ceremonies from the WV DHHR
- We will not make any changes from the guidelines that were in place for last year's graduation
- Will use the same attendance numbers as last year. Each student will receive 6 tickets.
- Graduates will be on the football field and spaced out as required
- We anticipate being able to use our camera system to broadcast the ceremony. In order for the system to work the field has to be lined.

COVID-19 Testing Options

Mr. Brown reviewed the ELC Reopening Schools COVID-19 Screening Testing Discussion Guide. The purpose of this discussion guide is to provide local planning teams with COVID-19 screening testing approaches and sample collection options as well as pros and cons of each.

- Mr. Brown participated in a conference call with DHHR regarding establishing testing protocols in schools
- Planning Team included: Superintendent Brown, Alisa Shepler, School Nurse, Amy Yocum and Devan Shipe from the Ritchie Regional Health Center, Kelly Waggoner, and Chris Wells
- Of the four testing approaches we listed on the survey that we were interested in doing the Diagnostic Testing
- Schools will offer in-house diagnostic testing or referrals to any student (with parental permission), teacher or staff member exhibiting symptoms and their close contacts at school
- All testing materials will be provided
- School nurses will be trained as well as our principals

Outcome of the School Building Authority of 2021 WV Needs Grant Funding Meeting

Mr. Brown reviewed the School Building Authority of WV FY2021 Needs Projects Selections and Rankings

- Ritchie County had the second highest local funds contribution
- The next grant application is due Friday, September 10, 2021
- Interviews with county superintendents will take place on Monday and Tuesday, November 1st and 2nd

- Needs projects selections will be December 13, 2021
- Working on a revised draft of the Ritchie County Schools FY22 SBA Needs Grant Project
- Mr. Brown reviewed changes to the RCS 5-Year Master Plan to Upgrade School Facilities 2020-2024
- These changes bring our request for funds from the SBA to \$12,777,000 and our local funds contribution to \$13,630,000 (52%)

PERSONNEL

Resignation Submitted After Publication of the Agenda

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

- Approve resignation of Bill Mossor, Assistant Softball Coach at Ritchie County Middle School effective April 20, 2021

Employments or Transfers and Rescissions

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

- In accordance with West Virginia School Law §18-9-6, approve Lori Wells to serve as the County Appointed Treasurer for the Board for the 2021-2022 school year
- Approve job description for an Option-Pathway Teacher
- Approve Employee Teacher Coverage Assignment retroactively to April 1, 2021

DIRECTOR REPORTS

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

Assessment

- End of Year iReady assessments (grades 2-7) will begin Monday, April 26th concluding May 4th
- DIBELS end of year assessment window is open (grades K-2). Title I Interventionists are scheduling distance and in-person learners to be assessed prior to the GSA
- The General Summative Assessment (grades 3-8) will be conducted the week of May 17th
- Teachers who administer the Dynamic Learning Maps have begun assessments
- Ritchie County High School Juniors took the SAT on April 13th

Professional Development

- We have one math teacher who has been invited to participate in the virtual conference for WV Math Teachers on Saturday, April 24, 2021
- K-2 teachers and Title I Interventionists worked with our 95% Group coach on April 7th. Title I Interventionists will meet virtually with Dr. Kemp on May 5th to review end of year assessment data.
- We are planning more consistent face to face coaching next year for data review, instructional delivery assistance and more personalized intervention / coaching for our students
- Dr. James Ball, Autism Consultant, visited some schools on Monday. Some teachers could benefit from additional training on visual schedules. Dr. Ball will conduct a 2-3 hour training which may be done face-to-face or through zoom.

Special Education and Pre-School

- Working on the Annual Desk Audit that is due by the end of the month
- This year we are only required to address two indicators; the percentage of students with IEP's who have dropped out of school (this is a lagging indicator that reflects 2019-2020 data) and transition services
- At this time our reviews reflect 100% compliance
- Extended School Year will be provided for our students with IEP's and will run concurrent with the Summer Academic Learning Camps
- Mrs. Bever reviewed the pre-school 2021-2022 possible numbers per school

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

- Mrs. Wells reviewed in detail the 2021-2022 Budget, highlighting updates and changes from last year
- Looking into a time and attendance system for employees. Keeps track of employee leave balances and calculates work hours and overtime. A wall unit will be installed requiring employees to use their employee key card to swipe in and out. This will increase accuracy and accountability.
- Considering a job clock system for buses that will help track driver hours as regular rate, trip rate, overtime or blended rate
- The check sealer and folder in the finance office is very old and parts are not replaceable. Have received quotes for a replacement.

ALLOWED AND AUTHORIZED PAYMENT OF BILLS

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

- Approve payment of bills in the sum of \$208,591.06
- Approve monthly payment to Union Bank for Energy Performance Contract in the sum of \$10,531.90

FINANCIAL REQUESTS FOR APPROVAL

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

- Approve Budget Revision Request: Transfers in the amount of \$14,196.00
Supplements in the amount of \$43,600.00
- Approve National Business Furniture's sealed bid for cafeteria tables and chairs at Ritchie County Middle / High School in the amount of \$139,233.09
- Approve Mason and Barry's sealed bid for installation and purchase of HVAC Ionization Units at Ritchie County Middle and High School and Smithville Elementary School in the amount of \$71,450.00

REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING

None

BOARD MEMBER COMMITTEE REPORTS

None

NEXT REGULAR MEETING DATE

The next regular meeting will be held on Monday, May 10, 2021 at 6:00 PM at Ritchie County Board of Education Office.

MEETING ADJOURNED

Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the meeting be adjourned at 7:53 PM. Motion passed unanimously.