

**RITCHIE COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
RITCHIE COUNTY BOARD OF EDUCATION OFFICE  
HARRISVILLE, WV  
MAY 10, 2021 – 6:00 PM**

The regular meeting of the Ritchie County Board of Education was called to order on Monday, May 10, 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, Mr. David Weekley, Director of Support Services and Attendance and Mrs. April Haught, Director of Instructional Services and Personnel

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

**AGENDA ITEMS TO BE TABLED OR REMOVED**

Mrs. Wells moved, seconded by Mr. Reed, to approve the following items to be corrected or removed. Motion passed unanimously.

- Corrections: X21-205-100, X21-204-110, X21-204-114
- Remove: X21-000-146

**MINUTES**

Mrs. Ingram-Keen moved, seconded by Mr. Nelson, to approve the minutes of the regular meeting of April 12, 2021. Motion passed unanimously.

Mr. Reed moved, seconded by Mrs. Wells, to approve the minutes of the statutory reconvened meeting of April 20, 2021. Motion passed unanimously.

Mrs. Ingram-Keen moved, seconded by Mr. Nelson, to approve the minutes of the regular meeting of April 20, 2021. Motion passed unanimously.

**SUPERINTENDENT'S REPORT**

**MOVTI SOLE Grant**

MOVTI will hold a four day, four hours per day, CTE Skill Practice / Completion of Community Projects to be held on June 15<sup>th</sup>, 16<sup>th</sup>, 22<sup>nd</sup>, and 23<sup>rd</sup>. Mrs. Haught will be posting a bus route for these days. Students will ride the bus to MOVTI and back.

**New CTE Drafting Related Arts Rotation**

We will have a CTE program at Ritchie County Middle School next year. This will be for one nine-week rotation. A teacher, who usually teaches drafting at MOVTI, will be rotating across four different districts. It is exciting that we will have a drafting class at the middle school next year and the teacher will come to us.

**PROM**

The Prom was held this past Saturday night. All feedback we received has been very positive. The kids enjoyed themselves, it was well set up and beautifully decorated. The parents appreciated having it at the school and hope to continue this. Sadly, several students were quarantined and unable to attend the Prom. Calls were received asking about the possibility of rescheduling the Prom. Moving the Prom at that juncture was not probable and not possible because of the commitments we had made with the tent, catering, D. J., photographer, etc. Most importantly, we felt disappointed for these students. Had we postponed the Prom, it would have been a different group of students quarantined and then perhaps another postponement with a different group of students affected. The Prom was set for May 8<sup>th</sup> and we felt that it was only fair to adhere to that date. We do our own contact tracing and are following the most recent guidelines regarding isolation and quarantine.

**COVID-19 Update**

The next big event is graduation. At the Board's direction we have increased seating to twelve tickets per graduate. This puts us at approximately 50% capacity. Mr. Brown has reached out to the Health Department and asked for direction and guidance based on our outdoor venue and seating capacity. Given the increased number of COVID-19 cases in our schools, we are prohibiting any co-curricular activities at RCHS for the remainder of the school year, unless otherwise approved. We are prohibiting any non-congregate co-curricular activities at RCMS and all elementary schools, unless otherwise approved. Currently two employees remain on COVID-19 leave due to isolation or quarantine. Eleven students have tested positive in the last 30 days. Mr. Brown presented the Board with student COVID-19 tracking data by case.

## **CONDUCT PUBLIC HEARING ON THE PROPOSED FY22 BUDGET**

Individuals who wished to attend this meeting had the opportunity to request access virtually. Delphene Haddox and Courtney Lacey attended the meeting virtually and no individuals attended in person.

Mrs. Lori Wells, Treasurer and Director of Finance, presented the Board with a budget update.

There has been one change since last budget meeting. The Department of Education changed the PEIA allocation. Mrs. Wells made adjustments to the revenue and expense sides. The adjustments amounted to a difference of \$1,037.00.

## **DIRECTOR REPORTS**

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

- The schools delivered the necessary attendance information to the state department for the PEBT cards. All questions are referred to the state department. First round of cards has been delivered.
- Four days of Truancy Diversion Hearings with the Juvenile Probation Office, Guidance Counselors, School Administrators, students, and parents
- Contracted with Evans Construction to repave areas at the middle / high school
- Bids sent out for the two roof top units at the middle / high school over the commons area and fitness center
- Working with Mr. Wells to review lighting at the baseball field including number of light poles, lighting angles, electric, etc.
- Will send out bids for roof replacement at the board office
- Meeting with a Simonton Windows representative to evaluate the windows in the older wing of Smithville Elementary School
- The schools are gathering old chemicals from science labs and custodial closets. These will be placed in a central location and disposed of properly.
- A Cloud based video system was installed on the buses last week
- Received information today from John Hatfield that the antennas have been installed on the towers. He is waiting on one more part for the Brohard tower and is hoping to have that installed by this weekend.
- Wrote and received an equipment grant for a replacement dishwasher for the middle / high school kitchen
- Will replace the two pass-through refrigeration systems in the middle / high school kitchen using state aid grant funds
- Finalizing the box meals for the summer learning programs and will work with site coordinators on meal distribution

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

- The Technology Department has been working hard on updating the sound and video system in the boardroom to enhance board meeting broadcasting and district teams meetings
- Bridged technology from RCHS out to the athletic facilities. Now all the facilities have good internet access
- The Technology Integration Specialists are working on a plan to collect iPads, update them, and redistribute them for summer school. They already have a plan on how to distribute them next fall.
- Principals are working on employee observations and evaluations
- Posted 93 positions for the Extended Learning Camp, Outdoor Recreation Day-Camp and Extended School Year programs
- Bus routes for the summer learning programs and MOVTI summer program will be posted next along with the Credit Recovery and Community in Schools Liaison positions
- Have already posted for open positions for the 2021-2022 school year. We are getting applicants and setting up interviews.

Mr. Nelson said: I think Ritchie County Schools does a tremendous job. I do not think the public understands how good Ritchie County Schools are. It is amazing when you think of all improvement that have taken place over the last few years.

## **CONSENT ITEMS**

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

- Approve Board of Education meeting schedule for 2021-2022
- Approve return to a 5 day per week instructional delivery model and the elimination of distance learning model for the 2021-2022 school year
- Approve end of year schedule school calendar changes
  - a. Wednesday, May 20<sup>th</sup> changed from a distance learning day to an instructional day
  - b. Thursday, May 21<sup>th</sup> changed from an instructional day to distance learning day
  - c. Wednesday, June 2<sup>nd</sup> changed from a distance learning day to an instructional day
  - d. Thursday, June 3<sup>rd</sup> changed from an instructional day to distance learning day
- Approve to maintain bus pass restrictions for the 1<sup>st</sup> semester of the 2021-2022 school year
  - a. Schools will not accept day to day bus pass requests
  - b. Students are required to ride their designated bus to and from home unless they are parent pick-up
- Approve revised start and dismissal times for the 2021-2022 school year
- Approve student athletes at Ritchie County High School to participate in three week contact period between coaches and athletes based on the West Virginia Secondary Schools Athletic Commission Guidelines and as determined by the school administration from July 12<sup>th</sup> through July 31<sup>st</sup>
- Approve Ritchie County High School Marching Band to conduct band camp the week from July 26<sup>th</sup> through July 31<sup>st</sup> at Ritchie County High School campus

- Approve waiver of Policy 5120 Vacation Leave permitting employees to carry over up to thirty (30) unused vacation days to the next fiscal year effective for the 2021-2022 school year
- Approve retroactively a Landlord Letter of Consent for the School Based Health Center Grant proposed at Smithville Elementary School executed April 21, 2021

### **PERSONNEL**

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 7:11 PM

Mr. Reed moved, seconded by Mr. Nelson, that the Board re-enter regular session. Motion passed unanimously and the Board resumed regular session at 7:58 PM

### **Resignations**

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

- Approve resignation of Alan Davis, Head Wrestling Coach at Ritchie County High School effective May 10, 2021
- Approve resignation of Jennifer Pauley, Substitute Instructional Classroom Aide and Custodian, effective June 30, 2021
- Approve resignation of Charles Bryan Daugherty, Social Studies Teacher at Ritchie County High School effective June 30, 2021

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

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

- Approve revised job description for Community in Schools Liaison – site based effective April 12, 2021
- Approve revised job description for Community in Schools Liaison at Smithville Elementary School and Countywide Facilitator effective April 12, 2021
- Approve request to extend employee (977000418) unpaid leave effective April 26, 2021 through May 3, 2021

President Jackson recused herself and Vice-President Wells presided over the following action.

Upon recommendation of the superintendent, Mr. Nelson moved, seconded by Mrs. Ingram-Keen to approve the following employments. Motion passed with four members voting in favor and Dr. Jackson abstaining.

- Approve Jill Brewer, Assistant Softball Coach at Ritchie County Middle School effective May 10, 2021
- Approve Nathan Shipe, Assistant Golf Coach at Ritchie County High School effective for the 2021-2022 school year
- Approve Todd Jackson, Assistant Cross-Country Coach at Ritchie County Middle / High School effective for the 2021-2022 school year

### **Employments for Academic Learning Camp Summer 2021 Positions**

Upon recommendation of the superintendent Mrs. Wells moved, seconded by Mr. Reed, to approve the following employments for Academic Learning Camp Summer 2021 positions. Motion passed with four members voting in favor and Dr. Jackson abstaining.

Creed Collins Elementary School Professional Positions:

X21-205-091 Deborah White, Site Coordinator  
 X21-205-092 Heather Lafferre, Preschool / Preschool Special Needs Teacher  
 X21-205-093 Delphene Haddox, Elementary Teacher (Kindergarten)  
 X21-205-094 Ann Post, Elementary Teacher Grades 1-2  
 X21-205-095 Lauren Gebhardt- Kram, Elementary Teacher Grades 3-4  
 X21-205-098 Jennifer Furr, Title I Teacher  
 X21-205-101 Dana Montgomery, Elementary STEM Teacher Grades K-4

Creed Collins Elementary School Service Positions:

X21-205-096 Pauletta Lafferre, Early Childhood Classroom Assistant Teacher (Preschool) and Transportation Aide  
 X21-205-097 JoAnne James, Early Childhood Classroom Assistant Teacher (Kindergarten) and Transportation Aide  
 X21-205-100 Anissa Sellers, Special Education Instructional and Transportation Aide  
 X21-205-102 Melinda Jones, Secretary  
 X21-205-103 Rory Stanley, Custodian

Harrisville Elementary School Professional Positions:

X21-204-105 Laura Snodgrass, Site Coordinator  
 X21-204-106 Brenita Holberton, Preschool / Preschool Special Needs Teacher  
 X21-204-107 Elena Jones, Elementary Teacher (Kindergarten)  
 X21-204-108 Diane Hadley, Elementary Teacher Grades 1-2  
 X21-204-112 Keri Tucker, Title I Teacher  
 X21-204-115 Haley Lipscomb, Elementary STEM Teacher Grades K-4

Harrisville Elementary School Service Positions:

- X21-204-110 Karrie Aliff, Early Childhood Classroom Assistant Teacher (Preschool) and Transportation Aide  
X21-204-111 Ruthie Seese, Early Childhood Classroom Assistant Teacher (Kindergarten) and Transportation Aide  
X21-204-114 Crystal Freed, Special Education Instructional and Transportation Aide

Smithville Elementary School Professional Positions:

- X21-207-119 Holli Vaughan, Site Coordinator  
X21-207-122 Kristin Stewart, Elementary Teacher Grades 3-4  
X21-207-124 Debra Sheets, Title I Teacher  
X21-207-127 Madison Clevenger, Elementary STEM Teacher Grades K-4

Smithville Elementary School Service Positions:

- X21-207-123 Angie Riggs, Early Childhood Classroom Assistant Teacher (Preschool and Kindergarten) Transportation Aide

Ritchie County Middle School Professional Positions:

- X21-302-131 Jacob Clevenger, Site Coordinator  
X21-302-132 Jennifer Price, Multi Subject Teacher Grade 5 Math  
X21-302-134 Melissa Davis, Multi Subject Teacher Grade 5 Language Arts  
X21-302-135 Adam Nohe, English / Language Arts Teacher Grades 7-8  
X21-302-137 Michelle Layfield, Special Education Teacher  
X21-302-138 Jodi-Marie Walters, School Counselor  
X21-302-139 Deborah Miller, Middle School STEM Teacher Grades 5-8  
X21-302-149 Regina Davis, Multi Subject Teacher Grade 6

Ritchie County Middle School Service Positions:

- X21-302-140 Rita Morton, Secretary

Countywide Professional Positions:

- X21-000-143 Sonya Haught, District Coordinator  
X21-000-144 Alisa Shepler, School Nurse (Change to Daily Rate of Pay)  
X21-000-145 Lacie Sturm, Elementary School Counselor  
X21-000-146 Kathy Jones, Technology Integration Specialist

**Employments for Outdoor Recreation Camp Summer 2021 Positions**

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mr. Reed, to approve the following employments for Outdoor Recreation Camp Summer 2021 positions. Motion passed unanimously.

Countywide Professional Positions:

- X21-000-154 Ashley Fluharty, Teacher  
Lauren Gebhardt-Kram, Teacher  
Jennifer Furr, Teacher  
Dana Montgomery, Teacher  
Nathan Shipe, Teacher  
Jared Shipe, Teacher  
Paula Hogue, Teacher  
X21-000-158 Sonya Haught, Substitute Teacher  
Jacob Clevenger, Substitute Teacher  
Kathy Jones, Substitute Teacher  
X21-000-159 Samantha Hornish, Special Education Teacher

**Employments for ACT / SAT Boot Camp Summer 2021 Positions**

Upon recommendation of the superintendent, Mr. Nelson moved, seconded by Mrs. Wells, to approve the following employments for ACT / SAT Boot Camp Summer 2021 positions. Motion passed unanimously.

Ritchie County High School Professional Positions:

- X21-501-161 Courtney Alexander, English / Language Arts Teacher (Grades 10-11-12)  
X21-501-163 David McCullough, Mathematics Teacher (Grades 10-11-12)

**Employments for Extended School Year Summer 2021 Positions**

Upon recommendation of the superintendent, Mr. Reed moved, seconded by Mrs. Ingram-Keen, to approve the following employments for Extended School Year Summer 2021 positions. Motion passed unanimously.

Ritchie County High School Professional Positions:

- X21-501-168 Samantha Hornish, Special Education Teacher

Service Positions:

- X21-501-169 Heather Riggs, Special Education Instructional / Transportation Aide

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

Upon recommendation of the superintendent, Mr. Nelson 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 \$553,394.02

### **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 FY22 Annual Budget
- Approve budget revision requests Transfers in the amount of \$379,412.00  
Supplements in the amount of \$1,892,638.00
- Approve contract for Physical Therapy Services with Memorial Health System for the 2021-2022 school year
- Approve the purchase of a 2022 seventy-seven passenger Thomas Saf-T-Liner C2 School Bus from Matheny Motor Truck Company in the amount of \$90,812.00
- Approve contract with Team Bonding to facilitate day 1 of the 2021-2022 5<sup>th</sup> and 9<sup>th</sup> Grade Transition Camp for \$5,700.00
- Approve B. Scott Wolfe, Attorney at Law to conduct a review of courthouse records to ascertain and confirm vesting deeds of title to real estate, descriptions, and accompanying documentation such as copies of deeds, tax maps and parcel numbers at an hourly billing rate of \$150.00

### **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 24, 2021 at 6:00 PM at Ritchie County Board of Education Office.

Individuals who wish to attend this meeting virtually must request a link by emailing [rscboardmeeting.ritchie@k12.wv.us](mailto:rscboardmeeting.ritchie@k12.wv.us) by Friday, May 21, 2021 at 4:00 PM.

### **MEETING ADJOURNED**

Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the meeting be adjourned at 8:15 PM. Motion passed unanimously.