

**RITCHIE COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
RITCHIE COUNTY BOARD OF EDUCATION OFFICE
HARRISVILLE, WV
AUGUST 23, 2021 – 6:00 PM**

The regular meeting of the Ritchie County Board of Education was called to order on Monday, August 23, 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. Debbie Bever, Director of Special Education, Federal Programs and School Improvement and Mr. David Weekley, Director of Support Services and Attendance

AGENDA ITEMS TO BE TABLED OR REMOVED

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

- Approve Foreign Language (Spanish) Teacher Ritchie County Middle/High School effective for the 2021-2022 School Year pending meeting all requirements
- Approve Mentor for Special Education Teacher at Creed Collins Elementary School effective August 23, 2021

MINUTES

Mr. Nelson moved, seconded by Mrs. Ingram-Keen, to approve the minutes of the regular meeting of August 9, 2021. Motion passed unanimously.

DELEGATIONS

None

SUPERINTENDENT'S REPORT

Ritchie County Schools COVID 19 Report

Mr. Brown visited the schools on Thursday and Friday. The kids and employees were excited to be back in school. They are using the gymnasium, playground, and cafeteria. By Friday and Saturday, we started to see a trend that things were taking off regarding COVID and exposure in our schools. Quite a few exposures are occurring outside the school setting. We have had two positive cases among employees. When there is a positive case, we must go back 48 hours to contact trace. It was determined that twenty-five employees were exposed to COVID 19 and needed to quarantine. Three students tested positive and a total of 67 students are quarantined in our school district and this is only the third day of school.

Revised Ritchie County Schools Opening of School Guidelines 2021-2022

We have now issued a temporary mask mandate. The message we have tried to articulate is that having everyone wear a mask eliminates quarantine. The only place we have any risk is in the cafeteria when masks are off. Our objective is to keep students in school and avoid shutting down a school. In my opinion it was the only recourse that we had, and we appreciate your support. We have reiterated the fact that this is temporary. We are not alone in issuing a mask mandate as several counties are now requiring masks.

2021 Ritchie County Summative Assessment Results

Mr. Brown briefly touched on the West Virginia State Summative Assessment results before moving on to the Ritchie County 2021 Summative Assessment results. Our proficiency in math (meets or exceeds standards) across all grade levels was 13th in the state. English Language Arts state ranking was 15th in the state. Science grades three and eight state ranking was 38th. We are not pleased with that. We truly need to elevate our practice around STEM and STEAM. In ELA, overall, our scores were 1% higher than the state average and Mathematics was 21% above the state average. I believe we would be looking at much different data had there been a more normal school year last year.

Current Enrollment Status

Mr. Brown reviewed the enrollment data per school as well as per grade. Based on current numbers today we are down 33 students. Total student enrollment is 1263.

Proposed 2022 SBA Needs Project

Tomorrow Dr. Jackson, Mr. Brown, Mr. Weekley and Mrs. Wells will be traveling to the School Building Authority (SBA) office to meet with Mr. Roche and Mr. Ashley to review our project. The only thing in the narrative portion that we will revise is the enrollment and utilization numbers before submission on September 6th. Later in the agenda I will be requesting approval of our needs project understanding that we will be revising our enrollment and utilization numbers

SBA Funds Request	\$12,770,000
Local Funds Commitment	\$ 6,017,722
Federal Funds (ART-ESSERF)	\$ 2,982,278
Other Funds (Bond)	\$ 4,630,000
Total Project Cost	\$26,400,000

Proposed Updated Master Facilities Budget

We have eliminated finished projects from our CEFP. The plan is broken down into Phase 1A and Phase 1B both of which are contingent on funding from the School Building Authority (SBA). Mr. Brown reviewed project details and estimated costs for each phase as well as funding sources. This is all predicated on our success in December. Dr. Jackson said "We appreciate that you were able to put the lighting back into our proposed plan knowing that it is contingent on SBA funds. It something that our community desperately wants so we are going to try to meet that need."

Consideration to Increase Teacher Stipend for Substitute Coverage

There are not many substitutes available. Teachers are sometimes called upon to cover a class during their planning period and are compensated at \$25.00 per hour (pro-rated if applicable). What would that look like if they got paid their hourly rate? Mr. Brown figured the average hourly rate by school and came up with a district average hourly rate of \$30.57. Would the Board consider raising the rate from \$25.00 to the district average hourly rate of \$31.00? All Board members were in agreement with this increase.

DIRECTOR REPORTS

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

- Professional development this year allowed our teachers to have time in their schools and the principals to have site based professional development
- Speech Therapists, Preschool Teachers and Special Education teachers met with Mrs. Bever to review guidance from the state department regarding special education monitoring that will occur in December
- Dr. James Ball, Autism Specialist, will meet with Preschool and Kindergarten teachers on visual cues, visual schedules, video stories and general school readiness
- Embedded professional development coaching begins for elementary schools on September 22nd with Dr. Kemp, Coordinator for 95% Group. Empower professional development begins for middle school on September 21st and Read 180 virtual training begins September 9th.
- A Professional Development Council meeting is scheduled for Thursday, September 2, 2021
- Continuing to monitor new student enrollment and student transfers to ensure all IEP and 504 needs are being met
- At the beginning of each year we are required to send a letter to the WVDE Office of Early Learning reflecting that we have a contract in place with Head Start, have established classroom budgets and have completed the previous year fiscal report. We are in compliance with all early child preschool programing.
- The Special Education Budget required revision. The revisions were made and the budget submitted for consideration.
- Beginning of Year iReady assessments will begin next week. DIBELS assessments will begin September 8, 2021.

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

- School Based Juvenile Probation Officer hiring process is moving forward. Hopefully in the next few weeks that position will be filled and we can begin utilizing that service.
- Our school cooks visited Ritchey Farms in Parkersburg. We are going to be using them for farm to school premade salads once or twice a month.
- Refinishing of the gym floor at Ritchie County High School has been rescheduled for the spring as supplies are backordered.
- New dishwasher for the middle/high school kitchen will be installed tomorrow
- Will start the sidewalk and drainage project at Smithville Elementary within the next few weeks
- The railing around the press box deck is not safe and has been roped off. Architects have evaluated the deck and repair is estimated at \$15,000 - \$20,000.
- There is not enough student interest right now to have an activity bus run

POLICIES

Upon recommendation of the superintendent, Mr. Reed moved, seconded by Mrs. Wells, to approve the following policies to be placed on comment period for first and second reading. Motion passed unanimously.

- Approve revised Policy 4100 Enrolling from a Non-Public School Setting to be placed on comment period for first reading
- Approve revised Policy 1050 Evaluation of the Superintendent to be placed on comment period for first reading
- Approve new Policy 4260 High School Class Ranking and Graduation Recognitions to be placed on comment period for second reading

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 Non-Resident Student Transfer requests for the 2021-2022 School Year
- Approve In-County Resident Student Transfer requests 2021-2022 School Year
- Approve Student Internships for Ritchie County High School effective for the first semester of the 2021- 2022 School Year

- Approve In-lieu of Transportation Request for the 2021-2022 School Year
- Approve Katie Haught, 100 Hour Practicum in Counseling through Marshall University at Creed Collins Elementary School starting in August and ending December 2021
- Approve Ritchie County High School Junior Varsity Football Schedule for the 2021-2022 Season

EXECUTIVE SESSION

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the Board enter executive session for the purpose of discussing personnel. Motion passed unanimously and the Board entered executive session at 7:41 PM

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 8:09 PM

PERSONNEL

Resignations

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

- Approve resignation of Andy Boone, Bus Operator effective August 16, 2021
- Approve resignation of Pam Stanley, Substitute Bus Operator effective August 23, 2021
- Approve resignation of Samantha Hornish, IEP Coordinator Extracurricular Assignment at Ritchie County High School effective August 23, 2021
- Approve Resignation of Jim Sullivan, Substitute Custodian effective August 23, 2021

Resignations Submitted After Publication of the Agenda

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

- Approve resignation of Jeremy Morrison, Substitute Bus Operator effective August 23, 2021
- Approve resignation of Janet Heintzman, Substitute Bus Operator effective August 23, 2021

Employments or Transfers and Rescissions

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

- Approve Erika Westbrook, Social Studies Teacher at Ritchie County Middle School retroactively to August 9, 2021, pending meeting all requirements
- Approve Charlotte Murphy, Special Education Instructional / Transportation Aide at Ritchie County Middle / High School effective August 23, 2021
- Approve Robin Jones, IEP Coordinator at Creed Collins Elementary School effective August 23, 2021
- Approve Sandy Brown, Athletic Coordinator at Ritchie County Middle School effective August 23, 2021
- Approve Rae Anne Hogan, Mentor for English Teacher at Ritchie County High School effective August 23, 2021
- Approve Ted VanScoy, Authorized / Certified (Non-Paid) Assistant Football Coach at Ritchie County High School for the 2021-2022 School Year
- Approve Paula Hogue, Authorized / Certified (Non-Paid) Assistant Cross Country at Ritchie County High School for the 2021-2022 School Year

ADDENDUM

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mrs. Ingram-Keen, to approve the following employment. Motion passed with four in favor and Mr. Reed abstaining.

- Approve Roscoe "Butch" Skaggs, Bus Operator Route 5123 effective August 23, 2021

Alternative Procedure for Making Extra-Duty Assignments Within a Particular Classification Category of Employment

West Virginia Code Chapter 18A. School Personnel § 18A-4-8b. Seniority Rights for School Service Personnel (F2b) Extra-Duty Assignments

(B) An Alternative Procedure for Making Extra-Duty Assignments Within a Particular Classification Category of Employment May Be Used If the Alternative Procedure Is Approved Both by the County Board and by an Affirmative Vote of Two-Thirds of the Employees Within That Classification Category of Employment

In a Fair Election Conducted on Tuesday, August 17, 2021, Two-Thirds of All Employees Within the Classification Category of Employment as a Bus Operator in the District Voted in Favor of an "Alternate Procedure" Restricting Any One Bus Operator from Holding Multiple Extra-Duty Assignments Specifically as a "Bus Operator Mid-Ohio Valley Technical Institute (MOVTI) Bus Run"

Upon recommendation of the superintendent, Mr. Nelson moved, seconded by Mrs. Wells, to approve the "Alternate Procedure" Restricting Any One Bus Operator from Holding Multiple Extra-Duty Assignments Specifically as a "Bus Operator Mid-Ohio Valley Technical Institute (MOVTI) Bus Run". Motion passed unanimously.

ALLOWED AND AUTHORIZED PAYMENT OF BILLS

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

- Approve payment of bills in the sum of \$113,241.90

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 Revisions – Supplements in the amount of \$17,828.00
- Approve monthly payment to Union Bank for Energy Performance Contract in the sum of \$10,531.90
- Approve submission of the School Building Authority of WV FY22 Needs Grant to construct a new Creed Collins Elementary School and Harrisville Elementary School in the amount of \$12,770,000

SBA Funds Request	\$ 12,770,000
Local Funds Commitment	\$ 6,017,722
Federal Funds (ARP-ESSERF)	\$ 2,982,278
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Total Project Cost	\$ 26,400,000

REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING

None

BOARD MEMBER COMMITTEE REPORTS

Mr. Nelson reported that the Ritchie County Fair was a big success for our Agriculture and 4-H students. The Vo-Ag teacher and WVU Extension Office did a great job assisting the students with their projects.

NEXT REGULAR MEETING DATE

The next regular meeting will be held on Monday, September 13, 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 rcsboardmeeting.ritchie@k12.wv.us by Friday, September 10, 2021, at 4:00 PM.

MEETING ADJOURNED

Mrs. Ingram-Keen moved, seconded by Mrs. Wells, that the meeting be adjourned at 8:23 PM. Motion passed unanimously.