

**RITCHIE COUNTY BOARD OF EDUCATION
PRELIMINARY MINUTES OF REGULAR MEETING
RITCHIE COUNTY BOARD OF EDUCATION OFFICE
HARRISVILLE, WV
AUGUST 9, 2021 – 6:00 PM**

The regular meeting of the Ritchie County Board of Education was called to order on Monday, August 9, 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. April Haught, Director of Instructional Services and Personnel and Mrs. Lori Wells, Treasurer and Director of Finance.

AGENDA ITEMS TO BE TABLED OR REMOVED

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

- Approve Multi Categorical LD/BD/MI (Including Autism) Teacher at Ritchie County High School effective for the 2021-2022 school year pending meeting all requirements
- Approve Multi Categorical LD/BD/MI (Including Autism) Teacher at Creed Collins Elementary School effective for the 2021-2022 school year pending meeting all requirements
- Approve Multi Subject Teacher (Grades 5-6) at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Alternative Education Teacher at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Multi Categorical LD/BD/MI (Including Autism) Teacher at Ritchie County High School effective for the 2021-2022 school year pending meeting all requirements
- Approve English Language Arts Teacher at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Elementary Teacher (Grade 4) at Creed Collins Elementary School effective for the 2021-2022 school year pending meeting all requirements
- Approve Science Teacher (Grades 5-8) at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Foreign Language (Spanish) Teacher at Ritchie County Middle/High School effective for the 2021-2022 school year pending meeting all requirements
- Approve Sign Support Specialist / Classroom Instructional Aide – Itinerant Countywide effective for the 2021-2022 school year pending meeting all requirements
- Approve Substitute Custodian Countywide effective for the 2021-2022 school year pending meeting all requirements
- Approve Assistant Football Coach at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Head Wrestling Coach at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Assistant Cheerleading Coach at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Assistant Cheerleading Coach at Ritchie County High School effective for the 2021-2022 school year pending meeting all requirements

MINUTES

Mr. Reed moved, seconded by Mrs. Wells, to approve the minutes of the regular meeting of July 29, 2021. Motion passed unanimously.

DELEGATIONS

Delbert Smith spoke to the Board of Education regarding employment with Ritchie County Schools.
Angela Russo-Cress spoke to the Board of Education regarding students being required to wear masks.
Chris Cress spoke to the Board of Education regarding students being required to wear masks.
Justin Cress spoke to the Board of Education regarding students being required to wear masks.

RECOGNITIONS

Superintendent Brown presented the following student athletes with a certificate of recognition for being 2021 State Champions in Track:

Olivia Cress	Long Jump, High Jump, 100 Meter Hurdles, and 300 Meter Hurdles
Ethan Haught	Shuttle Hurdle Relay
Marlon Moore	Shuttle Hurdle Relay

Creed Knight Shuttle Hurdle Relay
Unable to Attend:
Bruce Moyer Shuttle Hurdle Relay
Gus Morrison 110 Meter Hurdles, 300 Meter Hurdles, Long Jump
Kaleb Cole Shot Put

EXECUTIVE SESSION

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mr. Reed, that the Board enter executive session for the purpose of discussing various matters regarding the COVID-19 Pandemic and its effects on personnel of the Ritchie County Schools system, students of the Ritchie County Schools system and the larger community of Ritchie County Schools including parents and our communities. Motion passed unanimously and the Board entered executive session at 6:20 PM

Mr. Reed moved, seconded by Mrs. Wells, that the Board re-enter regular session. Motion passed unanimously and the Board resumed regular session at 6:43 PM

SUPERINTENDENT'S REPORT

Current Local COVID-19 Statistics

The percent of West Virginians who are fully vaccinated is 57.89%. In our district 26.6% of those residents ages 12 to 18 have had at least one dose and 23.4% of the total population of our district have had at least one dose. Our transmission rate is still considered substantial. We are yellow on the DHHR map, and the number of current active cases is 11.

School Recovery and Guidance Fall 2021

Mr. Brown reviewed the School Recovery and Guidance Fall 2021 document provided by the West Virginia Department of Education. The one thing we do have control over is whether our students wear masks. It has been stipulated in previous Board meetings that it is your intent that we begin the school year without requiring masks. Of course, families have the right for their child to wear a mask if they so choose. Do we have consensus that we are not going to require face masks and we leave the right to parents and guardians for their child to wear a mask? All board members were in agreement. We will still be required to contact trace. Individuals who are fully vaccinated are not subject to quarantine. There will still be the two options for quarantine. Option 1: Quarantine period can end after Day 10 without testing if no symptoms have been identified during daily self-monitoring. Option 2: Quarantine period can end after day 7 if tests negative and no symptoms have been identified during daily self-monitoring.

DIRECTOR REPORTS

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

- Employee certification requirements are current for the 2021-2022 school year. We have sent letters to employees whose certification is to be renewed in 2022.
- Continuing to post positions and hold interviews
- Held new employee training and met with the Communities in Schools employees
- Looking at alternative ways and means to get certified teachers in the classrooms including the Clinical Teacher of Record program
- Spoke with Deborah Nicholson from the West Virginia Office of Teaching and Learning regarding our open Spanish position. She explained about a program that has been utilized for over 10 years in which teachers come from another country and agree to teach in West Virginia. Currently there are five counties that house teachers in foreign language programs from other countries. Ms. Nicholson interviews the candidates who are vetted by their embassy and vetted by the state of West Virginia.
- Textbook adoptions coming up this year; Language Arts in the fall and Science in the spring
- Working on iPad updates and integration with the new state filter
- The elementary school interactive boards will be arriving and are scheduled to be installed
- Finished the Employee and Student Calendars along with the Personnel Directory
- Implementing the Educational Impact Staff Development. This program has a large library of online webinar training that is specifically designed for new, intermediate and advanced teachers.

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

- Attended WVDE Virtual Finance Conference July 12th – July 15th. Received training on FY22 updates and financial statements. Recorded sessions are available for future reference.
- During the conference it was discovered that the WVDE sent out the Communities in Schools grant with the incorrect project code and was listed as a State grant rather than a Federal grant. We had already received payment for this grant in the sum of \$380,000.00. We had to submit these funds to the WVDE and then we will do the Federal grant drawdown process to recoup any expenses for prior year and FY22 school year.
- Budget Revision Request consists of three supplements for FY22 which include Early Literacy Grant \$15,623.00, Vocational – Equipment Replacement \$3,413.00 and Vocational – Secondary Block \$27,553.00
- Reviewing the summer program expenses to compare with our budget and ESSERF funding sources which will help with planning for FY22 summer programs
- Working with WVDE regarding prior year grant extension requests and approvals
- Collecting documentation for Financial Statements. Beginning to finalize invoices for FY21 services and goods to close the year and carry forward open purchase orders for FY22 expenses

POLICIES

Upon recommendation of the superintendent, Mrs. Ingram-Keen moved, seconded by Mr. Nelson to approve the following policies for review, revision and / or to be placed on comment period for first reading. Motion passed unanimously.

- Approve revised Policy 4020 Virtual School Program
- Waive reading and approve reviewed Policy 1010 Board Committees
- Waive reading and approve reviewed Policy 1020 Board of Education Meetings
- Waive reading and approve reviewed Policy 1030 Board Policy Development, Adoption and Dissemination
- Waive reading and approve reviewed Policy 1040 School Board Effectiveness
- Waive reading and approve revised Policy 1060 Charter Public Schools
- Waive reading and approve reviewed Policy 2010 Health Cost Reimbursement Plan
- Waive reading and approve reviewed Policy 2020 Expense Reimbursement
- Waive reading and approve reviewed Policy 2030 Freedom of Information Act
- Waive reading and approve reviewed Policy 2050 Commercial Agents Soliciting
- Waive reading and approve reviewed Policy 2060 Gifts, Bequests and Donations
- Waive reading and approve reviewed Policy 3010 Tobacco Control
- Waive reading and approve reviewed Policy 3020 Anti-Harassment and Violence
- Approve new Policy 4260 High School Class Ranking and Graduation Recognitions to be placed on comment period for first reading

*Policy 2040 Purchasing Card was removed from the agenda as it has not yet been reviewed.

CONSENT ITEMS

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

- Approve Nonresident Student Transfer Requests for the 2021-2022 school year
- Approve In-County Resident Student Transfer Requests 2021-2022 school year
- Approve to hold Ritchie County High School 2022 Graduation Ceremony on the evening of May 27, 2022 at 7:00
- Approve Fall Sports Schedules for Ritchie County Middle School for the 2021-2022 school year
- Approve Clinical Teacher of Record Partnership Agreement with Wheeling University effective August 9, 2021
- Approve Memorandum of Understanding with the Foster Grandparent Program effective August 1, 2021 through July 31, 2024
- Approve agreement with Glenville State College for Preservice Teachers and Interns for the 2021-2022 school year effective August 23, 2021
- Approve In-lieu of Transportation Request for the 2021-2022 school year
- Approve the Bus Transportation Routes for the 2021-2022 school year

PERSONNEL

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 Casey Hill, Options Pathway Teacher at Ritchie County High School effective August 9, 2021
- Approve resignation of Deanna Campbell for the purpose of retirement, Foreign Language Teacher at Ritchie County High School effective August 9, 2021

Resignations Submitted After Publication of the Agenda

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

- Approve resignation of Madison Clevenger, IEP Coordinator Extracurricular Assignment at Creed Collins Elementary School effective August 9, 2021
- Approve resignation of Jacob Clevenger, Athletic Coordinator Extracurricular Assignment at Ritchie County Middle School effective August 9, 2021

Employments or Transfers and Rescissions

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

- Approve Erika Westbrook, (Clinical Teacher of Record) Social Studies Teacher at Ritchie County Middle School effective for the 2021-2022 school year pending meeting all requirements
- Approve Jim Flesher, Instrumental / Choral / General Music Teacher and Band Director at Ritchie County Middle High School effective for the 2021-2022 school year pending meeting all requirements
- Approve Katrina Andrews, Science / Biology Teacher at Ritchie County High School effective for the 2021-2022 school year pending meeting all requirements
- Approve Brenita Holberton, Preschool Teacher at Harrisville Elementary School effective for the 2021-2022 school year pending meeting all requirements
- Approve Deanna Campbell, Substitute Teacher Countywide Effective August 9, 2021
- Approve Sharon Beck, Substitute Cook Countywide effective August 9, 2021 pending meeting all requirements
- Approve Kelsey Waggoner, County Spelling Bee Coordinator effective for the 2021-2022 school year

President Jackson recused herself and Vice-President Wells presided over the following Board action. Upon recommendation of the superintendent, Mr. Reed moved, seconded by Mrs. Ingram-Keen, to approve the following employment. Motion passed with four in favor and one abstention.

- Approve Crystal Freed, Secretary at Smithville Elementary School effective August 9, 2021

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 \$666,278.75

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 Revisions – Supplements in the amount of \$46,589.00

REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING

None

BOARD MEMBER COMMITTEE REPORTS

President Jackson reminded the Board about the West Virginia School Board Association meeting beginning on September 10, 2021 at 1:00 PM.

NEXT REGULAR MEETING DATE

The next regular meeting will be held on Monday, August 23, 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 by Friday, August 20, 2021, at 4:00 PM.

MEETING ADJOURNED

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