

**RITCHIE COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
RITCHIE COUNTY BOARD OF EDUCATION OFFICE  
HARRISVILLE, WV  
SEPTEMBER 13, 2021 – 6:00 PM**

The regular meeting of the Ritchie County Board of Education was called to order on Monday, September 13, 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 Haight, Director of Instructional Services and Personnel and Mrs. Lori Wells, Treasurer and Director of Finance

**AGENDA ITEMS TO BE TABLED OR REMOVED**

Mr. Reed moved, seconded by Mrs. Wells, to approve the following agenda item to be tabled. Motion passed unanimously.

- Conduct Student Expulsion Hearing in Accordance with School Law §18A-5-1

**MINUTES**

Mr. Nelson moved, seconded by Mrs. Ingram-Keen, to approve the minutes of the regular meeting of August 23, 2021. Motion passed unanimously.

**PRESENTATIONS**

Ms. Linsey Ferguson, Ritchie County Extension Agent in Training spoke regarding several services the WVU Ritchie County Extension Service offers to Ritchie County Schools. They provide youth programs through 4-H, Energy Express, Agriculture, STEM, Healthy Living, Civic Engagement and Community Service as well as school gardening and teacher trainings.

**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 student expulsion and personnel. Motion passed unanimously and the Board entered executive session at 6:04 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 6:32 PM.

**DELEGATIONS**

Mrs. Angela Russo-Cress gave a demonstration on the lack of adequate oxygen while wearing a mask. Her son, Justin, wore three different types of masks while Angela used an oxygen detector to indicate the level of oxygen behind each mask. The normal level of oxygen should be 20.9. Anything below 19.3 or 19.5 will cause the alarm to go off due to low oxygen. The alarm went off with each mask showing an oxygen level of around 18.9. Angela said "But, as you can see, it doesn't matter the type of mask you're wearing, you are not getting enough oxygen. These masks, they don't work. You're still going to get COVID whether you wear it or not. It should be your freedom, your choice, to wear a mask or not. I understand that you want to keep schools open. I want to keep schools open. He wants to go to school. I'm not going to make him go to school wearing a mask for 6 to 8 hours and not be able to breathe. He will come home with a headache. The bottom line is, you can see, you cannot get enough oxygen wearing a mask."

**SUPERINTENDENT'S REPORT**

**Ritchie County Schools COVID 19 Report**

We have been in school, as of today, 17 days. Sixteen employees have tested positive for COVID and 41 have been required to quarantine. Those 41 are not specifically tied to the school setting. Quite a few exposures are actually coming from outside the school environment. The majority of those that occurred in the school environment occurred during the first four days of school. Three employees are currently in isolation due to a positive COVID-19 diagnosis and three are quarantined due to exposure to COVID-19. As of today 62 students have tested positive. We contact trace only the cafeteria and bus. Even with the mask mandate and only quarantining students from the bus and cafeteria we have quarantined at total of 523 students. Out of the 62 positive student cases 13 can be attributed to transmission within the school setting. A majority of student cases are coming from outside the school environment. We do not have the authority to not contact trace. If both people are wearing a mask, neither have to quarantine.

## **DIRECTOR REPORTS**

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

- Employee and student calendars have been distributed
- Personnel Directory has been delivered to employees
- We continue to evaluate our needs and seek to find employees to fill positions
- The certified list predetermination is complete and we have no critical errors
- Principals are working on the student data predetermination and have no critical errors
- The new line boards are installed in Creed Collins Elementary School classrooms. Harrisville Elementary boards will be installed this week and Smithville Elementary boards will be installed next week.
- Continuing with the E-rate project for multi-layer switches, rack re-configuration and replacement of wireless access points at the middle / high school
- English / Language Arts textbook adoption is this fall. We will bring that recommendation to you in December. In the spring we will bring you a recommendation for Science materials
- Camera upgrades at the middle / high school is almost complete
- Working on accessing bus camera footage from the cloud

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

- Gave an overview of the balanced FY 21 unaudited financial statements
- Total unassigned fund balance of \$10,010,514.00
- 3.5 million set aside for contingency
- 1 million set aside for demolition and modular units for the HES and CCES projects
- SBA Needs Project local contribution of \$5,000,000.00
- Will bring financial statements for review and approval at the next board meeting
- A new regulation, GASB 84, has been implemented. All transactions that occur at school must be manually entered into WVEIS so they can be allocated on financial statements.

## **POLICIES**

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

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

## **CONSENT ITEMS**

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

- Approve Volunteer Drivers Commitment / Agreement Application
- Approve In-lieu of Transportation Requests for the 2021-2022 School Year
- Approve Upward Bound Salem University Bus Transportation Requests for the 2021-2022 School Year
- Approve Revised Board of Education Meeting Schedule for the 2021-2022 School Year
- Approve Memorandum of Understanding with Wood County Schools for Medicaid Billing Services effective August 31, 2021 through August 30, 2022
- Approve Waiver of Policy 7050 Attendance Exception for Compelling Circumstances
- Approve School Support Organizations for the 2021-2022 School Year
- Approve Non-Resident Student Transfer Requests
- Approve Vanessa Patton, a student at West Virginia University at Parkersburg, to conduct 20-hours of observation for field placement during the 1<sup>st</sup> semester at Harrisville Elementary School
- Approve Megan Reese, a student at West Virginia University at Parkersburg, to conduct 20-hours of observation for field placement during the 1<sup>st</sup> semester at Harrisville Elementary School
- Approve Andrea Frymier, a student in the Child Development Program at West Virginia University at Parkersburg, to complete 30 hours of field experience observation at Creed Collin Elementary School starting September 14, 2021 through November 11, 2021
- Approve Kaitlyn DuLaney, a student in the Accelerated Teacher Certification Program at Wheeling University, to conduct 40-hours of observation for field placement during the 1<sup>st</sup> semester at Ritchie County Middle School

## **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 Ashley Dawson, Substitute Secretary Countywide effective September 13, 2021
- Approve resignation of Amber Buchanan, Substitute Secretary and Cook Countywide effective September 28, 2021

### **Resignation Submitted After Publication of the Agenda**

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

- Approve resignation of Alisa Shepler, School Nurse Countywide effective September 13, 2021. Release date will be September 28, 2021.

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

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

- Approve Employee Teacher Coverage Assignments for the 2021-2022 School Year
- Approve Homebound Instructors for the 2021-2022 School Year
- Approve posting Early Childhood Classroom Assistant Teacher / Special Education Instructional / Transportation Aide at Harrisville Elementary School
- Approve posting Special Education Instructional / Transportation Aide at Ritchie County Middle School
- Approve Kathryn Haight, 5202 Substitute Teacher Countywide effective September 13, 2021 pending meeting all requirements
- Approve Richard Morrison, Bus Operator Route 5118 effective September 13, 2021
- Approve Angel Sammons, Special Education Instructional / Transportation Aide at Ritchie County Middle School effective September 13, 2021
- Approve Dana Montgomery, Mentor for Special Education Teacher at Creed Collins Elementary School effective September 13, 2021
- Approve Anissa Sellers, Assistant Cheerleading Coach at Ritchie County High School effective for the 2021-2022 School Year pending meeting all requirements
- Approve Dalton Edwards, Authorized / Certified (Non-Paid) Assistant Golf Coach at Ritchie County High School for the 2021-2022 School Year, pending meeting all requirements

### **ADDENDUM**

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 a DHHR Grant Funded COVID- 19 Secretary II Position, Countywide for the 2021-2022 School Year
- Approve Two DHHR Grant Funded COVID-19 Contact Tracing Extracurricular Assignments at Ritchie County High School for the 2021-2022 School Year with a \$1500.00 Stipend Per Semester
- Approve Two DHHR Grant Funded COVID-19 Contact Tracing Extracurricular Assignment at Ritchie County Middle School for the 2021-2022 School Year with a \$1500.00 Stipend Per Semester
- Approve a DHHR Grant Funded COVID-19 Contact Tracing Extracurricular Assignment at Creed Collins Elementary School for the 2021-2022 School Year with a \$750.00 Stipend Per Semester
- Approve a DHHR Grant Funded COVID-19 Contact Tracing Extracurricular Assignment at Harrisville Elementary School for the 2021-2022 School Year with a \$750.00 Stipend Per Semester
- Approve a DHHR Grant Funded COVID-19 Contact Tracing Extracurricular Assignment at Smithville Elementary School for the 2021-2022 School Year with a \$750.00 Stipend Per Semester
- Approve Job Description for COVID-19 Contact Tracing Extracurricular Assignment Position

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

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

- Approve payment of bills in the sum of \$615,645.92

### **FINANCIAL REQUESTS FOR APPROVAL**

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

- Approve Budget Revisions – Transfers in the amount of \$85,960.00
- Approve an Increase in the Hourly Rate for Employee Teacher Coverage Assignments to \$31.00 effective for the 2021-2022 School Year

### **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, September 27, 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](mailto:rcsboardmeeting.ritchie@k12.wv.us) by Friday, September 24, 2021, at 4:00 PM.

**MEETING ADJOURNED**

Mr. Nelson moved, seconded by Mrs. Wells, that the meeting be adjourned at 7:27 PM. Motion passed unanimously.