

**RITCHIE COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
DWC VOCATIONAL CENTER  
HARRISVILLE, WV  
JULY 16, 2019 – 6:00 p.m.**

The regular meeting of the Ritchie County Board of Education was called to order on July 16, 2019, at 6:04 p.m. by President Torie Jackson.

**PLEDGE TO THE FLAG**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

Present: Dr. Torie Jackson, President  
Mrs. Betsy Wells, Vice-President  
Mr. Denny Nelson  
Mrs. Misty Ingram-Keen  
Absent: Mr. Ryan Reed

Administrative staff present: James G. Brown, Superintendent; Mrs. Debbie Bever, Director of Special Education, Federal Programs and School Improvement.

**AGENDA ITEMS TO BE TABLED OR REMOVED**

The following items were removed from the agenda:

- L.1 Director Reports: Lori Wells, Treasurer & Director of Finance
- N3.d P20-302-053 Approve TBD, English Teacher at Ritchie County Middle School Effective July 16, 2019
- N3.e P20-501/302-055 Approve TBD, LD/BD/MI /Autism Teacher at Ritchie County Middle/High School Effective July 16, 2019
- N3.h X20-205-024 Approve TBD, Individualized Education Program (IEP) Coordinator at Creed Collins Elementary School Effective July 16, 2019
- N3.i C20-302-045 Approve TBD, Assistant Volleyball Coach at Ritchie County Middle School Effective July 16, 2019
- O.2 Approve In-County Transfers for the 2019-2020 School Year

**MINUTES**

Mrs. Ingram-Keen made the motion, seconded by Mrs. Wells, to approve the preliminary minutes of the regular meeting of June 24, 2019, as presented. Motion passed unanimously.

**RECOGNITIONS**

None

**PRESENTATIONS**

None

**DELEGATIONS**

None

**COMMUNICATIONS**

None

**SUPERINTENDENT'S REPORT**

- Mr. Brown stated that school starts in 24 days.
- The Principals will return next Friday, July 26, 2019.
- Athletics will be starting next week.
- Energy Express and STARS end this Friday.
- School Strategic Plans are in the process of approval.
- District Plan in the process of approval by the State Department.
- Several Personnel will be attending Math4Life trainings.
- The APL Instructional Strategies training at North Bend will begin on August 5<sup>th</sup>.
- Floor repair at the schools is progressing well. Both Ritchie County Middle School and Ritchie County High School gym floors have been refinished.
- Still working on the landscaping and shrub removal at the RCMS/RCHS complex.
- There is a 5<sup>th</sup> grade transition camp scheduled for July 30<sup>th</sup> and Freshmen Orientation on the evening of August 12<sup>th</sup>.

- Opening day for employees will be Monday, August 12<sup>th</sup>.
- Employees will be in trainings all day. At the request of the employees they will be at their work locations the second day.
- Students will return on Thursday, August 15, 2019.
- The Ritchie County Fair will be using Ritchie County School buses during the duration of the fair.
- We will continue working on filling open positions.

#### **REVIEW AND CONSIDERATION OF PROPOSED LEVY CALL**

Review and Consideration of an Order of The Board of Education of the County of Ritchie Directing the Submission to the Voters of Ritchie County at a Special Election to be Held November 2, 2019 all Questions Connected with the Renewal of Additional Levies to Provide Sufficient Funds to Pay General Current Expenses of Said Board.

After review and consideration the Board had no recommendations for changes.

#### **DIRECTOR REPORTS**

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

- Budget Revisions for Title I are almost ready for approval
- Federal Programs budget has been approved
- Online Safe Schools video training for employees has started with 49 employees already finished
- Ten employees need IPI training which will occur soon after school starts
- Seventeen employees need CPI training which will be scheduled soon
- Fifty-Four employees have signed up for the APL training at North Bend
- One Title I Teaching position at HES has been filled
- Another Title I Teaching position at HES to be filled
- One Special Education Teaching Position at HES has been cut

#### **POLICY REVIEW**

Upon Mr. Brown's recommendation, Mr. Nelson moved, seconded by Mrs. Wells, that the Board approve the following list of policies as presented. Motion passed unanimously.

- Approve Revised Policy 2020 Expense Reimbursement
- Approve New Policy Use of Board Owned Vehicles
- Approve Annual Review of Policy 6010 Parent Involvement
- Approve Revised Policy 5140 Student Teacher to be Placed on Comment Period for First Reading
- Repeal Policy 7080 Bullying, Harassment, and Intimidation (Covered in Policy 5030)
- Repeal Policy 7060 Anti-Harassment and Violence (Covered in Policy 5030)

Mr. Brown stated that we will have the Alternative Education and the E-Learning/Virtual Schools policies for the next meeting.

#### **PERSONNEL**

Upon recommendation of President Jackson, Mrs. Ingram-Keen moved, seconded by Mr. Nelson, that the Board enter executive session to discuss personnel. Motion passed unanimously and the Board entered closed session at 6:34 p.m.

A motion was made by Mrs. Ingram-Keen, seconded by Mrs. Wells to re-enter open session at 7:01 p.m. Motion passed unanimously.

#### **Resignations**

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the Board accept the following resignation. Motion passed unanimously.

- Approve Resignation of Corey Reed, Assistant Football Coach at Ritchie County Middle School Effective July 17, 2019

**Resignations (submitted after publication of the agenda)**

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

- Approve Resignation of Lisa Stemple, Social Studies Teacher at Ritchie County Middle School Effective July 17, 2019
- Approve Resignation of David Dryden, Counselor Teacher at Ritchie County High School Effective July 17, 2019

**Employments or Transfers and Rescissions**

Upon recommendation of the superintendent, Mrs. Wells moved, seconded by Mrs. Ingram-Keen, that the Board approve the following employments, transfers and rescission. Motion passed unanimously.

- P19-000-125 Approve Jessica Church, Short-Term Substitute Teacher Effective July 16, 2019
- P20-204-028 Approve Olivia Goff, Elementary Teacher 3<sup>rd</sup> Grade at Harrisville Elementary School Effective July 16, 2019
- S20-204-029 Approve Keri Tucker, Title I Teacher at Harrisville Elementary School Effective July 16, 2019
- P20-501-056 Approve Jacqueline McBrayer, Algebra I Teacher at Ritchie County High School Effective July 16, 2019
- X20-302-057 Approve Michelle Layfield, Special Education Teacher for 5<sup>th</sup> Grade Transition Camp at Ritchie County Middle School Effective July 16, 2019
- S19-000-126 Approve Charity Bailey, Substitute Custodian Countywide Effective July 16, 2019

**CONSENT ITEMS**

Upon recommendation of the superintendent, Mr. Nelson moved, seconded by Mrs. Ingram-Keen, that the Board approve the following consent items. Motion passed unanimously.

- Approve Ritchie County High School Fall Sport Schedules for 2019-2020
- Approve Ritchie County Middle School Fall Sport Schedules for 2019-2020
- Approve Out-of-County Transfers for the 2019-2020 School Year

**ALLOWED AND AUTHORIZED PAYMENT OF BILLS**

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

- Approve Payment of Bills in the Sum of \$168,859.16

**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 Revision Requests (Transfers in the amount of \$140,972.00) and (Supplements in the amount of \$1,250.00)
- Select and Approve Board of Education Member to represent the District Governing Body and serve on the Audit Selection Committee for Procuring an Audit Firm for a two-year period. Mr. Nelson volunteered to serve on the Audit Selection Committee. The Committee will meet on August 5, 2019 at 5:00 p.m.
- Approve Travelers Insurance for Workers Compensation Insurance for FY20 with a Two-Year Automatic Renewal
- Approve 5-year Bus Fleet Replacement Lease Purchase Agreement with Matheny Motors through Mercedes-Benz Financial Service USA LLC

**REQUESTS FOR AGENDA ITEMS FOR NEXT BOARD MEETING**

None

**BOARD MEMBER COMMITTEE REPORTS**

No Committee Reports

**NEXT REGULAR MEETING DATE**

The Next Regular Meeting will be Held on Monday, July 29, 2019 at 6:00 p.m. at Ritchie County Board of Education Office.

Mr. Brown requested a Special Meeting on Monday, August 5<sup>th</sup> for Personnel.

**MEETING ADJOURNED**

Mrs. Wells moved, seconded by Mr. Nelson that the meeting be adjourned at 7:21 p.m. Motion passed unanimously.

\_\_\_\_\_  
(President)

\_\_\_\_\_  
(Secretary)

July 17, 2019  
\_\_\_\_\_