

**RITCHIE COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
DWC VOCATIONAL CENTER  
HARRISVILLE, WV  
AUGUST 12, 2019 – 6:00 p.m.**

The regular meeting of the Ritchie County Board of Education was called to order on August 12, 2019, at 6:02 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  
Mrs. Misty Ingram-Keen  
Mr. Denny Nelson  
Mr. Ryan Reed

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

**AGENDA ITEMS TO BE TABLED OR REMOVED**

The following items were removed from the agenda:

**N.2c** P20-302-053 Approve TBD, English Teacher at Ritchie County Middle School Effective August 12, 2019

**N.2d** P20-302-059 Approve TBD, Social Studies Teacher at Ritchie County Middle School Effective August 12, 2019

**N.2e** P20-302-060 Approve TBD, Math Teacher at Ritchie County Middle School Effective August 12, 2019

**N.2f** P20-501-061 Approve TBD, Counselor at Ritchie County High School Effective August 12, 2019

**N.2g** S20-000-043 Approve TBD, Substitute Secretary Countywide Effective August 12, 2019

**MINUTES**

Mr. Reed made the motion, seconded by Mrs. Ingram-Keen, to approve the preliminary minutes of the regular meeting of July 29, 2019, as presented. Motion passed unanimously.

Mrs. Wells made the motion, seconded by Mr. Nelson, to approve the preliminary minutes of the special meeting of August 05, 2019, as presented. Motion passed unanimously.

**RECOGNITIONS**

None

**PRESENTATIONS**

None

**DELEGATIONS**

None

**COMMUNICATIONS**

LRP Publication Newsletter for Board & Administrator – August 2019 was made available to all board members.

**SUPERINTENDENT'S REPORT**

Mr. Brown reviewed the following information:

- Updated District Policy Review Schedule – still left to review: Policies 1010, 2040, 4120, 5100, 8040
- Have three policies in draft form
- Looking for feedback from principals on Closed Campus and Electronic Communication Devices for staff and students. There are cell phone guidelines in the high school student handbook, but this still needs to be specified in policy.
- Mr. Nelson asked if there would be differentiation between elementary and middle/high school cell phone usage in policy, specifically when they could be used. Mr. Brown stated we need consistency from one school to the next
- There may be policy revisions resulting from House Bill 206

- Mrs. Haught and Superintendent Brown will be attending a Bowles Rice presentation regarding House Bill 206 and the resulting changes in personnel, attendance and in county transfers.

Opening Day today went well. Received positive feedback on the presenters. A great amount of information was covered and looking at maybe breaking the information down in smaller chunks. Tomorrow will be site based professional learning that is school specific. Blueprint for schools to cover: year end data, test results, strategic plan and school specific issues. Wednesday is prep day and students arrive on Thursday. We are ready to start the new school year. Mr. Brown has been in contact with the State Auditor's Office regarding Excess Levy Election Status.

### **DIRECTOR REPORTS**

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

- The new Fiscal Year has begun
- All personnel are in the system in accordance with the new House Bill changes.
- The Audit Committee met on August 5, 2019 and recommend Fyffe Jones Group, AC to conduct the School and District Financial Audits for a three- year period. They had the best rating and score along with the lowest contract amount.
- She trained the county secretaries today on finances, policy changes and revisions.
- Heather Six's last day was Friday, August 9<sup>th</sup>.
- The finance department is processing the next payroll.

**Mrs. Debbie Bever, Director of Special Education, Federal Programs and School Improvement**

reviewed the following information:

- Today's training focused on math. Three trainers from Empower gave a concentrated version of the June training
- Webinar for DIBELS for K – 2 which will now be on an I-pad now. Title I will go school to school with this. Today's training focused on how to upload data into it. We will be having out first face to face with 95% group in October and want to have as much data as possible for that.
- Eliminate I Ready for K – 1 but not 2<sup>nd</sup>. Second grade will be doing both I Ready and DIBELS
- Still using I Ready math K – 6
- Meeting tomorrow with Special Education and Pre School teachers regarding some changes in IEPs
- IEP and SAT Coordinators have good connection and communication with special education teachers
- Will be eliminating LEXIA
- Second round of IPI training scheduled for August 26, 2019

### **POLICY REVIEW**

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

- Approve Annually Revised Policy 5200 Employment of Substitute Teachers in Area of Critical Need and Shortage with the addition of English/Language Arts. Will be submitted to the State Department
- Approve Revised Policy 4020 Virtual Schools to be Placed on Comment for First Reading
- Approve Revised Policy 5140 Student Teacher to be Placed on Comment for Second Reading
- Approve Revised Policy 4060 Alternative Education to be Placed on Comment for Second Reading
- Approve Revised Policy 5180 Personal Leave Incentive Program to be placed on Comment for Second Reading
- Approve Revised Policy 5250 Leave for Illness or Other Causes to be Placed on Comment for Second Reading

### **PERSONNEL**

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

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 Austin Jones, LD/BD/MI Teacher at Ritchie County High School Effective August 12, 2019

**Employments or Transfers and Rescissions**

Upon recommendation of the superintendent, Mr. Reed moved, seconded by Mrs. Ingram-Keen, that the Board approve the following employment. Three board members voted in favor with Mr. Nelson and Mrs. Wells abstaining.

- P20-302-069 Approve Jacob Clevenger, Assistant Principal at Ritchie County Middle School Effective August 12, 2019 with the understanding the Mr. Clevenger be allowed to continue in the position of Head Football Coach for Ritchie County Middle School for the remainder of this football season. Mr. Clevenger will resign his position as Head Basketball Coach for Ritchie County Middle School.

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

- P20-001-063 Approve Rebecca Adams, Professional Accountant Central Office effective TBD.
- P20-000-068 Approve Michael Dotson and Deborah Miller, substitute Teachers Countywide Effective August 12, 2019
- C20-302-066 Approve Jeremy Waugaman, Assistant Football Coach Ritchie County Middle School Effective August 12, 2019

There is a job posting for a LD/BD/MI Autism Teacher RCMS/RCHS that has closed since the agenda went out. Brittany Carpenter has applied. She is a LD/BD/MI Autism Teacher at RCHS. She is in the very same position, but her assignment is technically at the high school. Mr. Brown asked that due to the time factor that she be allowed to move to the RCMS special education position to start the new school year. Because it is posted as RCMS/RCHS we have that flexibility. This will be brought before the Board on August 26, 2019 and make it retroactive to August 12, 2019.

**CONSENT ITEMS**

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

- Approve Out-of-County Transfers for the 2019-2020 School Year
- Approve In-County Transfers for the 2019-2020 School Year
- Approve In-Lieu of Transportation Requests
- Approve Out-of-State Trip to Belpre Invitation Cross Country Meet for Ritchie County Middle/High School on September 04, 2019
- Approve Volunteer Drivers for Ritchie County Middle/High School Cross Country Team
- Approve Volunteer Drivers for Ritchie County High School Golf Team
- Approve Change for Ritchie County High School Volleyball Schedule

Upon discussion it was agreed to remove Fred Layman from the Volunteer Drivers for Ritchie County Middle/High School Cross Country Team.

**ALLOWED AND AUTHORIZED PAYMENT OF BILLS**

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

- Approve Payment of Bills in the Sum of \$521,084.20

**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 Revision Requests (Transfers in the amount of \$95,929.00) and (Supplements in the amount of \$118,335.00)
- Approve School Support Organizations Countywide for the 2019-2020 School Year. This includes all PTO's and Athletic Boosters
- Approve Fyffe Jones Group, AC to conduct School and District Financial Audits for a three-year period for FY19, FY20, FY21
- Approve Monthly Payment to Union Bank for Energy Performance Contract in the sum of \$10,531.90

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

None

**BOARD MEMBER COMMITTEE REPORTS**

Mr. Nelson wanted to thank Primm Law Firm for providing lunch for the county employees on opening day. He also commended the Harrisville Women's Club for their work in setting up and serving the food. He stated that he was very impressed with the job the 4-H and RCHS Vocational Agriculture students did at the Ritchie County Fair. There were 42 students and their livestock sold for a total of \$96,160.00. Of that \$7,670.00 was resale. Most of the animals were donated back. Of these funds 85% are used to further student education.

**NEXT REGULAR MEETING DATE**

The Next Regular Meeting will be Held on Monday, August 26, 2019 at 6:00 p.m. at Ritchie County Board of Education Office.

**MEETING ADJOURNED**

Mrs. Wells moved, seconded by Mrs. Ingram-Keen that the meeting be adjourned at 6:50 p.m. Motion passed unanimously.

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(President)

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(Secretary)

August 27, 2019