

Pendleton County Schools Tenth County Board Meeting Tuesday, January 13, 2009

The Pendleton County Board of Education convened in Regular Session on Tuesday, January 13, 2009, at Brandywine Elementary School. The following members were present: J. D. Wilkins, President; Richard Gillespie, Vice-President; Teresa Bowers; Sonny O'Neil; Betty Kimble. Central Office Staff present: Douglas Lambert, Superintendent; J. P. Mowery; Donald Bucher and Nancy R. Blankenship. Also present: Jessica Purdue.

There was an informal walk-thru of the Brandywine Elementary School facility at 5:30 followed by a meal provided by Brandywine Elementary School. The Board met with the Brandywine Elementary School SCT 6:00 P.M. - 6:38 P.M.

CALL TO ORDER BY PRESIDENT: President Wilkins called the meeting to order at 6:39 P.M.
Pledge of Allegiance and Invocation: Mr. Lambert led the *Pledge of Allegiance* and Mr. Wilkins led the group in prayer.

PUBLIC COMMENT: There was no public comment.

PRESENTATIONS:

P-Card - Jessica Purdue: Jessica Purdue from the Office of the State Auditor gave a presentation on the P-Card, a local Government Purchasing Card resulting in rebates for the consumer.

CONSENT AGENDA ITEMS:

The minutes of the December 9, 2008 Board Meeting: Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to approve the minutes of the above Board Meeting.

PERSONNEL:

Employment of Personnel: Substitute Teachers: Rebecca Humphreys, Michael Vargo, Michelle Sites. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Ms. Bowers, the Board voted unanimously to approve the employment of the above personnel.

Retirements/Resignations: Richard Carson - Teacher PCM/HS; Jane Eye - Substitute Teacher. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Ms. Kimble, the Board voted unanimously to approve the above Retirements / Resignations.

FINANCE:

Bills Submitted for Approval Month Ended December 31, 2008: Mr. Mowery presented the bills for approval for the month ended December 31, 2008, in the amount of \$967,960.02. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Mr. Gillespie, the Board voted unanimously to approve the Bills as presented.

Treasurer's Report Month Ended December 31, 2008: Mr. Mowery gave a Treasurer's Report for the month ended December 31, 2008, and explained the receipts, disbursements, fund balance, accounts payable and cash and investment amounts. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Mr. O'Neil, the Board voted unanimously to approve the

Treasurer's Report as presented.

Budget Supplements: There were no budget supplements presented.

Budget Transfers: There were no budget transfers presented.

Financial Update: Mr. Mowery gave the Board Members a printout showing FY 2004-2005 thru FY 2007-2008 comparisons of water rates, water usage, water expense, KWH comparison, Electric Expense, Fuel Oil usage, Fuel Oil costs, Propane Usage, Propane Costs by school. Mr. Mowery also talked to the Board about information Mr. Mallow had received from Ben Shue, State Transportation Director, regarding hours bus drivers are allowed to drive a bus and required hours off before resuming driving.

FY 2009-2010 Preliminary Budget: Mr. Mowery showed the Board Members comparisons of the School Aide Formula FY 2007-2008 thru FY 2009-2010. There was discussion about the 300 Ceiling.

E-Rate/Web Site Update: Mr. Mowery told the Board Members that he is in the middle of the application process of the 2008-2009 school year. E-rate funds phone and cable drops in the schools. The PCHS and FES lines will be updated, the bandwidth increased 40%, for approximately \$20.00 extra per month. He told the Board that the Pendleton County Schools website is used a lot. The website costs \$350-400 per month to maintain.

Workers' Compensation Update: Mr. Mowery told the board that our employees have 50% less losses and don't get injured very often. Worker's Comp would like Pendleton County Schools to do a return-to-work policy.

Approval of Firm to Develop Comprehensive Educational Facilities Plan (CEFP): Mr. Mowery presented a letter to the Board Members from the WV School Building Authority regarding County Boards of Education applying for CEFP Technical Assistance Planning Grants through the SBA in an amount not to exceed \$20,000 or 50% of the cost for contracted technical assistance to complete the Ten Year Comprehensive Education Facilities Plan (CEFP). Recognized Educational Facilities Planners (REFP) and/or registered architect/engineers must be used to help create the plan. There was discussion about the recommendation of a firm to develop the Comprehensive Education Facilities Plan (CEFP). Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Ms. Bowers, the Board voted unanimously to approve the selection contingent upon final negotiations to hire Williamson Shriver as the firm to develop the CEFP Plan.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

Out-of-County Transfer Request: Mr. Lambert presented an out-of-county transfer request for a student to attend Harman Elementary School. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Ms. Kimble, the Board voted unanimously to approve the out-of-county transfer request.

Street Closure - Franklin Elementary School: Donald Bucher and Rick Linaburg talked to the Board about their meeting with the Franklin Town Council regarding the street going through the Franklin Elementary School complex. Mr. Bucher and Mr. Linaburg presented a drawing to the Board with their recommendations for closing off the street on either side of the school during school hours with cones and signs except for school deliveries and no parking zones by the school during school hours. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the Plan to Protect Students at Franklin Elementary School as presented, approve the purchase of signs and cones and to have Mr. Bucher

and Mr. Linaburg also check with the State Road before going back to the Franklin Town Council for their approval.

Medical Examination Policy, Contract Bus Driver Policy, Facilities Policy - 1st Readings: The Board Members reviewed the Medical Examination Policy, the Contract Bus Driver Policy and the Facilities Policy. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the first reading of the above policies.

OTHER:

Howard O'Cull Training Session: Howard O'Cull from the West Virginia School Boards Association will conduct a training session for Board Members and Central Office Personnel on Thursday, January 29th 4:00 - 7:00 P.M. at the Board of Education Annex.

Five-Year Plan: Mr. Lambert gave the Board Members a copy of the Core Plan dated November 24, 2008, evaluating the County/School Strategic Plan Components for Pendleton County. All the categories met the rubric component.

OEPA: Mr. Lambert gave the Board Members a copy of correspondence from the WV Office of Education Performance Audits stating that Brandywine Elementary, Franklin Elementary and North Fork Elementary have received Full Approval Status and Pendleton County Middle/High School received Distinguished Accreditation. All Pendleton County Schools are accredited and off the watch list. Mr. Lambert had made an earlier presentation to Mr. Propst recognizing Mr. Propst and the teachers at Brandywine Elementary School.

County Accreditation: Mr. Lambert gave the Board Members a copy of OEPA Policy 2320 regarding State Annual Performance Measures for School Accreditation Status and School System Approval Status.

Attendance - Fourth Month: Mr. Lambert presented the Fourth Month Attendance report as prepared by Ms. Debra Jackson.

Conference/Meeting Update:

- Mr. Lambert and Mr. Mowery had been in Charleston on January 12th and 13th meeting with legislators.
- Mr. Lambert will be off on Thursday, January 15 and on Friday, January 23.
- Mr. Lambert will be attending the Association of School Administrators meeting on January 21 and 22.
- Mr. Lambert would like to have his mid-year goal review at the next board meeting.
- Rick Gillespie and Sonny O'Neil will attend the RESA Meeting this Thursday, January 15 via polycom at PCHS.
- The Pendleton County Board of Education will hold a work session with Howard O'Cull, West Virginia School Boards Association on Thursday, January 29, 2009, 4:00 - 7:00 P.M. No action will be taken.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, February 10, 2009, at the Board of Education Annex at 6:00 P.M. Upon a motion by Mr. O'Neil, seconded by Ms. Bowers, the meeting was adjourned at 9:50 P.M.

These Minutes have been posted to the Pendleton County School web site as a convenience and source of information. They are not intended to take the place of the original documentation. Please contact the Board Office directly should you need to reference the originals.