

Pendleton County Schools Second County Board Meeting Tuesday, August 12, 2008

The Pendleton County Board of Education convened in Regular Session on Tuesday, August 12, 2008, at the Pendleton County Board of Education Annex. 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; Lorna Judy and Nancy R. Blankenship. Also Present - Neil Dove.

CALL TO ORDER BY PRESIDENT: President Wilkins called the meeting to order at 6:00 P.M.
Pledge of Allegiance and Invocation: Mr. Lambert led the *Pledge of Allegiance* and Mr. Wilkins led the group in prayer.

PRESENTATIONS: There were no presentations.

PUBLIC COMMENT: Neil Dove was present and addressed the Board with his concerns about the termination of the Activity Bus Runs and players and cheerleaders being unable to participate due to lack of transportation. It was stated that while the activity runs were in place there were only 3-4 students riding the bus.

CONSENT AGENDA ITEMS:

The minutes of the July 7, 2008 Board Meeting: Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Ms. Kimble, the Board voted unanimously to approve the minutes of the above Board Meeting.

PERSONNEL:

Permission to Close Positions: 7/8 English/Language Arts Teacher – PCMS; Title I Teacher – BES; Attendance Director/Test Coordinator/Transition Coordinator. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to close the above positions.

Permission to Post: Reading/Math Interventionist - Part- Time Position – BES. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Ms. Bowers the Board, voted unanimously to post the above position.

Employment of Personnel:

Rose Robinson - Second Grade Teacher – FES

Latrisha Kimble - Kindergarten Teacher – BES

Helen Markwell - Substitute Teacher

Stephanie Warner - Substitute Teacher

Crystal Ceely - Substitute Teacher

Mary Grace Richardson - Substitute Teacher

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted 4/0 to approve the employment of the above personnel. Ms. Kimble abstained from the vote.

Resignations/Retirements:

- Gary Smith - Head Golf Coach
- Greg Smith - Assistant Golf Coach
- Jacqueline Propst - Middle School Cheerleader Coach

Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Ms. Kimble, the Board voted unanimously to approve the above resignations/retirements and not to proceed any further to fill the Head or Assistant Golf Coach positions this season. There was discussion by the Board about the displeasure regarding lack of an affordable solution.

Approval of Contracted Service Contracts:

- Linda Teter - Speech/Language Services
- William Beatty - Contract Bus Driver
- John Mullens - Contract Bus Driver
- Jenny Rodgers - Contract Bus Driver
- Virginia Rodgers - Contract Bus Driver
- Frances Jenkins - Contract Bus Driver
- Bruce Jenkins - Contract Bus Driver
- Becky McConnell - Parent Coordinator – FES
- Jeanette Ratliff - Parent Coordinator – NFES
- School Therapy Services - PT/OT Services

Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Mr. O'Neil, the Board voted unanimously to approve the above contracted service contracts.

Family Medical Leave Act Request: Travis Heavner.

Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the Board voted unanimously to approve the request for family medical leave according to State and County Policy.

FINANCE:

Bills Presented for Approval Month/Year Ended June 30, 2008: Mr. Mowery presented the bills for approval for the month/year ended June 30, 2008, in the amount of \$1,263,286.28. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the Board voted unanimously to approve the Bills as presented.

Treasurer's Report Month/Year Ended June 30, 2008: Mr. Mowery gave a Treasurer's Report for the month/year ended June 30, 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. Kimble, seconded by Ms. Bowers, the Board voted unanimously to approve the Treasurer's Report as presented.

Bills Presented for Approval Month Ended July 31, 2008: Mr. Mowery presented the bills for approval for the month ended July 31, 2008, in the amount of \$398,950.66. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the Bills as presented.

Treasurer's Report Month Ended July 31, 2008: Mr. Mowery gave a Treasurer's Report for the month ended July 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 Mr. Gillespie, seconded by Ms. Bowers, the Board voted unanimously to approve the Treasurer's Report as presented.

Fuel Bids: Mr. Mowery presented fuel bids for motor fuel and heating oil as follows:

Diesel: Franklin Oil - 28.8 cent markup, Atlantic Oil - 22.5 cent markup.

Fuel Oil: Franklin Oil - 28.8 cent markup, Atlantic Oil - 22.5 cent markup.

Gasoline: Atlantic Oil - 22.5 cent markup.

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to accept the low bid from Atlantic Oil Company for Heating Oil, Diesel and Gasoline. There was also discussion regarding biodiesel and reimbursements.

Performance Contracting Update: Mr. Mowery gave the Board Members information/update on the Performance Contracting and examples of information that will be sent out.

Financial Update: Mr. Mowery gave the Board Members a copy of the survey at Pendleton County Middle/High School where the Board is working with Hott's on putting up a new fence. Hott's are donating .07 acre of land so that the fence can be built. Mr. Mowery also met with the Town of Franklin about putting in water meters at the sports fields so that bill will be for water only and not water/sewer. Mr. Mowery gave the Board Members information on the how the Board of Education is having to report sick leave at the end of the year. Mr. Mowery gave the Board Members information on Brickstreet and Worker's Compensation rates. Mr. Mowery gave the Board Members a printout on population numbers in Pendleton showing a continuing decline in Pendleton County and in the State.

Surplus Sale: Mr. Mowery gave the Board Members a copy of the State and County Policy regarding disposal of surplus property. Mr. Mowery said he would like to have a surplus property sale on Saturday, August 23rd. Upon the Superintendent's recommendation and a motion by Mr. Gillespie seconded by Ms. Kimble.

Surplus Sale of School Buses: Mr. Mowery gave the Board Members copies of information on the government version of e-bay and government surplus auctions. He also gave them a copy of the ad that was put in the *Pendleton Times* for the last surplus bus sale. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Ms. Kimble, the Board voted unanimously to authorize the Surplus sale of the buses through the Government Auction.

Facilities Policy: There was continued discussion about he facilities policy in regard to fee schedules upkeep of the grounds and buildings and someone to check to see that facilities are left in proper order.

Policy Updates - First Reading: Mr. Mowery presented policies prepared by Dr. Bill Rosier for a first reading. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Ms. Bowers, the Board voted unanimously to approve the policies as a first reading with the necessary changes as discussed.

School Bus Purchase: Mr. Gillespie asked Mr. Lambert and Mr. Mowery about future bus purchases and the possibility of consideration of a 90-passenger bus with a white roof, tinted windows and air conditioning that could also be utilized for long bus trips for students. Mr. Lambert and Mr. Mowery will check on the costs and the guidelines with the State Department.

OLD BUSINESS:

Kline Property: There were no updates on the Kline Property.

NEW BUSINESS:

Milk Bids: Lorna Judy told the Board Members that she had received two bids on milk for the schools for the 2008-2009 school year: Potomac Farms Dairy - \$39,272.09; Shenandoah's Pride Dairy - \$42,566.27. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded

by Mr. Gillespie, the Board voted unanimously to accept the bid from Potomac Farms Dairy.

Bread Bids: Lorna Judy told the Board Members that she had received one Bread Bid for bread for the schools for the 2008-2009 school year: Stroehmann Bakeries - \$10,396.65. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Kimble, the Board voted unanimously to accept the bid from Stroehmann Bakeries.

Free Fruit and Vegetable Program - NFES: Ms. Judy presented the free fruit and vegetable program that will be at North Fork Elementary School that will be provided through USDA.

Adult Meal Prices: Ms. Judy and Mr. Mowery presented a proposal to the Board for their consideration for adult meal prices. USDA cannot subsidize adult meals. The proposal adult meal prices are: Breakfast - \$2.85; Lunch-\$3.80. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the adult meal prices as presented.

SBA School Access Safety Plan: Mr. Lambert gave the Board Members a copy of a letter from the West Virginia School Board Association for additional funding for the School Safety Access Plan for Pendleton County.

Vickie Skavenski Desk/Chair back to Circleville School: Mr. Lambert presented a letter from Ms. Vickie Skavenski requesting that the desk and chair she had moved from Circleville School to Pendleton County High School be retired back to Circleville School for inclusion in a Memory Room. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Ms. Bowers, the Board voted 4-0 to approve the request with Mr. O'Neil abstaining from the vote.

Approval of Eastern Contract: Mr. Lambert asked the Board for approval of the Eastern Community and Technical College Contract. Upon the Superintendent's recommendation and a motion by Mr. Gillespie, seconded by Ms. Bowers, the Board voted unanimously to approve the Eastern Contract with the understanding that the Superintendent will decide the key issue.

Out of County Transfer Requests: Mr. Lambert presented the out-of-county transfer requests. Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the above out-of-county transfer requests.

OTHER:

Approval of LEA Plan: Mr. Lambert gave the Board Members a copy of correspondence from the WV Department of Education stating that the Pendleton County's LEA Plan had been approved.

Amber View Program: Mr. Lambert gave the Board Members a copy of correspondence from Amber View. This is the third year of the AmberView Program in the West Virginia School System.

Executive Session Information: Mr. Lambert gave the Board Members a copy of information regarding guidelines for Executive Sessions.

State Department Report - J. D. Wilkins: Mr. Wilkins received a call from Jack McClanahan, Assistant State Superintendent of Schools. Mr. McClanahan has been called by Grant and Hardy Counties to come and make a report regarding SBVCTC. Mr. McClanahan said there will be someone there this fall on a full-time basis. The goal is for safe operation of SBVCTC. The person who will be placed at SBVCTA will be over all personnel and the goal is to return control to the Advisory Council. The Board Members said they do not need Mr. McClanahan to come to make a report to them.

President's Retreat - J. D. Wilkins: Mr. Wilkins gave a report to the Board on sessions he had attended in July at the President's Retreat.

Fall WV School Board Association Conference - Charleston: The fall WV School Board Association Meeting will be held in Charleston on September 12/13. All Board Members indicated that they

will be attending. Ms. Blankenship will make arrangements for room reservations and registration. **Beginning of School Year Breakfast/Activities:** The beginning of school year breakfast will be at 7:30 A.M. on Thursday, August 21st. Board Members and Central Office Personnel will be at the Pendleton County Middle/High School kitchen at 6:00 P.M. to prepare the breakfast which is being provided by Pendleton Community Bank.

Conference/Meeting Update: Mr. Lambert has a deposition at SBVCTC on Friday, 8/15. Mr. Lambert will be at the RESA Meeting in Martinsburg on August 28th. An Administrative Team Meeting was held on Monday, August 11th. Mr. Lambert stated that he would like to have the Fall Retreat at the Navy Base again this year. For future Board Meetings - a representative from Eastern at the 8/26 Meeting; John Houff-RESA will be at the 9/9 Meeting and considering Howard O’Cull to come to a future meeting. There will be a newspaper article in the *Pendleton Times* next week on entrance changes to Pendleton County Middle/high School and North Fork Elementary School and ID Requirements. William Innes will be having Operation Playground at Brandywine Elementary School 8/18-20 if anyone would like to help with that project.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, August 26, 2008, at Pendleton County Board of Education Annex at 6:00 P.M. Upon a motion by Mr. Gillespie seconded by Ms. Kimble the meeting was adjourned at 10:19 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.