

**Pendleton County Schools
Fifth County Board Meeting
Tuesday, September 8, 2009**

The Pendleton County Board of Education convened in Regular Session on Tuesday, September 8, 2009, 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; Donald Bucher; J. P. Mowery; Charles Hedrick; and Nancy R. Blankenship. Also present Jennifer Taylor-Ide, Kim Kline, Holly See, Mr. & Mrs. Elden Puffenbarger, Richard Mallow and Ed Tallman.

CALL TO ORDER BY PRESIDENT: President Wilkins called the meeting to order at 6:03 P.M.
Pledge of Allegiance and Invocation: Mr. Lambert led the *Pledge of Allegiance* and Mr. Wilkins led the group in prayer.

PRESENTATIONS:

H1N1 – Jennifer Taylor-Ide, Kim Kline, Holly See: Jennifer Taylor-Ide told the Board Members that this year every student got information about the regular flu vaccine, permission/consent forms. Vaccines will be given to students, and students may also receive vaccines at PCC. Kim Kline from the Pendleton County Health Department explained about the vaccines, when they will be received in Pendleton County, dosages, and priority levels. Holly See talked about the regular seasonal vaccines to be given next week ahead of the Swine Flu vaccine. Next week Chris Roberson will be focusing on hand washing and hygiene with the students in all schools. Mr. Lambert gave the Board Members a copy of the H1N1 Letter and Pamphlet that was sent home with each student.

PUBLIC COMMENT: There was no public comment.

CONSENT AGENDA ITEMS:

The minutes of the August 25, 2009 Board Meeting and Executive Session: Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Bowers, the Board voted unanimously to approve the minutes of the above Board Meeting.

PERSONNEL:

Retirements/Resignations: There were no retirements/resignations.

Employment of Personnel:

- Beth Kimble - Aide/Autism Mentor - BES
- Mary Frances Wadsworth - Substitute Teacher
- Judy Mullens - Contract Bus Driver
- Deona Champ - Middle School Cheerleading Coach PCMS

Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Mr. Gillespie, the Board voted unanimously to approve the employment of the above personnel.

Permission to Post - Department Heads PCM/HS: Mr. Bucher told the Board that there had been discussion and this item was postponed.

FINANCE:

Bills Submitted for Approval Month Ended August 31, 2009: Mr. Mowery presented the bills for approval for the month ended August 31, 2009, in the amount of \$291,302.92. 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 Ended August 31, 2009: Mr. Mowery gave a Treasurer's Report for the month ended August 31, 2009, and explained the receipts, disbursements, fund balance, accounts payable and cash and investment amounts. Upon Mr. Lambert's recommendation and a motion by Ms. Bower, seconded by Ms. Kimble, the Board voted unanimously to approve the Treasurer's Report as presented.

Budget Supplements: There were no budget supplements.

Budget Transfers: There were no budget transfers.

Individual School Financial Reports: There were no individual school financial reports presented.

CLT Update: Mr. Mowery updated the Board on the CLT Contract Agreement. There will be periodic meetings and the project should start within the next month.

Annex Lease Agreement: Mr. Mowery told the Board that presently there is not a lease agreement for the annex. Mr. Mowery explained to the Board how this will be handled through the CLT Project. There will need to be an updated lease agreement for the lighting project to be completed in the Annex.

Common Remitter Agreement Amendment: Mr. Mowery told the Board that this item is related to the 403b Annuities. This agreement is with ING who the Board has their 403b Agreement with. This is to amend the agreement for payroll deduction. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Mr. O'Neil, the Board voted unanimously to amend the agreement.

FEMA Trailer - Transfer of Ownership: Mr. Mowery explained to the Board Members about the FEMA Trailer that is located in the football field that the Boosters want to use as a Concession Stand. The Booster Club will need to transfer ownership of this trailer to the Board if the insurance is to be covered by the Board Insurance Policy. Upon Mr. Lambert's recommendation and a motion by Ms. Kimble, seconded by Mr. O'Neil, the Board voted to approve transfer of ownership of the trailer to the Board of Education. Mr. Gillespie abstained from voting.

Financial Update: Mr. Mowery presented some newspaper articles to the Board on Governor Manchin's proposals for school systems, an article on OPEB liability and a listing of Pendleton County employees who could retire.

Second September Board Meeting Date: Mr. Mowery thought there was a need to delay the second September meeting but the date will work with his deadlines for publication of financial items.

OLD BUSINESS:

Bus Issues - Elden Puffenbarger: Elden Puffenbarger was present to talk to the Board about bus issues he had. Mr. Puffenbarger asked about the changes that were made in his bus run with four additional bus stops and adding five minutes to his bus run. These changes were made due to the situation at the Hott and Miller Building and not making bus exchanges at that location. Mr. Puffenbarger was given four extra stops on his way to Franklin to equalize times of arrival and to make equitable bus loads. The Board heard from Charles Hedrick and Richard Mallow about the changes made due to the exchange being deleted at the Hott and Miller Building, arrival and departure times at Brandywine Elementary School and Pendleton County Middle/High School. Mr. Puffenbarger also questioned the Board about the Vo-Tech Bus Run in 2001 and the present Vo-Tech Bus Run contract.

NEW BUSINESS:

Honors Policy - Final Reading/Adoption: Mr. Lambert presented the Honors Policy for Final Reading/Adoption with the changes that had been requested. Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the Board voted unanimously to approve the final reading/adoption of the Honors Policy as presented.

Valedictory and Salutatory Policy - Final Reading/Adoption: Mr. Lambert presented the Valedictory and Salutatory Policy for Final Reading/Adoption with the changes that had been requested. Upon Mr. Lambert's recommendation and a motion by Ms. Bowers, seconded by Ms. Kimble, the Board voted unanimously to approve the final reading/adoption of the Valedictory and Salutatory Policy as presented.

OTHER:

Correspondence: Mr. Lambert presented a letter from Bowles Rice regarding the OPEB Meetings. Mr. Lambert also gave the Board Members a copy of the list of personnel who completed the Drivers Training through the Board of Risks. There was a Thank You note from the North Fork Elementary School Staff thanking the Board for preparing the beginning of school breakfast.

Home-Schooled Students: Mr. Hedrick presented a list of home-school students to the Board.

Board Meeting Date Conflicts: Mr. O'Neil has a conflict with the October 13 Board Meeting. Mr. Lambert proposed to change the Board Meeting to October 12.

Administrative Flow Chart: Mr. Lambert presented the Administrative Flow Chart to the Board with the delineation of duties and evaluation schedule.

Beginning of School Enrollment: Mr. Lambert presented to the Board charts showing the beginning of school enrollment.

Five Year Plan: Mr. Lambert told the Board that Mr. Hedrick has been working very diligently. There is great emphasis this year on Reading and Language Arts. He also talked about timelines for submission of the plan.

WV School Board Association Fall Conference: All of the Board Members will be attending the WV School Board Association Conference in Charleston this weekend.

Conference/Meeting Update: Mr. Lambert will be in Charleston this weekend for the WV School Board Association Fall Conference and in Charleston on Monday and Tuesday, September 14/15 for Interim Session. Mr. Lambert had received a call from the Governor's Office and will be appointed to the Eastern Board.

Superintendent's Goals: Mr. Lambert presented his Goals for 2009-2010: 1. Maintain high level of expectation in achievement; 2. Lead/assist in the completion of the Comprehensive Educational Facilities Plan – CEFP. Upon a motion by Mr. Gillespie, seconded by Ms. Bowers, the Board voted unanimously to approve the Superintendent's Goals for 2009-2010.

The next meeting of the Pendleton County Board of Education will be held on Tuesday, September 22, 2009, at Pendleton County Board of Education Annex at 6:00 P.M. Upon a motion by Mr. O'Neil, seconded by Ms. Kimble, the meeting was adjourned at 7:47 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.