

MINUTES

Board of Education for the County of Mingo

110 Cinderella Road, Williamson, WV 25661

Regular Meeting

June 15, 2023, at 2:00 p.m.

I. Call to order

Ms. McCormick called the meeting to order. The time was 2:16 p.m. (Members had worked logging in to computers for their self- evaluations)

All Board Members were present: Machel McCormick, President; John W. Preece, Vice President; Tom Slone, James Baisden, and Amy Dearfield-Hannah. Superintendent, Dr. Johnny Branch was in attendance.

Member of the Press in attendance: Bruce Justice of the Mingo Messenger

Central Office Staff in attendance: Beth Daniels, CSBO / Treasurer; (Chief School Business Officer); Rocky Hall, Director of Attendance and Safe Schools; William Hensley, Director of Maintenance; Kay Maynard, Director Child Nutrition & Wellness; Virginia Taylor-Mounts, Technology Integration Facilitator; Leah Wireman, Director of Human Resources

II. Pledge of Allegiance

Amy Hannah led the Pledge of Allegiance.

III. Spotlight on Success

a. CIS Superstar Award - Billie Nicole Daniels, Gilbert Pre-K8 and Williamson Pre K-8

To be re-scheduled

b. CIS Superstar Award – Edith Michelle Ford, Mingo Central High School and Kermit Pre K-8

To be re-scheduled

IV. Delegations

Scott Grimmett addressed the Board as a concerned parent regarding Title IX.

V. Consent Agenda

a. Approval of Minutes

1. Minutes of Month, Day – May 15, 2023

b. Bills, Transfers, Supplements

1. Payment of Bills

Bills presented for approval through June 8, 2023. The invoice list is available for review during public hours two business days prior to the meeting.

2. Budget Transfers

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Budget Transfers presented for approval

Pre-approval of Budget Transfers through June 30. A detailed statement of Budget Transfers through June 30 will be provided at the July meeting.

2. Budget Supplements Budget Supplements presented for approval

Pre-approval of Budget Supplements through June 30. A detailed statement of Budget Supplements through June 30 will be provided at the July meeting.

c. Personnel Actions

1. PROFESSIONAL PERSONNEL

a. Transfer into Existing Position

- i. Asia Salmons teacher / special education WK8 to teacher / special education DES (effective July 1, 2023)
- ii. James Bradley VanHoose teacher / grade 1 WK8 to teacher / grade 2 KK8
- iii. Ashley SESCO teacher / grade 2 KK8 to teacher / grade 4 LK8 (effective July 1, 2023)

b. Resignation

- i. Cassandra Griffith LPN Instructor MCELC (effective June 6, 2023)
- ii. Nicholas Bragg teacher / music (band) & Careers in Education TVHS (effective June 9, 2023)
- iii. Cassidy Lowe teacher / English GK8 (effective July 31, 2023)
- iv. Alicia Justice teacher / Spanish LK8, KK8, WK8 (effective June 9, 2023)

c. Request for Leave of Absence

- i. Katlyn Blankenship teacher / English TVHS (effective August 22, 2023-June 7, 2024)

d. Abolish Position

- i. Teacher / Chemistry MCHS (effective July 1, 2023)
- ii. Teacher / Music (band and Careers in Education) TVHS (effective July 1, 2023)

e. Create Position

- i. Teacher / Chemistry 50% and Aerospace 50% MCHS (effective July 1, 2023)
- ii. Teacher / Music (band) TVHS (effective July 1, 2023)
- iii. Teacher / Grade 5 KK8

2. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS

a. New Employment for School year 2022-2023

- i. Gina Hicks Teacher / Special Education SS
- ii. Kim Spaulding Summer School CIS TVHS
- iii. Billy Nicole Daniels Camp Success CIS WK8, GK8
- iv. Destiny Fitzpatrick assistant coach / cheer KK8 (zero comp) (pending certification)
- v. Bethany Hurley assistant coach / baseball MK8 (paid) (effective February 22, 2023)

b. Resignations

- i. Jacob Staton coach / football MK8 (effective June 5, 2023)
- ii. Derek Moore coach / football LK8 (effective June 6, 2023)
- iii. Jeremy Wellman assistant coach / softball TVHS (effective June 7, 2023)
- iv. Ernestina Trent Athletic Director GK8 (effective June 7, 2023)

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- v. Rebecca Keatley assistant coach / cheer MK8 (effective May 25, 2023)
- vi. Victoria Newsome assistant coach / cheer MCHS (effective May 16, 2023)
- vii. Deanna Powers assistant coach / soccer (boys) MCHS (effective May 21, 2023)
- viii. Richard Powers coach / soccer (boys) MCHS (effective May 21, 2023)

3. SERVICE PERSONNEL

a. New Employment into Existing Position

- i. Anthony Blake Cline substitute bus operator MCS (effective June 16, 2023) (pending certification)

b. Transfer into Existing Position

- i. Brian Carter Custodian III GK8 to Custodian IV GK8 (effective July 1, 2023)
- ii. Christopher Evans Custodian III WK8 to Custodian III WK8 (effective June 16, 2023)

c. Abolish Position

- i. Custodian III MCHS

d. Create Position

- i. Custodian IV MCHS

e. Board Approval granting the Superintendent provisional authority to extend contract up to 5 additional days, as needed for Mingo Central groundskeeper; Mingo Extended Learning Center custodian; district office/maintenance custodian/mail clerk; and executive secretaries/service coordinators.

4. SERVICE EXTRACURRICULAR ASSIGNMENTS

a. New Employment for School year 2022-2023

- i. Diane Francis Camp Success Aides / Autism Mentors Itinerant GK8
- ii. Kathy Williams Camp Success Aides / Autism Mentors Itinerant KK8
- iii. Ladeen Colegrove Camp Success Aides / Autism Mentors Itinerant LK8
- iv. Peggy Runyon Camp Success Aides / Autism Mentors Itinerant MK8
- v. Denise Hopkins Camp Success Aides / Autism Mentors Itinerant WK8
- vi. Dreama Pruitt general maintenance / groundsman SS
- vii. Ashley Church general maintenance / groundsman SS
- viii. Denise Hopkins Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (BK8)
- ix. Jennifer Totten Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (BK8)
- x. Roberta Toler Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (GK8)
- xi. Lillie Rollyson Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (GK8)
- xii. Julie Sheppard Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (KK8)
- xiii. Ashley Smith Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (KK8)
- xiv. Jennifer Fields Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (MK8)

- xv. Lisa Napier Cook I / II Summer Non-Congregate Feeding Program (MCS-Itinerants) (MK8)
xvi. Danny West Summer School bus operator MCHS
xvii. Philip Moore Summer School bus operator MCHS
xviii. Amy Baisden Summer School bus operator MCHS

Also See the Addendum that was added to the Agenda (page 7 of 7, lines 306-328)

End Consent Agenda

An item from the Addendum was pulled. **3. SERVICE PERSONNEL, a. Suspend Employee i.** _____
(effective May 26, 30,31,2023).

Mr. Preece pulled the leave of absence from **c. Personnel Actions, 1. PROFESSIONAL PERSONNEL**
c. Request for Leave of Absence, i. Katlyn Blankenship teacher / English TVHS (effective August 22, 2023
– June 7, 2024).

Mr. Slone made the motion to approve the Consent Agenda as presented. Mr. Baisden seconded that
motion. The motion carried with a vote of 5/0.

Mr. Baisden made the motion to go into Executive session and Mr. Slone seconded that motion. The
motion carried with a vote of 5/0. The time was 2:26 p.m.

The meeting resumed at 2:41 p.m. Ms. McCormick announced that a motion had been made to come
out of Executive session and no action taken. When asked about the motion, Mr. Baisden made the
motion to come out of Executive session and Mr. Slone made the second.

Mrs. Wireman announced the Blank on the Addendum for Suspension was Sara Chapman. Mr. Slone
made the motion to approve the suspension of Sara Chapman. Mr. Baisden seconded that motion. The
motion carried with a vote of 5/0.

At 2:43 Mr. Preece left the room. Mr. Baisden made a motion to approve the Leave of Absence for
Katlyn Blankenship teacher / English TVHS (effective August 22, 2023 – June 7, 2024). Mr. Slone made
the second. The motion passed with a vote of 4/0. Mr. Preece re-entered the room.

VI. Informational Items

a. O.C.R Compliance Review report and Resolution Agreement

Dr. Branch addressed the Board. He had a handout and spoke about a complaint that had been
received. That complaint had been satisfied. Web-site access for various impairments had been satisfied
as well. The OCR did a compliance review of our county (2017-2020) for Title IX. We gathered
information that was needed for that review. There had been changes in regulations during the time
span we were being reviewed for. Interviews had been conducted throughout the county. During a
conversation with the Office of Civil Rights, we were informed that there were no aggressive findings. The
county made updates/changes to address each finding.

b. Accounting & Organization Policies and Procedures regarding School Fund Raising

Beth Daniels reiterated the Policies and Procedures regarding School Fund Raising. The Principals
approve all fundraising. There are certain forms and a time line for paperwork to be sent to Finance
offices after a fundraiser. During yearly audits, our Auditors pull random samples from each school.
School secretaries are trained each summer on the process.

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c. Update on current facilities projects:

i. CTE Building – TVHS

Mr. McCoy had been in touch with the architects. It was reported that changes to the drawings were being made and the project should be ready to bid out before July 15, 2023.

ii. HVAC – TVHS, WPK8

Mr. Hensley reported that TVHS was still in progress.

iii. Auditoriums – TVHS, BPK8

Mr. Hensley did not have a date for the auditoriums.

iv. LPK8 Roof

Mr. Hensley reported this roof was at the beginning phases of the work.

v. GPK8 Bleachers

Mr. Hensley reported the pad was close to being poured. The gravel and drains are installed. Concrete should be poured next week. The ship date for the home-side football field bleachers is mid to late July.

vi. TVHS Bleachers

Mr. Hensley stated the date had been pushed up a little earlier. Ship date would be about mid-October.

vii. Burch Field Lighting

Mr. Hensley informed the Board that the poles for the football field are multiple-piece poles. The first section had been installed and waiting for the concrete to set.

viii. HVAC - MPK8

Mr. Hensley reported there had been one bid for this project. The units for that project are specific and must be a direct replacement to fit the cabinet that is installed. They are still checking with other vendors who may have that type of unit.

ix. TVHS Creek Bank Project

Mr. Hensley and Mr. McCoy reported the bid was rejected because the paperwork was not complete. This FEMA project is to shore-up the creek bank that erodes with each flood.

x. TVHS Classroom Dividers

Mr. Hensley stated that one divider is about 60 percent completed and the other divider is on order.

xi. MCHS & KPK8 – Concrete

Mr. Hensley reported that once the Gilbert home-side bleacher pad is poured, the work would then move to Mingo Central and Kermit to complete those projects.

xii. TVHS Safe Entry

Mr. Hensley stated the Safe Entry project would not be funded by the SBA. If there is a safe entry at THVS, local funds would need to be used. There was discussion.

VII. General Considerations

a. Discussion and possible action on the selection of the Agent of Record for BRIM property insurance

Dr. Branch addressed the Board. It was recommended to keep the same company for the property side of the insurance. It was recommended to reject bids and reconsider at another time.

Mr. Baisden made a motion to put this on hold and reconsider at another time. Mr. Slone seconded. The motion passed with a vote of 5/0.

b. Discussion and possible action on setting the maximum amounts to be paid to each employee who qualifies for ~~2022-2023~~ 2023-2024 sick leave incentive – Beth Daniels

Mrs. Daniels spoke to the Board and explained the intent of the sick leave incentive and the results we've experienced. In order to lower absenteeism, it was suggested to increase the total incentive to \$800 for the next school year.

Mr. Slone made the motion to approve the \$800 sick leave incentive. Mr. Baisden seconded. The motion passed with a vote of 5/0.

c. Discussion and possible action regarding the renewal of Worker's Compensation provider – Ted Tomblin, Bray & Oakley

Mr. Tomblin addressed the Board. Mingo county had made a big turn around since Bray & Oakley have been our providers. Recent inspections show county has made a 100% turn around. Mr. Tomblin checked premiums with several providers. Encova came in the lowest at \$398,128.00.

Mr. Preece made a motion to approve the renewal of Encova as the Worker's Compensation provider. Mrs. Hannah seconded that motion. The motion passed with a vote of 5/0.

Discussion and completion of the Board Member Self-Evaluations

Board members completed their Self-Evaluations online.

d. Discussion and possible action regarding the Superintendent's Evaluation

Mr. Baisden made a motion to move into Executive session. Mr. Slone seconded that motion. The motion carried with a vote of 5/0. The time was 4:42 p.m.

Mr. Baisden made the motion to come out of Executive session. Mr. Slone seconded. The motion carried with a vote of 5/0. No decisions had been made during Executive session. The time was 6:14 p.m.

The Mingo County Board had completed the evaluation for the Superintendent for the 2022-2023 school year. Dr. Branch meets all goals.

VIII. Departmental Updates

a. Maintenance Report - William Hensley

Mr. Hensley spoke regarding this report. (See information from lines 190---233.)

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286 **b. Treasurer's Report - Beth Daniels**

287 Finance was getting ready to end this year and set up things for next year. The budget was approved at
288 the State department. Finance received a 'Great Job' (two thumbs up) from the State department.

290 **IX. Board Member Comment Period**

291 All members had comments. There were comments regarding the situation surrounding MCHS
292 graduation cancellation.

294 **X. Superintendent's Update**

295 Dr. Branch informed the Board that crisis manuals (Crisis Management Plan) were updated every year.
296 He also expressed condolences to Sargent Cory Maynard and his family.

298 **XI. Adjournment**

299 Mr. Baisden made the motion to adjourn. It was seconded by Mrs. Hannah. The motion passed with a
300 vote of 5/0. The time was 6:28 p.m.

303 **Next Regular Meeting**

304 **July 18, 2023**

306 **Addendum Added to Agenda 6-15-23**

308 **2. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS**

309 **a. New Employment for School Year 2022-2023**

- 310 i. Mike Lucas camp success CIS worker LK8

312 **3. SERVICE PERSONNEL**

313 **a. Suspend Employee**

- 314 i. _____ (effective May 26, 30, 31, 2023)

316 **b. Create Position**

- 317 i. Create ECCAT/Aides positions for all 1st grade classrooms with more than 12 students,
318 beginning in the 2023-2024 school year; all 2nd grade classrooms with more than 12
319 students, beginning in the 2024-2025 school year; and all 3rd grade classrooms with
320 more than 12 students, beginning in the 2025-2026 school year, In compliance with
321 HB 3035. (15 positions are estimated to be needed for 2023-2024).

323 **4. SERVICE EXTRACURRICULAR ASSIGNMENTS**

324 **a. New Employment for School year 2022-2023**

- 325 i. Rob Channell Summer School bus operator MCHS

327 **b. Rescind**

- 328 i. Rob Channell Camp Success bus operator LK8

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