

**MINUTES**  
**Board of Education for the County of Mingo**  
110 Cinderella Road, Williamson, WV 25661

Special Meeting  
August 8, 2022, at 1:30 p.m.

**I. Call to order**

President Machel McCormick called the meeting to order. The time was 1:30 p.m.

**Board Members present:** James Baisden, President; John Preece, Vice President; Tom Slone, Machel McCormick, and Any Dearfield-Hannah was present by phone. Superintendent Dr. Johnny Branch was in attendance.

**Members of the Press in attendance:** Terry May of the Mingo Messenger; Nancy Payton of the Williamson Daily News

**District Office staff in attendance:** Beth Daniels, CSBO / Treasurer; (Chief School Business Officer); Patrick Billips, Director of Technology; Rocky Hall, Director of Attendance and Safe Schools; William Hensley, Director of Maintenance; Kay Maynard, Director Child Nutrition & Wellness; Rodney McCoy, Professional Accountant; Virginia Taylor-Mounts, Technology Integration Facilitator; Tonya Hagy, RN, BSN, Lead School Nurse; Leah Wireman, Director of Human Resources

**II. Pledge of Allegiance**

Mr. Slone led the Pledge of Allegiance.

**III. Departmental Updates**

**a. Maintenance and Safety Report - William Hensley**

**1. District Office flood damage**

There had been a major cloud burst in our hollow. The main offices and the Maintenance department had to be vacated quickly. Damage resulted from the eight inches of water on the lower end of the office building and from the water that flooded the Maintenance department. ServePro did the cleanup – removed damaged carpet and furniture, and dried everything out.

**2. Dingess roof damage**

A structural engineer came out and inspected the roof at Dingess due to a tree that had fallen. No structural damage had been done. There will be a silicone-based coating put on the roof. Two feet from each side of the wooden roof would be cut off and metal would be installed on the roof. New ceiling tiles were installed due to a roof leak over the summer.

**3. Dingess playground**

Several trees had been removed around the playground area.

**4. Gilbert bleachers/ facilities work**

On the visitor's side, the old bleachers had been removed. The site was prepped. A dry stacked rock wall was also removed. Working around the weather, two elevated pads had been poured (85'L x 25'W) and (85'L x 12.5'W).

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On the home side, the contractors had removed the press box and was in the process of taking the bleachers down.

Several things would take place in the school buildings this summer. Some A/C units had been installed in various parts of the county. All kitchens would be painted this summer. The kitchen floors would be coated to help with slippage when wet. Painting would be done (yellow) around the electrical panels.

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

There was no Treasurer's Report for this Special meeting. Ms. Daniels did give an update. Finance was trying to close out last year (as of 6-30-22) and operate in the current year. A new reconciliation report would be available at the next regular meeting.

**c. Child Nutrition – Kay Maynard**

U.S. Foods and United Dairy was bid as a co-op with several other counties. Through Camp Success, summer feedings took place at our Pre K-8 and elementary sites until July 1, 2022, and the high schools through July 15, 2022. The backpack program was to receive additional backpack monies. There were additional backpacks arriving through the Facing Hunger Food Bank. Our students would be eating free again this year thanks to a Federal grant, Community Eligibility Program (CEP). The grab-n-go breakfasts will continue in our high schools. Supply chain issues continue to be a problem as well as food costs. Some equipment had been replaced in kitchens.

**d. Curriculum – Principals Academy**

Dr. Branch spoke regarding the "Leadership Summit". That principal training consisted of daily themes designed to help us focus and move forward this year. Today's theme was 'Safety Summit'. Law enforcement from the Logan detachment spoke about current strategies they use when training and dealing with active shooters, etc. There was discussion regarding what we could change on our own: broken doors fixed, and doors not propped open, etc. There was a video on the Alice Training (active Shooter Training), plans were discussed regarding intercoms being installed. There would be a training/drill to take place at Mingo Central High School on August 24, 2022. That would include Crisis Management Teams (from each school), US Marshalls, first responders, etc. The US Marshalls would help conduct the drills. Dr. Branch spoke briefly regarding each day of the "Leadership Summit" to give the Board an idea of each day's training.

**IV. General Considerations**

**a. Discussion and possible action on approving Eastern Air Balance as HVAC commissioning provider for ESSER projects at Tug Valley, Williamson, and Matewan.**

Mr. McCoy had a handout from Eastern Air Balance Corporation who would be commissioned for the project. The total would be \$263,950. He asked for an approval of the purchase and possibility of any change orders that might come up.

Mr. Preece made the motion to approve this item of business. Mr. Baisden seconded that motion. The motion carried with a vote of 5/0.

**b. Discussion and possible action on Provisional Placement of Employees pending board action through September 30, 2022.**

Dr. Branch spoke regarding this item. He requested we be able to place people provisionally pending Board action through September 3, 2022.

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Mr. Preece made the motion to approve this item of business until September 30, 2022 for professional employees. Mr. Baisden seconded that motion. The motion carried with a vote of 5/0.

**c. Discussion and possible action on approving United Dairy as the county's milk vendor for 2022-2023 – Kay Maynard**

Mr. Preece made the motion to approve this item of business. Mr. Baisden seconded that motion. The motion carried with a vote of 5/0.

**d. Discuss and possible action on approving US Foods as the county's food distributor for the 2022-2023 school year – Kay Maynard**

Mr. Preece made the motion to approve this item of business. Mr. Baisden seconded that motion. The motion carried with a vote of 5/0.

**e. Discussion and possible action for annual approval of Policy 3120.12: Substitutes in Areas of Critical Need.**

Mrs. Wireman had a handout regarding this topic. This policy allows retired teachers to be placed in areas critical need. This is done every year.

Mr. Baisden made the motion to approve. Mr. Preece seconded this motion. The motion carried with a vote of 5/0.

**f. Discussion and possible action on placing facility naming policy out for public inspection.**

Dr. Branch handed a policy proposal to the Board members for this item. This was a new framework for naming facilities, and Rod McCoy explained the contents. There was questions and answers. It was decided to table this until the August 16, 2022 meeting.

**V. Consent Agenda**

**a. Bills, Transfers, Supplements**

**1. Payment of Bills - Attachment F1**

Bills presented for approval for 7-28-22. The invoice list is available for review during public hours two business days prior to the meeting.

Fund	Amount
Fund 11	\$-
Fund 41	\$-
Fund 51	\$-
Fund 61	\$258,336.71
Fund 71	\$-

**2. Personnel Actions**

**1. PROFESSIONAL PERSONNEL**

**a. New Employment into Existing position**

- i. Chase Moore long-term substitute teacher / Spanish TVHS (effective August 23, 2022 until the position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- ii. Gideon Jarvis long- term substitute teacher / Music (band) TVHS (effective August 23, 2022 until the position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)

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- 137 iii. Whittni Kirk long-term substitute teacher / special education GK8 (effective August 23, 2022 until  
138 the position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 139 iv. John Keffer long-term substitute teacher health /PE GK8 (effective August 23, 2022 until the position  
140 is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 141 v. Nicole Daniels long-term substitute teacher / ART GK8 (effective August 23, 2022 until the position is  
142 filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 143 vi. Sharon Hill long-term substitute teacher / Spanish MCHS (effective August 23, 2022 until the  
144 position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 145 vii. Kevin Baisden long-term substitute teacher / Spanish MCHS (effective August 23, 2022 until the  
146 position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 147 viii. Donna Cline long-term substitute teacher / Spanish MCHS itin (effective August 23, 2022 until the  
148 position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 149 ix. Barbara Grimmatt long-term substitute teacher / math MCHS (effective August 23, 2022 until the  
150 position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 151 x. Shannon McCoy long-term substitute teacher / math MCHS (effective August 23, 2022 until the  
152 position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 153 xi. Gary Collins long-term substitute teacher / special education MCHS (effective August 23, 2022 until  
154 the position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 155 xii. Sabrina Barker long-term substitute teacher / music LK8 (effective August 23, 2022 until the position  
156 is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 157 xiii. Elizabeth Nicole Jude long-term substitute teacher / 1<sup>st</sup> grade MK8 (effective August 23, 2022 until  
158 the position is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 159 xiv. Jacob Zondag long-term substitute teacher / music KK8 (effective August 23, 2022 until the position  
160 is filled by a certified teacher ~~or~~ OR the end of the 2023 school year)
- 161 xv. Misty Bevins substitute teacher MCS (effective August 23, 2022)
- 162 xvi. Diana Wellman substitute teacher MCS (effective August 23, 2022)
- 163 xvii. Caitlin Sturgell substitute teacher MCS (effective August 23, 2022)

164  
165 **b. Transfer into Existing Position**

- 166 i. James Bradley teacher / grade 4 WK8 to teacher/ grade 1 WK8 (effective August 23, 2022)
- 167 ii. Tammy Preece teacher / grade 1 WK8 to teacher / grade 4 WK8 (effective August 23, 2022)
- 168 iii. Heather D. Fitzpatrick teacher / grade 1 KK8 to teacher / grade K KK8 (effective August 23, 2022)
- 169 iv. Kimberly Dotson teacher / Health Occupations MCHS to School Nurse MCS (effective August 9,  
170 2022)
- 171 v. Paula Hinkle-Brown Principal / Dingess to Principal / BK8 (effective August 9, 2022)

172  
173 **c. Resignation**

- 174 i. ~~Crystal A. Moore secretary / GK8 (effective July 27, 2022)~~ (This item was moved to the Service  
175 Personnel Section)
- 176 ii. ~~Bethany Cisco secretary / BK8 (effective July 25, 2022)~~ (This item was moved to the Service  
177 Personnel Section)
- 178 iii. Australia Evans teacher / (effective July 31, 2022)

179  
180 **d. Retirement**

- 181 i. ~~Margaret Woolum school custodian / Burch PK8 (effective June 30, 2022)~~ (This item was moved to  
182 the Service Personnel Section)

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185 **2. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS**

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

- 187 i. Kelli Curry, Athletic Director BK8 (effective August 9, 2022)
- 188 ii. Ashley Willis coach, cheer WK8 (pending certification) (effective August 9, 2022)
- 189 iii. Rebecca Keatley assistant coach, cheer MK8 (effective August 9, 2022)
- 190 iv. Kara Danielle Hunt assistant coach, volleyball MK8 (pending certification) (effective August 9, 2022)
- 191 v. Bradley Lamar Rawls assistant coach, boys basketball (pending certification) (effective August 9,
- 192 2022)
- 193 vi. Aaron Dalton Hatfield assistant coach, boys basketball (pending certification) (effective August 9,
- 194 2022) (zero comp)
- 195 vii. Kailey Mounts Whitt assistant coach / soccer GK8 (pending certification) (effective August 9, 2022)

196

197 **3. SERVICE PERSONNEL**

198 **a. New Employment into Existing Position**

- 199 i. John D. Howard substitute bus operator MCS (effective August 9, 2022) (pending certification)
- 200 ii. James McCoy substitute bus operator MCS (effective August 9, 2022)

201

202 **b. Resignation**

- 203 ~~i. Crystal A. Moore secretary / GK8 (effective July 27, 2022)~~
- 204 ii. Bethany Cisco secretary / BK8 (effective July 25, 2022)

205

206 **c. Retirement**

- 207 i. Margaret Woolum school custodian / Burch PK8 (effective June 30, 2022)

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209 **4. SERVICE EXTRACURRICULAR ASSIGNMENTS**

210 **a. New Employment for School year 2022**

- 211 i. James McCoy camp success bus operator GK8

212 **End Consent Agenda**

213

214 Mr. Preece had questions to ask, and Mrs. Wireman had changes to make.

215

216 Under **2. Personnel Actions, PROFESSIONAL PERSONNEL, a. New Employment into Existing position**

217 Change each of the *filled by a certified teacher OF* to read *filled by a certified teacher OR* for the all of

218 the substitute teachers (items i – xiv). Under **c. Resignation**, items i. Crystal A. Moore secretary / GK8

219 (effective July 27, 2022) and ii. Bethany Cisco secretary / BK8 (effective July 25, 2022) should be moved

220 to **b. Resignation** under Service Personnel and ~~i. Crystal A. Moore secretary / GK8 (effective July 27,~~

221 ~~2022)~~ is to be struck. Also, item **d. Retirement**, i. Margaret Woolum school custodian / Burch PK8

222 (effective June 30, 2022) is also Service Personnel and should be moved.

223

224 Mr. Preece made the motion to approve the Consent Agenda. Mr. Baisden seconded that motion. The

225 motion carried with a vote of 5/0.

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227 **VI. Board Member Discussion and Comment Period**

228 Most members had comments to make.

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230 **VII. Superintendent's Update**

231 Dr. Branch spoke regarding school start times and bus schedules. The hope was for each school to have

232 its own buses. Work had been done regarding transportation routes and schedules. It was requested

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233 for updates on the CTE building and the baseball batting building at Tug Valley High at the next regular  
234 meeting. The emotional support dog would be going to Lenore. We want to hire someone to work with  
235 Alternative Education transition.  
236

237 **VIII. Adjournment**

238 Mr. Baisden made the motion to adjourn. The motion was seconded by Mr. Slone.  
239 The time was 3:31 p.m.  
240

241  
242 **Next Regular Meeting**  
243 **August 16, 2022**

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Superintendent  
Minutes approved 9-26-22.

Date

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