

MINUTES

Board of Education for the County of Mingo

110 Cinderella Road

Williamson, West Virginia 25661

Regular Meeting

April 20, 2021 at 5:00 p.m.

I. Call to Order

President James Baisden called the meeting to order at 5:02 p.m.

All Board Members were present: James Baisden, President; John Preece, Vice President; Sabrina Grace, Tom Slone, and Machel McCormick. Superintendent Donald Spence was also in attendance.

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

District Office staff in attendance: Johnny Branch, Assistant Superintendent; Beth Daniels, CSBO / Treasurer; (Chief School Business Officer); William Hensley, Director of Maintenance; Kay Maynard, Director Child Nutrition & Wellness; Rodney McCoy, Professional Accountant;

II. Pledge of Allegiance

Mr. Slone led the Pledge of Allegiance.

III. Delegation(s)

Denver Stacy of Gilbert spoke about the bleachers at Gilbert Pre K-8 school.

IV. Consent Agenda

a. Approval of Minutes

- i. Minutes of March 16, 2021 (Levy)
- ii. Minutes of March 16, 2021
- iii. Minutes of March 22, 2021
- iv. Minutes of March 24, 2021

b. Bills, Transfers, Supplements

i. Payment of Bills

- Bills presented for approval through April 9, 2021. The invoice list is available for review during public hours two business days prior to the meeting.

Fund 11	\$669,834.36	38
Fund 41	\$4,474.32	
Fund 61	\$198,809.52	
Fund 71	\$42,873.12	

Nancy Slone

Executive Secretary to Superintendent
Mingo County Schools

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i. Budget Transfers

▪Budget Transfers presented for approval

1.	\$ 3,300.00
2.	\$ 3,716.00
3.	\$ 17,235.02
4.	\$ 8,866.44
5.	\$ 19,626.15
6.	\$ 6,000.00
7.	\$ 59,854.88
8.	\$ 20,600.00
Total	\$ 139,198.49

iii. Budget Supplements

▪Budget Supplements presented for approval

1.	\$1,789.12
2.	\$3,716.00
3.	\$644.00
4.	\$131,023.00
5.	\$53,250.00
6.	\$1,600,000.00
Total	\$1,790,422.12

c. Personnel Actions

1. 1. PROFESSIONAL PERSONNEL

a. Resignation

- i. Deidra Marshall teacher / music WK8 (effective June 30, 2021)

b. Request for leave of absence

- i. Ashley Erwin assistant principal KK8 (effective March 1, 2021 through March 31, 2021)(intermittent) (March 3, 2021 through March 4, 2021) (March 5, 2021 through March 8, 2021) (March 10, 2021 through March 11, 2021) (effective March, 19, 2021 through March 22, 2021) (March 24, 2021 through March 25, 2021)
- ii. Maria Ramey teacher / science MK8 (effective April 4, 2021 through April 9, 2021)

2. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS

New assignments 2020-2021 School year

a. New employment

- i. Dora Justice synchronous teacher / tutor for virtual grade 3-5 BK8
- ii. Dora Justice afterschool teacher / tutor grades 3-5 BK8
- iii. Nona M. Warden afterschool teacher / tutor social studies BK8
- iv. Kristi Hardin afterschool teacher / tutor ELA BK8
- v. Sherrie Spence afterschool teacher / tutor math BK8
- vi. Diana Wellman afterschool teacher / tutor special education BK8
- vii. Erin Oliver afterschool teacher / tutor grades 1-2 BK8

- viii. Pamela Coleman afterschool teacher / tutor grades 3-5 BK8
- ix. Barbara Pyles afterschool teacher / science BK8
- x. Erin Oliver synchronous teacher / tutor virtual grade 1-2 BK8
- xi. Jeremy Davis synchronous teacher / tutor virtual math BK8
- xii. Kimberly Morgan synchronous teacher / tutor virtual grades 1-2 KK8
- xiii. Kendra Salmons afterschool teacher / tutor kindergarten KK8
- xiv. Kendra Salmons synchronous teacher / tutor virtual kindergarten KK8
- xv. Cindy Booth afterschool teacher / tutor science KK8
- xvi. Gina Hicks afterschool teacher / tutor special education KK8
- xvii. Tiffany Brewer afterschool teacher / tutor ELA GK8
- xviii. Sherry Copley afterschool teacher / tutor ELA WK8
- xix. Melissa Smith synchronous teacher / tutor virtual math WK8
- xx. Rebekah Workman afterschool teacher / tutor special education WK8
- xxi. Marsha Boggs afterschool teacher / tutor special education MCHS
- xxii. Tamara Ferris afterschool teacher / tutor CTE TVHS
- xxiii. Alicen Mounts synchronous teacher / tutor virtual kindergarten DES
- xxiv. Barbara Fields afterschool teacher / tutor kindergarten MK8
- xxv. Jennifer Miller afterschool teacher / tutor grades 3-5 MK8
- xxvi. Courtney Case afterschool teacher / tutor ELA MK8
- xxvii. James Parker assistant coach, softball MK8 (effective April 7, 2021)
- xxviii. Robert Hammond assistant coach, softball MK8 (zero comp) (April 7, 2021)
- xxix. Chad Hall assistant coach, softball TVHS (zero comp) (effective April 21, 2021)

b. Resignations

- i. Tiffany Perry synchronous teacher / tutor Virtual grades 3-5 GK8 (effective March 31, 2021)
- ii. Cameron Maynard assistant coach, baseball MCHS (effective April 10, 2021)
- iii. Kimberly Morgan synchronous teacher / tutor virtual 1-2 KK8 (effective April 14, 2021)

c. Probationary contract renewals and workforce realignment for the 2021-2022 school year Professional Personnel-Renew probationary contracts and offer contracts for the 2021-2022 school year as indicated (current assignment listed for reference)

- i. Taylor Bailey teacher/science, G-8, 3rd probationary
- ii. Mark Blackburn teacher/special education, LK8 3rd probationary
- iii. Nicholas Bragg teacher/music (chorus), MCHS, 2nd probationary
- iv. Amanda Brown teacher/art, MK8, 3rd probationary
- v. Courtney Case teacher/grade 4 MK8, 3rd probationary
- vi. Crystal Canterbury school nurse, MCS, continuing
- vii. Andrea Clark teacher/health occupations, MCHS, 3rd probationary
- viii. Cassidy Cline teacher/English, MCHS, 3rd probationary
- ix. Melissa Cline teacher/grade 6, GK8, 2nd probationary
- x. Lauren Copley teacher/graphic design, MCHS, 3rd probationary
- xi. Alonzo Croaff social worker, MCS, 3rd probationary
- xii. Robert Damron teacher/math, WK8, 2nd probationary
- xiii. Whitney Dempsey teacher/grade 3, BK8, 2nd probationary
- xiv. Cassandra Diamond teacher/grade 6, WK8, 2nd probationary
- xv. Kimberly Dotson teacher/health occupations, MCHS, continuing

- 114 xvi. Samantha Dotson teacher/kindergarten, KK8, 3rd probationary
- 115 xvii. Amber Elkins teacher/art, LK8, 3rd probationary
- 116 xviii. Clay M. Ellis teacher/health & PE, BK8, 2nd probationary
- 117 xix. Joshua Endicott teacher/law and public safety, MCHS, 3rd probationary
- 118 xx. Lisa Estep teacher/grade 6, LK8, 3rd probationary
- 119 xxi. Australia Evans teacher/grade 1, DES, 2nd probationary
- 120 xxii. Amanda Gibson teacher/social studies, BK8, 3rd probationary
- 121 xxiii. Connie Hager teacher/LPN instructor, MELC, 3rd probationary
- 122 xxiv. Kimberly Harrison, teacher/special education, TVHS, 2nd probationary
- 123 xxv. Christina Jewell, assistant principal, BK8, 2nd probationary
- 124 xxvi. Lisa J. Justice teacher/grade 1, WK8, 3rd probationary
- 125 xxvii. Michael Lucas communities in school liaison / coordinator, MCS, continuing
- 126 xxviii. Jamie Meddings teacher/grade 5, KK8 continuing
- 127 xxix. Phillip N. Mitchell teacher/health and PE, MCHS, 3rd probationary
- 128 xxx. Alicen Mounts teacher/grade 5, DES, 3rd probationary
- 129 xxxi. Herbert Jordon Mounts teacher/business education, TVHS, 2nd probationary
- 130 xxxii. Shirley Mounts teacher/special education, BK8, continuing
- 131 xxxiii. Butler Eugene Newsome teacher/grade 6, WK8, continuing
- 132 xxxiv. Amanda Copley teacher/business, TVHS, continuing
- 133 xxxv. Maria Ramey teacher/science, MK8, 3rd probationary
- 134 xxxvi. Madison Ray school social worker, MCS (Itinerant), 2nd probationary
- 135 xxxvii. Christopher Roberson teacher/auto mechanics/MCHS, 3rd probationary
- 136 xxxviii. Katlyn Robinson teacher/English, TVHS, 2nd probationary
- 137 xxxix. Katherine Runyon teacher/math LK8, continuing
- 138 xl. Melinda Runyon teacher/grade 5, MK8, 2nd probationary
- 139 xli. Asia Salmons teacher/special education, DES, 3rd probationary
- 140 xlii. Virgil Setser teacher/special education, TVHS, continuing
- 141 xliii. Kala Sipple teacher/grade 2, BK8, 3rd probationary
- 142 xliv. Andrea Slone teacher/art, GK8, continuing
- 143 xlv. Leigh Smith teacher/Spanish, MCHS, 3rd probationary
- 144 xlvi. Frances Stanley teacher/PE, DES, 3rd probationary
- 145 xlvii. Thelma Stanley teacher/ProStart, TVHS, 3rd probationary
- 146 xlviii. Jennifer Toler teacher/math, MCHS, 3rd probationary
- 147 xlix. Kelsey Varney teacher/English, MCHS, 2nd probationary
- 148 l. Kerri Varney teacher/special education, WK8, continuing
- 149 li. Ashton Walls teacher/special education GK8, continuing
- 150 lii. Mary J Westfall teacher/grade 3, GK8, 2nd probationary
- 151
- 152 **3. SERVICE PERSONNEL**
- 153 **a. New employment or transfer into existing position**
- 154 i. April Dove cook II BK8 to cook II MCHS (effective April 21, 2021)
- 155 ii. Tammy Salmons cook II BK8 to cook II WK8 (effective April 21, 2021)
- 156 iii. Rachel Staggs cook III GK8 to cook II GK8 (effective April 21, 2021)
- 157 iv. Philip Moore substitute bus operator MCS to bus operator (Tug Valley area) (effective April 21,
- 158 2021)

- 159 v. Robert Blankenship bus operator (Gilbert area) to bus operator Matewan area (effective April 21,
160 2021)
161
- 162 **b. Extracurricular Assignments**
163 i. Martha Maynard supervisory aide TVHS
164 ii. Ruth Kirk supervisory aide TVHS
165
- 166 **c. Resignation**
167 i. Tishcia Spurlock substitute aide MCS (effective March 23, 2021)
168
- 169 **d. Leave of Absence**
170 i. Ricky Goodman substitute custodian (effective March 30, 2021 through April 14, 2021)
171 ii. Joyce Burton aide / autism mentor MCHS (effective March 15, 2021 through June 30, 2021)
172 iii. Donna Estepp aide / autism mentor Itinerant (WK8) (effective dates March 26, 2021 and April 8
173 and 9, 2021)
174
- 175 **e. Retirement**
176 i. Myrtle Dillon aide / autism mentor LK8 (effective March 25, 2021)
177
- 178 **f. Service Personnel renew probationary contracts and offer contracts for the 2021-2022 school**
179 **year as indicated (current assignment listed for reference)**
180 i. Jennifer Adkins custodian III, MCHS, continuing
181 ii. Misty Baisden aide/autism mentor itinerant (at BK8), 2nd probationary
182 iii. Patricia Chapman cook II, WK8, continuing
183 iv. Marvin Colegrove custodian III, MCHS, continuing
184 v. Rhonda Colegrove bus operator (Tug Valley Area) MCS, 3rd probationary
185 vi. Christi Curry cook II, BK8, continuing
186 vii. Eric Davis general maintenance/welder, MCS, 3rd probationary
187 viii. Larry Dotson custodian III, GK8, 3rd probationary
188 ix. Jonathan Dove custodian III, MCHS, 3rd probationary
189 x. Natasha Duty aide/autism mentor, MCS (at DES), 3rd probationary
190 xi. Andrea Ellis bus operator (Tug Valley area) MCS, continuing
191 xii. Frankie Harrison bus operator (Tug Valley area), MCS, 2nd probationary
192 xiii. Nina Hatfield, executive secretary, MELC, continuing
193 xiv. Rosa Lee Hauck cook II, MK8, continuing
194 xv. Monica Hite custodian III, MCHS, 3rd probationary
195 xvi. James R. Johnson bus operator (Tug Valley area), MCS, continuing
196 xvii. Kimberly Kennedy aide/autism mentor, itinerant MCS (at BK8), continuing
197 xviii. Ruth Kirk aide/autism mentor, itinerant MCS (at TVHS), 3rd probationary
198 xix. Christi Layne custodian III, BK8, 2nd probationary
199 xx. Jamie Lewis aide/autism mentor Itinerant (at MK8), 2nd probationary
200 xxi. Heather Newsome school nurse LPN, itinerant MCS, continuing
201 xxii. Leonard B. Newsome bus operator (Tug Valley area), 2nd probationary
202 xxiii. Jennifer Perry aide/autism mentor, itinerant MCS (at BK8) continuing
203 xxiv. Ericka Phillips secretary II, GK8, 3rd probationary
204 xxv. Tammy Salmons cook II, BK8, continuing

- 205 xxvi. Beverly Sartin school nurse LPN, itinerant MCS, 3rd probationary
- 206 xxvii. Brandon Sartin custodian III, MCHS, 2nd probationary
- 207 xxviii. Michael Spence heating & air conditioning mechanic II/electrician II, MCS, 3rd probationary
- 208 xxix. Nannie Spence executive secretary (transportation) MCS, 3rd probationary
- 209 xxx. Rachel Staggs cook II, GK8, 2nd probationary
- 210 xxxi. Golda B. Warrix aide/autism mentor itinerant, (at MCHS), 2nd probationary
- 211 xxxii. Linda Williams, bus operator, Burch area, MCS, 2nd probationary

212 **End Consent Agenda**

213 Mrs. Grace pulled item c. Personnel Actions, 3. SERVICE PERSONNEL, d. Leave of absence, iii. Donna Estep
214 aide / autism mentor Itinerant (WK8) (effective dates March 26, 2021 and April 8 and 9, 2021) for further
215 discussion.

216
217 Mr. Slone made a motion to approve the consent agenda except for the item pulled. Ms. McCormick
218 seconded that motion. The motion carried with a vote of 5/0.

219
220 a. Mr. Preece made a motion to go into Executive session to discuss the **pulled** item. Ms. McCormick
221 seconded that motion. The motion carried with a vote of 5/0. The time was 5:15 p.m.

222 Mr. Preece made the motion to return to Regular session. Mr. Slone seconded that motion. The motion
223 carried with a vote of 5/0.

224
225 There had been no decisions made during the Executive Session.

226
227 Mr. Slone made a motion to accept the pulled item c. Personnel Actions, 3. SERVICE PERSONNEL, d. Leave of
228 absence, iii. Donna Estep aide / autism mentor Itinerant (WK8) (effective dates March 26, 2021 and April 8
229 and 9, 2021) for further discussion. Mr. Preece seconded that motion. The motion carried with a vote of 5/0.

230
231 **V. Workforce realignment for the 2021-2022 School Year**

232 **a. Create Positions (professional), effective July 1, 2021**

- 233 i. Teacher / grade 1 DES
- 234 ii. Teacher / grade 4 KK8
- 235 iii. Teacher / grade 6 WK8

236
237 **b. Abolish positions (professional), effective July 1, 2021**

- 238 i. Teacher / grade 6 GK8
- 239 ii. Teacher / grade 2 WK8
- 240 iii. Teacher / grade 4 WK8
- 241 iv. Teacher / grade 2 BK8
- 242 v. Teacher / grade 5 DES
- 243 vi. Teacher / grade 3 DES
- 244 vii. Teacher / grade 5 KK8
- 245 viii. Teacher / grade 1 KK8
- 246 ix. Teacher / English LK8
- 247 x. Teacher / Kindergarten LK8

248
249 **c. Reassign or Transfer as appropriate (professional), effective July 1, 2021**

- 250 i. Randi Bowen Boytek teacher / grade 3 DES to teacher / grade 1 DES

- ii. Tammy Preece teacher / grade 2 WK8 to teacher / grade 6 WK8
- iii. Jamie Meddings teacher / grade 5 KK8 to teacher / grade 4 KK8
- iv. Alicen Mounts teacher / grade 5 DES to teacher / grade 1 DES
- v. Kala Sipple teacher / grade 2 BK8 to teacher / grade 3 BK8
- vi. Mary Westfall teacher / grade 3 GK8 to teacher grade 6 GK8
- vii. Australia Evans teacher / grade 1 DES to (position to be determined at a later date)
- viii. Whitney Dempsey teacher / grade 3 BK8 to (position to be determined at a later date)
- ix. Melissa Cline teacher / grade 6 GK8 to (position to be determined at a later date)

Mr. Preece made the motion to approve this section. Ms. McCormick seconded that motion. The motion carried with a vote of 5/0.

VI. Departmental Updates

b. Maintenance Report – William Hensley

Mr. Hensley gave the maintenance report. Items mentioned were restrooms at Gilbert and Williamson, AC units at Lenore, Tug Valley Press box, bleachers at Gilbert and at other schools, the playground at Williamson, the grass cutting contract, and work orders.

c. Treasurer's Report – Beth Daniels

Mrs. Daniels had a handout – reconciliation of checking account by funds. As of today, we had received about 90% of our budgeted revenue, and had spent about 75% of it. Finance is working on getting this year closed out. The library equipment for Williamson K-8 library had been ordered; it was to be delivered and installed on June 1, 2021. A meeting had been set up with a Latta's representative regarding playground equipment for Dingess.

Mr. McCoy gave an update on the lighting at the baseball and softball fields at Tug Valley and Mingo Central.

VII. General Considerations

a. Discussion of new textbook adoption – Dr. Johnny Branch

Dr. Branch addressed the Board regarding the English Language Arts adoption this year. The vendors chosen were Benchmark Advance Grades K-5, Amplify Grade 6-8, McCraw Hill grades 9-12. Our teachers had reviewed materials and attended virtual sessions with all vendors. These are the publishers the teachers chose after reviewing all the material. The costs would be Amplify \$122,000.00, McGraw Hill \$113,000.00, Benchmark Advance \$350,000.00. The total budget would be around \$585,000.00. The adoption would include the hardback texts and the online materials.

Chargers for the laptops/chrome books would be ordered for the schools. There was discussion regarding inclusion of entrepreneurial curriculum in middle school grades, and modernization for Career and Technical Education classes.

b. Discussion and possible action regarding placing county audit services out for bid – Beth Daniels

Mrs. Daniels addressed the board regarding this section. Since we are in the third and final year of the audit contract, it is time to put the audit services back out for bid.

Mr. Preece made a motion to put the audit services out for bid, bring the bids back to the board along Mrs. Daniels' expertise, give a recommendation about each one and let the Board make a decision. Mr. Slone seconded that motion. The motion carried with a vote of 5/0.

Mrs. Daniels explained there is a list of approved vendors from the state. The process is sending out vendor packages and going through each of the ones that showed interest. There would be a committee that included a citizen, a Board member, a couple of Finance people and the Superintendent.

c. Discussion and possible action in setting sick leave incentive for school year 2021-2022 – Beth Daniels

Mrs. Daniels spoke regarding setting an amount for the sick leave incentive. She thought we could go with the amount we have used in the past. We have seen a reduction in substitutes prior to COVID-19. That amount was \$600.00. With everyday missed that amount would be cut.

Mr. Preece made a motion to approve the \$600 sick leave incentive for the school year 2021-2022. It was seconded by Ms. McCormick. The motion carried with a vote of 5/0.

VIII. Board Member Comment Period

Each Board member had a comment or two.

IX. Superintendent's Update

Mr. Spence addressed the Board. The Vaccine clinic is this Friday; it is for employee children who need the second shot. Mr. Spence threw the first ball on the new Baseball field at Tug Valley and April 13, 2021. Guidance had been received regarding graduations this year, and each principal had been contacted. There will be a workshop on Monday, April 26, 2021.

X. Adjournment

Mr. Preece made the motion to adjourn. Mr. Slone seconded that motion. The time was 7:13 p.m.

Next Regular Meeting

May 18, 2021