

MINUTES

Board of Education for the County of Mingo

110 Cinderella Road
Williamson, West Virginia 25661

Regular Meeting

September 17, 2019 at 5:00 p.m.

I. Call to Order

President Sabrina Grace called the meeting to order. The time was 5:08 p.m..

All Board Members were Present: Robert Starr, Vice President James Baisden, John W. Preece, President Sabrina Grace and Tom Slone. Superintendent Donald Spence was in attendance.

Members of the Press: Bruce Justice of the Mingo Messenger; Jarrod McCormick of the Williamson Daily News

Central Office staff in attendance: Central Office Staff –

Johnny Branch, Assistant Superintendent; Beth Daniels, CSBO / Treasurer; (Chief School Business Officer); Drema Dempsey, Director of Attendance and Safe Schools; Rocky Hall, Director of Human Resources; William Hensley, Director of Maintenance; Kay Maynard, Director Child Nutrition & Wellness; Dr. Sabrina Runyon, Director of Early Learning Programs; Lesia Sammons, Coordinator of Guidance and Testing; Virginia Taylor-Mounts, Technology Integration Facilitator

II. Pledge of Allegiance

Mr. Starr led the Pledge of Allegiance.

Mrs. Grace requested a moment of silence to remember High School Senior Alex Miller of Roane County who passed during a football game, and the passing of William Kern, a Doddridge County Board Member.

III. Time Out for Celebration and Recognition

a. Williamson PK-8 – Highest overall attendance for 2018-2019 school year

Mr. Spence made the announcement. Williamson PK-8 had the highest attendance in the county for the 2018-2019 school year - 94.4%. A plaque was presented to the principal and staff. Pictures were taken.

b. Tara Wolford – WVSSAC Cheer Coach of the year

Mr. Spence addressed the audience regarding Mrs. Wolford's many accomplishments. She has held numerous personal cheering titles including State Champion (2005), State Runner up (2006 and 2007), and All-State Cheerleader (2008). She is in her fifth year of coaching the Tug Valley Cheerleaders and has led them to two consecutive State Titles (2017 and 2018).

Mrs. Wolford was awarded a plaque for her accomplishments. Pictures were taken.

IV. Delegation(s)

There were no delegations.

Nancy Slone

Executive Secretary
Administrative/Curriculum Depts.
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V. Consent Agenda

a. Approval of Minutes

- i. Minutes of August 20, 2019 - **Attachment M8-20**

b. Bills, Transfers, Supplements

i. Payment of Bills – Attachment F1 (multiple)

- Bills presented for approval through September 6, 2019. The invoice list is available for review during public hours two business days prior to the meeting.

	Amount
BB&T Card	\$ 17,597.60
Child Nutrition	\$ 27,461.84
Fund 11	\$ 33,501.90
Fund 51	\$ 181,992.96
Fund 61	\$ 146,742.07
Maintenance	\$ 95,711.33
Transportation	\$ 68,275.79
Utilities	\$ 143,961.05

i. Budget Transfers - Attachment F2

- Budget Transfers presented for approval

Transfers	July	\$ 597,950.00
	August	\$40,000.00
	August	\$50,000.00
	TOTAL	\$ 687,950.00

ii. Budget Supplements – Attachment F3

- Budget Supplements presented for approval

Supplements		
	July	\$50,000.00
	August	\$49,068.00
	August	\$9,680.00
	August	\$10,609.00
	August	\$50,000.00
	Total	\$169,357.00

c. Personnel Actions

1. PROFESSIONAL PERSONNEL

a. New employment or transfer into existing positions

- i. Charlotte Stewart teacher / business education TVHS to teacher / business education MELC (effective July 1, 2020)
- ii. Sarah Carey-Rayser teacher / grade 1 DES to teacher / grade 1 LK8 (effective July 1, 2020)
- iii. Tonya Hatcher teacher / grade 4 WK8 to teacher / title I WK8 (effective July 1, 2020)
- iv. Brittany Smith teacher / grade 1 MK8 to teacher / kindergarten MK8 (effective July 1, 2020)
- v. Jennifer Brumfield teacher / pre-school special needs KK8 to teacher / grade 1 KK8 (effective July 1, 2020)

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Executive Secretary
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b. New employment

- i. Alicen Breonna Mounts teacher / grade 4 DES (effective Sep. 9, 2019)
- ii. Johnna Kristin Fay Goble substitute teacher MCS (pending certification) (effective Sep. 18, 2019)
- iii. Tad Greathouse substitute teacher MCS (effective Sep. 18, 2019)
- iv. Gideon Jarvis substitute teacher MCS (effective Sep. 18, 2109)
- v. Alonzo Croaff school social worker MCS (effective Sep. 18, 2019)
- vi. Christopher Roberson teacher automotive technology MCHS (pending certifications) (effective Sep. 16, 2019)
- vii. Asia Salmons teacher / music LK8 (pending certifications) (effective Sep. 18, 2019)
- viii. Whittani Kirk substitute teacher MCS (pending certification) (effective Sep. 18, 2019)

c. Resignation

- i. Kevin Whitt teacher / social studies MCHS (effective Sep. 10, 2019)
- ii. Carol R. Gilman substitute teacher MCS (effective Aug. 20, 2019)

d. Request for leave of absence

- i. Maria Ramey teacher / math MCHS (effective Sep. 3, 2019 through Oct. 4, 2020 2019)

e. Approval of three step pay increase as defined for qualified special education and math teachers in MCS effective 2019-2020 school year. §18A-4-2 (d) and §18A-4-2 (e)

2. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS

New assignments 2019-2020 School year

a. New employment

- i. Christine Harmon AP coordinator MCHS
- ii. Christopher Harris AP coordinator TVHS
- iii. Patricia Bartram after school teacher tutor DES
- iv. Annette Martin title I interventionist BK8
- v. Summer Pruitt SAT Chair BK8
- vi. Diane Wellman SAT Chair BK8
- vii. Joy Hunt academic sponsor BK8
- viii. Summer Pruitt parent community engagement and communication coordinator BK8
- ix. Sondra Woods parent community engagement and communication coordinator BK8
- x. Summer Pruitt computer systems operator BK8
- xi. Karen Cook academic sponsor GK8
- xii. Jordon Mounts computer systems operator GK8
- xiii. Tiffany Perry parent community engagement and communication coordinator GK8
- xiv. Stephanie Endicott parent community engagement and communication coordinator GK8
- xv. Karen Cook yearbook sponsor GK8
- xvi. Ernestina Trent SAT chair GK8
- xvii. Ashton Walls SAT chair GK8
- xviii. Christa Hall coach, volleyball LK8 (effective Sep. 3, 2019)
- xix. Katherine Paige Runyon, assistant coach, volleyball LK8 (effective Sep. 3, 2019)
- xx. Rocky Hall assistant coach, volleyball LK8 (zero comp) (effective Sep. 3, 2019)
- xxi. Tammy Runyon assistant coach, volleyball LK8 (zero comp) (effective Sep. 3, 2019)
- xxii. Dian Corn SAT chair WK8

- 123 xxiii. Rhonda Charles SAT chair WK8
- 124 xxiv. Sherry Copley computer systems operator WK8
- 125 xxv. Stephanie Fabin yearbook sponsor WK8
- 126 xxvi. Staci Gilliam parent community engagement and communication coordinator WK8
- 127 xxvii. Stephanie Fabin parent community engagement and communication coordinator WK8
- 128 xxviii. Teresa Michelle Varney title I interventionist WK8 (effective Sep. 3, 2019)
- 129 xxix. Malinda Runyon title I interventionist WK8 (effective Sep. 3, 2019)
- 130 xxx. Jennifer Sparks after school teacher tutor grades 1-2 WK8
- 131 xxxi. Betty Moseley after school teacher tutor K WK8
- 132 xxxii. Gina Hicks SAT Chair KK8
- 133 xxxiii. Marsha Deskins SAT Chair KK8
- 134 xxxiv. Stella Brumfield parent community engagement and communication coordinator KK8
- 135 xxxv. Heather Fitzpatrick yearbook sponsor KK8
- 136 xxxvi. Marsha Deskins newspaper sponsor KK8
- 137xxxvii. Heather Johnson athletic director KK8
- 138xxxviii. Marsha Deskins after school teacher tutor grades k-8 KK8
- 139 xxxix. Jeffrey Varney computer systems operator KK8
- 140 xl. Jeffrey Varney academic sponsor KK8
- 141 xli. Justin Crawford coach, football KK8 (effective Aug. 19, 2019)
- 142 xlii. Mariana Donley-Evans SAT Chair LK8
- 143 xliii. Brandon Wolford SAT Chair LK8
- 144 xlv. Nancy Kline academic sponsor LK8
- 145 xlv. Nancy Kline newspaper sponsor LK8
- 146 xlv. Nancy Kline yearbook sponsor LK8
- 147 xlvii. Bandon Wolford computer systems operator LK8
- 148 xlviii. Michael Baisden parent community engagement and communication coordinator LK8
- 149 xlix. Brandon Wolford parent community engagement and communication coordinator LK8
- 150 l. Bonnie Baisden title I interventionist LK8
- 151 li. Kimberly Vance after school teacher tutor grades 1-2 MK8
- 152 lii. Barbara Fields SAT chair MK8
- 153 liii. Mary A. Swafford SAT chair MK8
- 154 liv. Barbara Fields computer system operator MK8
- 155 lv. Barbara Fields yearbook MK8
- 156 lvi. Tondra Elkins academic sponsor MK8
- 157 lvii. Roger Staton assistant coach, football MK8
- 158 lviii. Tondra Elkins department chair speech MCS
- 159 lix. Tondra Elkins community engagement and communication coordinator MK8
- 160 lx. Barbara Fields community engagement and communication coordinator MK8
- 161 lxi. Virginia Conley after school teacher tutor kindergarten MK8
- 162 lxii. Kristen Huddle after school teacher tutor grades 3-5 MK8
- 163 lxiii. Melissa Hackney after school teacher tutor grades 6-8 MK8
- 164 lxiv. Lisa Vance computer system operator DES
- 165 lxv. Ella Maynard SAT Chair DES
- 166 lxvi. Lisa Vance parent community engagement and communication coordinator DES
- 167 lxvii. Andrea Brinager community engagement and communication coordinator DES
- 168 lxviii. Marsha Boggs SAT chair MCHS
- 169 lxix. Melissa Hunt SAT chair MCHS
- 170 lxx. ~~Christine~~ **Teresa** Cline department chair math MCHS

- 171 lxxi. Bradford Justice department chair CTE MCHS
 172 lxxii. Kimberly Totten department chair science MCHS
 173 lxxiii. Joseph Hunt department chair social studies MCHS
 174 lxxiv. Elizabeth Keatley department chair english MCHS
 175 lxxv. Vicki Crum department chair special education MCHS
 176 lxxvi. Terry Soltesz department chair related arts MCHS
 177 lxxvii. Terry Soltesz parent community engagement and communication coordinator MCHS
 178lxxviii. Brandon Cline parent community engagement and communication coordinator MCHS
 179 lxxix. Crystal Ramey yearbook sponsor MCHS
 180 lxxx. Christine Cline computer systems operator MCHS
 181 lxxxi. Nichole Blair SAT Chair TVHS
 182 lxxxii. Nichole Blair department chair special education TVHS
 183lxxxiii. Charlotte Stewart department chair CTE TVHS
 184lxxxiv. Kelli Coleman SAT Chair TVHS
 185 lxxxv. Gaylena McCoy (White) department chair social studies TVHS
 186lxxxvi. Amy Salmons department chair math TVHS
 187lxxxvii. Loraine Davis department chair english TVHS
 188lxxxviii. Kelli Browing department chair science TVHS
 189lxxxix. Christopher Harris parent community engagement and communication coordinator TVHS
 190 xc. Eric Starr parent community engagement and communications coordinator TVHS
 191 xci. David A. Ledger assistant coach, boys basketball TVHS (zero comp) (effective Sep. 18, 2019)
 192 xcii. Alvin Curtis Fletcher assistant coach, boys basketball TVHS (zero comp) (effective Sep. 18, 2019)
 193 xciii. Brandon Cline credential specialist MCHS (for 2019-2020 school year)
 194 xciv. Stephanie Poe assistant coach, volleyball MCHS (effective Aug. 19, 2019)
 195
 196 **b. Part-Time Extracurricular**
 197 i. Alicen Breonna Mounts homebound teacher MCS
 198 ii. Amy Maynard homebound teacher MCS
 199
 200 **c. Resignations**
 201 i. Kevin Starr assistant coach, football MCHS (zero comp) (effective Aug. 29, 2019)
 202
 203 **3. SERVICE PERSONNEL**
 204 **a. New employment into existing position**
 205 i. Christi Layne custodian III MELC (during a leave of absence) (effective Sep. 18, 2019)
 206 ii. Natasha Duty aide / autism mentor itinerant (to start year at DES) (effective Sep. 18, 2019)
 207 iii. Jonathan Dove custodian III BK8 (during a leave of absence) (effective Sep. 18, 2019)
 208 iv. Michael Jarrell substitute maintenance MCS (effective Sep. 18, 2019)
 209
 210 **b. New employment or transfer into existing position**
 211 i. Mary A. Crawford custodian III MCHS to Secretary II MCHS (effective Sep. 18, 2019)
 212 ii. Cynthia Mahon aide / autism mentor itinerant (TVHS start) to aide / autism mentor (MCHS start) (effective
 213 July 1, 2020)
 214 iii. Crystal Canterbury executive secretary MELC to secretary II LK8 (effective Sep. 18, 2019)
 215 iv. Tammy Salmons aide / early classroom assistant teacher itinerant (to start at BK8) to aide / early
 216 classroom assistant teacher itinerant (to start at KK8) (effective Aug. 22, 2019)
 217
 218

- 219 **c. Extracurricular Assignments for 2019 - 2020 School year**
220 i. Annabelle Hawkins after school bus operator Matewan area
221 ii. Carolyn Baize specialized health care LK8
222 iii. Wendy Barker specialized health care WK8
223 iv. Joyce Burton specialized health care MCHS
224 v. Alisha Canterbury specialized health care TVHS
225 vi. Sara Chapman specialized health care BK8
226 vii. Ladeen Colegrove specialized health care LK8
227 viii. Lisa Cottle specialized health care MCHS
228 ix. Karen Curry specialized health care MCHS
229 x. Kelli Curry specialized health care BK8
230 xi. Kimberly Dixon specialized health care MK8
231 xii. Rhonda Hall specialized health care MCHS
232 xiii. Yvonne Hamby specialized health care MK8
233 xiv. Deborah Hamrick specialized health care GK8
234 xv. Julius Hatcher specialized health care WK8
235 xvi. Annette Hatfield specialized health care GK8
236 xvii. Leslie Hatfield specialized health care GK8
237 xviii. Denise Hopkins specialized health care KK8
238 xix. Kimberly Kennedy specialized health care BK8
239 xx. Elizabeth Lively specialized health care GK8
240 xxi. Cynthia Mahon specialized health care TVHS
241 xxii. Anna L. May specialized health care MK8
242 xxiii. Martha Maynard specialized health care TVHS
243 xxiv. Barbara Perkins specialized health care BK8
244 xxv. Jennifer Perry specialized health care BK8
245 xxvi. Peggy Runyon specialized health care MK8
246 xxvii. Tammy Salmons specialized health care KK8
247 xxviii. Angela Sheppard specialized health care LK8
248 xxix. Cecilia Staten specialized health care MK8
249 xxx. Roberta Toler specialized health care LK8
250 xxxi. Kathy Williams specialized health care KK8
251 xxxii. Cheryl Wolford specialized health care BK8
252 xxxiii. Carolyn Baize supervisory aide LK8
253 xxxiv. Wendy Barker supervisory aide WK8
254 xxxv. Lori Brewer supervisory aide DES
255 xxxvi. Joyce Burton supervisory aide MCHS
256xxxvii. Alisha Canterbury supervisory aide TVHS
257xxxviii. Sara Chapman supervisory aide BK8
258 xxxix. Dianna Colegrove supervisory aide LK8
259 xl. Ladeen Colegrove supervisory aide LK8
260 xli. Lisa Cottle supervisory aide MCHS
261 xlii. Karen Curry supervisory aide MCHS
262 xliii. Kelli Curry supervisory aide BK8
263 xliv. Kimberly Dixon supervisory aide MK8
264 xlv. Tammy Dove supervisory aide WK8
265 xlv. Natasha Duty supervisory aide DES
266 xlvii. Vickie Fraley supervisory aide WK8

267 xlviii. Diana Francis supervisory aide GK8
268 xlix. Sharon Francis supervisory aide WK8
269 I. Rhonda Hall supervisory aide MCHS
270 li. Yvonne Hamby supervisory aide MK8
271 lii. Deborah Hamrick supervisory aide GK8
272 liii. Julius Hatcher supervisory aide WK8
273 liv. Annette Hatfield supervisory aide GK8
274 lv. Leslie Hatfield supervisory aide GK8
275 lvi. Denise Hopkins supervisory aide KK8
276 lvii. Kimberly Kennedy supervisory aide BK8
277 lviii. Carol Kirk supervisory aide WK8
278 lix. Elizabeth Lively supervisory aide GK8
279 lx. Anna L. May supervisory aide MK8
280 lxi. Martha Maynard supervisory aide TVHS
281 lxii. Cynthia Mahon supervisory aide TVHS
282 lxiii. Margie Merritt supervisory aide BK8
283 lxiv. Jennifer Perry supervisory aide BK8
284 lxv. Donna M. Rahe supervisory aide DES
285 lxvi. Peggy Runyon supervisory aide MK8
286 lxvii. Tammy Salmons supervisory aide KK8
287 lxviii. Angela Sheppard supervisory aide LK8
288 lxi. Cecilia Staten supervisory aide MK8
289 lxx. Roberta Toler supervisory aide LK8
290 lxxi. Kathy Williams supervisory aide KK8
291 lxxii. Cheryl Wolford supervisory aide BK8

292
293 ***End Consent Agenda***
294

295 There were two corrections to the consent agenda.

296 First change was to V. Consent Agenda, c. Personnel Actions

297 1. PROFESSIONAL PERSONNEL, d. Request for leave of absence, i. Maria Ramey teacher / math MCHS
298 (effective Sep. 3, 2019 through Oct. 4, ~~2020~~ 2019) Change year from 2020 to 2019.

299 Second change was to V. Consent Agenda, c. Personnel Actions, 2. PROFESSIONAL EXTRACURRICULAR
300 ASSIGNMENTS New assignments 2019-2020 School year, a. New employment, lxx. ~~Christine~~
301 ~~Christine~~ Teresa Cline department chair math MCHS, change name from Christine to Teresa.
302

303 There was a short discussion regarding the three step pay increase for math and special education teachers.
304

305 Mr. Preece made a motion to approve the consent agenda minus three items that were pulled. Mr. Starr
306 seconded that motion. The motion carried with a vote of 5/0.
307

308 Mr. Baisden recused himself for the vote on V. Consent Agenda, c. Personnel Actions, 2. PROFESSIONAL
309 EXTRACURRICULAR ASSIGNMENTS New assignments 2019-2020 School year, xlviii. Michael Baisden parent
310 community engagement and communication coordinator LK8, and I. Bonnie Baisden title I interventionist
311 LK8.
312
313
314

Mr. Baisden and Mr. Preece left the room at 5:33 p.m.

Mr. Starr made the motion to approve the two items pulled by Mr. Baisden. Item number xlviii. Michael Baisden and I. Bonnie Baisden. Mr. Slone seconded that motion. That motion carried with a vote of 3/0. Mr. Preece and Mr. Baisden re-entered the room at 5:34 p.m.

Mrs. Grace recused herself for the vote on V. Consent Agenda, c. Personnel Actions, 2. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS New assignments 2019-2020 School year, lxxiii. Teresa Michelle Varney Title I interventionist WK8 (effective Sep. 3, 2019).

Mrs. Grace left the room at 5:34 p.m.

Mr. Starr made a motion to approve item xlviii. Teresa Michelle Varney Title I interventionist. Mr. Slone seconded that motion. The motion carried with a vote of 4/0.

Mrs. Grace re-entered the room at 5:34 p.m.

The Board moved forward to part **VI. Departmental Updates, b. Maintenance Report – William Hensley**

Mr. Hensley addressed the Board with the department update. There was a question and answer period. Items of topic: A/C units, gym floors, outdoor restroom facilities at TVHS .

VI. Departmental Updates

a. Treasurer’s update – Beth Daniels

Mrs. Daniels addressed the Board with updates from the Finance offices. Items discussed were: pay adjustments, financial statements and status, P-card, grant funds, and monies for safety cameras. There were questions and answers.

Mrs. Starr made the motion to accept the Treasurer’s update as presented. Mr. Slone seconded that motion. The motion carried with a vote of 5/0.

b. Maintenance Report – William Hensley – Attachment U2

See lines 329-330 for the maintenance update.

c. Office of Early Learning – Dr. Sabrina Runyon

Dr. Runyon announced Title I would be purchasing ‘Stop the Bleed’ for every classroom in every Pre K-8 school. Department updates included: home visitations, English Learners who tested out of ESL, Pre-K enrollment (its up), National Title I Conference, working with Child Advocacy Center on starting Grandparents as Parents program, and books given to children in Mingo County through the Literacy Grant – over 50,000. She was thankful for the additional Social Worker in our schools.

d. 2019 General Summative Assessment results – Lesia Sammons

Mrs. Sammons addressed the Board. The team approach she explained would help improve classroom instruction and achievement for our students. Her power point was a brief summary of our test results. Our scores are not where we want to be right now. Benchmarking assessments have started for grades three through eight. This type of testing would show growth for students and teachers.

361 **VII. General Considerations**

362 **a. West Virginia State Financial educational programs – Barbara Harmon, WV State Treasurer’s office**

363 Mrs. Harmon-Ray addressed the Board. The State Treasurer’s Office is sponsoring three programs.

364 The program NetWorth is also known as “Get a Life Program”. Students would simulate personal budgeting
365 using a given certain set of criteria. This is to help them make better choices for the future (college or
366 vocational training).

367 Another program is the 529 College Savings Plan. There is a “When I Grow UP” essay contest. Winners
368 receive monies toward a SMART529 College Savings Account. There is a teacher essay contest for even more
369 cash prizes.

370 WVABLE is a savings and investment solution for people with disabilities. Money could be saved in this
371 program without losing other benefits such as Medicaid or SSI.

372 ~~**b. Discussion on Professional Development – MCEA and AFT members**~~

373 This item was removed from the agenda.
374
375

376 **c. Discussion and possible action of policy 3120.12 Hiring of substitute teachers in areas of**
377 **critical need and shortage. (Allows retired teacher to work past 140 days in areas of critical need)**

378 Mr. Spence explained this policy and noted it would need to go in front of the State Board of Education for
379 approval.
380

381 Mr. Preece moved to approve policy 3120.12. Mr. Baisden seconded that motion. The motion passed with a
382 vote of 5/0.
383

384 **VIII. Board Member Comment Period**

385 There were comments and questions from Board members.
386

387 **IX. Superintendent’s Update**

388 Mr. Spence informed the Board that our enrollment was down 75 students compared to first month report
389 from last year. There would be a Special Board Meeting on September 26, 2019 at 10 a.m. He had a handout
390 with many interesting facts about WV education as a whole. (Pre K started in Mingo County and is now
391 Nation wide and we are 1st in the Nation in school breakfast participation.) October 7, 2019 the State
392 Department will be at Mingo Central High School on a ‘Listening Tour’. Everyone invited. He spoke about our
393 Policy procedures. Neola is the company that keeps our policies current with Legislative updates.
394

395 **X. Adjournment**

396 Mr. Starr made the motion to adjourn. Mr. Baisden seconded the motion. The motion carried with a vote of
397 5/0. The time was 6:57 p.m.
398
399

400 **Next Regular Meeting**

401 October 15, 2019