

# MINUTES

Board of Education for the County of Mingo  
110 Cinderella Road  
Williamson, West Virginia 25661

## Special Meeting

**For the purpose of selecting Board of Education Replacement member, Personnel actions,  
Departmental updates and general considerations**

August 9, 2018  
5:00 pm

### I. Call to Order

President Sabrina Grace called the meeting to order. The time was 5:04.

**Board Members present:** Vice President James Baisden, John W. Preece, President Sabrina Grace, and Tom Slone.

Superintendent Donald Spence attended.

**Members of the Press in attendance:** Bruce Justice of the Mingo Messenger; Kyle Lovern of the Williamson Daily News

**Central Office staff in attendance:** Johnny Branch, Assistant Superintendent; Rocky Hall, Director of Human Resources; Beth Daniels, CSBO / Treasurer; Virginia Mounts, Technology Integration Facilitator

### II. Pledge of Allegiance

Mr. Baisden led the pledge of allegiance.

### III. Interview and selection of Board of Education replacement member

Mr. Slone made a motion to go into executive session. Mr. Preece seconded that motion. The motion carried with a vote of 4/0. The time was 5:05.

The Board returned from Executive Session at 5:21. There was no action taken.

Mr. Preece made a motion that Robert Starr be appointed to the vacant position on the Board of Education. Mr. Slone seconded that motion. The motion carried with a vote of 4/0.

### IV. Consent Agenda

#### a. Bills

##### i. Payment of Bills

1. Bills presented for approval through July 27, 2018. The invoice list is available for review during public hours two business days prior to the meeting.

Special Projects - \$387,799.86

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44  
45 **b. Personnel Actions**

46 **i. PROFESSIONAL PERSONNEL**

47 **1. New employment or Transfer into existing positions**

- 48 a. Jamie Meddings Teacher / Grade 5 KP8 (effective Aug. 13, 2018)  
49 b. Shirley Mounts Teacher / Special Education BK8 (Pending Certification) (effective Aug. 13, 2018)  
50 c. Sarah Caudill-Chapman Teacher / Grade 1 WK8 (effective Aug. 13, 2018)  
51 d. \_\_\_\_\_ Teacher / Grade 5 LK8 (Pending Certification) (effective Aug. 13, 2018)  
52 e. Amanda Copley-O'Brien Teacher / Business Education, TVHS (Pending Certification) (effective  
53 Aug. 13, 2018)  
54 f. Tara Wolford Teacher / Science LK8 (Pending Certification) (effective Aug. 13, 2018)  
55 g. Gregory Murphy Teacher / Social Studies LK8 (Pending Certification) (effective Aug. 13, 2018)  
56 h. \_\_\_\_\_ Teacher / Pre-K (Special Needs) MK8 (Pending Certification) (effective Aug. 13, 2018)  
57 i. \_\_\_\_\_ Teacher / Science MK8 (Pending Certification) (effective Aug. 13, 2018)  
58 j. \_\_\_\_\_ Teacher / Social Studies BK8 (Pending Certification) (effective Aug. 13, 2018)  
59 k. \_\_\_\_\_ Teacher / PE DES (Pending Certification) (effective Aug. 13, 2108)  
60 l. Katherine Runyon Teacher / Math LK8 (Pending Certification) (Aug. 13, 2018)  
61 m. Andrea Sloan Teacher / Grade 1 GK8 (Pending Certification) (effective Aug. 13, 2018)  
62 n. Wanda Robertson substitute teacher (effective Aug. 13, 2018)  
63 o. Morgan Henson substitute teacher (effective Aug. 13, 2018)  
64 p. Susan Moore substitute teacher (effective Aug. 13, 2018)  
65 q. Krystal Hall Teacher / Librarian .5 WK8 .5 MK8 (pending certification) (effective Aug. 13, 2018)  
66 r. Keri Varney Teacher / Special Education WK8 (effective Aug. 13, 2018)  
67 s. Quinn Miller Teacher / Health and PE MCHS (effective Aug. 13, 2018)  
68 t. Ashley White Assistant Principal KK8 (effective Aug. 10, 2018)

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70 **2. Transfer into existing position**

- 71 a. Jamie Heflin Teacher / Science LK8 to Teacher / Grade 4 LK8 (effective Aug. 13, 2018)  
72 b. Melissa Smith Teacher / Math LK8 to Teacher / Grade 5 WK8 (effective Aug. 13, 2018)  
73 c. Melody Sincell Teacher / Grade 4 GK8 to Teacher / Grade 5 MK8 (effective Aug. 13, 2018)  
74 d. Jeffery Reynolds Teacher / Option Pathway .5 MCHS and .5 TVHS to Teacher / Options Pathway-  
75 Academic Support Teacher TVHS (effective Aug. 13, 2018)  
76 e. Brittany Elkins Smith Teacher / Grade 5 MK8 to Teacher Grade 1 MK8 (effective Aug. 13, 2018)

77  
78 **3. Resignation**

- 79 a. LeeAnn Blankenship Teacher / Business TVHS (effective Aug. 2, 2018)  
80 b. Sharon Millirones Teacher / Grade 5 LK8 (effective Aug. 1, 2018)  
81 c. Teresa McCoy Teacher / Grade 5 WK8 (effective Aug. 3, 2018)

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83 **4. Request for creation of new position**

- 84 a. Teacher / Grade 6 WK8 (effective Aug. 8-10, 2018)  
85 b. Teacher / Special Education DES (effective Aug. 8-10, 2018)

- c. Teacher / Options Pathway-Academic Support Teacher MCHS (effective Aug. 10, 2108)

**5. Rescind**

- a. Cameron Smith Transfer from Teacher / Social Studies MK8 to Teacher / PE MCHS (to remain as Teacher / Social Studies MK8).

**6. Abolishments**

- a. Teacher / Option Pathway .5 MCHS and .5 TVHS

**ii. PROFESSIONAL EXTRACURRICULAR ASSIGNMENTS**

**1. New Assignment 2018-2019**

- a. Charles G. Chapman Coach Volleyball TVHS (effective Aug. 10, 2018)  
b. Stephanie Endicott Coach Girls Basketball GK8 (effective Aug. 10, 2018)  
c. Alisha Canterbury Coach Volleyball LK8 (pending certification) (effective Aug. 10, 2018)  
d. Caressa Muncy Assistant Coach Cheer KK8 (pending certification) (effective Aug. 10, 2018)  
e. LeeAnn Blankenship Coach Girls Basketball KK8 (pending certifications) (effective Aug. 10, 2018)  
f. Andrea Brinager Parent / Community Engagement and Communications Coordinator DES  
g. Lisa Vance Parent / Community Engagement and Communications Coordinator DES  
h. Sondra Woods (Pruitt) Parent / Community Engagement and Communications Coordinator BK8  
i. Summer Pruitt Parent / Community Engagement and Communications Coordinator BK8  
j. Erin Oliver Wellness Coach BK8  
k. Eric Starr Parent / Community Engagement and Communications Coordinator TVHS  
l. Christopher Harris Parent / Community Engagement and Communications Coordinator TVHS  
m. Stella Brumfield Parent / Community Engagement and Communications Coordinator KK8  
n. Marsha Deskins Parent / Community Engagement and Communications Coordinator KK8  
o. Barbara Fields Parent / Community Engagement and Communications Coordinator MK8  
p. Tondra Elkins Parent / Community Engagement and Communications Coordinator MK8  
q. Stephanie Fabin Parent / Community Engagement and Communications Coordinator WK8  
r. Staci Gillman Parent / Community Engagement and Communications Coordinator WK8  
s. Jaclyn Baisden Hall Wellness Coach DES  
t. Amanda Lovern Wellness Coach WK8  
u. Melissa Hackney Wellness Coach MK8  
v. Clay Campbell Wellness coach GK8  
w. Rita Hardin PERC Itinerant MCS  
x. Chrystal Lackey PERC Itinerant MCS  
y. LaDonna Davis PERC Itinerant MCS  
z. Gena Gillman PERC Itinerant MCS  
aa. Erica Farley PERC Itinerant MCS  
bb. Annie Wellman PERC Itinerant MCS  
cc. Kim Hensley PERC Itinerant MCS  
dd. Debbie Mitchell PERC Itinerant MCS

128       **2. Resignation**

- 129       a. Jeremy Davis Computer Systems Operator BK8 (effective Aug. 2, 2018)  
130       b. Maxine Colegrove Coach Volleyball TVHS (effective July 25, 2018)  
131       c. Kevin Hatfield Coach Basketball MCHS (effective July 26, 2018)  
132       d. Justin Kirk Coach Football KK8 (effective Aug. 7, 2018)  
133       e. Henry Clay Moore Coach Volleyball MK8 (effective Aug. 6, 2018)

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135   **iii. SERVICE PERSONNEL**

136       **1. New employment into existing position**

- 137       a. Christi Curry Cook II BK8 (from substitute list) (effective Aug. 10, 2018)  
138       b. Heather Newsome LPN Itinerant MCS (pending certification) (effective Aug. 13, 2018)

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140       **2. New employment or transfer into existing position**

- 141       a. Dreama Pruitt Custodian III MCHS to Custodian III WK8 (effective Aug. 10, 2018)

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143       **3. Retirement**

- 144       a. Kathy P. Rutledge Aide IV / Early Childhood Classroom Assistant Teacher II BK8 (effective Aug. 13,  
145       2018)

146   **End Consent Agenda**

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148       Items q, r, s, t, were pulled for discussion.

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150       Mr. Baisden made the motion to approve the consent agenda minus the items pulled. ( **b. Personnel**  
151       **Actions, I. PROFESSIONAL PERSONNEL, 1.New employment or Transfer into existing positions, q.**  
152       Krystal Hall Teacher / Librarian .5 WK8 .5 MK8 (pending certification) (effective Aug. 13, 2018), r. Keri  
153       Varney Teacher / Special Education WK8 (effective Aug. 13, 2018), s. Quinn Miller Teacher / Health and  
154       PE MCHS (effective Aug. 13, 2018), t. Ashley White Assistant Principal KK8 (effective Aug. 10, 2018)  
155       Mr. Preece seconded that motion. The motion carried with a vote of 4/0.

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157       Mr. Preece made the motion to move into Executive Session for discussion of personnel items. Mr.  
158       Baisden seconded that motion. The motion carried with a vote of 4/0. The time was 5:37 p.m.

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160       The Board moved out of Executive session at 6:35 p.m. No decisions had been made during Executive  
161       Session.

162  
163       Regarding position **b. Personnel Actions, I. PROFESSIONAL PERSONNEL, 1.New employment or**  
164       **Transfer into existing positions, q.** Krystal Hall Teacher / Librarian .5 WK8 .5 MK8 (pending  
165       certification) (effective Aug. 13, 2018): Mr. Baisden made a motion to approve that position. Mr. Slone  
166       seconded that motion. Those in favor were Mr. Slone and Mr. Baisden. Those opposed were Mrs.  
167       Grace and Mr. Preece. The vote was a tie, 2/2. Motion was not approved.

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Mr. Baisden made a motion to approve position **b. Personnel Actions, I. PROFESSIONAL PERSONNEL, 1.New employment or Transfer into existing positions,** r. Keri Varney Teacher / Special Education WK8 (effective Aug. 13, 2018). Mr. Preece seconded that motion. The motion carried 4/0.

Mr. Preece made the motion to approve position **b. Personnel Actions, I. PROFESSIONAL PERSONNEL, 1.New employment or Transfer into existing positions** s. Quinn Miller Teacher / Health and PE MCHS (effective Aug. 13, 2018). Mr. Baisden seconded that motion. The motion passed with a vote of 4/0.

Mr. Preece made the motion to approve position **b. Personnel Actions, I. PROFESSIONAL PERSONNEL, 1.New employment or Transfer into existing positions** t. Ashley White Assistant Principal KK8 (effective Aug. 10, 2018). Mr. Baisden seconded that motion. The motion carried with a vote of 4/0.

#### **V. Departmental updates**

##### **a. Policy 4373 - Expected Behavior in Safe and Supportive Schools Drema Dempsey and Dr. Johnny Branch**

There was a handout. Policy 4373 is the state student discipline policy. The policy addresses safety for staff and students. It supports a safe environment for learning in our schools; and each member of the staff plays a part. The policy allows schools to create the right atmosphere to improve behaviors and the school climate. There will be an Implementation Team selected by each school.

##### **b. Professional Development – Dr. Johnny Branch**

Policy 5500 is the Professional Learning Policy that supports the goals of West Virginia Board of Education. Each School Professional Learning Committee (SPLC) will consist of the Principal, the Instructional Coach, two Regular Education Teachers, one Special Education teacher, and the Faculty Senate Chair. The SPLC's will determine what Professional Learning to offer at their school; and send completed proposals to the District Office. Schools will have a budget to use.

#### **VI. General Considerations**

##### **a. Discussion and action regarding provisional placement of classroom teachers pending board action through September 30.**

In order to get teachers in classrooms, Human Resources would like to be able to place certified people in positions before Board Meeting.

Mr. Preece made a motion to allow this provisional filling of positions until September 30, 2018. Mr. Baisden seconded that motion. The motion carried with a vote of 4/0.

##### **b. Discussion and action regarding approval of county milk vendor for 2018-2019.**

Mr. Spence presented. Our county is bidding with ten other counties. United Dairy was the lowest bidder and the bid price is lower than last year.

Mr. Preece made the motion to use United Dairy as our milk vendor for the 2018-2019 school year. Mr. Slone seconded that motion. The motion carried with a vote of 4/0.

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**c. Discussion and action regarding selection of county audit firm for 2018, 2019 and 2020.**

Mrs. Daniels addressed the Board. A committee made up of a Board Member, the Superintendent, a Community Representative, and two members of the Finance Office reviewed three audit firm proposals. The State Auditor's Office provided criterion used. The Fife Jones audit firm of Huntington, WV won the review.

Mr. Preece made the motion to approve Fife Jones as the audit firm to use for 2018, 2019, and 2020. Mr. Baisden seconded that motion. The motion carried with a vote of 4/0.

**d. Discussion of safety precautions in schools**

Mr. Spence addressed the Board. He went over safety training that took place at the end of last school year. Schools will be updating their Crisis Response plans, practicing fire drills and lock-down-in-place drills. Comments were made by Board Members.

**e. Discussion of High School athletic facilities up-date- Mr. Daniel Dean, Mingo Central Dr. Doug Ward, Tug Valley High**

Dr. Ward addressed the Board regarding the facilities at Tug Valley High School. There was a power point. Items among discussion were the Football, Softball, and Baseball fields. Items needed were press box restoration, hand railing for bleachers, restroom/concession areas, paved parking, and lighting for those facilities.

Mr. Dean and Dr. Kinder addressed the Board regarding the facilities at Mingo Central Comprehensive High School. There was a power point. Items among discussion were paving the parking lot at the football field; rough grading at the baseball field; and the hope of having the softball field graded and fenced by end of September. Baseball and softball needs include: a playing surface on fields, drains, top soil (for baseball area) water, sewer, electrical lines, turf, score boards, dug outs, press box, restrooms, storage, batting cages, bleachers, and lights. Future needs/hopes mentioned were tennis courts, soccer field, and cross-country running trail.

**f. Discussion and action regarding use of proceeds upon receipt of final payment from the Williamson properties.**

The Re-Development Authority is making the last payment in one lump sum next week (\$140,000.00). Mr. Spence would like the funds to be split evenly among the high schools to use at their discretion for the prioritized items they have presented.

Mr. Baisden made the motion to split the monies between the two schools to use for their high school athletic facilities. Mr. Preece seconded the motion. The motion carried with a vote of 4/0.

Mr. Spence was at the Gilbert Pre K-8 project today; and there was a lot of activity. Contractors made assurances that things would be finished. Mr. Spence was concerned that teachers would not have adequate time for their classrooms. He suggested teachers start on Monday 8-13-18, and the students start on the next Monday 8-20-18.

**VII. Adjournment**

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256 Mr. Baisden made the motion to adjourn. Mr. Preece seconded that motion. The motion carried with a  
257 vote of 4/0. The time was 9:24 p.m.

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259

260 ***Next Regular Meeting***

261 August 21, 2018

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