

MINUTES
November 19, 2013
Lincoln County Board of Education

The Lincoln County Board of Education met in regular session on Tuesday, November 19, 2013 at 6:00 p.m. at the county office in Hamlin.

- I. **Call to order** – The meeting was called to order by President Priestley. Those present: Steve Priestley, Larry Wilkerson, Fred Curry, Gary McCallister, Carol Smith, and Superintendent Patricia Lucas.
Pledge of Allegiance

- II. **Approval of minutes** – Motion by Carol Smith, second by Gary McCallister to approve minutes of the November 5, 2013 regular meeting.
All yes vote.

- III. **Presentations**

Dana Smith, Maintenance Director, presented an update to the Board on facility upgrades and repairs as well as a webinar from School Dude that provided details on the expansion of School Dude to track maintenance costs and inventory for maintenance and food service.

Russ Adkins, representing the LCHS Marching Band parents, addressed the Board to discuss concerns regarding the lack of a practice area for the band and provided information regarding the construction of a field behind the school near the pond. The Board agreed to consider all suggestions and work with administration in providing a practice facility.

Rod Cummings, Transportation Director, addressed the Board with a proposal to purchase Exak Time Job Clock, a program that records work time for drivers and bus aides using an android device and then transmits to the payroll department, wirelessly. This system would provide greater accountability and save time involved in preparing payroll reports from this department.

Bev Stump, representing LegalShield, provided information about a payroll deduction program that could be made available to interested employees that would provide identity theft protection as well as the services of attorneys for any legal issue except any action taken by an employee against their employer. The Board agreed to take the matter under advisement.

Jeremy Radabaugh, with WVEA, presented information concerning efforts underway by WVEA to seek Legislative support for competitive pay increases for teachers and service personnel in the state. Mr. Radabaugh presented a Resolution for Board adoption at the next meeting to support these efforts.

IV. **Administrative** – Motion by Larry Wilkerson, second by Gary McCallister to approve administrative items as presented:

- A. Approval of new and/or revised policies and administrative guidelines for 30 day public review and comment as follows: (policies are available for review at <http://boe.linc.k12.wv.us/Information/ParentResources/Policies>)

Evaluation of Administrators	1530	(revised)
Evaluation of School Leaders	1530.01	(new)
Alternative Delivery of Educational Programs	2370	(revised)
Employment of Professional Personnel	3120	(revised)
Transfer (Professional Personnel)	3130.01	(revised)
Vacancies-Professional Positions	3132	(revised)
Weapons (Professional Personnel)	3217	(revised)
Daily Planning Period	3270	(revised)
Employment of Service Personnel	4120	(revised)
Employment of Personnel in Summer School	4120.05	(technical correction)
Assignment and Transfer of Service Personnel	4130	(revised)
Weapons (Service Personnel)	4217	(revised)
Graduation Requirements	5460	(revised)
Bullying	5517.01	(revised)
Anti-Harassment of Persons with Disability	5517.02	(revised)
Weapons	5772	(revised)
Weapons	7217	(revised)

Evaluation of Coaches/Assistant Coaches 3220A (new administrative guideline)
 (Delete policy 3220.01 Evaluation of Coaches/Assistant Coaches and replace with above AG)

- B. Agreements with the following as Supervisory Aides for the 2013-2014 school year, in accordance with the provisions of W. Va. Code §18A-5-8:

Ramona Branam – LCHS
 Mitzi Roberts – Midway Elementary
 Catherine Triplett – LCHS

- C. School Volunteers, who on occasion may also serve as bus chaperones or provide transportation for students to and from athletic events, academic competitions or school outings, who have provided proof of private vehicle liability insurance and have completed volunteer orientation.

<u>LCHS</u>	<u>Duval PK8</u>
Leshia Vickers	Mollie Holley
David Vickers	

All yes vote.

Action to revise Salary Schedule #17 with the addition of a Secondary Assistant Band Director Level IV was tabled until further information is received.

- V. **Finance** – Motion by Carol Smith, second by Gary McCallister to approve finance items as presented:

A. Schedule of invoices totaling \$391,792.74, and attached hereto.

B. In Lieu of Transportation payments as follows for the 2013-2014 school year:

Gabriel Roberts	Alexis Farley
Caleb Farley	Landon Farley
Carlee Vannatter	Verlin Sergent

Chasity Stevens	Ron Hammond
Matthew Roberts	Nathaniel Roberts
Hannah Smith	Siessa Mendez
Braydon Mendez	

C. A county pension for the following retired employees under Option A Plan: (paid from county excess levy funds)

<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>AMOUNT</u>	<u>YRS SERVICE</u>
Sherry L. Adkins	10/1/13	\$36.34	27.206
Reba Banks	8/1/13	\$37.88	30.90
Vickie Damron	8/1/13	\$41.30	39.122
Michael Skeens	8/1/13	\$35.65	25.550

D. Budget Supplements totaling \$120,761.00

E. Budget Transfers totaling \$838,118.77

F. October 2013 Monthly Financial Statement (review only)

All yes vote.

VI. **Personnel** – Motion by Carol Smith, second by Fred Curry to meet in executive session at 8:07 p.m. to discuss personnel, as provided for in W. Va. Code 6-9A-4.

All yes vote.

On a motion by Larry Wilkerson, and second by Gary McCallister, the Board returned to open session at 8:42 p.m. at which time President Priestley stated that no decisions had been made or votes taken during the executive session.

All yes vote.

Motion by Carol Smith, second by Gary McCallister to approve the personnel schedule as recommended by the superintendent:

EMPLOYMENT OF SHORT/LONG TERM SUBSTITUTE PROFESSIONAL PERSONNEL

<u>NAME</u>	<u>CERTIFICATION</u>	<u>EFFECTIVE</u>
Kathy Hastings	English 5-AD, Family/Consumer Science 5-AD	2013/2014
April Roach	Bio Science 9-AD, Chemistry 9-AD, Gen Sci 5-AD, Social Studies 5-AD	2013/2014
Cory Hessler	Music PK-AD	2013/2014
Pam Dice	School Nurse	2013/2014

TRANSFER OF PROFESSIONAL PERSONNEL

<u>NAME</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECTIVE</u>
Kristie Adkins	West Hamlin Elem Teacher	Hamlin PK8 Teacher	2014/2015

EMPLOYMENT OF SUBSTITUTE SERVICE PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
Jeremy Spence	Sub Mechanic	11/20/13

EMPLOYMENT OF SERVICE PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
Cathy Frye	Harts PK8 Cook II .5 (5:30 am-9:00am)	11/20/13
April Pridemore	Hamlin PK8 Sp Ed Aide II	11/20/13
Brenda Frye	Midway Elementary Sp Ed Aide II	11/20/13
Sherry Adkins	LCHS Sp Ed Aide II	11/20/13

TRANSFER OF SERVICE PERSONNEL

<u>NAME</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECTIVE</u>
Ray McCloud	Harts PK8 Custodian III (10:00 am – 6:00 pm)	Harts PK8 Custodian III (6:00 am – 2:00 pm)	11/20/13
Amy Adkins	LCHS Secretary II/Acct II (220)	Central Office Sp Ed Secretary III (240)	11/20/13
Bradley Merritt	Bus Operator Rt 8	Bus Operator Rt 39	11/20/13

EMPLOYMENT OF EXTRA CURRICULAR PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
Brian Crist	Hamlin PK8 Auxiliary Coach Basketball/Baseball	2013/2014
Bradley Likens	Hamlin PK8 Auxiliary Coach Basketball/Baseball	2013/2014
Greg Rusk	LCHS Auxiliary Coach Basketball Boys	2013/2014
Todd Curry	Duval PK8 Asst Coach Basketball Girls	2013/2014
Michael Curtiss	Harts PK8 Coach Wrestling	2013/2014

Jamie Stratton	Hamlin PK8 Coach Wrestling	2013/2014
Gloria Tomblin	Ranger Elem Afterschool Teacher T-W-Th	2013/2014
Holley Baumgartner	Hamlin PK8 Afterschool Teacher T-W-Th	2013/2014
Angela Howard	Midway Elementary Afterschool Teacher T-W-Th	2013/2014
Robin Toney	County Mentor/Harts Elem Ed	2013/2014
Dionne Lucas	County Mentor/Itinerant (WHE/Hamlin) Sp Ed	2013/2014
Bill McCloud	County Mentor/LCHS Math	2013/2014
Merlene Stratton	West Hamlin Elem Mentor for Students at Risk	2013/2014
Emery Adkins	GVMS Auxiliary Coach Basketball Boys	2013/2014

LEAVE OF ABSENCE

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Barbara Pennington	GVMS Cook III/Café Mgr	9/12/13-1/1/14
Robin Simpkins	Hamlin PK8 Cook II	11/12/13-11/21/13

RESIGNATION/RETIREMENT

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Greg Crist	Hamlin PK8 Coach Basketball Boys	10/30/13 resign

Rescind the November 5, 2013 employment of April Pridemore Sp Ed Aide II at Midway Elementary.

All yes vote.

VII. Comments/Concerns

- Harts PK8 update-Superintendent Lucas presented an update on the Harts PK8 facility regarding projects that had not been completed during the construction phase. The major items still needed include classroom signage and the completion of safety access.
- Legal Update

On a motion by Gary McCallister, and second by Fred Curry, the Board met in executive session at 8:50 p.m. to discuss legal issues relating to personnel, as provided for in W.Va. Code §6-9A-4.

All yes vote.

On a motion by Larry Wilkerson, and second by Carol Smith the Board returned to open session at 9:52 p.m. at which time Mr. Priestley stated that no decisions had been made or votes taken during the executive session.

All yes vote.

- VIII. **Adjournment** – Motion by Carol Smith, second by Larry Wilkerson to adjourn until November 22, 2013 at 10:00 a.m. at the Court House Annex in Hamlin. The next regular meeting will be held at 6:00 p.m. on December 3, 2013 at Harts PK8. All yes vote.

Date Approved _____

President _____

Secretary _____