

Date: January 12, 2016

Kind of Meeting: Regular

Where Held: Taylor County Board of Education Office

Presiding Officer: Austin Upton

Members Present:

- Richard Teagarden
- Melissa Knotts
- Austin Upton
- Clark Sinclair
- Kathy Green, Superintendent

Members Absent:

Judith Barney via phone

Also Attending:

- Drew Rottgen, Treasurer
- Gatha Costilow, Secretary

I. CALL TO ORDER – Mr. Upton called the meeting to order at 6:00 p.m.

II. ROLL CALL – Members present: Austin Upton, Richard Teagarden, Melissa Knotts, Clark Sinclair, and Kathy Green, Superintendent. Judith Barney participated via phone.

(It is the practice of our Board of Education to begin our meetings with prayer and the Pledge of Allegiance. We invite you to bow your heads for prayer and stand to join us in the pledge if you so choose.)

III. INVOCATION – Mr. Upton gave the invocation.

IV. PLEDGE OF ALLEGIANCE – Mr. Teagarden led the pledge of allegiance.

V. APPROVAL OF THE AGENDA, AGENDA ADJUSTMENT AND/OR AGENDA ADDENDUM

The superintendent respectfully requested approval of the agenda as presented.

Recommendation: Motion: Mr. Teagarden 2nd: Mr. Sinclair Yeas 5 Nays 0

16-07-1000 INFORMATION

Levy Update – Drew Rottgen

Mr. Rottgen gave the Board an update of things completed for the levy and the following topics were discussed: early voting, required newspaper ads, and filled positions at the precincts.

Attendance Update – Jenny McCarthy

Ms. McCarthy informed the Board of Taylor County attendance for the month of December and the following topics were discussed: number of increase and decrease in students at each school, homeschool, homebound, drop outs, ALC, magistrate court, DHHR – MDT meetings, and three and five day letters for truancy.

Sprigeo – Kathy Green

Miss Green introduced to the Board the new Sprigeo program which is an anti-bullying program. She explained that the principals have been trained and the teachers and staff will also be trained. Each student will receive a letter and a business card. This program has the ability for a free app to be scanned to the student or parent’s cell phone. When the student or parent sends the filled in form, which is obtained from the free app, the report goes to the school principal and Miss Green.

Superintendent's Update

Miss Green informed the Board of the following: cancelled spelling bee at Taylor County Middle School, and the 10 year celebration at West Taylor Elementary School and all activities were cancelled for January 12, 2016 due to inclement weather.

Board Members Updates

Mr. Upton attended the December 22, 2015 meeting at the Taylor County Board of Education with some of the legislature and the following topics were discussed: Attendance, SBA and the lengthy process for obtaining SBA funding.

Board Committee Meeting Reports - None

16-07-2000 MINUTES – POLICIES – CONTRACTS – AGREEMENTS

MINUTES

The superintendent respectfully requested approval of the minutes for the special meeting on December 21, 2015, and the regular meeting on December 8, 2015 and December 15, 2015.

Recommendation: Motion: Mrs. Barney 2nd: Mr. Sinclair Yeas 5 Nays 0

Item pulled _____

POLICIES

THIRD READING - Volume 8 Nunumber 2

- 2301 1130 Conflict of Interest
- 2302 1630.01 FMLA Leave

2303	260.01	Section 504/ADA Prohibition Against Discrimination Based On Disability
2304	2260.02	Single-Gender Classes and Activities
2305	2230.03	Programs Of Study For Limited English Proficient Students
2306	2412	DELETE - Homebound/Hospital Instruction Program (Taylor County)
2307	2412	REPLACEMENT – Homebound/Hospital Instruction Program (Logan County)
2308	2461	Recording Of Board Meetings Involving Students And/Or Parents
2309	3113	Conflict Of Interest
2310	3120.04	Employment of Substitutes
2311	3120.08	Employment Of Personnel For Extra-Curricular Activities
2312	3160	Physical/Mental Examination
2313	3160.01	Tuberculosis Examination
2314	3165	Use Of Epinephrine Auto Injectors By Personnel
2315	3217	Weapons
2316	3430.01	FMLA Leave
2317	4113	Conflict Of Interest
2318	4120	Employment Of Service Personnel
2319	4120.04	Employment Of Substitutes
2320	4120.08	Employment Of Personnel For Extra-Curricular Activities
2321	4131	Reduction In Force – Service Personnel
2322	4130.01	Tuberculosis Examination
2323	4160	Physical/Mental Examination
2324	4165	Use Of Epinephrine Auto Injectors By Personnel
2325	4217	Weapons
2326	4430.01	FMLA Leave
2327	5200	Attendance
2328	5320	Immunization
2329	5321	Tuberculin Skin Test
2330	5330	Use Of Medications
2331	5330.02	Self-Administered Medication And Epinephrine Use
2332	5460	Graduation Requirements
2333	5517.02	Sexual Violence
2334	5517.03	Anti-Harassment Of Persons With A Disability
2335	5530	Substance Abuse Prevention
2336	6230	Annual Operating Budget
2337	6320	Purchases
2338	6510.01	Employee Pay
2339	6705	Wage Payment And Collection
2340	7217	Weapons
2341	7510	Use of County Facilities
2342	8210	School Calendar
2343	8220	School Day
2344	8310	Public Records
2345	8452	Automated External Defibrillators (AED)
2346	8462	Student Abuse And Neglect
2347	8500	Food Services
2348	8510.01	Child Nutrition Standards

Resolved, that the bylaws and policies printed and codified in the comprehensive document entitled “Bylaws and Policies of the Taylor County Board of Education” are hereby adopted and that all bylaws and policies heretofore adopted by the Taylor County Board are hereby rescinded, further be it

Resolved, that in the event any policy, part of a policy or section of the bylaws is judged to be inconsistent with law, inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies and parts of policies shall remain in full effect.

The superintendent respectfully requested approval of items # 2301 - # 2348 in the 2000 series.
Recommendation: Motion: Mr. Sinclair 2nd: Mr. Teagarden Yeas 5 Nays 0
Item pulled _____

16-07-3000 CONSENT CALENDAR

PURCHASE ORDERS

- 3118 **CDW Government, LLC**, in the amount of \$7,375.82 to purchase 15 HP Pro-book Education Edition computers for Anna Jarvis Elementary School. Funding source: Excess Levy

- 3119 **CDW Government, LLC**, in the amount of \$14,751.65 to purchase 30 HP Pro-book Education Edition computers for Taylor County Middle School. Funding source: Excess Levy

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- 3120 **CDW Government, LLC**, in the amount of \$14,751.65 to purchase 30 HP Pro-book Ed Edition mobile cart computers for creative arts, physical education, and health at Taylor County Middle School. Funding source: Excess Levy
- 3121 **CDW Government, LLC**, in the amount of \$14,751.65 to purchase 30 HP Pro-book Ed Edition computers for Grafton High School. Funding source: Excess Levy
- 3122 **Taylor County Board of Education**, in the amount of \$18,090.00 to provide poll workers for the special election on January 23, 2016. Poll workers designated as supply commissioners will be paid \$170.00 and all other poll workers will be paid \$160.00 for working the polls on Election Day. All poll workers and alternates will be paid \$20.00 for attending a mandatory training prior to Election Day. Funding source: Excess Levy.

CHAPERONES

3123 FES (3)
 Lambert, Chrissy
 Scarberry, Keisha
 Sheppard, Joette

3124 WTES (1)
 Seen, Rosheal

3125 TCMS
 Ashby, Joshua
 Davis, Kurtis
 Freeze, Carol
 Gregory, Jacqueline
 McNicholas, Melissa
 Myers, Sam
 Stolzenfels, Amanda
 Young, Autumn

McCarthy, Bryant
 Cheriyan, Carolyn
 Kisner, Destiny
 Davis, Jennifer

FIELD TRIP

3126 Michelle Fleming, Assistant Principal at Taylor County Middle, requested permission to take approximately 250 5th & 6th grader students on January 22, 2016 and approximately 250 7th & 8th grader students on January 15, 2016 to WISP Resort in McHenry, MD for a tubing trip. The group will be traveling via county school buses. Funding source: fundraising and student contributions

REQUESTS TO USE FACILITIES

3127 Eric Swick, with Dragon's Den, requested permission to use the Scotty Hamilton Gym from 7:30 a.m. to 6:00 p.m. on April 23, 2016 for a Martial Arts Tournament. Insurance active April 25, 2015 through April 26, 2015. This is an event insurance policy and has been requested to be provided before the tournament.

3128 Christy Cox, with Youth Wrestling, requested permission to use Grafton High School gymnasium, concession and vo-ag room from 6:00 a.m. to 8:00 p.m. on February 20, 2016 for a youth wrestling tournament. Insurance active November 1, 2015 through November 1, 2016.

The superintendent respectfully requested approval of items **# 3118 - # 3128** in the 3000 series.
Recommendation: Motion: Mrs. Knotts 2nd: Mr. Sinclair Yeas 5 Nays 0
 Item pulled _____

16-07-4000 FINANCIAL

Treasurer's Report

The superintendent respectfully requested approval of all items in the 4000 series.
Recommendation: Motion: Mr. Teagarden 2nd: Mr. Sinclair Yeas 5 Nays 0
 Item pulled _____

A list of these bills and/or copies of the bills themselves may be made available for review upon request.

16-07-5000 PERSONNEL – STUDENT MATTERS – LEGAL MATTERS

PROFESSIONAL PERSONNEL

5217 **SUBSTITUTE TEACHERS**
 Joel Louzy
 Sherry Dale
 Jessica Borders

EXTRACURRICULAR

- 5218 **Ethan Kline**, volunteer assistant coach for Boys' Baseball at Grafton High School. Effective 2015-2016 school year only.
- 5219 **Heidi Halbritter**, volunteer Head Swim Coach for Grafton High School. Effective for the 2015-2016 school year only.
- 5220 **Amy Bord**, morning tutor at Grafton High School. Effective for 2015-2016 school year only. Funding source: Mary F. Battle Educational Fund.

RETIREMENT

- 5221 **Jeanne O'Neil**, retirement as sixth grade teacher at Taylor County Middle School. Effective June 30, 2016.
- 5222 **Shelley Elsey**, retirement as sixth grade teacher at Taylor County Middle School. Effective June 30, 2016.
- 5223 **Doris Newcome**, retirement as sixth grade teacher at Taylor County Middle School. Effective June 30, 2016.

RESIGNATIONS

- 5224 **Lori Miller**, resignation as Speech/Language Pathologist at West Taylor Elementary School. Effective January 6, 2016.
- 5225 **Susan Spadafore**, resignation as in school assessment teacher at West Taylor Elementary School. Effective January 25, 2016.

LEAVE OF ABSENCE

- 5226 **Megan Howdyshe**, requesting maternity leave for the birth of her child in accordance with TCBE Policy 3430.01. Effective January 14, 2016 to March 10, 2016.

SERVICE PERSONNEL

EMPLOYMENT

- 5227 **Sandra Boice**, .5 Itinerant Supervisory Special Education Aide at Anna Jarvis Elementary School. Effective January 14, 2016. Funding source: General Current.

SUBSTITUTE COOKS

Carolyn Sheme
Melissa Mills

RETIREMENT

- 5229 **Kay Gibson**, retirement as bus operator (Meadland Road, Route 50, Brierview Apartments, Taylor County Middle School, Grafton High School, United Technical Center). Effective June 30, 2016.

RESIGNATIONS

- 5230 **Mary Losh**, resignation as substitute cook for Taylor County Schools. Effective 12/15/2015.
- 5231 **Patsy Stroupe**, resignation as substitute aide for Taylor County Schools. Effective January 4, 2016.
- 5232 **Lori Williams**, resignation as substitute cook. Effective January 6, 2016.

LEAVE OF ABSENCE

- 5233 **Cindy Payne**, requesting an extension of unpaid personal leave without cause in accordance with TCBE Policy 4430. Effective January 4, 2016 through January 31, 2016. This is an extension of a previous leave approved for November 17, 2015 to January 4, 2016.

The superintendent respectfully requested approval of items **# 5217 - # 5233** in the 5000 series.

Recommendation: Motion: Mr. Sinclair 2nd: Mr. Teagarden Yeas 5 Nays 0

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16-07-9000 FUTURE MEETINGS

January 26, 2016	6:00 p.m.	TCMS
February 9, 2016	6:00 p.m.	TCBE
February 23, 2016	6:00 p.m.	GHS
March 8, 2016	6:00 p.m.	TCBE

ADJOURNMENT: Motion by Mrs. Barney, 2nd by Mr. Sinclair to adjourn the meeting, all members concurring therein the meeting adjourned at 6:50 p.m.

ATTESTED:

Secretary of the Board

President of the Board