

Date: December 17, 2013

Kind of Meeting: Regular

Where Held: Taylor County Board of Education

Presiding Officer: Melissa Knotts

Members Present:

Austin Upton
 Melissa Knotts
 Alan DePiano
 Judith Barney
 Charles Maynard, Superintendent

Members Absent:

Richard Teagarden, via phone

Also Attending:

Kathy Green, Asst. Superintendent
 Drew Rottgen, Treasurer
 Gatha Costilow, Secretary

I. **CALL TO ORDER** – Mrs. Knotts called the meeting to order at 6:00 p.m.

II. **ROLL CALL** – Members present: Melissa Knotts, Alan DePiano, Judith Barney, Austin Upton and Charles R. Maynard, Superintendent. Mr. Teagarden 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** – Mrs. Barney gave the invocation.

IV. **PLEDGE OF ALLEGIANCE** – Mr. Upton led the Pledge of Allegiance.

V. **APPROVAL OF THE AGENDA AND AGENDA ADJUSTMENT**

The superintendent respectfully requested approval of the agenda as presented.

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

14-06-1000 INFORMATION

TCMS 6th Grade Choir – Ed Poling

Social Studies Presentation – Cindy Oliver

Mrs. Oliver gave the Board a brief overview of the Common Core Standards that pertain to Social Studies focusing on the 6th grade level. Also presented by Mrs. Oliver were information, references, and teaching strategies offered in the new Social Studies book adopted by the county this year.

Attendance Report – Becky Nicholas

Ms. Nicholas informed the Board of the following: enrollment, attendance rates, unexcused absences, Homebound, Homeschooled, court dates, truancy petitions, educational abuse and neglect petitions, MDT's, home visits, and notification of WESTEST availability was mailed to each homeschool parent.

Busing Concerns – Bob Maynard

Mr. Maynard was to recheck the Curve Bridge Road pertaining to busing concerns of a parent delegation on the December 3, 2013 meeting, and he reported that Mr. Thorn, Ms. Green and himself road a school bus which is the same size that travels this road daily. Mr. Maynard reported that there was not a safe turn around on the road and the last bus run reported to take place on Curve Bridge Road was in 1990. The bus driver then double chained the tires with manual chains and still had problems. Mr. Maynard recommended at this time no bus be put on that run as it is too dangerous.

Board Committee Reports - None

14-06-2000 MINUTES – POLICIES – CONTRACTS – AGREEMENTS

MINUTES

The superintendent respectfully requested approval of the minutes for the regular meeting on December 3, 2013.

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

Item pulled_____

AGREEMENTS

2160 The superintendent respectfully requested approval of an agreement with West Virginia University School of Medicine and Taylor County Schools, to provide student teaching experience for Exercise Physiologist, Occupational or Physical Therapists from November 14, 2013 through November 13, 2018. This is a continuation of a previous agreement.

- 2161** The superintendent respectfully requested approval of an agreement with Alderson Broaddus University and Taylor County Schools, to provide student teaching experience from July 1, 2013 through June 30, 2014. This is a continuation of a previous agreement.

The superintendent respectfully requested approval of items **# 2160 - # 2161** in the 2000 series.

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

Item pulled _____

14-06-3000 CONSENT CALENDAR

PURCHASE ORDERS

- 3099** **Alfred Nickles Bakery**, in the amount of \$10,000.00 for bread and bakery products during the second semester of the 2013-2014 school year. Funding source: 2013-2014 Child Nutrition Services
- 3100** **United Dairy**, in the amount of \$75,000.00 for milk and dairy products during the second semester of the 2013-2014 school year. Funding source: 2013-2014 Child Nutrition Services
- 3101** **SYSCO Pittsburgh**, in the amount of \$300,000.00 for main dish, selected pizza items, cheese & frozen eggs, frozen food, portion packed items, canned foods, staples & spices, paper products, cleaning supplies and small wares during the second semester of the 2013-2014 school year. Funding source: 2013-2014 Child Nutrition Services
- 3102** **USDA Donated Foods - WV**, in the amount of \$35,000.00 for processing and hauling fees assessed on donated foods items for the Child Nutrition program during the second semester of the 2013-2014 school year. Funding source: 2013-2014 Child Nutrition Services
- 3103** **City National Bank**, in the amount of \$10,000.00 for Lockbox Services for Meal Statements for the second semester of the 2013-2014 school year. Funding source: 2013-2014 Child Nutrition Services
- 3104** **Appalachian Tire Products Inc.**, for the purchase of tires for vehicles at a cost of \$10,000.00. Funding source: General Current.
- 3105** **Frey's Auto Supply**, for the purchase of vehicle parts and supplies for the transportation department at a cost of \$10,000.00. Funding source: General Current
- 3106** **Blue Bird Bus Sales of Pittsburgh, Inc.**, for the purchase of vehicle parts and supplies for the transportation department at a cost of \$15,000.00. Funding source: General Current
- 3107** **BB&T Bankcard Corporation**, for the purchase of supplies for the transportation department at a cost of \$10,000.00. Funding source: General Current.
- 3108** **BB & T Bankcard Corporation**, for the purchase of supplies for the maintenance department at a cost of \$20,000.00. Funding source: Excess Levy.
- 3109** **State Electric Supply Co.**, for the purchase of supplies for the maintenance department at a cost of \$10,000.00. Funding source: Excess Levy.

RESOLUTIONS

- 3110** The superintendent respectfully requested signatures on a resolution, for WVEA Teachers Association, in support of the adoption of a multi-year salary increase for professional and service personnel in the state of West Virginia to help close the salary gaps.
- 3111** The superintendent respectfully requested support of a resolution for the Affordable Care Act which reads as follows:
RESOLUTION ADOPTING MEASUREMENT PERIODS FOR DETERMINING FULL-TIME EMPLOYEE STATUS UNDER THE AFFORDABLE CARE ACT
WHEREAS the Patient Protection and Affordable Care Act ("ACA") includes Employer Shared Responsibility provisions that impose tax penalties on large employers that fail to offer Affordable, Minimum Value coverage under a qualifying health plan to substantially all full-time employees and their dependents by January 1, 2015;
WHEREAS it is the intent of the Taylor County Board of Education ("Board") to minimize exposure to such penalties by offering coverage under a qualifying health plan to substantially all full-time employees and their dependents, as set forth in this Resolution;
WHEREAS the ACA defines a full-time employee as one working on average at least 30 hours per week or 130 hours per calendar month;
WHEREAS an hour of service is defined as (1) each hour for which an employee is paid, or entitled to be paid, for the performance of duties for the employer, and (2) each hour for which an employee is paid, or entitled to

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be paid, on account of a period of time during which no duties are performed due to vacation, holiday, illness, incapacity (including disability), layoff, jury duty, military duty or leave of absence;

WHEREAS proposed federal regulations permit the following methods to be used to determine hours of service: (1) counting actual hours of service; (2) using a days-worked equivalency method, whereby an employee is credited with eight hours of service for each day for which the employee would be credited with at least one hour of service if counting actual hours; or (3) using a weeks-worked equivalency method, whereby an employee is credited with forty hours of service for each week for which the employee would be credited with at least one hour of service if counting actual hours;

WHEREAS it is sometimes uncertain whether employees working variable hours will satisfy the 30 service hours per week requirement;

WHEREAS large employers may determine the full-time status of variable hour employees by determining the average number of service hours performed by such employees over a certain measurement period;

WHEREAS the ACA permits the following measurement periods to be used to determine the service hours of variable hour employees and to determine the length of time during which full-time variable hour employees may elect to be covered under the applicable health plan:

Standard Measurement Period – a period lasting between 3 and 12 months during which an employer may look back to determine the number of service hours worked by a variable hour employee.

Stability Period – a period lasting at least six months or as long as the Standard Measurement Period, whichever is longer. An employee who satisfies the service hours requirement during the Standard Measurement Period must be covered under the health plan for the duration of the Stability Period, regardless of whether the employee satisfies the service hour requirement during the Stability Period (unless such employee is terminated during the Stability Period).

Administrative Period – a period lasting up to 90 days that separates the Standard Measurement Period and the Stability Period. The Administrative Period will overlap with the prior Stability Period. During this time, it will be determined which variable hour employees worked on average 30 hours per week or 130 hours per calendar month during the Standard Measurement Period, and such employees will be offered the opportunity to enroll in the applicable health plan.

NOW THEREFORE BE IT RESOLVED that the Board of Education of Taylor County, West Virginia, consistent with federal law, hereby adopts the following method for determining hours of service:

Effective November 1, 2013, the Board will use the days-worked equivalency method, and will credit each employee with eight hours of service for each day on which the employee would be credited with at least one hour of service if counting actual hours. In the event an employee works in excess of eight hours in a single work day, he or she will be credited with such excess hours in addition to the eight hours normally credited.

BE IT FURTHER RESOLVED that the Board of Education of Taylor County, West Virginia, consistent with federal law, hereby adopts the following measurement periods for ongoing variable hour employees:

Effective November 1, 2013, Standard Measurement, Administrative, and Stability periods for ongoing variable hour employees are hereby approved and set as follows:

Standard Measurement Period: November 1, 2013 to October 31, 2014;

Administrative Period: November 1, 2014 to December 31, 2014;

Stability Period: January 1, 2015 to December 31, 2015

The same periods set forth above will apply for subsequent years unless modified by the Board.

Breaks in employment lasting at least four consecutive weeks during which an employee is not credited with an hour of service will be excluded from the Standard Measurement Period. Such employment breaks will not be counted when determining whether an employee averaged the requisite 30 service hours per week.

BE IT FURTHER RESOLVED:

That with respect to the initial eligibility periods of newly hired variable hour employees, the following Initial Measurement, Administrative, and Stability periods are hereby approved and set as follows:

Initial Measurement Period: A period of 11 months which shall begin the first day of the first month following the employee's start date;

Initial Administrative Period: A period of 30 days to begin immediately after the Initial Measurement Period;

Initial Stability Period: A period of 12 months to begin immediately after the Initial Administrative Period.

Newly hired variable hour employees will transition to the Standard Measurement, Administrative and Stability Periods and may be subjected to two different measurement periods during this transition.

BE IT FURTHER RESOLVED:

That the Board may at any time amend or terminate this Resolution for any reason, including but not limited to changes or termination to address updates to the federal guidance relied upon in the course of adopting this Resolution. Specifically, should guidance permit large employers to delay implementation of the Employer Shared Responsibility provisions of the ACA until the first day of the plan year following January 1, 2015, it is the intent of the Board to amend the measurement periods contained herein so that coverage provided to full-time employees and their dependents would begin no later than July 1, 2015.

Adopted by the Taylor County Board of Education, this 17th day of December, 2013, by:

Its _____

EARLY GRADUATION

3112 Sarah Reneau, a 10th grade student at Grafton High School, requested permission to graduate with the class of 2015 rather than with the class of 2016 to attend College.

OVERNIGHT FIELD TRIP

3113 Stephen Tennant requested permission to take approximately 15 FFA students to Cedar Lakes in Ripley, WV on January 10-11, 2014, traveling via school bus, for the annual FFA Winter Conference. Funding source: student contribution (\$50.00)

CHAPERONES

3114 GHS – FFA
Johnson, Sherry
Lantz, Robert
Walker, Kalyn

REQUESTS TO USE FACILITIES

3115 Carolyn Harrison, with Taylor County Retired School Employees Association, requested permission to use the Mary Battle Room at Grafton High School from 12:00 p.m. – 7:00 p.m. on June 5, 2014 for a reception for the Taylor County retiring employees of 2014.

3116 Carolyn McDaniel, with the Taylor County CEOS, requested permission to use the auditorium and lobby/cafe area at Taylor County Middle School beginning at 8:00 a.m. on May 2, 2015 for Taylor County to host an area meeting for CEOS.

3117 Marilyn Rogers, with Grafton High School graduating class of 1972, requested permission to use the hallway outside of the Scottie Hamilton Gymnasium and the kitchenette, also used as a concession stand, from 3:00 p.m. – 10:00 p.m. on September 27, 2014 for a reunion dinner and dance.

The superintendent respectfully requested approval of items # 3099 - # 3117 in the 3000 series.

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

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14-06-4000 FINANCIAL

Voucher's Payable Totaling \$ 481,876.21

Budget Supplements Totaling \$ 94.00

Budget Transfers Totaling \$ 399,769.36

Treasurer's Report

The superintendent respectfully requested approval of all items in the 4000 series.

Recommendation: Motion: Mr. Upton 2nd: Mrs. Barney 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.

14-06-5000 PERSONNEL – STUDENT MATTERS – LEGAL MATTERS

PROFESSIONAL PERSONNEL

5190 SUBSTITUTE TEACHERS

Emily Rowand

Jamin Riley

EXTRACURRICULAR

5191 Becky Kittle, Assistant Girls' Basketball Coach at Grafton High School. Effective December 18, 2013.

RESIGNATIONS

5192 Darrell (Rocky) Loughry, resignation from Grafton High School's Girls' Assistant Basketball Coach. Effective November 22, 2013.

5193 Aubrey Hostler, resignation from substitute teacher. Effective December 4, 2013.

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EXTENDED LEAVE

5194 **Nicole Horne**, is requesting an extension on her maternal leave in accordance with county Policy 3430.01 of absence for infant bonding with her child, starting December 16, 2013 through January 3, 2014. Previous request was September 17, 2013 through December 13, 2013.

SERVICE PERSONNEL

EMPLOYMENT

5195 **Rick Jones**, Custodian III at Taylor County Middle School/Central Office. 220 days employment, 3:00 p.m. – 11:00 p.m., pay grade C, effective January 2, 2014

TRANSFER

5196 **Traci Kimbrew** Bus Operator (Temporary Position) for bus route of an employee who has taken a medical leave. Bus run includes Anna Jarvis Elementary School, Taylor County Middle School, Grafton High School, Waller Road, Shelby Run, 119 to Barbour County Line, West Hill and Pleasant Creek and other areas assigned by the Supervisory of Transportation. Effective through 2/4/14. Pay grade D.

5197 **Melissa Henderson**, Bus operator, Knottsville Road, Eby Road, Shumaker Ridge, Route 50, Grafton High School, Taylor County Middle School and other areas as assigned by the Supervisor of Transportation. 200 day employment, pay grade D.

EXTRACURRICULAR

5198 **Nancy Densmore**, Morning Bus Duty Monitor at Anna Jarvis Elementary School. (8:00 a.m.-8:15 a.m.) Funding source: General Current

RESIGNATION

5199 **Raymond Artie Ball**, resignation from substitute custodian. Effective December 9, 2013.

The superintendent respectfully requested approval of items **# 5190 - # 5199** in the 5000 series.
Recommendation: Motion: Mrs. Barney 2nd: Mr. DePiano Yeas 5 Nays 0
Item pulled _____

14-06-9000 FUTURE MEETINGS

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|-------------------|-----------|------|
| January 14, 2014 | 6:00 p.m. | TCBE |
| January 28, 2014 | 6:00 p.m. | TCMS |
| February 11, 2014 | 6:00 p.m. | TCBE |
| February 25, 2014 | 6:00 p.m. | GHS |

ADJOURNMENT: Motion by Mrs. Barney, 2nd by Mrs. Knotts to adjourn the meeting, all members concurring therein the meeting adjourned at 7:37 p.m.

ATTESTED:

Secretary of the Board

President of the Board