

**Date:** December 6, 2016                      **Kind of Meeting:** Regular  
**Where Held:** Taylor County Board of Education  
**Presiding Officer:** Mr. Austin Upton  
**Members Present:**                              **Members Absent:**  
Austin Upton  
Melissa Knotts                                      **Also Attending:**  
Clark Sinclair                                      Pam Gallaher, Asst. Superintendent  
Patrick Tucker                                      Drew Rottgen, Treasurer  
Douglas Flohr                                      Gatha Costilow, Secretary  
Kathy Green, Superintendent

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

II.       **ROLL CALL** – All members were present.

*(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.)*

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

III.     **INVOCATION** – Mr. Upton gave the Invocation.

*Mr. Upton stated that at this time we are going to ask for a moment of silence in honor of Guy Linda Moyer our Board representative to the Taylor County Public Library who passed away suddenly last week. She has been a wonderful person here, always bright and lively, happy to be here but more importantly happy to be working with a group of kids. So at this time a moment of silence please:  
The Board had a moment of silence in respect for Guy Linda Moyer. Amen*

*At this time I would like to open up the floor to anyone that would like to speak something they would like to say about Guy Linda.*

*Mr. Tucker spoke the following in remembrance of Ms. Moyer:  
I would just like to say, as I sit here in shock and sadness of her passing, she was full of energy and ambition. A lady that was dedicated, but most of all she loved Taylor County and she loved the kids there. No doubt that she's going to be missed*

*Mrs. Knotts spoke the following in remembrance of Ms. Moyer:  
I remember when we appointed a Library representative or needed to appoint one she was really wanting to do that job. She was really excited about doing that job. She was very happy to be here with us, very happy. We are going to miss her and it was quit a shock to find out that she had passed. We'll miss her.*

*Miss Green spoke the following in remembrance of Ms. Moyer:  
She dedicated her whole life to Taylor County Schools, to kid, and she was always steady, she was always the same I mean, as I was a teacher she was my speck teacher, just wonderful and to add something she could bake like nobody. She was the best baker. When she brought in "goodies" we all ran for the table. She had some talents there of cooking and baking. So involved in her Church, so involved in community. Anything you asked she would be there and help so she will be truly missed.*

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

The superintendent respectfully requested approval of the agenda as presented.  
*Recommendation: Motion: Mr. Flohr 2<sup>nd</sup>: Mr. Sinclair Yeas 5 Nays 0*

**17-06-1000 INFORMATION**

Superintendent's Update

Mr. Keener informed the Board that the progress on the middle school softball field has stopped due to Mr. Wooddell finding marks placed in the ground next to the road that could possibly indicate someone else owns some of the land which we thought was owned by Taylor County Schools. Mr. Wooddell was going to the court house to investigate this issue.

Miss Green inquired of the Board if they would like to have a separate meeting to discuss a previously expelled student (17-3) or would they prefer to have the discussion at the next regular Board meeting. Motion was made by Mr. Upton 2<sup>nd</sup> by Mr. Tucker Yeas: 5 Nays: 0 to place the student on the December 13, 2016 board meeting agenda.

Board Members Updates

Mr. Flohr informed the Board of his meeting with Mrs. Proudfoot and Mrs. Spatafore regarding the help with Curriculum they are assisting with at AJES. He is convinced that student attendance, teacher stabilization, lack of housing and pay are a big part of the issues at AJES and Taylor County. He asked the Board that they have a meeting with the County Commission, Amy Summers, and our State Senator to discuss these issues.

Board Committee Meeting Reports - None

**17-06-2000 MINUTES – POLICIES – CONTRACTS – AGREEMENTS**

**MINUTES**

The superintendent respectfully requested approval of the minutes for the regular meeting on November 7 2016 and November 15, 2016.

*Recommendation: Motion: Mr. Tucker 2nd: Mrs. Knotts Yeas 5 Nays 0*  
Item pulled \_\_\_\_\_

**POLICIES**

FIRST READING  
Volume 9 Number 1

- 2024 0100 Definitions
- 2025 1130 Conflict of Interest
- 2026 1530 Evaluation of Central Office Personnel
- 2027 1530.01 Evaluation of School Leaders
- 2028 2260.03 Programs Of Study For Limited English Proficient Students
- 2029 2280 Preschool Program
- 2030 2451 Alternative School Programs
- 2031 2623 Student Assessment
- 2032 3131 Conflict Of Interest
- 2033 3165 Use of Epinephrine Auto-Injectors By Personnel
- 2034 3220 Staff Evaluation
- 2035 4113 Conflict Of Interest
- 2036 4120 Employment Of Service Personnel
- 2037 4165 Use Of Epinephrine Auto-Injectors By Personnel
- 2038 5136.01 Technology Resources And Other Electronic Equipment
- 2039 5136 Personal Communication Devices
- 2040 5320 Immunization
- 2041 6110 Federal Funds
- 2042 6111 Internal Controls
- 2043 6112 Cash Management Of Grants
- 2044 6114 Cost Principles – Spending Federal Funds
- 2045 6116 Time And Effort Reporting
- 2046 6325 Procurement – Federal Grants/Funds
- 2047 6550 Travel Payment And Reimbursement – NOT ADOPTING
- 2048 7300 Disposition Of Real Property
- 2049 7310 Disposition Of Surplus Property
- 2050 7450 Property Inventory
- 2051 7530 Lending Of Board-Owned Equipment
- 2052 753.01 Board-Owned Personal Communication Devices
- 2053 7530.02 Staff Use Of Personal Communication Devices
- 2054 7540 Technology
- 2055 7540.01 Technology Privacy
- 2056 7540.02 Web Content, Services And Aps
- 2057 7540.03 Student Technology Acceptable Use And Safety
- 2058 7540.04 Staff Technology Acceptable Use And Safety
- 2059 7540.05 District-Issued Staff E-Mail Account
- 2060 7540.06 District-Issued Student E-Mal Account
- 2061 7542 Access To District Technology Resources And/Or Information Resources From  
Personal  
Communication Devices
- 2062 7543 Utilization Of The District’s Website And Remote Access To The District’s Network
- 2063 8210 School Calendar
- 2064 8220 School Day
- 2065 8300 Continuity Of Organizational Operations Plan
- 2066 8305 Information Security
- 2067 8330 Student Records
- 2068 8500 Food Services

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2069 9800 High School Diploma For Veterans

**CONTRACT**

2070 The superintendent respectfully requested approval of an agreement with Crystal Smithson to provide psychological evaluation services from January 1, 2017-June 30, 2017. This is a renewal of a previous agreement. Funding source: Special Education

**AGREEMENT**

2071 The superintendent respectfully requested approval of an agreement with **Sam Myers** to change his teaching assignment to cover a board approved leave of absence. For the duration of the leave of absence, he will be reassigned from his current assignment of teaching 5<sup>th</sup> grade math and science at Taylor County Middle School to teaching 7<sup>th</sup> and 8<sup>th</sup> grade mathematics at Taylor County Middle School.

The superintendent respectfully requested approval of items **# 2024 - # 2071** in the 2000 series.

*Recommendation: Motion: Mrs. Knotts 2<sup>nd</sup>: Mr. Tucker Yeas 5 Nays 0*

Item pulled \_\_\_\_\_

**17-06-3000 CONSENT CALENDAR****PURCHASE ORDERS**

3118 **Quality Machine**, in the amount of \$6,866.40 for the purchase and installation of a Stainless Steel V-Plow for the 2008 Ford Super Duty Truck. Funding Source is Hail Damage Insurance Proceeds.

**OUT OF STATE OVER NIGHT FIELD TRIP**

3119 Chris Rucker, with Grafton High School Band, requested permission to take approximately 65 students on April 7-12, 2017 to Walt Disney World Resort in Orlando, FL. The group will be traveling via charter buses. Funding source: Band Boosters and student contribution

**3120 CHAPERONES**

Rucker, Chris  
Duckworth, Caitilin  
Rucker, Crystal  
Daetwyler, Laurie  
McCartney, Molly  
Remsberg, Tiffany

**REQUESTS TO USE FACILITIES**

3121 Erick Swick, with the Dragon's Den Martial Arts, requests permission to use the Scottie Hamilton Gymnasium at Grafton High School from 7:30 a.m. – 5:00 p.m. on April 22, 2017 for a Martial Arts Tournament. Liability Insurance has been requested.

**PULLED**

3122 Christy Cox, with Grafton Wrestling Club, requested permission to use the Scottie Hamilton Gymnasium, Concessions and the Vo-ag room at Grafton High School from 6:00 a.m. – 8 p.m. on February 18, 2017 for a Youth Wrestling Tournament and February 17, 2017 for set up. Insurance is active November 1, 2016 through November 1, 2017.

3123 Rebecca Phillips, with Rebecca's Dance Studio, requested permission to use the choir and band rooms and the auditorium on June 7, 8, 9, 10, 2017 from 4:00 p.m. – 9:00 p.m. for rehearsal and dance recital. Insurance is active: October 3, 216 – October 3, 2017.

***Motion was made by Mrs. Knotts and 2<sup>nd</sup> by Mr. Tucker to pull item #3121 because Grafton High School prom is the same day.***

***Yeas: 5 Nays: 0***

The superintendent respectfully requested approval of items **# 3118 - # 3123** excluding **# 3121** in the 3000 series.

*Recommendation: Motion: Mrs. Knotts 2<sup>nd</sup>: Mr. Flohr Yeas 5 Nays 0*

Item pulled **# 3121**

**17-06-4000 FINANCIAL**

Budget Supplements Totaling (\$ 63,973.49)

Budget Transfers Totaling \$ 945,015.19

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

*Recommendation: Motion: Mr. Tucker 2<sup>nd</sup>: 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.***

**17-06-5000 PERSONNEL – STUDENT MATTERS – LEGAL MATTERS**

**PROFESSIONAL PERSONNEL**

**EMPLOYMENT**

5240 **Sharon Hesse**, Itinerant LD/MI/BD/Autism Special Education Teacher at Grafton High School under Alternative Teaching Certification. Effective pending approval of certification from the WV Department of Education.

5241 **Julie Martin**, Itinerant LD/MI/BD/Autism Special Education Teacher at Anna Jarvis Elementary School, under Alternative Teaching Certification. Effective pending approval of certification from the WV Department of Education.

**TRANSFER**

5242 **Erica Cartwright**, transfer from Itinerant Severe/Profound Special Education Teacher at Anna Jarvis Elementary School to Second Grade Teacher at Anna Jarvis Elementary School. Effective 2017-2018 school year.

**EXTRACURRICULAR**

5243 **Vicki Nuzum**, in School Language Arts and Math Tutor at Flemington Elementary School. The employee will be compensated for days worked between December 7, 2016 and May 11, 2017. Hours are 11:30 a.m. -3:00 p.m. Dates may change if sixty sessions have not been provided due to school cancellations. Funding source: Title I.

5244 **SUBSTITUTE TEACHERS**

- Eslem Kasraoui
- Whitney Eagle
- Breanne Dobrzynski
- Kelly Larew
- Vicki Nuzum

5245 **SUBSTITUTE NURSE**

Jamie Hutson

5246 **RETIREMENT**

**Ann Weaver**, retirement as Title I teacher at Anna Jarvis Elementary School. Effective June 30, 2017.

**PULLED**

**SERVICE PERSONNEL**

**EMPLOYMENT**

5247 **Donna Boyce**, Bus Operator mid-day run leaves GHS at 11:05 a.m., travels to UTC, returns to GHS at 3:00. Arrive at TCMS at approximately 3:10 p.m., Carlson Heights, GHS, Walnut Street, Thayer Street, Barrett Street, Main Street and other duties and stops as they become necessary. Effective December 8, 2016.

**TRANSFER**

5248 **Robert Lantz**, transfer from bus operator Long Run Shortcut, Spencer's Market, Moore Road, Kittle Corner, Bosely Hollow, Flemington Elementary, Buck Run, TCMS, GHS, Gallo's Trophy Shop, Rosemont Camp, Maple Lake Road, to bus operator for a temporary position created by a board approved leave of absence. In the morning, this run leaves the bus garage at approximately 6:40 a.m. and travels to Monroe Street, Lincoln Street, Route 119 S, Pearl Street, Thayer Street, GHS, TCMS, and AJ. In the afternoon, it leaves the bus garage at approximately 2:30 p.m. and goes to TCMS, Trap Springs, 119N, Walnut Street, Thayer Street, GHS, and Maple Avenue.

5249 **SUBSTITUTE CUSTODIANS**

- Mark Boyles
- Elizabeth Shipp

**RETIREMENT**

5250 **Terry Austin**, retirement as a bus operator for Taylor County Schools. Effective January 1, 2017.

5251 **RESIGNATION**

**Terry Austin**, resignation as caretaker of Camp Towles. Effective June 30, 2017.

**PULLED**

***Motion made by Mrs. Knotts 2<sup>nd</sup> by Mr. Sinclair to pull items #5246 and #525.***

The superintendent respectfully requested approval of items **# 5240 - # 5251** excluding **# 5246 & # 5251** in the 5000 series.

*Recommendation: Motion: Mrs. Knotts 2<sup>nd</sup>: Mr. Flohr Yeas 5 Nays 0*  
Item pulled **# 5246 and # 5251**

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**17-06-9000      FUTURE MEETINGS**

December 13, 2016	6:00 p.m.	TCBE
January 10, 2017	6:00 p.m.	TCBE
January 24, 2017	6:00 p.m.	TCMS
February 14, 2017	6:00 p.m.	TCBE

**ADJOURNMENT:** Motion by Mr. Sinclair, 2<sup>nd</sup> by Mr. Tucker to adjourn the meeting, all members concurring therein the meeting adjourned at 6:41 p.m.

**ATTESTED:**

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Secretary of the Board

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President of the Board