

**Date: February 13, 2018**                      **Kind of Meeting: Regular**  
**Where Held: Taylor County Board of Education**  
**Presiding Officer: Melissa Knotts**  
**Members Present:**                      **Members Absent:**  
Douglas L. Flohr                              Austin Upton  
Melissa Knotts                                **Also Attending:**  
Clark Sinclair                                Pam Gallaher, Asst. Superintendent  
Patrick Tucker                                Dara Britton, Treasurer  
Kathy Green, Superintendent              Gatha Costilow, Secretary

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- I.        **CALL TO ORDER** – Mrs. Knotts called the meeting to order at 6:00 p.m.
- II.      **ROLL CALL** – Members present: Melissa Knotts, Clark Sinclair, Patrick Tucker, Douglas L. Flohr, and Kathy Green, Superintendent. Members absent: Austin Upton  
  
*(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. Tucker gave the Invocation.
- IV.     **PLEDGE OF ALLEGIANCE** – Mr. Flohr 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. Sinclair 2<sup>nd</sup>: Mr. Tucker Yeas 4 Nays 0*

**18-08-1000      INFORMATION**

RAJCO – Dara Britton  
Ms. Britton introduced the representative from RAJCO who then informed the board of the following topics: audit completed for Taylor County Schools in 2006 saved \$20,000.00 in telecommunications, company in business for 18 years, fees based on what is saved or received and no fee unless there is a savings to us, their company has added utilities, solid waste audits has a good savings, we would do a two year contract with RAJCO, nine states around West Virginia use RAJCO, and a letter of authorization will need to be signed by Taylor County Schools.

Attendance Updates – Jenny McCarthy  
Ms. McCarthy informed the Board of the following programs for the month of January: Homebound and Homeschooled, county wide enrollment, Homeless, attendance for all schools, court appearances (both magistrate and circuit), ALC, and dropouts at Grafton High School

Superintendent’s Update  
Ms. Green informed the Board there are cases of the flu in the schools but not enough to effect a big attendance problem all at once.

Board Members Updates – None

Board Committee Meeting Reports - None

**18-08-2000      MINUTES – POLICIES – CONTRACTS – AGREEMENTS**

**MINUTES**

The superintendent respectfully requested approval of the minutes for the special meeting on January 18, 2018 and January 30, 2018, and the regular meeting on January 23, 2018.

*Recommendation: Motion: Mr. Flohr 2<sup>nd</sup>: Mr. Sinclair Yeas 4 Nays 0*  
Item pulled\_\_\_\_\_

**POLICIES**

**SECOND READING**

- 2258**    5530.01 – Student Activity Drug Testing
- 2259**    5530.02 - Career Technical Education and Work Place Simulation Drug Free Policy

**FIRST READING**

- 2260**    1411            Whistle Blower Protection
- 2261**    1617            Weapons
- 2262**    2370.01        Virtual Instruction
- 2263**    2411            Guidance And Counseling
- 2264**    2431            Interscholastic Athletics
- 2265**    2623            Student Assessment

- 2266 2700 School Report Card
- 2267 3120.02 Prospective Employable Professional Personnel Reserve List
- 2268 3120.12 Substitutes In Areas Of Critical Need And Shortage
- 2269 3130.01 Transfer
- 2270 3165 Use Of Epinephrine Auto-Injectors By Personnel
- 2271 3211 Whistle Blower Protection
- 2272 3217 Weapons
- 2273 3270 Daily Planning Period
- 2274 4165 Use Of Epinephrine Auto-Injectors By Personnel
- 2275 4211 Whistle Blower Protection
- 2276 4217 Weapons
- 2277 5200 Attendance
- 2278 5330 Use Of Medications
- 2279 5331 Administration Of Opioid Antagonists
- 2280 5772 Weapons
- 2281 6320 Purchases
- 2282 7217 Weapons
- 2283 7440.01 Video Surveillance And Electronic Monitoring
- 2284 8210 School Calendar
- 2285 8340 Letters Of Reference
- 2286 8500 Food Services
- 2287 8510.01 Child Nutrition Standards
- 2288 8510 Wellness
- 2289 8540 Vending Machines
- 2290 8550 Competitive Food Sales

**Motion was made by Mr. Tucker, 2<sup>nd</sup>: Mr. Sinclair to pull items # 2258 through # 2290.**  
**Yeas 4 Nays 0**

The superintendent respectfully requests approval of items **# 2258 - # 2290** in the 2000 series.  
*Recommendation: Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Yeas \_\_\_ Nays \_\_\_*  
 Item pulled \_\_\_\_\_

**18-08-3000 CONSENT CALENDAR**

**PURCHASE ORDERS**

- 3116 **Emcor Services Scalise Ind.** in the amount of \$10,000.00 for service on child nutrition kitchen equipment. Funding source: 2017-2018 Child Nutrition Services.
- 3117 **Hooten Equipment Company LLC...** in the amount of \$9,600.00 for the purchase of two Traulsen heated cabinets for Anna Jarvis Elementary. Funding source: 2017-2018 Child Nutrition Services.
- 3118 **Crook Brothers Multi-Fresh, Inc....** in the amount of \$5,871.65 for the purchase of fruit and vegetables for the fruit and vegetable grant for Flemington Elementary School. Funding source: 2017-2018 Fresh Fruit and Vegetable Grant.
- 3119 **Sentry Surveillance, LLC** in the amount of \$22,500.00 to purchase 45 security cameras for Grafton High School at a cost of \$300.00 for each camera and labor costs at \$9,000.00. Funding source: Maintenance Excess Levy

**CHANGE IN MEETING LOCATION**

- 3120 Grafton High School Faculty Senate respectfully requested permission to have the meeting on March 27, 2018 for the Taylor County Technical Center be combined with Grafton High School Faculty Senate and LSIC meeting on February 27, 2018.

**ADMENDED**

**Amended item #3121 from "In state over-night" to "out of state"**

**Motion: Mr. Flohr 2<sup>nd</sup>: Mr. Tucker Yeas: 4 Nays: 0**

**OUT OF STATE**

- 3121 Chris Dickey respectfully requested permission to take approximately 50 Grafton High School Entertainers to competition at St. Clairesville High School in Ohio, from 4:00 a.m. on February 24, 2018 through 7:00 p.m. on February 26, 2018. The group will be traveling via county school bus. Funding source: GHS Entertainers Boosters

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**IN STATE OVER NIGHT**

- 3122 Chris Dickey respectfully requested permission to take approximately 50 Grafton High School Entertainers to competition at Martinsburg High School from 6:00 a.m. on March 24, 2018 through 7:00 p.m. on March 25, 2018. The group will be traveling via county school bus. GHS Entertainers Boosters
- 3123 Stephen Tennant requested permission to take four FFA students to Morgantown, WV for the 2018 Small Farms Conference on February 22-23, 2018. The group will be traveling via rental van or personal vehicles. Funding source: Small Farm Center and FFA Chapter

**TWO HOUR DELAY**

- 3124 The superintendent respectfully requested permission to add a two hour delay on February 23, 2018 in order for Taylor County staff to hold their required Faculty Senate meetings.

**CHAPERONES**

- 3125 Taylor County Middle School  
Leard, James  
Shreve, Elvira
- 3126 Grafton High School – FFA  
Swiger, Jacki  
Tennant, Steve
- 3127 Entertainers – GHS  
Behan, Donna  
Behan, Peggy  
Dickey, Ivy  
Hulley, Alan  
Hulley, Bonnie

**PARENT VOLUNTEERS**

- 3128 Taylor County Middle School  
Leard, James  
Shreve, Elvira  
Williams, Jan

**CARRY OVER ALLOCATION REQUEST**

- 3129 Flemington Elementary School respectfully requested to use their carry over allocation funding in the amount of \$4,734.72 for the purchase of 56 student desks. Funding source: FES Carryover Allocation

**REQUESTS TO USE FACILITIES**

- 3130 Amy Sheme, with Youth Wrestling Club, requested permission to use the Scotty Hamilton Gymnasium and Concession Stand from 6:00 a.m. – 7:00 p.m. on February 18, 2018 for a Youth Wrestling tournament. Insurance is active November 1, 2017 through November 1, 2018.
- 3131 Michael Willis, with First Grace Brethren Church, requested permission to use Camp Towles from 9:00 a.m. – 4:00 p.m. on September 9, 2018 for a church picnic. A renewal certificate of liability insurance has been requested.
- 3132 Robert Gallo, with Taylor County Little League, requested permission to use Anna Jarvis Elementary School and Grafton High Schools' Little League Fields from March 1, 2018 through November 30, 2018. The future game and practice schedule will be approved by the Principal of the building. A renewal of a certificate of liability has been requested.

The superintendent respectfully requested approval of items **# 3116 - # 3132** in the 3000 series.  
*Recommendation: Motion: Mr. Flohr 2<sup>nd</sup>: Mr. Tucker Yeas 4 Nays 0*  
Item pulled \_\_\_\_\_

**18-08-4000 FINANCIAL**

Budget Supplements Totaling \$ 115,811.98  
Budget Transfers Totaling \$ 621,134.80

The superintendent respectfully requested approval of all items in the 4000 series.  
*Recommendation: Motion: Mr. Sinclair 2<sup>nd</sup>: Mr. Flohr Yeas 4 Nays 0*  
Item pulled \_\_\_\_\_

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

**18-08-5000 PERSONNEL – STUDENT MATTERS – LEGAL MATTERS**

**PROFESSIONAL PERSONNEL**

**EMPLOYMENT**

5246 **Nadine Docherty**, Critical Needs Substitute Teacher for Title I Reading and Math at Anna Jarvis Elementary School. This will conclude at the successful employment of a Title I Reading and Math Teacher or at the end of the 2017-2018 school year.

**EXTRA-CURRICULAR**

5247 **Sharon Griffith**, Head Girls' Soccer Coach at Grafton High School. Position will begin with conditioning in June and will conclude at the end of the 2018-2019 instructional year.

5248 **Tammy Cochran**, Assistant Cheerleading Coach at Grafton High School. Position will begin with conditioning in June and will conclude at the end of the 2018-2019 instructional year.

5249 **Hartsel Keener**, Assistant Boys' Basketball Coach at Grafton High School. Position will begin with conditioning in June and will conclude at the end of the 2018-2019 instructional year.

5250 **Keith Zebley**, Head Wrestling Coach at Grafton High School. Position will begin with conditioning in June and will conclude at the end of the 2018-2019 instructional year.

5251 **Paul D. Louzy**, Assistant Cross Country Coach at Grafton High School. Position will begin with conditioning in June and will conclude at the end of the 2018-2019 instructional year.

5252 **Heather England**, Head Swim Coach at Grafton High School. Position will begin with conditioning in June and will conclude at the end of the 2018-2019 instructional year.

5253 **Matt Chapman**, Assistant Golf Coach at Grafton High School. Effective at the beginning of the June 2018 conditioning period.

5254 **Becky Kittle**, Volunteer Coach for Grafton High School Tennis Team. Effective for the 2017-2018 school year.

5255 **Kurtis Davis**, Volunteer Coach for the Girls' Softball Team at Taylor County Middle School. Effective for the 2017-2018 school year.

5256 **Robbie Tucker**, Volunteer Coach for the Girls' Softball Team at Taylor County Middle School. Effective for the 2017-2018 school year.

5257 **Eddie Morgan**, Volunteer Coach for the Girls' Softball Team at Taylor County Middle School. Effective for the 2017-2018 school year.

5258 **Chris Collins**, Volunteer Coach for the Girls' Softball Team at Taylor County Middle School. Effective for the 2017-2018 school year.

5259 **Heather Whetsell**, Homebound Instruction Teacher for Taylor County Schools. Extra-curricular assignment on an as-needed basis. Rate of pay is \$18.00 per hour. Effective February 14, 2018.

**RESIGNATIONS**

5260 **Josh Ashby**, resignation as Head Coach for the Grafton High School Baseball Team. Effective January 26, 2018.

5261 **Beverly Gerard**, resignation as a Substitute Teacher for Taylor County Schools. Effective January 22, 2018.

5262 **Justin Polley**, resignation as the Head Coach for Boys' Track at Taylor County Middle School and Head Coach for Girls' Track at Taylor County Middle School. Effective January 19, 2018.

5263 **SUBSTITUTE TEACHERS**

Joshua Steven Robinson  
James Riggs  
Abigail Lusk

**SERVICE PERSONNEL**

**EXTRA-CURRICULAR**

5264 **Robert Lantz**, Bus Operator for extra-curricular mid-day bus run for specific Taylor County Technical Center students. Compensation will be at a rate of \$8.75 for actual hours driven but not less than \$20.00 per day.

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**SUBSTITUTE COOKS**

Rachel Elmo  
Dessica Nestor  
Julie Armstrong  
Tracy Swick

**RESIGNATION**

5266 **Delena L. Leach**, resignation as Substitute Secretary for Taylor County Schools. Effective January 31, 2018.

**LEAVE OF ABSENCE**

5267 **Annamelia Gerkin**, requesting paid personal leave with cause in accordance with TCBE Policy 4430. Effective January 5, 2018-April 2, 2018.

5268 **Connie Mayle**, requesting paid personal leave with cause in accordance with TCBE Policy 4430. Effective March 26, 2018- April 30, 2018.

5269 **Teresa Maley**, requesting an extension of her previously approved unpaid personal leave with cause in accordance with TCBE Policy 4430. The extension will be from February 17, 2018 through March 7, 2018. Previous Board approved leave of absence January 5, 2018 to February 16, 2018.

The superintendent respectfully request approval of items # 5246 - # 5269 in the 5000 series.

Recommendation: Motion: Mr. Tucker 2<sup>nd</sup>: Mr. Sinclair Yeas 4 Nays 0

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

**18-08-8000 DISCUSSION**

Taylor County Middle School SBA Project Progress – Pam Gallaher

Ms. Gallaher informed the Board of the progress at TCMS and the following topics were discussed: heat pumps are all in, classrooms are completed, having trouble with the boilers and sensors, moving into the gymnasium next week, auditorium heat pump, and the company feels they will be completely done in the next month or so. The next meeting for progress at TCMS is February 14, 2018 at 11:00 a.m.

West Taylor Elementary School SBA Project Progress – Pam Gallaher

Ms. Gallaher informed the Board of the progress at WTES and the following topics were discussed: pouring footers, begin laying block if the weather continues to be good, emergency exit steps, company is ahead of schedule, and Mr. Estel is on the job. The next meeting for progress at WTES is February 14, 2018 at 1:00 p.m.

**18-08-8000 BOARD MEMBER COMMENTS/DISCUSSION**

The Board requested to have RAJCO added under discussion to the next board meeting.

**16-08-9000 FUTURE MEETINGS**

February 27, 2018	6:00 p.m.	GHS
March 6, 2018 (Budget)	5:30 p.m.	TCBE (Special)
March 13, 2018 (Calendar Hearing)	5:30 p.m.	TCBE (Special)
March 13, 2018 (Levy Rates)	6:00 p.m.	TCBE (Special)
March 13, 2018	6:05 p.m.	TCBE
March 27, 2018 (Calendar Hearing)	5:30 p.m.	TCBE (Special)
March 27, 2018	6:00 p.m.	TCBE

***The Board scheduled a special meeting for a student expulsion on Wednesday, February 20, 2018 at 5:30 p.m. at 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 6:52 p.m.

**ATTESTED:**

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Secretary of the Board

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President of the Board