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**Date: May 27, 2015**

**Kind of Meeting: Regular**

**Where Held: Taylor County Board of Education Office**

**Presiding Officer: Melissa Knotts**

**Members Present:**

Richard Teagarden  
Melissa Knotts  
Austin Upton  
Judith Barney  
Clark Sinclair  
Charles Maynard, Superintendent

**Members Absent:**

**Also Attending:**

Kathy Green, Asst. Superintendent  
Drew Rottgen, Treasurer  
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** – All members 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.)*

III. **INVOCATION** – Mr. Sinclair gave the invocation.

IV. **PLEDGE OF ALLEGIANCE** – Mrs. Knotts led the pledge of allegiance.

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

The superintendent respectfully requested approval of the agenda and the "Fill in the Blanks" as presented.  
*Recommendation: Motion: Mr. Sinclair 2<sup>nd</sup>: Mrs. Barney Yeas 5 Nays 0*

**15-11-1000 INFORMATION**

Oath of Office – Kathleen Green

**OATH OF OFFICE**

I, Kathleen Green, do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of West Virginia, and that I will faithfully discharge the duties of the Superintendent of Taylor County Schools to the best of my skill and judgment, so help me God.

Recognition of Young Writers Winners– Linda Casto

Attendance Report – Jenny McCarthy

Ms. McCarthy informed the Board that the attendance report was included in their packets and she asked if there was any questions. She then introduced Mr. John Bord who would be explaining Senate Bill #2550.

Attendance Issues – John Bord

Mr. Bord explained Senate Bill #2550 to the Board.

**DELEGATIONS**

Jennifer Murray with the Taylor County Extension Office informed the Board of the 2015-2016 extension office budget of which they are requesting \$11,000.00. Ms. Murray informed the Board of everything that their money would be utilized for.

Laurie Detwyler spoke to the Board regarding use of the assembly hall at Camp Towles for 4-H air rifle practice in October through January. Practice would be 1-2 times per week at 1-2 hours per time for these months. The Board requested that she call the Extension Office to do the beginning process for all the requests that they would need. It would then go on a Board agenda for approval.

Board Committee Reports - None

**15-11-2000 MINUTES – POLICIES – CONTRACTS – AGREEMENTS**

**MINUTES**

The superintendent respectfully requested approval of the minutes for the special meeting on May 6, 2014, and the regular meeting on May 12, 2015.

*Recommendation: Motion: Mr. Teagarden 2<sup>nd</sup>: Mr. Sinclair Yeas 5 Nays 0*  
Item pulled\_\_\_\_\_

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**POLICIES**

**THIRD READING**

2099 3242.01 Tuition Reimbursement

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

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.

**15-11-3000 CONSENT CALENDAR**

**PURCHASE ORDERS**

3203 DEMCO, INC., in the amount of \$5,757.41 to purchase nine shelving units for Flemington Elementary School.  
 Funding source: Title I

**CHAPERONE LIST**

- 3204 TCMS (19)  
 Brown, Justine  
 Cooper, Pamela  
 Davis, Kurtis  
 Duncan, Tracy  
 Fleming, Michelle  
 Hamilton, Diane  
 Hays, Michelle  
 Kittle, Becky  
 McCarthy, Bryant  
 McGee, Jamie  
 McGlumphy, Jessica  
 Miller-White, Kathryn  
 Newcome, Doris  
 Oliver, Cynthia  
 Shafferman, Kimberly  
 Stepanek, Lindsay  
 Stultz, Molly  
 Uhl, Amanda  
 Weaver, Sara

**OUT OF STATE FIELD TRIP**

- 3205 The Taylor County Middle School requested permission to take approximately 164 6<sup>th</sup> and 7<sup>th</sup> grade students to Kennywood Amusement Park in Pittsburgh, PA on June 4, 2015. This is a reward trip to recognize students who improved on Reading and Math scores or stayed on grade level per MAP scores. Funding source: Local School Funds
- 3206 The Taylor County Middle School requested permission to take approximately 141 5<sup>th</sup> and 8<sup>th</sup> grade students to Kennywood Amusement Park in Pittsburgh, PA on June 3, 2015. This is a reward trip to recognize students who improved on Reading and Math scores or stayed on grade level per MAP scores. Funding source: Local School Funds

**TWO HOUR EARLY RELEASES**

- 3207 The superintendent respectfully requested approval of the following two-hour early dismissals for 2015-2016 school year for the purpose of Staff Development and Faculty Senate meetings:
- |                    |                   |
|--------------------|-------------------|
| September 15, 2015 | Staff Development |
| October 2, 2015    | Faculty Senate    |
| November 8, 2015   | Staff Development |
| December 11, 2015  | Faculty Senate    |
| January 28, 2016   | Staff Development |
| February 26, 2016  | Faculty Senate    |
| March 15, 2016     | Staff Development |
| April 29, 2016     | Faculty Senate    |
| May 25, 2016       | Staff Development |

**REQUESTS TO USE FACILITIES**

- 3208 Grafton Animal Care Center requested permission to use the parking lot at Flemington Elementary School from 9:00 a.m. – 10:30 a.m. on June 20, 2015 for a rabies clinic. Liability insurance active February 27, 2015 through February 27, 2016.
- 3209 Grafton Animal Care Center requested permission to use the parking lot at West Taylor Elementary School from 9:00 a.m. – 10:30 a.m. on July 25, 2015 for a rabies clinic. Liability insurance active February 27, 2015 through February 27, 2016.
- 3210 Grafton Animal Care Center requested permission to use the parking lot at Grafton High School from 11:00 a.m. – 12:30 a.m. on July 25, 2015 for a rabies clinic. Liability insurance active February 27, 2015 through February 27, 2016.
- 3211 Cari Moats, with Middleville Baptist Church, requested permission to use the gymnasium at West Taylor Elementary School on Sunday evenings beginning May 31, 2015 through June 30, 2015 from 6:00 p.m. – 8:00 p.m. for basketball. Insurance active March 16, 2015 through March 16, 2016.
- 3212 Paula Jeffries, with Flemington Assembly of God Church, requested permission to use Taylor County Middle School Auditorium and commons area from 8:00 a.m. to 5:00 p.m. on September 19, 2015 for a women’s conference. Insurance active November 17, 2013 through November 17, 2016.
- 3213 Andrea Chambers, with Dance Chambers, requested permission to use Grafton High School Auditorium on June 4, 2015 from 1:00 p.m. – 10:00 p.m., June 5, 2015 from 4:30 p.m. – 10:00 p.m. for rehearsals and June 6, 2015 from 11:00 a.m. – 8:00 p.m. a dance recital. Liability insurance is active from June 4, 2015 through June 7, 2015.

The superintendent respectfully requested approval of items # 3203 - # 3213 in the 3000 series.

Recommendation: Motion: Mr. Sinclair 2<sup>nd</sup>: Mr. Upton Yeas 5 Nays 0

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

**15-11-4000 FINANCIAL**

The superintendent respectfully requested adoption of the FY 2016 proposed budget pending approval from the State Board of Education.

Fund 1 General Current Expense	\$21,095,116.00
Fund 6 Special Revenue Fund	3,888,418.00
Fund 2 Debt Service Fund	975,400.00
Total:	\$25,958,934.00

Recommendation: Motion: Mr. Teagarden 2<sup>nd</sup>: Mrs. Barney Yeas 5 Nays 0

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

Voucher’s Payable Totaling \$ 798,426.29

Budget Supplements Totaling \$ 36,114.19

Budget Transfers Totaling \$ 100,521.18

Treasurer’s Report

The superintendent respectfully requested approval of the financial reports in the 4000 series.

Recommendation: Motion: Mrs. Barney 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.***

**15-11-5000 PERSONNEL – STUDENT MATTERS – LEGAL MATTERS**

**STUDENT MATTERS**

- 5353 Ms. Carolyn Cheriyan requested permission for her child, age 4, grade Pre-K, to transfer to Pre-K in Taylor County from Pre-K in Marion County. This request is for the 2015-2016 school year. The family resides in Marion County.

Consideration: Motion: Mr. Upton 2<sup>nd</sup>: Mr. Sinclair Yeas 5 Nays 0

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**PROFESSIONAL PERSONNEL****EMPLOYMENT**

5354 **Christie Herbig**, 7<sup>th</sup> and 8<sup>th</sup> Grade Science Teacher at Taylor County Middle School. Effective 2015-2016 school year.

5355 **Ethan Kline**, Social Studies Teacher at Grafton High School. Effective 2015-2016 school year.

5356 **Shannon Mayle**, .5 School Nurse (Itinerant). Effective 2015-2016 school year.

5357 **Kathleen Green**, Superintendent of Taylor County Schools. Effective July 1, 2015.

**TRANSFER**

5358 **Sonya Knotts**, transfer from Title I Teacher at Anna Jarvis Elementary School to 1<sup>st</sup> Grade Teacher at Flemington Elementary School. Effective 2015-2016 school year.

**LEAVE OF ABSENCE**

5359 **Heidi Halbritter**, requesting maternity leave without pay for the birth of her child in accordance with TCBE Policy 3430.01. Effective May 4, 2015 to June 12, 2015.

**SUBSTITUTE TEACHERS**

Courtney Schrand  
Linda Gibson  
Herman Pierson

**EXTRACURRICULAR**

5361 **John Bord and Shawn Nines**, volunteer coaches for the Grafton High School Football Team. Effective 2015-2016 school year.

5362 **Amber Smolski**, Odyssey Credit Recovery Coordinator at Grafton High School. \$25.00 per hour (5 hours per week on an as needed basis) Effective 2015-2016 school year.

**RETIREMENT**

5363 **Lynne R. Vespoint**, retirement from counselor at Anna Jarvis Elementary School. Effective June 30, 2015.

**RESIGNATIONS**

5364 **Kathleen Green**, resignation from Coordinator of WVEIS (West Virginia Education Information System). Effective June 30, 2015.

5365 **John Sine**, resignation from Head Volleyball Coach at Grafton high School. Effective May 12, 2015.

5366 **John Sine**, resignation from Head Track Coach at Taylor County Middle School. Effective May 12, 2015.

5367 **Josh Karr**, resignation from math teacher at Grafton High School. Effective June 30, 2015.

5368 **Mark Yoho**, resignation from business teacher at Taylor County Technical Center. Effective June 30, 2015

5369 **Mark Yoho**, resignation from assistant football coach at Grafton High School. Effective May 19, 2015.

**RECLASSIFICATION**

5370 The superintendent respectfully requests approval of a title change for Jennifer McCarthy. She was hired as a Coordinator of Attendance and as per West Virginia School Law §18-8-3 she should have been hired as the Attendance Director for Taylor County Schools as she has her administrative degree. Mrs. McCarthy will be the Attendance Director and Coordinator of Homebound Instruction, ALC, School Calendar Development, Student Transfers, Kindergarten Registration, Safe and Drug Free Schools, and Nurses for Taylor County Schools. Effective May 28, 2015.

5371 The superintendent respectfully requests approval of an addition to the job duties for Sondra Cain. She was hired as a Coordinator of Technology and now will also have the duties as Coordinator of WVEIS. Ms. Cain will be given a \$6,000.00 supplement for the additional work. Funding source: General Current

**SERVICE PERSONNEL****EMPLOYMENT**

5372 **Kim Shahan**, bus driver for mid-day UTC, Taylor County Middle School, Carlson Heights, Walnut Street, Thayer Street, W. Boyd Street, and other areas assigned by the supervisor of transportation. Effective May 29, 2015.

**5373 SUBSTITUTE COOK**

Ann Mayle

**RESIGNATION**

**5374 Pam West**, resignation from cook III at Flemington Elementary School for the 2015-2016 school year.

The superintendent respectfully requested approval of items **# 5354 - # 5374** in the 5000 series.

*Recommendation: Motion: Mr. Sinclair 2<sup>nd</sup>: Mr. Upton Yeas 5 Nays 0*

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

**15-11-8000 DISCUSSION**

U. S. Cellular at Grafton High School – Bob Maynard

**15-11-9000 FUTURE MEETINGS**

June 3, 2015 (Wednesday)	5:00 p.m.	TCBE (Special)
June 3, 2015 (Wednesday)	5:00 p.m.	TCBE (Special)
June 9, 2015	6:00 p.m.	TCBE
June 23, 2015	6:00 p.m.	TCBE

**ADJOURNMENT:** Motion by Mr. Teagarden, 2<sup>nd</sup> by Mrs. Barney to adjourn the meeting, all members concurring therein the meeting adjourned at 7:13 p.m.

**ATTESTED:**

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**Secretary of the Board**

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**President of the Board**