

# Agenda

## CABELL COUNTY BOARD OF EDUCATION HUNTINGTON, WEST VIRGINIA

December 5, 2017

5:30 P.M.

### **1000. INFORMATIONAL ITEMS**

- 1048. SPECIAL CELEBRATIONS
- 1049. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES
- 1050. UPDATE: OPERATIONS
- 1051. COMMUNICATIONS FROM THE SUPERINTENDENT
- 1052. DELEGATIONS TO BE HEARD

### **2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS**

- 2095. BOARD MEETING MINUTES
- 2096. THIRD READING AND ADOPTION – POLICY MANUAL UPDATES
- 2097. FIRST READING – POLICY MANUAL UPDATES
- 2098. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND FRUTH PHARMACY
- 2099. SURPLUS VEHICLE AND EQUIPMENT AUCTION
- 2100. STUDENT TRANSFER REQUESTS FOR THE 2017-2018 SCHOOL YEAR

### **3000. FINANCIAL**

- 3028. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBERS

### **4000. PERSONNEL**

#### **PROFESSIONAL PERSONNEL:**

- 4102-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL
- 4103-P. EMPLOYMENT(S) – PROFESSIONAL PERSONNEL
- 4104-P. TRANSFER(S) – ADMINISTRATOR – PROFESSIONAL PERSONNEL
- 4105-P. RESIGNATION(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4106-P. EMPLOYMENT(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4107-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4108-P. RESIGNATION(S) – COACHING – PROFESSIONAL PERSONNEL
- 4109-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

**SERVICE PERSONNEL:**

- 4060-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL
- 4061-S. TRANSFER(S) – SERVICE PERSONNEL
- 4062-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACTS – SERVICE PERSONNEL
- 4063-S. EMPLOYMENT(S) – EXTENDED TIME AGREEMENTS – SERVICE PERSONNEL
- 4064-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

NONE

December 5, 2017

Board of Education  
County of Cabell  
Huntington, West Virginia

Board Members:

The following items are offered for your consideration at the regular meeting of the Board of Education of the County of Cabell scheduled for Tuesday evening, December 5, 2017, at 5:30 p.m., in the Administrative Office of the Board of Education, 2850 Fifth Avenue, Huntington, West Virginia.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the County School System's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item, **Delegations to be Heard**.

**1000. INFORMATIONAL ITEMS**

1048. SPECIAL CELEBRATIONS

By: Jedd Flowers, Director of Communications

**HUNTINGTON HIGH SCHOOL – 2017 INVITING SCHOOL AWARD**

An *Inviting School Award* was presented to Huntington High School by the International Alliance for Invitational Education at its 2017 World Conference in Carlsbad, New Mexico, October 18-20, 2017. IAIE presents the award to recognize schools, districts, and universities that have demonstrated exceptional implementation of IE philosophies.

Karen Dailey, an Instructional Technology Specialist for Cabell County, serves as Chair of the local WV Chapter of IAIE. Allyson Schoenlein, a retired Cabell County teacher, supervisor and Director of Federal Programs serves as the Chair of the IAIE Board of Trustees and Co-Chair of the Coalition to Promote Positive School Climate.

1049. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES

By: Kelly Watts, Assistant Superintendent

1050. UPDATE: OPERATIONS

By: James Colegrove, Assistant Superintendent

1051. COMMUNICATIONS FROM THE SUPERINTENDENT

1052. DELEGATIONS TO BE HEARD

**2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS**

2095. BOARD MEETING MINUTES

Minutes of November 13, 2017 (Special Meeting), November 14, 2017 (Special Meeting), November 15, 2017 (Expulsion Hearings), and November 21, 2017 (Regular Meeting) are being presented for approval.

2096. THIRD READING AND ADOPTION – POLICY MANUAL UPDATES

<u>POLICY NUMBER</u>	<u>TITLE</u>	<u>STATUS</u>
POLICY 3120.12	SUBSTITUTES IN AREAS OF CRITICAL NEED AND SHORTAGE	REVISED

2097. FIRST READING – POLICY MANUAL UPDATES

<u>POLICY NUMBER</u>	<u>TITLE</u>	<u>STATUS</u>
POLICY 8510	WELLNESS	REVISED

2098. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND FRUTH PHARMACY

The Superintendent recommends approval of the renewal of an interagency agreement with Fruth Pharmacy of Huntington, WV, to provide an opportunity for students enrolled in the Health Sciences Pharmacy Tech program at Cabell Midland High School to observe and acquire clinical experience beginning in the school year 2017 – 2018.

2099. SURPLUS VEHICLE AND EQUIPMENT AUCTION

The Superintendent is requesting permission for the Maintenance Department to sell surplus vehicles and equipment by public auction or scrapping, whichever brings the greater return. An auction would be conducted through Public Surplus, an internet based auction service. There is no listing fee. The only fee is 8% of the selling price when the item actually sells. This auction services meets the legal requirements for disposing of surplus property.

	<u>YEAR/MAKE/MODEL</u>	<u>SERIAL #</u>	<u>ASSET #</u>
Vehicle #139	1996 Chevy Lumina	2G1WL52MXT1112823	102726
Vehicle #166	2002 Ford Van E250	1FTSE34L02HB29004	130635
Vehicle #174	2002 Ford Van E250	1FT5534L72HB49213	130637
Vehicle #230	1998 Ford Taurus	1FAFP52VXWG178250	102729
Vehicle #398	2002 Ford Van E250	1FT5534ALX2HB65857	130642
Vehicle #399	2002 Ford Van E250	1F5534L02HB49229	130643
Vehicle #402	1995 GMC Van 2500	1GTEG25H4SF530225	102571
Clark Forklift	1960 – Something		
Coats Rim Clamp Tile Machine	Age - Unknown		
Gravelly 20 G Riding Mower	1970 - Something		

2100. STUDENT TRANSFER REQUESTS FOR THE 2017-2018 SCHOOL YEAR

<u>NAME</u>	<u>GRADE</u>	<u>FROM</u>	<u>TO</u>	<u>ACTION</u>
Atlanta Adkins	10 <sup>th</sup>	Wayne	Cabell	Approved

**RECOMMENDATION:** The Superintendent recommends the Board approve all items listed in this section.

**MOTION:**

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**SECOND:**

**VOTE:**

3000. FINANCIAL

*NOTE: As per the advisory opinion (A.O. 2012-53) of the West Virginia Ethics Commission, as it relates to Boards of Education, not all travel expense requests arise to a financial interest requiring recusal. The Commission finds that a BOE Member does not have a financial interest requiring recusal under the following circumstances: (1) when three or more BOE Members from the same County attend the same training session, (2) the Superintendent or his or her designee has reviewed and approved the requests for reimbursement; and, (3) it is specifically disclosed on the agenda and during the public meeting that travel expense forms for the elected BOE members are being approved. In contrast, if only one or two BOE Members attend a training session, then the affected Members must recuse themselves when their requests are being considered and voted upon.*

3028. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBER

The Superintendent recommends that the Board approve the request(s) for travel expense reimbursement for the following Board member:

<u>Fund</u>	<u>Check Number</u>	<u>Check Written To</u>	<u>For</u>	<u>Check Date</u>	<u>Amount of Check</u>
11	30926	Rhonda Smalley	WVSBA Training	10/20/2017	53.50

**RECOMMENDATION:** The Superintendent recommends the Board approve all items listed in this section.

**MOTION:**

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**SECOND:**

**VOTE:**

3029. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBER

The Superintendent recommends that the Board approve the request(s) for travel expense reimbursement for the following Board member:

<u>Fund</u>	<u>Check Number</u>	<u>Check Written To</u>	<u>For</u>	<u>Check Date</u>	<u>Amount of Check</u>
11	30933	Mary Neely	WVSBA Training	10/20/2017	55.64

**RECOMMENDATION: The Superintendent recommends the Board approve all items listed in this section.**

**MOTION:**

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**SECOND:**

**VOTE:**

3030. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBER

The Superintendent recommends that the Board approve the request(s) for travel expense reimbursement for the following Board member:

<u>Fund</u>	<u>Check Number</u>	<u>Check Written To</u>	<u>For</u>	<u>Check Date</u>	<u>Amount of Check</u>
	31087	Karen Nance	NFUSSD Conference, NE	10/27/2017	102.23

**RECOMMENDATION: The Superintendent recommends the Board approve all items listed in this section.**

**MOTION:**

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**SECOND:**

**VOTE:**

4000. PERSONNEL

PROFESSIONAL PERSONNEL:

4102-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Aixa Crespo Eff: 12/13/17-01/13/18	Milton Middle Spanish, Grades 6-8	Medical Leave Not to exceed 60 days

4103-P. EMPLOYMENT(S) – PROFESSIONAL PERSONNEL

The following individual(s) bid on, and were awarded, the respective positions below and will assume the position(s) as noted, pending Board action **effective December 6, 2017 unless otherwise noted.**

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Position</u>
P-6009	Michael Patton * Eff: Contingent upon release from Wayne County Schools, no later than July 1, 2018	Central Office Staff Accountant

P-6010 Nicola May Central Office/Multi Location  
 Eff: 12/12/17 Social Worker, Grades PreK-12

\*pending paperwork

4104-P. TRANSFER(S) – ADMINISTRATOR – PROFESSIONAL PERSONNEL

The following teacher(s) bid on, and were awarded, the respective positions below and will assume the position(s) as noted, pending Board action **effective December 6, 2017 unless otherwise noted.**

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
P-5179	Timothy Hardesty	Central Office Administrative Assistant- Elementary Education 261days, Salary Schedule 106	Central Office Assistant Superintendent- Division of District Support and Employee Relations 261 days, Salary Schedule 104

4105-P. RESIGNATION(S) - EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location</u>	<u>Position</u>
Tara Combs Eff: 11/27/17	Cabell County Career Technology Center TASC Examiner	Personal

4106-P. EMPLOYMENT(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location</u>
P-4058	Amy Cobb	Cabell Midland High Math, Recovery/Tutor
P-4059	Gary Hutchinson	Cabell Midland High Science, Recovery/Tutor
P-4063	Ashley Bennett	Milton Middle After School Tutoring/Recovery
P-4065	Lisa Williams	Huntington High English, Evening School
P-4066	Joseph Emerson	Huntington High Math, Evening School
P-4067	Robert St. Clair	Huntington High Science, Evening School
P-4068	Bruce Senior	Huntington High Social Studies, Evening School

P-4069          Helen Freeman          Huntington High  
Speech and Debate, Evening School

4107-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Carmen Watts

4008-P. RESIGNATION(S) – COACHING – PROFESSIONAL PERSONNEL

Name / Effective Date

School / Sport

Alexandra Moss  
Eff: 11/27/17

Huntington Middle  
Girls Track, Assistant Coach

4109-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

Job Posting  
Number

Name / Effective Date

Location / Sport

P-8216

Alyssa Morris \*

Cabell Midland High  
Swimming, Volunteer Coach

P-8228

Christopher Camp \*

Milton Middle  
Wrestling, Volunteer Coach

\* Individual(s) have completed the American Sport Education Program

**SERVICE PERSONNEL:**

4060-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL

Name / Effective Date

Location / Position

Reason

Carrie L. Adkins  
Eff: 01/02/18 – 01/31/18

Village of Barboursville Elem.  
Aide

Family Medical Leave

Nancy I. Dixon  
Eff: 11/28/17 – 06/30/18

Highlawn Elementary  
Cafeteria Manager

Long Term Medical Leave

Kathryan F. Hensley  
Eff: 11/29/17 – 02/20/18

Explorer Academy  
Cook

Medical Leave

Frederick O. Jeffers, Jr.  
Eff: 11/28/17 – 06/30/18

Central Office  
Head Custodian

Long Term Medical Leave



4061-S. TRANSFER(S) – SERVICE PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
CU18017	Charles Adkins, II <b>Eff: 01/04/18</b> <b>CORRECTION</b>	Huntington Middle School Custodian/Evening Shift 683 Salary / Schedule C54 240 days	Milton Middle School Custodian/Evening Shift 683 Salary / Schedule C54 240 days
M18008	Alex Rakes Eff: 12/15/17	Explorer Academy Custodian/Evening Shift 683 Salary / Schedule C54 240 days	Central Office Computer Tech II 546 Salary / Schedule H 261 days

4062-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACTS – SERVICE PERSONNEL

<u>Name</u>	<u>Location</u>	<u>Effective Date</u>
Malinda Ray <b>CORRECTION: Sub status</b>	Milton Elementary School	Eff: 08/10/17

4063-S. EMPLOYMENT(S) – EXTENDED TIME AGREEMENTS – SERVICE PERSONNEL

<u>Name</u>	<u>Location</u>	<u>Effective Date</u>	<u>Time Required</u>
Donna Stowers	Milton Pre-K	10/16/17	30 Minutes
Gary Perry	Central City	11/03/17	2 Hours 30 Minutes

4064-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

<u>Name</u>	<u>Substitute Position</u>	<u>Effective Date</u>
*Lori Ann Thomas	Secretary	12/06/17
*Cara N. Tomblin	LPN/Aide	12/06/17
*Ginger L. Plumley	LPN/Aide	12/06/17
*Jamie M. King	LPN/Aide	12/06/17
*Melissa N. Grass	LPN/Aide	12/06/17

\*Pending Pre-employment Background Check, Drug Screen and Training.

**RECOMMENDATION:** The Superintendent recommends the Board approve all items listed in this section.

**MOTION:**

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**SECOND:**

**VOTE:**

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

NONE

Ryan Saxe  
Superintendent

RS/lp