

# Agenda

## CABELL COUNTY BOARD OF EDUCATION HUNTINGTON, WEST VIRGINIA

February 16, 2016

5:30 P.M.

### **1000. INFORMATIONAL ITEMS**

- 1056. PRESENTATION: HUNTINGTON HIGH SCHOOL JROTC PROGRAM
- 1057. COMMUNICATIONS FROM THE SUPERINTENDENT
- 1058. DELEGATIONS TO BE HEARD

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

- 2157. BOARD MEETING MINUTES
- 2158. CHANGE ORDER #016 FOR THE EXPLORER ACADEMY – GEIGER BROTHERS
- 2159. CHANGE ORDER #017 FOR THE EXPLORER ACADEMY – GEIGER BROTHERS
- 2160. CHANGE ORDER #018 FOR THE EXPLORER ACADEMY – GEIGER BROTHERS
- 2161. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- 2162. STUDENT TRANSFER REQUESTS FOR THE 2015-2016 SCHOOL YEAR
- 2163. TEXTBOOK ADOPTION – ELEMENTARY HEALTH
- 2164. FIRST READING – POLICY MANUAL UPDATES

### **3000. FINANCIAL**

- 3033. TREASURER'S REPORT – JANUARY, 2016
- 3034. VOUCHERS PAYABLE – JANUARY, 2016
- 3035. BUDGET SUPPLEMENTS
- 3036. BUDGET TRANSFERS

### **4000. PERSONNEL**

#### **PROFESSIONAL PERSONNEL:**

- 4141-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL
- 4142-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL
- 4143-P. TRANSFER(S) – TEACHER – PROFESSIONAL PERSONNEL
- 4144-P. RESIGNATION(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4145-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4146-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSSIONAL PERSONNEL
- 4147-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

**SERVICE PERSONNEL:**

- 4089-S. RESIGNATION(S) – SERVICE PERSONNEL
- 4090-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL
- 4091-S. EMPLOYMENT(S) – SERVICE PERSONNEL
- 4092-S. TRANSFER(S) – SERVICE PERSONNEL
- 4093-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACT(S) – SERVICE PERSONNEL
- 4094-S. EXTENDED TIME AGREEMENT(S) – SERVICE PERSONNEL
- 4095-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

- 6024. DISCUSSION ON BOND SURPLUS PROJECTS
- 6025. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

February 16, 2016

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, February 16, 2016, 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**

1056. PRESENTATION: HUNTINGTON HIGH SCHOOL JROTC PROGRAM  
By: Major Paul Clark and Cadets

1057. COMMUNICATIONS FROM THE SUPERINTENDENT

1058. DELEGATIONS TO BE HEARD

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

2157. BOARD MEETING MINUTES

Minutes of January 19, 2016 (Regular Meeting), February 1, 2016 (Disciplinary Hearing), February 2, 2016 (Special Meeting), and February 2, 2016 (Regular Meeting) are being presented for approval.

2158. CHANGE ORDER #016 FOR THE EXPLORER ACADEMY - GEIGER BROTHERS

The Superintendent recommends approval of change order #016 for the Explorer Academy with Geiger Brothers in the amount of \$45,433.00. The purpose of this change order is to provide all labor, material and equipment necessary to do the following: additional phone system wiring, add door at gym and revise owner entrance, revise water cooler, add tack and marker boards and revise television locations. Funding source is Contingency.

2159. CHANGE ORDER #017 FOR THE EXPLORER ACADEMY - GEIGER BROTHERS

The Superintendent recommends approval of change order #017 for the Explorer Academy with Geiger Brothers in the amount of \$95,407.00. The purpose of this change order is to provide all labor, material and equipment necessary to add sheetrock to walls, credit waterproofing, credit cast iron piping in kitchen, removal of concrete stair, removal of broken mud bed in restrooms, masonry work above corridor/stairwells, additional work of stair removal and concrete floor and additional plumbing work. Funding source is Contingency.

2160. CHANGE ORDER #018 FOR THE EXPLORER ACADEMY - GEIGER BROTHERS

The Superintendent recommends approval of change order #018 for the Explorer Academy with Geiger Brothers in the amount of \$23,694.00. The purpose of this change order is to provide all labor, material and equipment necessary to provide fireproofing. Funding source is Contingency.

2161. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL

The Superintendent recommends approval of Cabell Midland High School’s trip request for eight (8) students to travel to Charleston, WV, to attend the WVMEA All-State Chorus on March 10-12, 2016. Two (2) chaperones, including one (1) employee, Leslie Riedel, will be on this trip. Two (2) days of school will be missed and transportation will be provided by automobile. Expenses will be paid from school funds.

2162. STUDENT TRANSFER REQUESTS FOR THE 2015-2016 SCHOOL YEAR

<u>NAME</u>	<u>GRADE</u>	<u>FROM</u>	<u>TO</u>	<u>ACTION</u>
Kierra L. Kammer	10th	Mason	Cabell	Approve

2163. TEXTBOOK ADOPTION – ELEMENTARY HEALTH

The Superintendent recommends approval for Elementary (K-5) Health Textbook Adoption.

<u>Course</u>	<u>Projected Costs</u>	<u>Committee Selected Textbook</u>
Elementary Health Grades K-5	\$ 218,927.50	The Children’s Health Market: <i>The Great Body Shop</i> 5776 student subscriptions 49 additional teacher’s guides

The Textbook Adoption Committee, upon discussion and input with classroom teachers throughout the district, recommends the 5 year adoption of *The Great Body Shop*. Last year, the committee chose to waive this purchase; thus, the subscription is priced at a pro-rated amount of \$37.50 for a five year subscription per student. Extra teacher guides must be purchased as the contract only allows for one teacher’s guide per 25 student materials.

Estimated Textbook Expenditure: \$ 218,927.50  
Annual Commitment (5 years): \$ 43,785.50

2164. FIRST READING – POLICY MANUAL UPDATES

PO 1130 - CONFLICT OF INTEREST	REVISED
PO 1630.01 - FMLA LEAVE	NEW POLICY
PO 2260.01 - SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY	REVISED
PO 2260.02 - SINGLE-GENDER CLASSES AND ACTIVITIES	NEW POLICY
PO 2260.03 - PROGRAMS OF STUDY FOR LIMITED ENGLISH PROFICIENT STUDENTS	RENUMBERED POLICY
PO 2461 - RECORDING OF BOARD MEETINGS INVOLVING STUDENTS AND/OR PARENTS	REVISED
PO 3113 - CONFLICT OF INTEREST	REVISED
PO 3120.01 - EMPLOYMENT OF SUBSTITUTES	REVISED
PO 3120.08 - EMPLOYMENT OF PERSONNEL FOR EXTRA-CURRICULAR ACTIVITIES	REVISED
PO 3160 - PHYSICAL/MENTAL EXAMINATION	REVISED
PO 3160.01 - TUBERCULOSIS EXAMINATION	REVISED
PO 3165 - USE OF EPINEPHRINE AUTO INJECTORS BY PERSONNEL	REVISED
PO 3217 - WEAPONS	REVISED
PO 3430.01 - FMLA LEAVE	REVISED
PO 4113 - CONFLICT OF INTEREST	REVISED
PO 4120 - EMPLOYMENT OF SERVICE PERSONNEL	REVISED
PO 4120.04 - EMPLOYMENT OF SUBSTITUTES	REVISED
PO 4120.08 - EMPLOYEMNT OF PERSONNEL FOR EXTRA-CURRICULAR ACTIVITIES	REVISED
PO 4131 - REDUCTION IN FORCR – SERVICE PERSONNEL	REVISED
PO 4160 - PHYSICAL/MENTAL EXAMINATION	REVISED
PO 4160.01 - TUBERCULOSIS EXAMINATION	REVISED
PO 4165 - USE OF EPINEPHRINE AUTO INJECTORS BY PERSONNEL	REVISED
PO 4217 - WEAPONS	REVISED
PO 4430.01 - FMLA LEAVE	REVISED
PO 5200 - ATTENDANCE	REVISED
PO 5320 - IMMUNIZATION	REVISED
PO 5321 - TUBERCULIN SKIN TEST	REVISED
PO 5330 - USE OF MEDICATIONS	REVISED
PO 5330.02 - SELF-ADMINISTERED MEDICATION AND EPINEPHRINE USE	REPLACEMENT POLICY
PO 5460 - GRADUATION REQUIREMENTS	REVISED
PO 5517.02 - SEXUAL VIOLENCE	NEW POLICY
PO 5517.03 - ANTI-HARASSMENT OF PERSONS WITH A DISABILITY	REVISED – RENUMBERED POLICY
PO 5530 - SUBSTANCE ABUSE PREVENTION	REVISED
PO 6230 - ANNUAL OPERATING BUDGET	REVISED
PO 6320 - PURCHASES	REVISED
PO 6510.01 - EMPLOYEE PAY	REVISED
PO 6705 - WAGE PAYMENT AND COLLECTION	REVISED
PO 7217 - WEAPONS	REVISED
PO 7510 - USE OF COUNTY FACILITIES	REVISED
PO 8210 - SCHOOL CALENDAR	REVISED
PO 8220 - SCHOOL DAY	REVISED

PO 8310 - PUBLIC RECORDS	REVISED
PO 8452 - AUTOMATED EXTERNAL DEFIBRILLATORS (AED)	REVISED
PO 8462 - STUDENT ABUSE AND NEGLECT	REVISED
PO 8500 - FOOD SERVICES	REVISED
PO 8510.01 - CHILD NUTRITION STANDARDS	REVISED

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

**MOTION:**

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**SECOND:**

**VOTE:**

**3000. FINANCIAL**

3033. TREASURER’S REPORT – JANUARY, 2016

The Treasurer’s Report for the month of January, 2016 is being presented for approval.

3034. VOUCHERS PAYABLE – JANUARY, 2016

The Vouchers Payable for the month of January, 2016 are being presented for approval.

3035. BUDGET SUPPLEMENTS

Fund	Name/Description	JE#	JE Total	Fund Total
11	Retirement Liability	103	\$ 10,687,233.00	
	School Statement Checks	103	\$ 42,491.67	
				<u>\$ 10,729,724.67</u>
61	Fresh Fruit and Vegetables	104	\$ 3,159.00	
	Food Service Farm to School	105	\$ 9,978.76	
	HHS Wellness Huntington Foundation	100	\$ 6,500.00	
	High School Equitv Testing	101	\$ 5,000.00	
	21 <sup>st</sup> Century Nurses	102	\$ 2,000.00	
				<u>\$ 26,637.76</u>

3036. BUDGET TRANSFERS

Fund	Name/Description	JE#	JE Total	Fund Total
61	Step 7	200	\$ 3,547.24	
				<u>\$ 3,547.24</u>

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

**MOTION:**

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**SECOND:**

**VOTE:**

**4000. PERSONNEL**

**PROFESSIONAL PERSONNEL:**

4141-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Jo Eichberger Eff: 02/27/16	Huntington High Speech Language Pathologist, Grades PreK-12	Moving

4142-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Rachel Beahrs Eff: 02/29/16 – 03/01/16	Martha/Salt Rock Elementary Speech Language Pathologist	Administrative
Deborah Christian Eff: 11/01/15 – 06/01/16 <b>INTERMITTENT</b>	Cox Landing Elementary/Multi- location LD/BD/MI, Grades K-5	Medical
Jessica Jordan Eff: 02/01/16 – 04/29/16	Huntington High Graduation Coach, Grades 9-12	Family
Meagan Joseph Eff: 03/16/16 – 03/18/16	Cabell Midland High Japanese, Grades 9-12	Administrative
Jennifer Kline Eff: 02/02/16 – 02/09/16	Central City Elementary Fifth Grade	Administrative
Nathan Litteral Eff: 12/16/15- 05/21/16 <b>INTERMITTENT</b>	Huntington High English/Language Arts Grades 9-12	Family
Brenda Stooke Eff: 02/18/16 – 03/04/16	Barboursville Middle Language Arts, Grades 6-8	Medical
Michelle Strader Eff: 02/03/16 – 03/07/16	Huntington East Middle Art, Grades 6-8	Medical

4143-P. TRANSFER(S) – TEACHER – 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 2016-2017 school year unless otherwise noted.**

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
P-3508	Michelle Hanshaw	Huntington High Business Education Grades 9-12	Cabell County Career Technology Center Business Education, Grades 9-12

4144-P. RESIGNATION(S) - EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location</u>	<u>Position</u>
Michelle Hanshaw Eff: 06/04/15	Huntington High	Department Curriculum Leader of Business Education

4145-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Kelli Meeks

4146-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Daniel Crow	Meredith Ferry
Megan Dunkle	David Watson, II

4147-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>School / Sport</u>
Shelley Stewart Eff: 2015-2016 School Year	P-8890, Barboursville Middle Girls' Track, Assistant Coach
Jason Gibson* Eff: 2015-2016 School Year	P-8900, Milton Middle Boys' Track, Assistant Coach
David Riedel* Eff: 2015-2016 School Year	P-8903, Milton Middle Girls' Track, Volunteer Coach
Edward Adkins Eff: 2015-2016 School Year	P-8904, Huntington Middle Boys' Track, Head Coach
Alexandra Moss Eff: 2015-2016 School Year	P-8906, Huntington Middle Girls' Track, Assistant Coach



Jason Bankston  
Eff: 2015-2016 School Year

P-8907, Huntington Middle  
Golf, Head Coach

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

**SERVICE PERSONNEL:**

4089-S. RESIGNATION(S) – SERVICE PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Heather Barnett Eff: 02/04/16	Substitute Cook	Personal

4090-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL

<u>Name/Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Sheila Gilkerson Eff: 01/19/16 – 02/14/16	Huntington Middle School Cook	Medical Leave
Janet Mitchell Eff: 03/07/16 – 03/11/16	Central Office/Curriculum Department Secretary	Administrative Leave Non-school related

4091-S. EMPLOYMENT(S) – SERVICE PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Position</u>
BU16028	Danny Hagley Eff: 02/22/16	Transportation Complex Bus Operator Bus #769 655 Salary / Schedule D12 200 days
BU16029	Scot Meadows Eff: 02/22/16	Transportation Complex Bus Operator Bus #735 655 Salary / Schedule D12 200 days
CK16058	Heather Robertson Eff: 02/22/16	Meadows Elementary School Cook I (Half time) 675 Salary / Schedule A10 200 days

4092-S. TRANSFER(S) – SERVICE PERSONNEL

<u>Job Posting Number</u>	<u>Name /Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
CK16057	Lee Kipp Eff: 02/22/16	Huntington East Middle Sch. Cook III 677 C12 200 days	Huntington East Middle School Cafeteria Manager 672 Salary / Schedule D10 200 days
CU16047	Ethan Hicks Eff: 02/22/16	Transportation Complex/ Alternative School Custodian III 683 (Evening shift) C12 200 days	Milton Elementary School Custodian III 683 (Evening shift) Salary / Schedule C54 240 days

4093-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACT(S) – SERVICE PERSONNEL

The employee(s) listed below will be performing specialized health care procedures during the 2015–2016 school year.

<u>Name</u>	<u>Location</u>	<u>Effective Date</u>
Katura Lyles	Huntington High School	Eff: 08/13/15
Alaine Call	Meadows Elementary School	Eff: 01/28/16

4094-S. EXTENDED TIME AGREEMENT(S) – SERVICE PERSONNEL

<u>Name</u>	<u>Location</u>	<u>Effective Date</u>	<u>Time Required</u>
Tamara Wintz	Guyandotte Elementary School	Eff: 01/15/16	1 hour

4095-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

<u>Name</u>	<u>Substitute Position</u>	<u>Effective Date</u>
*Deborah M. Davis	Substitute Secretary	Eff: 02/17/16

\*Pending Criminal Background check and Drug screen.

**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**

6024. DISCUSSION ON BOND SURPLUS PROJECTS

6025. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

William A. Smith  
Superintendent

WAS/lkp