

Agenda

CABELL COUNTY BOARD OF EDUCATION HUNTINGTON, WEST VIRGINIA

November 21, 2017

5:30 P.M.

1000. INFORMATIONAL ITEMS

- 1043. SPECIAL CELEBRATIONS
- 1044. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES
- 1045. UPDATE: OPERATIONS
- 1046. COMMUNICATIONS FROM THE SUPERINTENDENT
- 1047. DELEGATIONS TO BE HEARD

2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS

- 2086. BOARD MEETING MINUTES
- 2087. SECOND READING – POLICY MANUAL UPDATES
- 2088. INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND DRUG EMPORIUM #1
- 2089. INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND CVS HEALTH, INC.
- 2090. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION HEALTHSOUTH CORPORATION
- 2091. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND UNIVERSITY PHYSICIANS & SURGEONS, INC., dba MARSHALL HEALTH
- 2092. APPROVAL FOR PLACEMENT OF INTERN IN THE COMMUNICATIONS OFFICE
- 2093. STUDENT TRANSFER REQUESTS FOR THE 2017-2018 SCHOOL YEAR
- 2094. MEAL SUPERVISION AGREEMENT CONTRACTS FOR 2017-2018 SCHOOL YEAR

3000. FINANCIAL

- 3023. TREASURER'S REPORT – OCTOBER, 2017
- 3024. VOUCHERS PAYABLE – OCTOBER, 2017
- 3025. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBERS
- 3026. BUDGET SUPPLEMENTS
- 3027. BUDGET TRANSFERS

4000. PERSONNEL

PROFESSIONAL PERSONNEL:

- 4095-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL
- 4096-P. EMPLOYMENT(S) – PROFESSIONAL PERSONNEL
- 4097-P. TRANSFER(S) – TEACHER – PROFESSIONAL PERSONNEL
- 4098-P. EMPLOYMENT(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4099-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4100-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4101-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

SERVICE PERSONNEL:

- 4054-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL
- 4055-S. EMPLOYMENT(S) – SERVICE PERSONNEL
- 4056-S. TRANSFER(S) – SERVICE PERSONNEL
- 4057-S. EMPLOYMENT(S) – EXTENDED TIME AGREEMENTS – SERVICE PERSONNEL
- 4058-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACTS – SERVICE PERSONNEL
- 4059-S. RESCIND BOARD ACTION OF NOVEMBER 7, 2017 – SERVICE PERSONNEL

5000. SPECIAL BOARD ITEMS

NONE

6000. DISCUSSION

- 6013. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

November 21, 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, November 21, 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

1043. SPECIAL CELEBRATIONS

By: Jedd Flowers, Director of Communications

1) 2018 MISS WEST VIRGINIA TEEN USA

Trinity Tiffany was selected as the 2018 Miss West Virginia Teen USA. Trinity is a native of Huntington, West Virginia and a student at Huntington High School. An honor student, Trinity plans to one day become a dentist. A lifelong dancer, she also seeks to open a dance studio and share her passion for dance with others. Outside of school, Trinity is a coordinator for the Special Olympics and volunteers with the Huntington Kennel Club. She is also active in modeling, art, and politics, and loves to travel. Wearing the crown gives Trinity an opportunity to advocate for individuals with special needs and give back to her community.

Sydni Smith was selected as Second Runner-Up and Miss Photogenic in the 2018 Miss West Virginia Teen USA. Sydni is a student at Huntington High School.

2) WEST VIRGINIA MARCHING BAND INVITATIONAL CHAMPIONS

The **Cabell Midland Marching Knights** were the Old Gold Division Grand Champions of the sixth annual West Virginia Marching Band Invitational held at Laidley Field, Charleston, WV on Saturday, October 21, 2017. They were also selected as the West Virginia State Honor Band and took first place in the Class A Band category and Class A Best Overall awards in percussion, color guard, drum major, and soloist. The band is led by Tim James.

1044. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES

By: Kelly Watts, Assistant Superintendent

1045. UPDATE: OPERATIONS

By: James Colegrove, Assistant Superintendent

1046. COMMUNICATIONS FROM THE SUPERINTENDENT

1047. DELEGATIONS TO BE HEARD

2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS

2086. BOARD MEETING MINUTES

Minutes of November 1, 2017 (Expulsion Hearings) and November 7, 2017 (Regular Meeting) are being presented for approval.

2087. SECOND READING – 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

2088. INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND DRUG EMPORIUM #1

The Superintendent recommends the approval of an interagency agreement with Drug Emporium #1, a medical facility in Barboursville, Cabell County, West Virginia, to provide an opportunity for students enrolled in the Pharmacy Tech/Health Sciences Education program at Cabell Midland High School to observe and acquire clinical experience for the school year beginning July 1, 2017.

2089. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND HEALTHSOUTH CORPORATION

The Superintendent recommends approval for the renewal of an interagency agreement with HealthSouth Corporation, as agent for its affiliate rehabilitation hospital, HealthSouth, of Huntington, WV, to provide students enrolled in the Practical Nursing program at the Cabell County Career Technology Center an opportunity to observe and participate in clinical rotations in patient-care settings.

2090. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND UNIVERSITY PHYSICIANS & SURGEONS, INC., dba MARSHALL HEALTH

The Superintendent recommends approval of the renewal of an interagency agreement with University Physicians & surgeons, Inc, dba Marshall Health to provide an opportunity for students enrolled in the Practical Nursing Program at the Cabell County Career Technology Center to observe and gain clinical experience in the performance of LPN duties.

2091. RENEWAL OF INTERAGENCY AGREEMENT BETWEEN CABELL COUNTY BOARD OF EDUCATION AND CVS HEALTH, INC.

The Superintendent recommends approval of the renewal of an interagency agreement with CVS Health, Inc., to provide an opportunity for students enrolled in the Pharmacy Tech program at Cabell Midland High School to observe and acquire practical pharmacy experiences.

2092. APPROVAL FOR PLACEMENT OF INTERN IN THE COMMUNICATIONS OFFICE

The Superintendent recommends the placement of Sebastian Morris, a Marshall University sophomore majoring in Broadcast Journalism, as a paid intern in the Communications Office for the Spring 2018 semester (contracted services). After passing a background check, Sebastian will intern 10 hours most weeks, except for one week a month, when he fulfills his service as a Marine Reservist. During his time in

the Communications Office, Sebastian will expand his journalism and public relations skills by assisting the Director of Communications and his staff with crisis communications, news releases, video production, photography, social media, developing website content, and communications planning. After his internship has concluded, Sebastian will be paid \$10 per hour for up to 100 hours from the Communications Department budget (county funds).

2093. STUDENT TRANSFER REQUESTS FOR THE 2017-2018 SCHOOL YEAR

<u>NAME</u>	<u>GRADE</u>	<u>FROM</u>	<u>TO</u>	<u>ACTION</u>
Autumn Dayle Banks	1 st	Wayne	Cabell	Approved

2094. MEAL SUPERVISION AGREEMENT CONTRACTS

The Superintendent recommends approval for the following Meal Supervision Agreement Contracts. School employees may either receive reimbursement for meal supervision or elect to receive a meal in lieu of pay.

<u>SCHOOL</u>	<u>MEAL</u>	<u>REIMBURSEMENT</u>
Martha Elementary		Megan Luke - Substitute
Southside Elementary		Angie Keyser
Davis Creek Elementary		Leslie Call

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

MOTION:

SECOND:

VOTE:

3000. FINANCIAL

3023. TREASURER’S REPORT – OCTOBER, 2017

The Treasurer’s Report for the month of October, 2017 is being presented for approval.

3024. VOUCHERS PAYABLE – OCTOBER, 2017

The Vouchers Payable for the month of October, 2017 are being presented for approval.

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.

3025. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBERS

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

Fund	Check Number	Check Written To	For	Check Date	Amount of Check
11	30926	Rhonda Smalley	WVSBA Training	10/20/2017	53.50
	30933	Mary Neely	WVSBA Training	10/20/2017	55.64
	31087	Karen Nance	NFUSSD Conference, NE	10/27/2017	102.23
Total Vouchers Payable					<u>\$ 211.37</u>

3026. BUDGET SUPPLEMENTS

Fund	Name/Description	JE#	JE Total	Fund Total
11	School Statements October	107	\$ 22,261.15	<u>\$ 22,261.15</u>
41	Fund 41 Carryover	104	\$ 3,359,743.35	<u>\$ 3,359,743.35</u>
51	Fund 51 Carryover	105	\$ 6,743,766.41	<u>\$ 6,743,766.41</u>
61	Automotive VE Program CCCTC	102	\$ 11,468.00	
	21 st Century Spring Hill	103	\$ 113,000.00	
	AET CMHS	106	\$ 690.00	
				<u>\$ 125,158.00</u>

3027. BUDGET TRANSFERS

Fund	Name/Description	JE#	JE Total	Fund Total
11	Fund 11 Transfers	204	\$ 1,000.00	
	Fund 11 Transfers	202	\$ 2,006.02	
				<u>\$ 3,006.02</u>
61	CTE Secondary Block	202	\$ 11,489.47	
	Adult Ed	203	\$ 13,880.41	
	Step 7	200	\$ 46,319.85	
	WV Leaders of Literacy	201	\$ 18,802.19	
	Grade Level Reading	203	\$ 169.44	
				<u>\$ 90,661.36</u>

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

MOTION:

SECOND:

VOTE:

4000. PERSONNEL

PROFESSIONAL PERSONNEL:

4095-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Meghan Burkey Eff: 10/16/17-01/31/18	Guyandotte Elementary Sp. Ed. MI/AU	Medical Leave Not to exceed 60 days
Mary Jane Davidson Eff: 11/14/17-12/26/17	Huntington East Middle Voc. Agriculture, Grades 6-8	Medical Leave Not to exceed 60 days
Rebecca Hess Eff: 10/27/17-06/04/18	Milton Middle English Language Arts, Grades 6-8	Family Leave Intermittent Not to exceed 60 days
Tonya Jenkins Eff: 11/06/17-06/04/18	Spring Hill Elementary LD/BD/MI, Grades K-5	Medical Leave Not to exceed 60 days
Amy Sanns Eff: 10/10/17-06/04/18	Altizer Elementary Grade 3	Family Leave Intermittent Not to exceed 60 days
Gloria Urian Eff: 11/07/17-06/04/18	Nichols Elementary Kindergarten	Family Leave Intermittent Not to exceed 60 days

4096-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 November 27, 2017 unless otherwise noted.**

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Position</u>
P-6012	Deborah Evans	Special Education School Nurse Multi-Locations

4097-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 2018-2019 school year unless otherwise noted.**

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
P-2221	Daniella Parent	Huntington East Middle LD/BD/MI, Grades 6-8	Huntington East Middle ELA (Career Literacy), Grades 6-8

4098-P. EMPLOYMENT(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Job Posting Number</u>	<u>Name</u>	<u>Location</u>
P-4027	Daniella Parent	Huntington East Middle Before school Recovery/Tutoring/Detention
P-4050	Kristye Shaffer	Huntington East Middle Yearbook Advisor

4099-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Lisa Brock	Mary Scarbro
Heather Elliott	Elizabeth Somerville
Emily Harmon	Charles Wentz
Christa Navy	Jennifer York
Mary Niemann	

4100-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

William McGee

4101-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Sport</u>
P-8179	Justin Martin *	Cabell Midland High Boys' Basketball, Assistant Coach
P-8214	Benjamin Fuller	Huntington High Wrestling, Volunteer Coach

P-8221	Corey Woomer	Milton Middle Football, Head Coach
P-8222	Zachary Wentz	Milton Middle Boys' Basketball, Volunteer Coach

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

SERVICE PERSONNEL:

4054-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Debra L. Hedrick Eff: 11/01/17 – 12/12/17	Spring Hill Elementary School	Medical Leave
Penny Morrison Eff: 11/06/17 – 06/30/18	Maintenance Department	Medical Leave Intermittent
Patti Ann Paugh Eff: 11/07/17 – 06/30/18	Transportation Complex Aide	Medical Leave
Jared Dean Rayburn Eff: 11/01/17 – 12/22/17	Huntington East Middle School	Medical Leave Aide

4055-S. EMPLOYMENT(S) – SERVICE PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Position</u>
BU18023	Jared Childers Eff: 12/01/17	Transportation Complex Bus Operator Bus #741 655 Salary / Schedule D12 200 days
S18030	Cindy Adams Eff: 01/04/18	Highlawn Elementary School Secretary II 536 Salary / Schedule E 213 days

4056-S. TRANSFER(S) – SERVICE PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>		<u>Transferred To</u>
A18054	Christi Smith Eff: 12/01/17	Cabell Midland High School Cook I Salary / Schedule A10 200 days	675	Milton Elementary School Pre-School Aide/ECCAT 506 Special Needs Itinerant Milton Pre-School Location (Supervisory) Salary / Schedule E11 200 days
BU18022	Dakota Miller Eff: 12/01/17	Transportation Complex Bus Operator Bus #765 Salary / Schedule D12 200 days	655	Milton Bus Garage Bus Operator Bus #778 655 Salary / Schedule D12 200 days
BU18024	Jennifer Harmon Eff: 12/01/17	Transportation Complex Bus Operator Bus #773 Salary / Schedule D12 200 days	655	Transportation Complex Bus Operator Bus #719 655 Special Needs Salary / Schedule D12 200 days
CU18017	Charles Adkins, II Eff: 12/01/17	Huntington Middle School Custodian/Evening Shift Salary / Schedule C54 240 days	683	Milton Middle School Custodian/Evening Shift 683 Salary / Schedule C54 240 days
CU18018	Thomas Drew Smith Eff: 12/01/17	Ona Elementary School Custodian/Evening Shift Salary / Schedule C54 240 days	683	Central City Elementary School Custodian/Modified 683 Evening Shift Salary / Schedule C54 240 days
CU18019	James Pingley Eff: 12/01/17	Huntington High School Custodian/Midnight Shift Salary / Schedule C12 200 days	683	Cabell Midland High School Custodian/Modified 683 Evening Shift Salary / Schedule C12 200 days
S18031	Pam Clark Eff: 01/04/18	Huntington Middle School Secretary II Salary / Schedule E 200 days	536	Explorer Academy/Spring Hill Elementary School 536 Secretary II Salary / Schedule E 200 days

4057-S. EMPLOYMENT(S) – EXTENDED TIME AGREEMENTS – SERVICE PERSONNEL

<u>Name</u>	<u>Location</u>	<u>Effective Date</u>	<u>Time Required</u>
Sheena Spurlock	Milton Elementary School	Eff: 08/10/17	Additional 30 Minutes

4058-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACTS – SERVICE PERSONNEL

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

4059-S. RESCIND BOARD ACTION OF NOVEMBER 7, 2017 – SERVICE PERSONNEL

The Superintendent recommends the rescinding of the board action of November 7, 2017, which included the hiring as a substitute service employee. The reason for this action the employee’s failure to complete the employment requirements.

<u>Name</u>	<u>Location / Position</u>	<u>Reason</u>
Will H. Frye	Substitute Aide	Failure to complete requirements

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

MOTION:

SECOND:

VOTE:

5000. SPECIAL BOARD ITEMS

NONE

6000. DISCUSSION

6013. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

Ryan Saxe
Superintendent

RS/lp