

Agenda

CABELL COUNTY BOARD OF EDUCATION HUNTINGTON, WEST VIRGINIA

March 1, 2016

5:30 P.M.

1000. INFORMATIONAL ITEMS

- 1059. ACHIEVEMENT SPOTLIGHT: RECOGNITIONS
- 1060. COMMUNICATIONS FROM THE SUPERINTENDENT
- 1061. DELEGATIONS TO BE HEARD

2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS

- 2165. BOARD MEETING MINUTES
- 2166. MEMORANDUM OF AGREEMENT BETWEEN THE WEST VIRGINIA UNIVERSITY COOPERATIVE EXTENSION SERVICE, COUNTY EXTENSION SERVICE COMMITTEE, AND CABELL COUNTY BOARD OF EDUCATION
- 2167. CHANGE ORDER #001 FOR HUNTINGTON HIGH SCHOOL – CIMCO, INC.
- 2168. CHANGE ORDER #018 FOR CULLODEN ELEMENTARY SCHOOL – WISEMAN CONSTRUCTION COMPANY, INC.
- 2169. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- 2170. SCHOOL TRIP REQUEST – BARBOURSVILLE MIDDLE SCHOOL
- 2171. SCHOOL TRIP REQUEST – HUNTINGTON MIDDLE SCHOOL
- 2172. SCHOOL TRIP REQUEST – HUNTINGTON HIGH SCHOOL
- 2173. SCHOOL TRIP REQUEST – HUNTINGTON HIGH SCHOOL
- 2174. MEAL SUPERVISION AGREEMENT CONTRACTS
- 2175. SECOND READING – POLICY MANUAL UPDATES

3000. FINANCIAL

NONE

4000. PERSONNEL

PROFESSIONAL PERSONNEL:

- 4153-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL
- 4154-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL
- 4155-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4156-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

SERVICE PERSONNEL:

- 4102-S. RESIGNATION(S) – SERVICE PERSONNEL
- 4103-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL
- 4104-S. TRANSFER(S) – SERVICE PERSONNEL
- 4105-S. SPECIALIZED HEALTH CARE PROCEDURE CONTRACT(S) – SERVICE PERSONNEL
- 4106-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

5000. SPECIAL BOARD ITEMS

- 5081. SETTING PRIORITY ORDER ON 2006 BOND SURPLUS PROJECTS
- 5082. EMPLOYEE DISCIPLINE – SERVICE PERSONNEL

6000. DISCUSSION

NONE

March 1, 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, March 1, 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

1059. SPOTLIGHT ACHIEVEMENT: RECOGNITIONS

2016 MATH FIELD DAY WINNERS, GRADES 4-12

By: Rhonda O'Neal, Curriculum Supervisor-Social Studies & Science

Cabell County Schools congratulates this year's Math Field Day winners for grades 4-12. Math Field Day took place January 27, 2016 at the Central Office for middle and high school students and February 10, 2016 and February 11, 2016 for the fourth and fifth grade students, respectively. Some of the students will move to regional competition planned for March 4, 2016 in Logan.

2016 GREAT MIDDLE SCHOOL READ OUT COMPETITION WINNERS

By: Vickie Linville, Instructional Coach

Cabell County's sixth, seventh and eighth grade students read an astounding, combined total of 7,781 books – the highest total over the last three years. The top readers and honorable mentions will be recognized in the various categories.

1060. COMMUNICATIONS FROM THE SUPERINTENDENT

1061. DELEGATIONS TO BE HEARD

2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS

2165. BOARD MEETING MINUTES

Minutes of February 16, 2016 (Expulsion Hearings), February 16, 2016 (Regular Meeting), and February 23, 2016 (Expulsion Hearings) and February 23, 2016 (Special Meeting) are being presented for approval.

2166. MEMORANDUM OF AGREEMENT BETWEEN THE WEST VIRGINIA UNIVERSITY COOPERATIVE EXTENSION SERVICE, COUNTY EXTENSION SERVICE COMMITTEE, AND CABELL COUNTY BOARD OF EDUCATION

The Superintendent recommends that the Board of Education continue this memorandum of agreement at the current appropriation of \$13,000 for the fiscal year beginning July 1, 2016.

2167. CHANGE ORDER #001 FOR HUNTINGTON HIGH SCHOOL – CIMCO, INC.

The Superintendent recommends approval of change order #001 in the amount of \$12,430.00 for Huntington High School's cooling towers with Cimco, Inc. The purpose of this change order is to provide all labor, material and equipment necessary to change piping connections to the towers from 4" to 6". Funding source is Local.

2168. CHANGE ORDER #018 FOR CULLODEN ELEMENTARY SCHOOL – WISEMAN CONSTRUCTION COMPANY, INC.

The Superintendent recommends approval of change order #018 in the amount of \$29,029.00 for the Culloden Elementary Project with Wiseman Construction Company, Inc. The purpose of this change order is to provide all labor, materials and equipment necessary to upgrade the existing fire alarm, hookup kitchen equipment, relocate kitchen roof drain and relocate existing chiller flow switch. Funding source is Contingency.

2169. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL

The Superintendent recommends approval of Cabell Midland High School's trip request for four (4) students to travel to Morgantown, WV, to participate in a Culinary Competition. The date of this trip will be March 1-3, 2016. Pro Start along with two (2) chaperones, Steve Martin & Becky DeHart, will be on the trip. Three (3) days of school will be missed and transportation will be provided by a rental car. Expenses will be paid from school funds.

2170. SCHOOL TRIP REQUEST – BARBOURSVILLE MIDDLE SCHOOL

The Superintendent recommends approval of Barboursville Middle School's trip request for six (6) students to travel to the NASA Goddard Space Flight Center, Greenbelt, MD, to participate in the GLOBE Northeast and Mid-Atlantic Regional Science Fair Competition. The date of this trip will be March 10-12, 2016. Two (2) chaperones, both employees, will be going on the trip: Richard Sharpe and Phyllis Jean Rider. Two (2) days of school will be missed and transportation will be provided by a rental car agency. Expenses will be paid from school funds.

2171. SCHOOL TRIP REQUEST – HUNTINGTON MIDDLE SCHOOL

The Superintendent recommends approval of Huntington Middle School's trip request for fifty (50) students involved in the Western Virginia Military Academy/Lizzie Cabell Finishing Club to travel to Hurricane, WV, to attend the Civil War reenactment. The date of this trip will be April 1 – April 3, 2016. Six (6) chaperones: Leanne Messener, Matt Reynolds, Andrew Potter, Donnie Jones, Matthew Stanley, Dillon Patrick and one (1) employee, Michael Sheets will be on this trip. The boys of the WVMA will be staying overnight, the girls will not. No school will be missed and transportation will be provided by parents and chaperones. Expenses will be paid from school funds.

2172. SCHOOL TRIP REQUEST – HUNTINGTON HIGH SCHOOL

The Superintendent recommends and approves of Huntington High School's trip request for two (2) students to travel to the NASA Goddard Space Flight Center, Greenbelt, MD, to present study projects at the GLOBE Northeast and Mid-Atlantic Regional Science Fair. The date of this trip will be March 10-12, 2016. Two (2) chaperones, both employees, will be on the trip: Richard Sharpe and Carla Snell. Two (2) days of school will be missed and transportation will be provided by a rental car. Expenses will be paid from school funds.

2173. SCHOOL TRIP REQUEST – HUNTINGTON HIGH SCHOOL

The Superintendent recommends approval of Huntington High School's trip request for twenty-four (24) students in the band to travel to Walt Disney World, Florida, to hear professional ensembles and learn other cultures. The date of this trip will be March 23-27, 2016. Five (5) chaperones including two (2) employees: Andrew Pinnick and Nick Amis will be on this trip. No school will be missed and transportation will be provided by Charter Buses. Expenses will be paid from school funds.

2174. 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>
Huntington East Middle		Amber Akers
Huntington Middle		Stephen Riner

2175. SECOND 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:

SECOND:

VOTE:

3000. FINANCIAL

NONE

4000. PERSONNEL

PROFESSIONAL PERSONNEL:

4153-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Kelly Arnett Eff: 06/04/16	Nichols Elementary Third Grade	Moving
Martha Evans Eff: 06/13/16	Guyandotte Elementary Principal, Grades K-5	Other Employment

4154-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Jeremy Baisden Eff: 03/01/16 – 06/30/16 INTERMITTENT	Central Office Coordinator, Information Systems	Family
Brian Casto Eff: 02/26/16 – 03/11/16	Cabell Midland High Social Studies, Grades 9-12	Family
Teresa Damron Eff: 02/22/16 – 03/25/16	Huntington East Middle Reading, Grades 7 & 8	Medical
April Diamond Eff: 02/22/16 – 02/26/16	Huntington Middle Library Media Specialist Grade 6-8	Medical
Marsha Dille Eff: 02/15/16 – 06/10/16	Huntington East Middle Music, Grades K-12	Family
Tyler Ellis Eff: 02/29/16 – 03/18/16	Cabell Midland High Science, Grades 9-12	Military
Jennifer Ferguson Eff: 04/11/16 – 04/15/16	Salt Rock Elementary Kindergarten	Administrative
Susan McKinley Eff: 02/01/16 – 06/10/16	Hite-Saunders Elementary LD/BD/MI, Grades K-5	Medical
Ashley Morrison Eff: 02/23/16 – 06/04/16	Explorer Academy Counselor, Grades K-5	Family
Mona Lisa Templeton Eff: 02/15/16 – 02/26/16	Cabell Midland High Health Science, Grades 9-12	Medical
Helen K. Westcott Eff: 02/17/16 – 05/23/16	Huntington East Middle Science, Grade 6	Medical

Gayle Wolfe
Eff: 03/07/16 – 04/01/16

Central City Elementary
Title I Math

Medical

4155-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Ava Burgess

Emily Nestor

Lauren Thompson

4156-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

Name / Effective Date

School / Sport

Rhonda Short*
Eff: 2015-2016 School Year

P-8886, Cabell Midland High
Boys' Track, Volunteer Coach

Gregory Childers*
Eff: 2015-2016 School Year

P-8887, Cabell Midland High
Baseball, Volunteer Coach

Margaret Gleason
Eff: 2015-2016 School Year

P-8891, Huntington High
Girls' Tennis, Head Coach

Paden W. Christian*
Eff: 2015-2016 School Year

P-8898, Huntington High
Boys' Track, Assistant Coach

Joe D. St. Clair*
Eff: 2015-2016 School Year

P-8898, Huntington High
Boys' Track, Assistant Coach

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

SERVICE PERSONNEL:

4102-S. RESIGNATION(S) – SERVICE PERSONNEL

Name / Effective Date

Location / Position

Reason

Rosemary Hensley
Eff: 01/30/16

Milton Elementary School
Cook

Retirement

Robert Keith Thacker
Eff: 06/01/16

Huntington High School
Custodian

Retirement

Ralph D. Clemmons
Eff: 04/01/16

Central Office Maintenance Department
Heavy Equipment/Grounds Foreman

Retirement

4103-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL

Name/Effective Date

Location/Position

Reason

Frank C. Graybeal
Eff: 02/01/16 – 06/16/16

Milton Elementary School
Custodian

Family Medical Leave
Intermittent

4104-S. TRANSFER(S) – SERVICE PERSONNEL

<u>Job Posting Number</u>	<u>Name /Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
CK16059	Paula Scarberry Eff: 03/07/16	Cabell Midland High School Cook I (Full time) 675 A10 200 days	Huntington East Middle School Cook I (Full time) 675 Salary / Schedule A10 200 days
CU16048	Alex Rakes Eff: 03/07/16	Huntington High School Custodian III 683 (Midnight shift) C12 200 days	Transportation Complex/ Alternative School Custodian III 683 (Evening shift) Salary / Schedule C12 200 days
S17001	Carolyn Raines Eff: 07/01/16	Central Office Service Personnel Dept. Executive Secretary I 538 G1 261 days	Central Office Asst. Superintendent's Office Executive Secretary II 538 Salary / Schedule G2 261 days
S17002	Deanna Myers Eff: 07/01/16	Cox Landing Elementary Secretary III 537 F 213 days	Transportation Complex Executive Secretary I 538 Salary / Schedule G1 261 days
S17003	Amy Sacre Eff: 2016-2017 Sch.Yr.	Huntington High School Secretary Bookkeeper 537 F 220 days	Cabell County Career Tech. Ctr. Secretary III 537 Salary / Schedule F 200 days

4105-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>
John Bailey	Spring Hill Elementary School	Eff: 02/22/16
Kristina Baumgarner	Barboursville Middle School	Eff: 01/04/16

4106-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

<u>Name</u>	<u>Substitute Position</u>	<u>Effective Date</u>
Robert Keith Thacker	Substitute Custodian	Eff: 08/05/16

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

MOTION:

SECOND:

VOTE:

5000. SPECIAL BOARD ITEMS

5084. SETTING PRIORITY ORDER ON 2006 BOND SURPLUS PROJECTS

The Superintendent recommends the following priority order for the 2006 Bond Surplus projects:

Priority #1	Southside Elementary/Huntington Middle
Priority #2	Barboursville Middle
Priority #3	Milton Middle/Martha Elementary

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

MOTION:

SECOND:

VOTE:

5085. EMPLOYEE DISCIPLINE – SERVICE PERSONNEL

The Superintendent recommends that the Board ratify the three (3) day suspension of a Service employee without pay. The suspension is to be served on February 17, 24, and March 7, 2016.

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

MOTION:

SECOND:

VOTE:

6000. DISCUSSION

NONE

William A. Smith
Superintendent