

***Wayne County Board of Education
Policies Update: (Administration) (5)***

- ***Policy 1110 (Administration: Establishment/Assessment of County Goals)***
- ***Policy 1130 (Administration: Conflict of Interest)***
- ***Policy 1240 (Administration: Evaluation of the Superintendent)***
- ***Policy 1613 (Administration: Student Supervision and Welfare)***
- ***Policy 1619 (Administration: Group Health Plans)***

***Your comments concerning these policy should be sent
in writing (mail or email) to:***

***Mr. Todd Alexander
Superintendent
Wayne County Board of Education
PO Box 70
Wayne, WV 25570
Email: talexand@k12.wv.us***

***These policies are out for public comment for 10 working days beginning
Friday, March 27, 2026 through Thursday, April 9, 2026.***

Book	Public Comment Period 3/27/26-4/9/26
Section	Vol 16-2 Agenda-Second Reading
Title	Revised Policy - Volume 16, No. 2 - December 2024 - ESTABLISHMENT/ASSESSMENT OF COUNTY GOALS
Code	po1110
Status	
Adopted	May 26, 2015
Last Revised	February 8, 2022

Revised Policy - Volume 16, No. 2 - December 2024

1110 - ESTABLISHMENT/ASSESSMENT OF ~~DISTRICT~~COUNTY GOALS

One (1) of the major functions of the Board of Education is to work with the administration to establish written goals or objectives by which the ~~District~~ County can accomplish its mission and to provide the resources necessary for their accomplishment. Prior to developing Board goals, the Board shall review the County strategic plan and ensure Board goals support and amplify the County strategic plan goals to improve student achievement and assure student well-being. The goals or objectives shall be established before September 15th of each year. (x) All () Some [end of option] of these goals and objectives (x) shall () may [end of option] be a part of the Superintendent's evaluation. Because of the importance the Board places on accomplishing goals or objectives, it has established ~~the following~~ this policy for effective assessment of the ~~District's~~ County's progress toward ~~their~~ its realization.

[DRAFTING NOTE: SELECT IF ANY GOALS AND OBJECTIVES ARE PART OF SUPERINTENDENT'S EVALUATION] []

If the Board and the Superintendent are unable to agree on the goals and objectives to be used in the evaluation of the Superintendent, the parties will:

- A. (x) petition the State Board to designate an individual to facilitate agreement on goals or objectives;
- B. () engage the West Virginia Schools Boards Association and/or the West Virginia Association of School Administrators to facilitate agreement; or
- C. () establish a specific procedure or select some other third party to help break the impasse.

In conjunction with its annual evaluation of the Superintendent and its own performance, the Board shall also provide the time for both the Board and the administration to assess the progress of the school system, during a given period of time, toward the achievement of current goals or objectives. ~~At a minimum, the Board shall annually assess its performance using statutorily required Board performance appraisal, approved by the WVBE. This appraisal shall focus on collaborating with various constituency groups and general public, strategies necessary to monitor and improve students achievement on a continuing basis, and effective utilization of policy to governance. The statutorily required Board performance appraisal shall include review of school and District performance, student outcomes, District and school level leadership, and attainment of Board goals. Prior to developing Board goals, the Board shall review the District strategic plan and ensure Board goals support and amplify the District strategic plan goals to improve student achievement and assure student well-being. The appraisal shall serve as a preeminent prompt for specific Board training as deemed necessary by the WVBE. Specific training shall be designed to establish greater Board capacity and ensure Board accountability to advance student achievement. The WVBE's decision shall be based on a number of criteria including, but not limited to, recommendations of the West Virginia School Board Association (WVBSA) findings from the WVDE State System of Support, and/or specific reports the WVBE may receive as prepared by WVDE staff. The Superintendent's evaluation, the progress assessment of goals or objectives and the Board's self-assessment of its performance, shall take place at a time of the year when the following conditions are most favorable to assure this policy operates as intended but no later than June 30th for the Superintendent and July 30 for the Board, except that the Superintendent's assessment shall be made prior to March 1st if the Superintendent's contract is to expire on the ensuing June 30th. At the conclusion of its self-evaluation, the Board shall make available to the public, but no later than August 15, a summary of the evaluation, including areas in which the Board concludes improvement is warranted.~~

At a minimum, the Board shall annually assess its performance using statutorily-required Board performance appraisal, approved by the WVBE. This appraisal shall focus on collaborating with various constituency groups and the general public, implementing the strategies necessary to monitor and improve students' achievement on a continuing basis, and effective utilization of policy to governance.

The statutorily-required Board performance appraisal shall include review of school and County performance, student outcomes, County and school-level leadership, and attainment of Board goals.

Prior to developing Board goals, the Board shall review the County strategic plan and ensure Board goals support and amplify the County strategic plan goals to improve student achievement and assure student well-being.

The appraisal shall serve as a preeminent prompt for specific Board training as deemed necessary by the WVBE. Specific training shall be designed to establish greater Board capacity and ensure Board accountability to advance student achievement. The WVBE's decision shall be based on a number of criteria including, but not limited to, recommendations of the West Virginia School Board Association (WVSBA) findings from the WVDE State System of Support, and/or specific reports the WVBE may receive as prepared by WVDE staff.

The WVBE, in consultation with the WVBE County Board Member Training Standards Review Committee (TSRC), may determine the Board shall receive concentrated training to develop the Board's corporate capacity to address issues identified through review of the West Virginia Balanced Scorecard and County Operation Effectiveness Indicators of Efficiency. Additionally, the WVBE may address Board identified needs for specific services or resources that the Board lacks. Directed efforts will align Board goals with WVBE goals and actions, including development of effective Board/county superintendent leadership which promotes expected norms or roles for the Board and county superintendent.

If the WVBE requires a Board to receive concentrated training, such training shall be provided by the WVSBA in consultation with agencies or entities the WVSBA may determine. The WVBE shall be apprised of progress made in terms of the training or in terms of establishing the Board's capacity to address issues identified which prompted the WVBE to require the Board to receive additional training.

The Superintendent's evaluation, the progress-assessment of goals or objectives and the Board's self assessment of its performance, shall take place at a time of the year when the following conditions are most favorable to assure this policy operates as intended but no later than June 30th for the Superintendent and July 30 for the Board, except that the Superintendent's assessment shall be made prior to March 1st if the Superintendent's contract is to expire on the ensuing June 30th.

At the conclusion of its self-evaluation, the Board shall make available to the public, but no later than August 15, a summary of the evaluation, including areas in which the Board concludes improvement is warranted. The summary of the evaluation shall be posted on the County's webpage and remain posted until the following year's evaluation is completed.

- A. ☐ There is adequate and reliable data available on results-to-date of the ~~District's~~ County's goals or objectives (AG 1110) so assessment and evaluation can focus on how well the school system is accomplishing its goals or objectives.
- B. ☐ Evaluations or progress assessments of the school system's learning programs as well as evaluations of key administrators and other staff have been completed so such data is available for reference by the Superintendent and Board during the assessment of ~~District~~ County goals or objectives and the evaluation of the Superintendent.
- C. ☐ The Board uses this assessment/evaluation time period to assess the effectiveness of the Board as a whole as well as each Board member.
- D. ☐ Summaries and synthesized data, compiled from the evaluation of the Superintendent, the Board's self-assessment, and the evaluation data on programs and staff, are available to serve as reference information when determining the reasons for progress and/or lack of progress toward the accomplishment of school system goals and objectives.

This annual process of assessing/evaluating the Board, the Superintendent, staff, programs, and resources shall not be considered finished until:

- A. ☐ ~~District~~ County School System goals/objectives and the strategies and actions being used to accomplish them have been reviewed and reprioritized;
- B. ☐ revisions have been made in light of what all of the evaluation data for that year has indicated
- ☐ should be changed

() should be continued

() should be eliminated

in order to improve the accomplishment of ~~District-County~~ School System goals or objectives;

C. () the Board develops and implements a plan to improve its own performance as the body charged with the responsibility for the governing of the school system.

WV State Code 18-2E-5 and 18-4-6

WV State Board of Education policy 2322

WV State Board of Education policy 5309

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WV State Code 18-2E-5 and 18-4-6

WV State Board of Education policy 2322

WV State Board of Education policy 5309

Book	Public Comment Period 3/27/26-4/9/26
Section	Vol 16-2 EDGAR Agenda-Second Reading
Title	Revised Policy - Volume 16, No. 2 - EDGAR UGG - CONFLICT OF INTEREST
Code	po1130
Status	
Adopted	May 26, 2015
Last Revised	October 17, 2017

Revised Policy - Volume 16, No. 2 - EDGAR UGG

1130 - CONFLICT OF INTEREST

A. The proper performance of school business is dependent upon the maintenance of unquestionably high standards of honesty, integrity, impartiality, and professional conduct by Board of Education members, and the ~~District's~~ County's employees, officers and agents. Further, such characteristics are essential to the Board's commitment to earn and keep the public's confidence in the ~~District County~~. For these reasons, the Board adopts the following guidelines to assure that conflicts of interest do not occur. These guidelines apply to all ~~District County~~ employees, officers and agents, including members of the Board. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all administrative employees, officers, ~~agents~~, and Board members ~~and agents~~.

1. No administrative employee, officer, ~~agent~~, or Board member ~~or agent~~ shall engage in or have a financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with ~~his/her~~ their duties and responsibilities in the school system.
2. Administrative employees, officers, ~~and agents~~ ~~agents~~, and Board members shall not engage in business, private practice of their profession, the rendering of services, or the sale of goods of any type where advantage is taken of any professional relationship they may have with any student, private practice client, or parents of such students or clients in the course of their employment or professional relationship with the Board.

Included, by way of illustration rather than limitation, are the following:

- a. the provision of any private lessons or services for a fee;
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's, officer's or agent's employment or professional relationship with the ~~District County~~ through ~~his/her access to School District~~ their access to County records;
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals; and
 - d. the requirement of students or clients to purchase any private goods or services provided by an employee, officer or agent or any business or professional practitioner with whom any employee, officer, ~~or agent~~ ~~agent~~, or Board member has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
3. No administrative employee, member of his/her immediate family, or business with which s/he is associated shall have or develop, directly or indirectly, a pecuniary interest in the proceeds, profits, or benefits of any contract with the ~~District County~~, or in providing goods or services to the ~~District County~~ for compensation, if s/he has voice, influence, or control over the decision by the ~~District County~~ to contract or acquire the goods

or services. An administrative employee who has an interest in the profits or benefits of a contract is prohibited from making, participating in making, or in any way attempting to use his/her employment to influence a ~~District County~~ decision affecting his/her financial interest.

4. No administrative employee having any official action to perform in connection with bids, contracts, purchases, claims or other pecuniary transactions shall solicit, accept, or agree to accept any gift or gratuity from any person known by the employee to be interested in any such bid, contract, claim, purchase or transaction.
5. Every administrative employee is prohibited from using his/her position of employment for his/her own private gain or that of another person.
6. No administrative employee may solicit any gift unless the solicitation is for a charitable purpose with no resulting direct pecuniary benefit conferred upon the employee or his/her immediate family. Even then, an administrator is prohibited from soliciting a charitable gift from any ~~District County~~ official or employee whose position is subordinate to the soliciting administrative employee.
7. No administrative employee may knowingly and improperly disclose any confidential information acquired in the course of his/her duties nor use such information to further his/her personal interests or the interests of another person.
8. No administrative employee may solicit private business from a subordinate employee whom s/he has the authority to direct, supervise or control, except when the solicitation is a) a general solicitation directed to the public at large through the mailing or other means of distribution of a letter, pamphlet, handbill, circular or other written or printed media; or b) limited to the posting of a notice in a communal work area; or c) for the sale of property of a kind that the person is not regularly engaged in selling; or d) made at the location of a private business owned or operated by the administrative employee to which the subordinate employee has come on his/her own initiative.

By way of illustration rather than limitation, this policy forbids:

- a. the provision to the ~~District's County's~~ students of any private lessons or services for a fee; provided, however, that tutorial services may be furnished to a student off of school premises by appropriate teaching personnel at a fee negotiated between the student, the student's parent or guardian, and the administrative employee, with prior approval of the Superintendent;
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the administrative employee's employment or through his/her access to ~~District County~~ records;
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 - d. the requirement of students or clients to purchase any private goods or services provided by an administrative employee or any business or professional practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
9. An administrative employee may use frequent flyer bonus points earned while traveling on official ~~District County~~ business only if his/her participation in the frequent flyer program results in no additional cost to the ~~District County~~.
 10. Administrative employees, ~~agents, and Board members~~ shall not make use of materials, equipment, or facilities of the ~~District County~~ in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
 11. A full-time administrative employee is prohibited from personally participating in a decision, approval, disapproval, recommendation, rendering advice, investigation, inspection or other substantial exercise of administrative discretion involving a vendor with whom s/he is seeking employment or has an agreement concerning future employment.

12. A full-time administrative employee who exercises authority or control over a public contract between a vendor and the ~~District County~~, or whose subordinate exercises such authority or control, is prohibited from seeking employment by the vendor or to purchase, sell, or lease real or personal property to or from the vendor. Nor shall s/he have an agreement with the vendor concerning future employment.

By way of illustration, an administrative employee or subordinate is considered to exercise authority or control over a public contract by any of the following acts: drafting bid specifications or requests for proposals; recommending selection of the vendor; conducting inspections or investigations; approving the method or manner of payment to the vendor; providing legal or technical guidance on the formation, implementation, or execution of the contract; or taking other nonministerial action that may affect the financial interests of the vendor.

A person adversely affected by the restriction on purchasing personal property may make such a purchase only if the West Virginia Ethics Commission expressly approves, or if acting in good faith reliance upon a West Virginia Ethics Commission guideline, advisory opinion, or official policy.

- B. Exceptions to Part A of policy shall be approved by the Superintendent **before** entering into any private relationship.
- C. ~~Employees, officers and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~ No employee, officer, agent, or Board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by a Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

~~Employees, officers and agents cannot solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with or bidding on projects involving Federal grant funds. An employee, officer, agent, and Board member of the County may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors.~~

☒] However, pursuant to Federal rules, and in accordance with the State law and policy, the ~~District County~~ has set standards for situations where the financial interest is not substantial or the gift is ~~for when an employee, officer or agent may accept the gift of~~ an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25.00 or less. **[END OF OPTION]**

[DRAFTING NOTE: Section 200.318 allows for non-Federal entities (~~Districts~~Counties) to set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.]

- D. ~~To the extent that the District~~ If the County has a parent, affiliate or subsidiary organization that is not a State, local government or Indian tribe, the ~~School District County~~ may not conduct a procurement action involving the parent, affiliate or subsidiary organization if the ~~School District County~~ is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.
- E. ~~Employees, officers, and agents must~~ agents, and Board members must promptly disclose any potential conflict of interest ~~which~~ that may lead to a violation of this policy to the ~~School District County~~. Upon discovery of any potential conflict of interest, the ~~School District County~~ will disclose promptly, in writing, the potential conflict of interest to the appropriate Federal ~~awarding~~ agency or, if applicable, the pass-through entity.

~~The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~ The County also will disclose promptly whenever, in connection with a Federal award (including any activities or subawards thereunder), it has credible of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The County is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200.

F. Employees, officers, ~~and agents~~, and Board members found to be in violation of this conflict of interest policy will be subject to disciplinary action up to and including termination, as permitted by applicable Board policy and State law, and may also face criminal charges and/or risk loss of State-issued licenses/permits.

[DRAFTING NOTE: The ~~School District~~ County has discretion over the appropriate disciplinary actions. For example, the ~~School District~~ County may suspend or terminate the individual's employment, transfer the individual, end the ~~District's~~ County's professional relationship with that individual, or temporarily re-assign the individual. All disciplinary actions must be in accordance with applicable Federal, State, and local law, as well as any collectively bargained agreements.]

Violation of this policy shall result in discipline, which may include termination from employment.

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WV Code 6B-2-5

WV Code 61-5A-6

WV Code 61-10-15

2 C.F.R. 200.112, 200.113, 200.318

West Virginia Board of Education policy 1224.1

West Virginia Board of Education policy 8200

Book	Public Comment Period 3/27/26-4/9/26
Section	Vol 16-2 Agenda-Second Reading
Title	Revised Policy - Volume 16, No. 2 - December 2024 - EVALUATION OF THE SUPERINTENDENT
Code	po1240
Status	
Adopted	May 26, 2015
Last Revised	June 7, 2022

Revised Policy - Volume 16, No. 2 - December 2024

1240 - EVALUATION OF THE SUPERINTENDENT

The Board of Education believes it is essential that it evaluate the Superintendent's performance annually in order to assist both the Board and the Superintendent in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership.

The Board shall evaluate the performance of its Superintendent in accordance with a process and criteria authorized by West Virginia Board of Education Policy 5309 and local policy. The Board shall not evaluate its Superintendent using a process that has not been approved by the State Board. Once the evaluation policy and evaluation forms are approved by the State Board, the local board cannot amend its policy without approval by the West Virginia Board of Education (WVBE).

The Board is not required to evaluate an interim Superintendent serving pursuant to WV Code 18-4-1.

During any period that the WVBE intervenes in the operation of a school system pursuant to WV Code 18-2E-5, the Board shall not evaluate the Superintendent's performance unless directed by the State Superintendent of Schools to do so.

~~Beginning with the 2022-2023 school year, before~~ Before evaluating the annual performance of the Superintendent, the Board shall submit to the State Superintendent, for approval by the WVBE, a written description of the proposed evaluation process adopted by the Board, including a copy of evaluation forms to be used as part of the process. In order to receive WVBE approval by July 1, the Board must submit its proposed evaluation process to the State Superintendent before the preceding December 31.

The Board shall annually by June 30th (or by March 1st for a contract set to expire by June 30th of the current school term) evaluate the performance of the Superintendent.

The process by which the Board shall annually evaluate the performance of the Superintendent shall include the following criteria:

Before September 15, the Board and the Superintendent shall annually establish written, measurable, and timely goals or objectives for the Superintendent to accomplish. Each goal or objective shall include a specific timeline for completion. The timeline need not be the same for each goal or objective, and the timeline for any goal or objective may extend beyond the end of the current school year. At least one goal must relate to student achievement.

Goals addressing student success and well-being, including the required student achievement goal, must support progress of the established ~~District~~ County strategic plan goals.

If the Board and the Superintendent are unable to agree on the goals and objectives to be used in the evaluation of the Superintendent, the parties will:

- A. () petition the WVBE to designate an individual to facilitate agreement on goals or objectives;
- B. () engage the West Virginia Schools Board Association and/or the West Virginia Association of School Administrators to facilitate agreement; or

- C. ☐ establish another specific procedure or select some other third party to help break the impasse. **[If selected, this section should set forth the alternative procedure and its details.]**

The evaluation shall include an assessment of the:

- A. degree to which the Superintendent has achieved written goals or objectives;
- B. Superintendent's success in improving student achievement generally across the ~~District County~~;
- C. Superintendent's success in improving student achievement specifically through the management and administration of low-performing schools;
- D. ☒ Superintendent's performance in:
 - 1. ☒ community relations;
 - 2. ☒ school finance;
 - 3. ☒ personnel relations;
 - 4. ☒ curriculum standards and programs;
 - 5. ☒ overall leadership across the ~~District County~~ as indicated primarily by improvement in student achievement, testing and assessment;
 - 6. ☒ other duties of the chief executive officer as delineated in the Superintendent's contract or other written agreement with the Board [WV Code 18-4-10(1)];
 - 7. ☒ degree to which the Superintendent keeps the Board apprised continuously of any issues that affect the Board or its schools, programs, and initiatives [WV Code 18-4-10(9)]
- E. ☐ Superintendent's performance of any other duties of the chief executive officer of the ~~District County~~ delineated in the Superintendent's contract or other written agreement with the Board;
- F. ☐ degree to which the Superintendent keeps the Board apprised continuously of any issues that affect the Board or its schools, programs and initiatives.

~~**[] The Board should consider, during its evaluation, its own effectiveness in providing direction to the Superintendent. Such assessments will be based on defined quality expectation developed by the Board for each criteria being assessed.**~~

The Board ☒ and the Superintendent, jointly **[END OF OPTION]** shall, determine the method by which the evaluation shall be conducted. Such method may include:

- A. ☒ the Superintendent's own self-analysis of the current status of the ~~District County~~;
- B. ☒ the active participation of each Board member;
- C. ☐ a recommendation from a Board committee;
- D. ☒ a compilation of assessments
 - ☒ on a prepared standard form
 - by individual Board members, which shall then be reviewed jointly by the Board and Superintendent;
- E. ☒ evaluation interviews between the Board and Superintendent during which no other business is discussed;
- F. ☐ input from other parties, ☐ citizens, ☐ school employees, ☐ and/or others, about the Superintendent's performance but, only with the consent of the Superintendent; however, any such input shall be used only to inform the Board in its evaluation of the Superintendent.

As an outcome of the evaluation of the Superintendent's performance, the Board may use the evaluation results to determine:

- A. Whether to extend the contract of the Superintendent;
- B. Whether to offer the Superintendent a new contract;
- C. The level of compensation or benefits to offer ~~the~~ Superintendent in any new or extended contract.

The Board is required to evaluate the Superintendent's performance in executive session.

At the conclusion of the annual evaluation, the Board shall, by the West Virginia Board of Education Policy 5309, issue a general statement to the public about the evaluation process and the overall result and progress in meeting goals. The process shall specify how the Board arrived at the general statement about the evaluation process and the overall result. The process shall allow for the release of additional information about the evaluation only by mutual consent of the Superintendent and the Board.

As an integral part of the process for evaluating the performance of Superintendents ~~for the 2022-2023 school year and subsequent school years~~, all Board members and the Superintendents shall receive evaluation training approved by the WVBE and conducted jointly by the West Virginia Board Association and the West Virginia Association of School Administrators.

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WV Code 18-4-6, 18-4-1, 18-2E-5, 18-4-10(1) and (9)

WV State Board of Education policy 5309

Book	Public Comment Period 3/27/26-4/9/26
Section	Vol 16-2 Agenda-Second Reading
Title	Revised Policy - Volume 16, No. 2 - December 2024 - STUDENT SUPERVISION AND WELFARE
Code	po1613
Status	
Adopted	May 26, 2015
Last Revised	April 23, 2024

Revised Policy - Volume 16, No. 2 - December 2024

1613 - STUDENT SUPERVISION AND WELFARE

Administrators shall maintain a standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities, and are expected to establish and maintain professional staff/student boundaries that are consistent with their legal, professional and ethical duties of care for students.

The Superintendent shall maintain and enforce the following standards:

- A. An administrator who transports students in a private vehicle shall do so in accordance with Policy 8660.
- B. ☒ Each administrator shall report to the Safety Manager [title] any accident, safety hazard, or other potentially harmful condition or situation s/he detects in a reasonably prompt manner.
- C. ☒ Each administrator shall take appropriate action upon receiving information regarding threats of violence by students.
- D. ☒ An administrator shall not send students on any personal errands for the benefit of the administrator or other school staff.
- E. ☒ An administrator shall not associate or fraternize with students at any time in a manner that may give the appearance of impropriety, including, but not limited to, the creation of or participation in any situation or activity that could reasonably be considered abusive or sexually suggestive or involve harmful substances such as illegal drugs, alcohol or tobacco. Any romantic, sexual or other inappropriate conduct, including mere communication of such nature, with a student by any administrator shall subject the offender to potential criminal prosecution and disciplinary action by the Board, up to and including termination of employment.
- F. ☐ If a student approaches an administrator to seek advice or to ask questions regarding a personal problem related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc., the administrator may attempt to assist the student by facilitating contact with certified or licensed individuals in the County or community who specialize in the assessment, diagnosis, and treatment of the student's stated problem. However, under no circumstances shall an administrator attempt, unless properly licensed and authorized to do so, to counsel, assess, diagnose, or treat the student's problem or behavior. Nor shall such administrator inappropriately disclose personally identifiable information concerning the student to third persons unless specifically authorized to do so by law.
- G. ☒ A student shall not be required to perform work or services that may be detrimental to his/her health.
- H. ☒ An administrator is strongly discouraged from engaging students on interactive media sites, such as Facebook, Twitter, Instagram, Snapchat, YouTube, Skype, blogs, etc., except when such communication is directly related to curricular matters or co-curricular/extra-curricular events or activities with prior approval of the principal.
- I. ☐ Staff members are prohibited from electronically transmitting any personally identifiable image of a student(s), including video, photographs, streaming video, etc. via email, text message, or through the use of social media

and/or online networking media, such as Facebook, Twitter, YouTube, Instagram, Snapchat, Skype, blogs, etc., unless such transmission has been made in connection with a pre-approved curricular matter or co-curricular/extra-curricular event or activity such as a school-sponsored publication or production in accordance with Policy 5722.

x] Since most information concerning a child in school, other than directory information described in West Virginia State Board of Education policy 4350 and Policy 8330, is confidential under Federal and State laws, any administrator who shares confidential information with another person not authorized to receive the information may be subject to discipline. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

A staff member or volunteer who suspects child abuse or neglect, or observes a child being subjected to conditions that are likely to result in abuse or neglect shall immediately, and not more than twenty-four (24) hours after suspecting this abuse or neglect, report the circumstances, or cause a report to be made, to the Department of Health and Human Resources, and shall also notify the person in charge of the school or facility of such suspicion. Upon such notification, the person in charge of the school or facility may supplement the report or cause an additional report to be made. In cases where the reporter believes that the child suffered serious physical abuse, or sexual abuse or sexual assault, the reporter shall also immediately report, or cause a report to be made, to the State Police and any law enforcement agency having jurisdiction to investigate the complaint (Board Policy 8462).

~~It is a felony offense for any school employee or volunteer to engage in sexual intercourse, sexual intrusion, or sexual contact with any student in the school where the person is employed regardless of age.~~

Any teacher, principal, counselor, coach, other employee, volunteer, or school resource officer of any private or public elementary or secondary school who engages in sexual intercourse, sexual intrusion, or sexual contact with any student enrolled in any private or public elementary or secondary school regardless of the age of the student is guilty of a felony. The fact that the student may have consented to the act or that the act did not occur on school property or during a school function is not a defense.

Pursuant to State law, any staff member or other person who has been found guilty of sexual assault in the first degree or sexual abuse in the first degree are prohibited from supervising or being responsible for supervising groups of children, including but not limited to religious organizations, Boy Scouts, Girl Scouts, 4-H organizations, sporting and scholastic teams, music, sporting, and theatre groups and camps, and summer day camps.

~~West Virginia Board of Education WVBE policy 4350~~

~~West Virginia Board of Education WVBE policy 4336~~

WV Code 49-6A-2

WV Code 61-8B-1

WV Code 62-12-26(c)

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Legal	WVBE policy 4350
	WVBE policy 4336
	WV Code 49-6A-2
	WV Code 61-8B-1
	WV Code 62-12-26(c)

Book	Public Comment Period 3/27/26-4/9/26
Section	Vol 16-2 Agenda-Second Reading
Title	Technical Correction - Volume 16, No. 2 - December 2024 - GROUP HEALTH PLANS
Code	po1619
Status	
Adopted	January 2, 2018

Technical Correction - Volume 16, No. 2 - December 2024

1619 - GROUP HEALTH PLANS

The Board of Education shall have discretion to establish and maintain group health plans for the benefit of eligible employees. These group health plans may provide certain health benefits to employees as permitted by law.

☒] The Board has elected to provide minimum value health coverage for some or all of its eligible employees. The terms and conditions of the health coverage are set forth in the appropriate plan documents.

☐] Eligible employees who have coverage through the employer of a working spouse may receive additional compensation if they waive the District's medical coverage. Eligible employees who waive the medical coverage will be paid an additional (☐) monthly (☐) quarterly **[end of option]** compensation equal to ____ percent (____%) of the cost of single medical coverage for that employee, with the understanding that this additional compensation is subject to FICA and Federal, State, and local income tax. To receive this compensation, the eligible employee must provide the District with proof of medical coverage provided by the spouse's employer. **[This policy should be adopted only if the District has established a flexible benefit plan qualified by the Internal Revenue Service.]**

☐] The Board has elected not to provide minimum value health coverage for any of its eligible employees. The Board is aware that the failure to offer minimum value health coverage to employees may result in penalties under the Affordable Care Act.

WV Code 18-5-13(i)

The Patient Protection and Affordable Care Act, 42 U.S.C.18001 et seq.

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Legal	WV Code 18-5-13(i)
	The Patient Protection and Affordable Care Act, 42 U.S.C.18001 et seq.