

**MONROE COUNTY BOARD OF EDUCATION**  
**Regular Meeting, July 18, 2023, at 6:00 p.m.**  
**MONROE COUNTY BOARD OFFICE**

**Minutes**

**I. Roll Call**

- a. Mr. Fraley called the meeting to order at 6:00 p.m. In addition to Mr. Fraley, Mrs. Wallace and Mr. Utterback were in attendance. Mrs. Sabol and Mrs. Stutts were absent.

**II. Pledge of Allegiance**

**III. Approval of Agenda/Adjustments**

- a. Mr. Fraley noted that vendor 573 should be pulled from the schedule of checks to be written and voted on separately. Mr. Utterback made the motion to approve the Agenda/Adjustments with Mr. Fraley's suggestion and the vote to approve was unanimous. Vote passed 3-0.

**IV. Presentations**

a. Model Schools Conference

- Mrs. Mann stated she went to several sessions on PLCs and data. Her goals are to go into each school one day per month and have PLC. Mrs. Mann will focus on third and fourth grades to increase scores. She stated that the keynote speakers were very good and that she learned a lot from the training. She feels the conference was well worth the time and also learned a lot from the 180 Days Session.
- Mrs. Dunford stated she felt the Model Schools Conference was an excellent experience, there were lots of people there, lots of speakers, and her favorite things were people who talked about data tracking and instructional strategies. Culture and Climate sessions were helpful. You can teach skill but you can't teach passion. She was most impressed with the missing pieces in the climate and Culture session. Culture is how employees feel on Sunday night about going to work Monday morning. She announced a thriving climate and culture will impact everything you do in school. Kids don't learn from people they don't like was

a 30-day plan that was in the session. Mrs. Dunford talked about the Focus on relationships in her 60-day plan to introduce culture focus on high expectations for students. The 90-day focus will be on building relations with community, culture and climate with a focus on engagement and safety.

- Mrs. Wallace stated that beginning teachers need to know to ask for help and do it early on.
- Mr. Fraley stated Mrs. Dunford had a challenge with two schools and many grade levels and wanted her to know the Board was available to help.

**b. National School Nurses Conference**

- Mrs. Thomas stated she enjoyed the session on emergency preparedness, Beyond Type I Diabetes, Seizures, and Medicaid. She announced that she could get up to twenty-five sets of prescription glasses free per school by being a National Board Certified Nurse. She thanked the board for letting her attend the Conference.

**c. WHFI Radio Presentation by Brian Allen**

- Mr. Allen spoke about the vision he had for WHFI and where the station is headed. He stated it was a great opportunity for students to get involved in broadcasting, accounting, etc. Writing PSAs, have radio dramas/productions. He wanted more involvement from students and staff for collaboration. Radio club had 120 kids, way too many to manage, he needs a smaller club size. He thinks the station has been very Monroe centric and it has the opportunity to reach beyond to Beckley, Lewisburg, etc. and promote what is going on in the school, county and other entities. He stated Monostation needs upgraded to stereo. He feels it needs to be in stereo. He would like to work with Monroe 911 Center to have the station on during a weather event like the derecho that knocks out the power. They would need a generator. Dr. Basile asked what happened to previous generator. Mr. Allen thinks it was on loan from the 911 Center, but is not certain. Mr. Allen would like to upgrade the sound board, feels it needs to be digital and would like to have a phone delay for live call-ins. New Vista worker is interested in marketing; feels she is more of a sales person. Mr. Fraley asked where does the

underwriting funds go? Mr. Allen stated football fund was used for issues needed for the station. He would like a separate fund to keep money raised for the station, that would go toward a full time employee, right now all they have is 15 hours a week with a little more work in the fall. Mr. Utterback noted football money was used for maintenance of the tube. Mr. Allen stated kids are podcast focused, he feels they could broadcast the podcasts and could connect to Spotify. Mr. Allen stated he had asked for information from teachers and schools, but didn't get much of a response back. Mr. Utterback feels there is lots of opportunity here. Dr. Basile noted that Lisa Cater can tell Mr. Allen the budget for the radio anytime. She stated Step 7 funding goes to the radio station as well and that the school radio operates under different regulations than a public station. She suggests waiting on new administration before moving forward. Mr. Utterback stated there were a lot of guidelines. Mr. Fraley would like to have more involvement with students. He also asks that Mr. Allen not play Sir Mix A Lot as he has had lots of complaints on it.

**V. Public Comments**

- a. There were no public comments.

**VI. Superintendent's Report**

- a. Dr. Basile spoke on the following items:
  - WVU is leasing the WVU Farm in Monroe County. They are in the process of hiring a farm manager and planning events. Monroe County's CTE Ag and Business programs will be involved in marketing, assistant with book keeping, farming, FFA competitions, etc. A media event is being planned for the WVU Farm to showcase the collaboration between WVU and Monroe County. All Board members are invited to attend on July 25<sup>th</sup> at 4:00 p.m.
  - Dr. Basile thanked Mr. McPherson for completing service personnel testing last week which resulted in several hires on tonight's agenda. She also thanked him for ordering banners for our buses to showcase we are hiring. The banners are not here

yet but once they arrive they will park buses in strategic locations to recruit employees.

- There will be Special Education Monitoring early in September.
- The Back-to-School agency fair is August 8<sup>th</sup> from 4:00 p.m. to 6:30 p.m. at MCTC.
- Dr. Basile congratulated Mrs. Tuggle and Mrs. Cottle for both being presenters at the state technology conference in Morgantown.
- The STEM Bus has been having great attendance. As of July 13<sup>th</sup>, 109 students had participated at various locations within the county.
- JMHS is discussing taking online payments for all ballgame tickets. This will remove the ability to pay with cash. If that route is decided on it will be brought before the Board for official action.

## **VII. Consent Items**

- a. Mrs. Wallace made the motion to approve the Consent Items with the exception of Vendor number 573, and the vote to approve was unanimous. Consent items were approval Board Minutes from July 3, 2023, Payment of Bills and Transfers and Supplements. Mr. Ballengee discussed the check report being different and stated he went to a conference in Fairmont and rather than approving a check register, the board should be approving checks that will be written. He stated that Accounts Payable could not write checks before the board approved them. Checks will now be printed the next morning and mailed out. Reports have to have the fund number, amount and schedule. Vendor 573 will be on the next agenda where there are more board members to vote on it.

## **VIII. Treasurer's Report**

- a. Mr. Ballengee stated June's schedule of revenue and expense with state and federal funds. He noted the largest expense is salaries and the final payment to DCI Shires. Mr. Utterback made the motion to approve the Treasurer's Report and the vote to approve was unanimous. Vote passed 3-0.

## **IX. New Business**

- a.** Mrs. Wallace made the motion to approve the James Monroe Marching Mavericks to attend and watch the top thirteen Drum Corps International Bands compete for placement towards the World Championships at Allegacy Federal Credit Union Stadium in Winston-Salem, NC on July 30, 2023 and the vote to approve was unanimous. Vote Passed 3-0. Transportation for this event will be funded by the levy.
- b.** Dr. Basile presented the bid for STEM Furniture at James Monroe High School and recommended Meteor Education. Mrs. Wallace asked if the library will continue to have books. Dr. Basile replied that rolling bookcases and bookcases on the wall will have books on them. Mr. Utterback made the motion to approve bid from Meteor Education for STEM furniture for James Monroe High School and the vote to approve was unanimous. Vote passed 3-0.
- c.** Dr. Basile stated attorney that was revising the policy manual for Monroe County is leaving Bailey & Wyatt Law Firm and that is the reason for the amended contract. She also announced she is researching other companies to complete the policy manual updates. Mr. Utterback made the motion to approve revised contract with Bailey & Wyatt Law Firm regarding policy revisions and the vote to approve was unanimous. Vote passed 3-0.
- d.** Mrs. Wallace made the motion to approve the James Monroe High School HVAC Replacement Architectural Contract and fee proposal and the vote to approve was unanimous. Vote passed 3-0.
- e.** Dr. Basile spoke on Monroe County operating separate Wellness Centers within the schools and stated the agreement had language that would protect both the school system and the health center. Mr. Utterback made the motion to approve the School Based Health Center Agreement with the Monroe Health Center and the vote to approve was unanimous. Vote passed 3-0.
- f.** Mr. Ballengee spoke about the phone bids for the central office. He stated the phone system was old and outdated with many issues within the system. He noted that Mrs. Tuggle had recommended Simplify. Mrs. Wallace made the motion to approve the Simplified Its telephone quote for the Monroe County Board Office and the vote to approve was unanimous. Vote passed 3-0.

- g. Dr. Basile presented the bid for the tile for James Monroe High School's bathrooms and stated Raleigh Tile was the cheapest and we needed to get the tile quickly to have in place for the start of the school year. Mr. Utterback make the motion to approve the Raleigh Tile bid for James Monroe High School restroom restoration and the vote to approve was unanimous. Vote passed 3-0.
- h. Dr. Basile presented the need for a Sanitation Plant Operator and stated the septic system has to have a plant operator for permits, maintenance, and testing. DCI Shires were required to provide this service for the first year of operation and their contract ends July 29<sup>th</sup>. Mrs. Wallace asked if the position would be posted and could others apply that are not in the system? Mr. Fraley asked if county person would have precedence over outside applicant. Dr. Basile stated anyone can apply for the position it will be determined by certification. Mrs. Wallace made the motion to give permission to create and post a new position for Sanitation Plant Operator for Peterstown Pre-K through 8 School and the vote to approve was unanimous. Vote passed 3-0.
- i. Mr. Utterback made the motion to approve the Equiparts bid for restroom renovations for James Monroe High School toilets, stalls and sinks and the vote to approve was unanimous. Vote passed 3-0.

**X. Old Business**

- a. Dr. Basile presented the Consideration and approval of Administrative Realignment of James Monroe High School and Monroe County Technical Center, and creation of Assistant Principal for James Monroe High School tabled at July 3, 2023 meeting. Explanation: Monroe County Technical Center enrolls students of James Monroe High School and shares the same property. Administrative responsibilities for Monroe County Technical Center will be absorbed by administrators of James Monroe High School, including duties to be assigned to a newly created Assistant Principal position. There will be no changes to course offerings, enrollment requirements, or programmatic design. Mrs. Carter would remain the financial secretary at the Technical Center. Mr. Fraley stated the board should take action on this tonight. Mrs. Wallace said no, she didn't feel there

were enough board members in attendance and that Mrs. Stutts had missed both conversations about this. Mr. Fraley thinks the board needs to move forward, with their being issues between the schools. She stated she didn't know about the others but it is a strong decision to make and wants to know if Mrs. Stutts has heard any of the arguments for and against it. Mr. Fraley asked if they could have a special meeting to vote, stating it is a transition with resignation of former director. Mr. Utterback made the motion to approve the Administrative Realignment of James Monroe High School and Monroe County Technical Center, and the creation of Assistant Principal for James Monroe High School and the vote was Mr. Utterback-yes, Mr. Fraley-yes and Mrs. Wallace-no. Motion failed 2-1

- b. Dr. Basile presented the revised contract for Melissa Perdue and explained it was extending time into August but was still for the same number of hours. Mr. Utterback made the motion to approve the revised contract for Melissa Perdue and the vote to approve was unanimous. Vote passed 3-0.

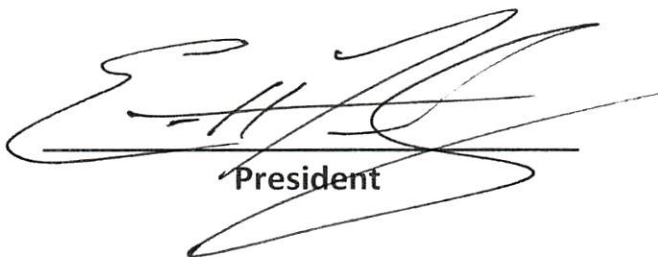
#### **XI. Personnel Items**

- a. Mrs. Wallace made the motion to approve the Personnel Items with the removal of Hires item (p) and the vote to approve was unanimous. Vote passed 3-0. Personnel Items were hires Jacqueline Wilson-substitute aide, Pam Nicholas-substitute aide, Natalie Jones-substitute aide, Tanya Shorter-substitute aide, Jacqueline Wilson-substitute cook, Pam Nicholas-substitute cook, Natalie Jones-substitute cook, Tanya Shorter-substitute cook, Jacqueline Wilson-substitute secretary, Pam Nicholas-substitute secretary, Natalie Jones-substitute secretary, Jessica Thomas-Summer SOLE County School Nurse, Jewell Ramsey-Classroom Instructional Aide at PES, Donna Jones-Classroom Instructional Aide at PES, Malcolm Pitt-Classroom Instructional Aide at PES, Daniel Hill-Head Football Coach at PMS, John Helvey-Assistant Football Coach at PMS, William Albin-Head Volleyball Coach at PMS, Justin Rhodes-Assistant Volleyball Coach at PMS, Darla Ellison-One Dollar Assistant Volleyball Coach at PMS, Cara Altice-Head Cheer Coach at PMS, Gary Stutts-Head Cross Country Coach at PMS, Malory McPherson-Gear Up Liaison at PMS, Karsyn Dunsold-Gear Up Liaison at PMS, Brian Todd Lusk-Assistant Principal at JMHS, Deana Wills-

Special Education Designee at JMHS, Kelly Mann-Assistant Football Coach at JMHS, James Baker-Assistant Football Coach at JMHS, Justin Weikle-Athletic Trainer at JMHS, Brady Chinault-One Dollar Football Coach at JMHS, Jason Goodman-One Dollar Football Coach at JMHS, Justin Charlton-One Dollar Football Coach at JMHS, Timothy Neel-Assistant Boys Soccer Coach-JMHS, Dylan Galford-Assistant Boys Soccer Coach at JMHS, Zachariah Elmore-One Dollar Boys Soccer Coach at JMHS, Jeremy Willis-Assistant Girls Soccer Coach at JMHS, Angela Taylor-Head Fall Cheer Coach at JMHS, Rachel Cahoon-Assistant Fall Cheer Coach at JMHS, Patricia Phelps-Classroom Instructional Aide at MVS, Kathryn Ferguson-Classroom Instructional Aide at MVS, Aletta Cherry-Special Education Designee for Elementary at MVS, Margaret Myers-Special Education Designee for Middle at MVS, Isaac Deskins-Head Football Coach at MVS, Matthew Brooks-Assistant Football Coach at MVS, Kelly Pickles-Head Cheer Coach at MVS, Stacie Bennett-Title I Reading/Math Teacher at MVS, Lisa Arthur-Gear Up Liaison at MVS and Tracy Dransfield-Gear Up Liaison at MVS. Resignations were Scott Womack-Head Golf Coach, Christina Dunlap-Head Volleyball Coach at MVS, Kandis Jackson-LPN, Ashley Mann-One Dollar Golf Coach, Trisha Anthony-Substitute Custodian. Rescind Hire was Angela Kaluk-WHFI Radio Vista Worker at MCTC. Volunteers were Sabrina Stutts, Amanda Dunbar, Tracy Ferguson, Angela Whitt, Cy Williams, Crystal Dawn Pitzer, Ashley Williams, Richard Keith Bostic and Rebecca Weiss.

**XII. Adjournment**

- a. Mr. Utterback made the motion to adjourn the meeting at 7:35 p.m. and the vote to adjourn was unanimous.



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President



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Secretary