

**MONROE COUNTY BOARD OF EDUCATION**  
**Regular Meeting, July 3, 2023, at 6:00 p.m.**  
**MONROE COUNTY BOARD OFFICE**

**Minutes**

**I. Roll Call**

- a. Mrs. Sabol called the meeting to order at 6:01 p.m. In addition to Mrs. Sabol, Mr. Utterback and Mrs. Wallace were in attendance. Mr. Fraley joined the meeting via on-line and Mrs. Stutts was absent.

**II. Pledge of Allegiance**

**III. Approval of Agenda/Adjustments**

- a. Mrs. Sabol noted that Consent Item (f) should read Board Minutes for June 21, 2023, New Business Item (c) should read Joy instead of John, and that Personnel Item (g) under Hires and Personnel Item (a) under Resignations be voted on separately. Mr. Utterback made the motion to approve the Agenda/Adjustments with Mrs. Sabols suggestions and the vote to approve was unanimous. Vote passed 4-0.

**IV. Presentation of Model Schools Conference**

- a. Dr. Basile stated she had asked administrators to create a 30/60/90-day plan of two to three things to implement that was learned during the Model Schools Conference. She also highlighted a keynote address that focused on knowing your definition of success, self-awareness, and getting better at your position. She stated the speaker noted honesty is best received by invitation and to take the time to invest in others, to develop a mindset of enjoyment. Dr. Basile said the speaker at the conference challenged everyone to stop complaining for one week, and to take actions that propel success and what is best for our students.
- b. Mrs. Nelson highlighted a session on Meeting the Academic, Behavior, and SEL needs through an Integrated System of Support and spoke about being intentional and to invest in relationships to support the team. She stated another session was on Improving Tier One Instruction which noted some non-negotiables such as one size does not fit all; quality Tier one reduces the need for Tier 2 and 3 intensive instructions. Mrs. Nelson plans to spend time contacting parents and

teachers to introduce herself and begin building relationships as part of the first 30 days of her plan.

- c. Mrs. Wills noted changes in Attendance, Academics, and Behaviors come through owning the data and informing students of their data as well. She would like to implement a wall outside of the teachers' lounge to graph data with a goal of a 94% attendance rate, and to offer a reward for meeting the goal by classroom. She would also like to create teacher leaders and have teachers do walkthroughs to see other teachers teaching. Mrs. Wills stated the teachers would visit a grade above and below their grade level. She feels teachers are all doing great things and can learn from each other.
- d. Mrs. Ferguson started by thanking the Board for the opportunity to go to the Model Schools Conference. She noted a keyword throughout the conference was efficacy. She stated it was nice to be with the county administrators as well as with other educators from across the United States. Mrs. Ferguson stated the sessions she attended focused on culture within the school; one took the book the Essential 55 and narrowed it down to the Essential 16 in which staff identified the 16 essential ideas for their school while another session focused on teaching manners and socialization as a way to decrease discipline. She wants to meet individually with teachers and focus on culture.
- e. Mrs. Sams spoke on a session called 180 days in which a teacher ended her 7<sup>th</sup> year by hitting a wall of burnout and quit being a teacher. Mrs. Sams stated the teacher spent the summer selling cars with her father and when the school supplies starting filling the isles of stores she realized she couldn't quit and returned the next school year with a change in attitude to find a positive each day and write it in a journal titled Awesome of the Day. She said the teacher challenged other teachers to not only find a positive each day, but to find a negative to change. Mrs. Sams spoke on another session that highlighted the balancing act of principals to move a low performing school by changing the mindset and identifying what needed to be fixed. She said one idea was a survey of five things that needed to change and to label each task as green meaning can be changed quickly, yellow meaning can do with time, and red meaning will take a while to change. She wants to work on building climate and culture.

- f. The rest of the administrators will present at the July 18, 2023 board meeting.

**V. Public Comments**

- a. There were no comments.

**VI. Superintendent's Report**

- a. Dr. Basile reported on the following items:
  - Dr. Basile congratulated Mrs. Perdue and the Special Education Department. Monroe County received official notice that the Special Education Department had met all standards for accountability and accreditation.
  - The new serving lines have been installed at James Monroe High School and they look really nice.
  - Maintenance has begun working on remodeling the James Monroe High School library and have also begun remodeling the JMHS bathrooms in the commons area.
  - Thank you to the Board for supporting the administrators attending the Model Schools Conference. It was rejuvenating and she looks forward to seeing how our leaders are going to implement things they learned that will benefit their schools.

**VII. Consent Items**

- a. Mrs. Wallace made the motion to approve Consent Items and the adding of Board Minutes from June 21, 2023 to Item (f) and the vote to approve was unanimous. Vote passed 4-0. Consent Items were approval of the Board Minutes from April 18, 2023, Board Minutes from May 2, 2023, Board Minutes from May 16, 2023, Special Board Minutes from May 30, 2023, Board Minutes from June 6, 2023, Board Minutes from June 21, 2023, Payment of Bills, and Transfers and Supplements.

**VIII. 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.**

- a. Mrs. Sabol read the Explanation: Monroe County Technical 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 create an Assistant Principal position. There will be no changes to course offerings, enrollment requirements, or programmatic design. Mrs. Sabol opened this item for discussion.

- b.** Dr. Basile noted concerns over WVEIS 2.0 integration with schedules, grades, and attendance. She stated that Monroe County was one of the last counties that still had a Vocational Center that was separate from the only high school it served. Dr. Basile announced a meeting was held with Faculty Senate Chairs from the Monroe County Technical Center and James Monroe High School. She noted that JMHS has no concerns and like the idea of having everything streamlined between the two schools. She also stated that MCTC would prefer to remain separate and is concerned about funding, as well as equal representation with Faculty Senate and LSIC. Dr. Basile announced that the administration would be one main principal and two assistant principals with one being located at MCTC. Dr. Basile also stated that the director responsibilities would be managed by one of the directors at the central office.
- c.** Mr. Shawn Hill, teacher and Faculty Senate Chair at MCTC, stated the biggest concern was the funding for MCTC programs, and that their classes are electives and they want to be sure their programs will be maintained and there will be accessibility to spend their funds. Mr. Hill also expressed concern of how the community would react and feared it would be negative if they perceive it as “getting rid of the Vo-Tech.” He stated the staff would work with whatever is decided. Mr. Hill also wants to make sure they have appropriate representation in Faculty Senate, LSIC, etc.
- d.** Mr. Tom Gardinier, teacher at MCTC, asked that a decision not be made based on the issues with WVEIS 2.0. He stated that Hampshire County only has one high school and they have a technical center. Mr. Gardinier stated the technical center was established before James Monore High School but that he will be flexible with whatever is decided by the Board.
- e.** Mrs. Sabol stated that the board supports the Monroe County Technical Center and that it is extremely important to the community,

and it was the community that was asking about more programs to be housed there. She noted it was not just about the computer issues with WVEIS 2.0 but other factors as previously mentioned.

- f. Mr. Utterback stated he doesn't want to change MCTC but to help it grow and keep Monroe County's students here in the county taking programs like lawn and maintenance and welding in 2025. He noted that with the changes occurring at the technical center it was a good time to discuss building progress, community support, students staying in county to take the new programs because this discussion would affect everybody. He also stated he doesn't want to take away the MCTC graduation.
- g. Dr. Basile stated she wants to see the implementation of new programs and wants to see growth. She announced her first step was to call the state department in which they stated that Monroe County was one of the last counties that the technical school only serves one high school to combine with their high school.
- h. Mrs. Angie Mann, former principal at JMHS, stated that discipline doesn't mesh with two schools, and there needs to be team work between the two school working for the same goals. She had previously invited MCTC to join Faculty Senate and stated that MCTC would need good representation on LSIC to make sure they had a voice. She believes the community loves vo-tech programs and she wanted to work together before the issues with WVEIS 2.0 came about. Mrs. Mann feels like this is a no-brainer and would benefit both facilities.
- i. Mrs. Debbie Sams, principal at JMHS, stated it would showcase the programs they have and she would like to see an increase in enrollment.
- j. Mr. Hill stated they had currently thirteen programs in place and that enrollment had plateaued due to the number of students enrolled at the high school. Mr. Hill asked, "How many programs are enough?" He stated the county is losing students that aren't coming back which is hurting enrollment at MCTC, and adding too many programs can take away from ones that are already in place.
- k. Mrs. Mann stated the Board had sent a survey asking students what programs they wanted and based on that survey the Board wanted to implement programs that the students would like to take.

- l.** Mrs. Leslie Ferguson, principal at PMS, stated the middle school is now required to introduce the sixteen career clusters and that the students are not interested in the same programs as previous students were.
- m.** Mr. Frank Houck, Guidance Counselor at JMHS, was on-line and stated that WVEIS is currently operating JMHS and MCTC as two separate programs and they can't be combined. He spoke on the issues with tracking attendance and Schoology and stated he would have to be logged into both schools. He is hopeful it could eventually be fixed within WVEIS 2.0
- n.** Mrs. Wallace stated she was here when the technical center was built and feels these changes should have been made in the first year of JMHS operating. She doesn't want to jump into this too fast as it would be a monumental change. She was concerned that Assistant Principals hadn't been considered before and what would happen to the Director position. Mrs. Wallace stated she was not ready to move on any action and noted that Mrs. King was taking her knowledge and leadership with her. Mrs. Wallace announced that she has lots of concerns on this issue. Mr. Hill stated the staff at MCTC would continue to do what is best for the students and he would like careful thought put into this before a decision is made. Mr. Gardinier would like someone to reach out to other counties with similar structures in place.
- o.** Mr. Utterback stated the Peterstown High School and Union High School merger was not wanted in Monroe County but it has been the best for the students. He feels the Board will be considerate of administration and students and wants to make things better and take away things not needed.
- p.** Mr. Fraley via on-line stated that both schools do an excellent job. He announced his boys sang the praises of the technical center and he wants to be on the same page to move forward.
- q.** Mr. Utterback made the motion to table 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 to the July 18, 2023 board meeting and the vote to approve was unanimous. Vote passed 4-0.

Mrs. Sabol thanked everyone for coming to the meeting and for their concerns.

**IX. New Business**

- a. Dr. Basile stated the Zones quote was for technology equipment and that Zones was on the state approved bid list. Mrs. Wallace made the motion to approve the Zones quotes for Tools for Schools and the vote to approve was unanimous. Vote passed 4-0.
- b. Mr. Utterback made the motion to approve the Articles of Agreement with Glenville State University for College Student Pre-Service Teachers and Interns for the 2023-2024 academic year and the vote to approve was unanimous. Vote passed 4.0.
- c. Mrs. Wallace made the motion to approve the Temporary Part-Time Agreement with John Hubbard to work a second year with Mr. John Ballengee and the vote to approve was unanimous. Vote passed 4.0.
- d. Mr. Utterback made the motion to approve the Temporary Part-Time Agreement with Melissa Perdue, to help transition Mrs. Nelson into the Special Education Director position and the vote to approve was unanimous. Vote passed 4.0.

**X. Old Business**

- a. Mr. McPherson presented the Bluebird gas buses bid and there were no questions. Mr. Utterback made the motion to approve the Bluebird gas buses bid and the vote to approve was Mr. Utterback-yes, Mrs. Wallace-yes, Mrs. Sabol-yes and Mr. Fraley-no. Vote passed 3-1.

**XI. Personnel Items**

- a. Mrs. Wallace made the motion to enter into executive session at 7:20 p.m. under the guidelines of 6-9A-1 for discussion on Personnel items and the vote to enter executive session was unanimous. Mr. Fraley made the motion to return to regular session at 7:41 p.m. and the vote to return to regular session was unanimous. Mr. Utterback made the motion to approve the Personnel Items with the exception of Hires Item (g) and Resignation Item (a) and the vote to approve was unanimous. Vote passed 4-0. Personnel items were the Hires of


Megan, Raines-Substitute Bus Operator pending certification, Ivy Hancock-Substitute Teacher, Cathy Hylton-Substitute Teacher, Corrianna Spinks-Bus Operator-Waiteville Run, Amy Young-Homebound & Special Ed Homebound Teacher, Iwona Broyles-Homebound & Special Ed Homebound Teacher, Deborah Sams-Principal at JMHS, Angela Kaluk-WHFI Radio VISTA Worker at MCTC. Resignations were Lesa Brookman-Substitute Teacher. Transfers were Kristie Dobbins as 2<sup>nd</sup> Grade Teacher at MVS. Mrs. Wallace made the motion to approve Personnel Hire Item (g) Kimberly Fraley as Homebound & Special Ed Homebound Teacher and the vote to approve was Mrs. Sabol-yes, Mrs. Wallace-yes, Mr. Utterback-yes, and Mr. Fraley abstained. Vote passed 3-0. Mr. Utterback made the motion to approve Resignation Item (a) Tricia King as the Monroe County Technical Center Director and the vote to approve was Mr. Fraley-yes, Mr. Utterback-yes, Mrs. Sabol-yes and Mrs. Wallace-no. Vote passed 3-1.

## **XII. Board Self-Appraisal Discussion**

- a. The Board Self-Appraisal results were discussed. Results of the appraisal were similar answers and results will be sent to the state department and posted to the website. The Board agreed or mostly agreed on all responses and feel they are working together well.

## **XIII. Adjournment**

- a. Mr. Utterback made the motion to adjourn the meeting at 7:47 p.m. and the vote to adjourn was unanimous.



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**President**



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**Secretary**