MERCER COUNTY BOARD OF EDUCATION  
Regular Session – July 9, 2019  
MCTEC Seminar Center

The Mercer County Board of Education met in regular session at 7:00 P.M. on Tuesday, July 9, 2019, in the Seminar Center at the Mercer County Technical Education Center, Princeton, WV.

Members present were Paul Hodges, Gilbert Bailey, Mary Alice Kaufman, Greg Prudich, and Deborah S. Akers, Secretary. Jacinda Santon Smith was absent.

PLEDGE OF ALLEGIANCE

Todd Browning, Assistant Superintendent, led the Pledge of Allegiance to the Flag.

CITIZENS INPUT

None.

APPROVAL OF MINUTES

Mr. Bailey moved to approve the minutes for June 25, 2019, seconded by Mr. Prudich, and by a 4-0 vote, the Board approved the minutes for June 25, 2019.

NEW BUSINESS

PRESENTATION OF CONSENT AGENDA

There were no changes.

Approval of Consent Agenda

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 4-0 vote, the Board approved the items listed on the Consent Agenda.

2019-2020 Purchases of Ink and Toner for Board Printers  
Board Memo #1

The Board approved ink and toner purchases from Office Pal for the 2019-2020 fiscal year. Section 8.1.8 of Policy 8200 of WV State Code allows for purchases directly from a vendor without competitive bidding if a legitimate government purchasing cooperative has already obtained competitive bids that meet the requirements of Policy 8200.

Cooperative pricing for ink and toner was obtained from Office Pal, a vendor that is a member of the TIPS cooperative. Pricing from Office Pal will result in an estimated twenty-two (22) percent savings on ink and toner purchases. Office Pal is a new vendor for the MCBOE. The Purchasing Department researched the organization through the
Better Business Bureau and other contacts and also reviewed the change with the IT Director. Both found Office Pal to have a strong reputation and positive reviews.

**Agreement with Liberty University for Placement of Students for Clinical Experiences**
Board Memo #2

The Board approved a one-year agreement with Liberty University which sets forth responsibilities relating to the placement of teacher candidates for their student teaching placements in Mercer County Schools during the 2019-2020 school year. All student teaching placements are pending Mercer County Schools’ receipt of each candidate’s West Virginia Student Teaching Permit, each candidate’s background check and the University naming a site supervisor for each candidate.

**Bid #871 Classroom Supplies Renewal #2**
Board Memo #3

The Board approved purchases of classroom supplies from School Specialty, Kurtz Bros., National Art, Bluefield Office, Pyramid, and Lakeshore Learning to replenish Mercer County Schools’ warehouse. The renewal pricing was analyzed and the overall price increase for each vendor is:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Average Overall % Change</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bluefield Office</td>
<td>20%</td>
<td>No price increase except for the transparent tape, which was brand specific due to numerous complaints.</td>
</tr>
<tr>
<td>Kurtz</td>
<td>15%</td>
<td>The price increase is primarily due to adhesive address labels being changed to brand specific.</td>
</tr>
<tr>
<td>Lakeshore Learning</td>
<td>11%</td>
<td>Only one Lakeshore Learning item. It increased $0.95 from 2018.</td>
</tr>
<tr>
<td>National Art</td>
<td>3%</td>
<td>Minimal increase was noted.</td>
</tr>
<tr>
<td>Pyramid</td>
<td>1.81%</td>
<td>Minimal increase was noted.</td>
</tr>
<tr>
<td>School Specialty</td>
<td>17%</td>
<td>The price increase is contributed to items that are becoming obsolete which greatly affected the overage pricing. The YTD usages for those items were analyzed. Changes are being implemented going forward.</td>
</tr>
<tr>
<td>Quill</td>
<td>-</td>
<td>Quill returned renewal pricing that had an unacceptable price increase of 99%. However, updated pricing was obtained from the next lowest vendors. The updated pricing from alternative vendors reduced the unweighted increase to 16%.</td>
</tr>
</tbody>
</table>
Although there are multiple price increases, utilizing these bid prices results in an annual savings of over $65,000 as compared to using different cooperative purchasing agreements, including Amazon.

**Contracted Services Agreement - Audiology**  
Board Memo #4

The Board approved a contracted services agreement for audiology services with Rebecca West, Audiologist for the 2019-2020 school year. Compensation remained the same as in FY’19 and will be paid in the amount of $550 per day unless seeing four students or less, then the provider will be compensated half of the daily rate or $275. The provider is required to submit proof of current licensure and insurance and will adhere to all Mercer County Schools Policies and Procedures. The total amount paid to Rebecca West in FY’19 was $36,575.

**Contracted Services Agreement – Speech Pathology**  
Board Memo #5

The Board approved a contracted services agreement for speech pathology services with Integrated Speech Solutions, LLC for the 2019-2020 school year. Compensation remained the same as in FY’19 and will be paid in the amount of $35 per half-hour session. The provider is required to submit proof of current licensure and insurance and will adhere to all Mercer County Schools Policies and Procedures. The total amount paid to Integrated Speech Solutions, LLC in FY’19 was $249,445.

**Contracted Services Agreement – Speech Therapy**  
Board Memo #6

The Board approved a contracted services agreement for speech therapy services with Ashley Simmons Gillespie from August 1, 2019, to June 30, 2020. Compensation will remain the same as in FY’19 at $125 per individual evaluation and written report. The provider is required to submit proof of current licensure and insurance and will adhere to all Mercer County Schools Policies and Procedures.

**Contracted Services Agreement – Speech-Language Therapy**  
Board Memo #7

The Board approved a contracted services agreement for speech-language therapy services with Amy Alvis for the 2019-2020 school year. Compensation will be:

- $69/hour  Speech-Language Therapy Services
- $100/hour  Speech-Language Evaluations
- $34.50/student  IEP Development
- $34.50/student  Conducting an IEP Meeting
The total contract compensation is not to exceed $58,000. The maximum caseload will be twenty-five (25) students. The provider is required to submit proof of current licensure and insurance and will adhere to all Mercer County Schools Policies and Procedures.

**Contracted Services Agreement - Speech-Language Therapy**
Board Memo #8

The Board approved a contracted services agreement for speech-language therapy services with Twin Cities Therapy LLC for the 2019-2020 school year. Compensation will be in the amount of $60 per hour, with one hour allotted each week for documentation of therapy notes. An evaluation rate of $125 will be paid per evaluation. The provider is required to submit proof of current licensure and insurance and will adhere to all Mercer County Schools Policies and Procedures.

The prior evaluation rate was based on a daily rate of $400 during 2018-2019 school year. The total amount paid to owner, Sarah Tinder, in FY’19 was $31,675.

**East River Soccer Complex Agreement**
Board Memo #9

The Board approved an agreement between the East River Soccer Association and the Mercer County Board of Education for the use of the East River Soccer Complex. This agreement authorizes Bluefield High School and Bluefield Middle School to practice and play home games at the complex. In addition, the agreement authorizes Glenwood School to play home games at the complex. The terms are the same as in prior years, including the consideration, which remains $11,000. The term of the agreement is July 1, 2019, through June 30, 2020.

**Request for Proposal #289 School Security Services**
Board Memo #10

The Board approved a contract with B3 Security Group, Lewisburg, WV, for security guard services. Services will be used full time at Bluefield High, Bluefield Middle, Princeton High, Princeton Middle, Montcalm High, PikeView High, PikeView Middle, Mercer County Technical Education Center, Glenwood and part-time at Princeton Primary, Bluefield Intermediate and Athens schools.

The proposal was advertised in two papers, Bluefield Daily Telegraph and Beckley Herald, and sent to eleven vendors.

Cynthia Anthony  Proactive Protective Services LLC
Manager of New Business Development  Attention: Aaron Young
U.S. Security Associates, Inc.  451 Sarver Road
800-730-9599 x1481  Kegley, WV 24731
canthony@ussecurityassociates.com
An evaluation committee reviewed the proposals and evaluated the proposals according to the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>40</td>
</tr>
<tr>
<td>Vendor Experience</td>
<td>10</td>
</tr>
<tr>
<td>Service Capability</td>
<td>20</td>
</tr>
<tr>
<td>References</td>
<td>10</td>
</tr>
<tr>
<td>Proposal Compliance</td>
<td>10</td>
</tr>
<tr>
<td>Prior Experience with the Board</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

The committee evaluated the responses, met with the top two vendors and awarded the highest number of points to B3 Security Services.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>B3 Security Services</td>
<td>80</td>
</tr>
<tr>
<td>Allied Universal</td>
<td>70</td>
</tr>
</tbody>
</table>

**RFP 288 Athletic Field Maintenance**

Board Memo #11

The Board approved Aspen Corporation, Daniels, West Virginia, to provide athletic field maintenance at the Board’s High School athletic fields. Requests were sent to the eleven (11) vendors.

<table>
<thead>
<tr>
<th>Company</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kelly Green</td>
<td>CW Landscaping</td>
</tr>
<tr>
<td></td>
<td>Aspen Corporation</td>
</tr>
</tbody>
</table>
Proposals were analyzed according to the evaluation criteria set forth in the bid with the maximum points available.

- **Price**: 40 points
- **Experience**: 20 points
- **Reference**: 20 points
- **Compliance with proposal requirements**: 20 points

Two proposal responses were received. The committee evaluated the responses and awarded the highest number of points to Aspen Corporation with 98 points.

<table>
<thead>
<tr>
<th>Company</th>
<th>Address</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aspen Corporation</td>
<td>208 Sunflower Street</td>
<td>95</td>
</tr>
<tr>
<td>Lawnworks</td>
<td>Princeton, WV 24740</td>
<td>80</td>
</tr>
<tr>
<td>Affordable Lawn Care</td>
<td>HC 78, Box 130</td>
<td>No bid</td>
</tr>
</tbody>
</table>

**Surplus Sale 2019**
Board Memo #12

The Board approved a list of equipment, which can no longer be utilized by the Board, to be declared surplus and offered for sale by public auction on July 27, 2019. The list was distributed to all principals to determine if they can utilize any of the items prior to auction. The right to make additions or deletions to the list is reserved by the Board.

**FY20 Salary Schedules / FY20 Administrator Salary Index**
Board Memo #13

The Board approved FY20 Salary Schedules for Professional and Service Personnel, FY20 Administrator Salary Index, and Schedule of Extra Pay. The HB 206 that included
salary increases was signed by the Governor at the end of June. The salary increases are reflected in the FY20 salary schedules.

**Additional Business**

**Board Meeting Schedule**

Board Memo #14

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 4-0 vote, the Board moved this agenda item to the end of the meeting after *Work Session*.

**Employee Disciplinary Hearing and Personnel Action**

Board Memo #15

On motion of Mr. Bailey, seconded by Ms. Kaufman, and by a 4-0 vote, the Board confirmed the suspension of Venus Dell’Orso for twenty (20) days from substituting. Her suspension will begin on Thursday, August 8, 2019, and continue through Thursday, September 5, 2019. She will be eligible to begin substituting again on Friday, September 6, 2019. The reason for this action was her violation of Mercer County Policy G-24, Employee Code of Conduct.

**Personnel**

Board Memo #16

On motion of Ms. Kaufman, seconded by Mr. Prudich, and by a 4-0 vote, the Board approved the following personnel agenda, contingent upon the return of an acceptable background check and drug testing:

**Personnel Agenda**

*July 9, 2019*

**Note:** Employment is contingent upon acceptable background checks and drug testing.

**Professional**

**Resignations:**

Kayla Boerboom, Teacher, Bluefield Intermediate School, effective July 1, 2019.

Reason: Resignation

Diana C. French Bragg, Physical Education Teacher, Princeton Middle School, effective June 27, 2019.

Reason: Retirement

Allyson Corvin, Teacher, Brushfork Elementary School, effective June 30, 2019.

Reason: Resignation
Tina DeHart, Special Education Teacher, Itinerant, effective June 23, 2019.
Reason: Resignation

Kathleen Angell, School Counselor (210 day), Princeton Middle School, effective July 2, 2019.
Reason: Resignation

Johanna Smith, Title I Social Worker, Princeton Middle School, effective June 30, 2019.
Reason: Resignation

**Transfers:**

Hannah Green, from Teacher, Bluewell School, to PreK Special Needs Teacher, Bluewell School, effective August 5, 2019.

Keisha Gibson, from Special Education Teacher (part-time), Itinerant, to Special Education Teacher, Straley School, effective August 5, 2019.

Jonie McPeak, from School Counselor (205 day), Itinerant, to School Counselor (210 day), PikeView Middle School, effective July 25, 2019.

**Employment:**

Amanda Bradshaw, Title I Instructional Interventionist, Princeton Primary School, effective August 5, 2019.

Rebekah Lambert, Teacher, Princeton Primary School, effective August 5, 2019.

Richard Hall, Art Teacher, Princeton Senior High School, effective August 5, 2019.

Allison Watkins, Teacher, Bluefield Middle School, effective August 5, 2019.

Evonne Davidson, General Science Teacher, Bluefield Middle School, effective August 5, 2019.

**Coaching**

*(All coaching positions are pending WVSSAC receipt of certification)*

**Princeton Middle School:**
Resignation: Joshua Kephart, Cross Country Coach

**PikeView High School:**
Employment: Austin Southcott, Assistant Football Coach
Resignation: Samantha Higgins, Assistant Volleyball Coach
Employment: Steve Pritchett, Assistant Boys’ Soccer Coach
**PikeView Middle School:**
Employment: Ellis Webb, Assistant Football Coach
Employment: Frank Patton, Assistant Soccer Coach

**Professional Substitutes**

Cynthia Redden  
Elementary Education K-6  
Early Education PreK  
Special Education Multi-Cat K-8

Brian Kermit Johnson  
PE PK-12  
Library/Media PK-12

**Service Personnel**

**Adjustment on Leave per Employee:**

**From:**
Carolyn Brown, Certification Coordinator, Human Resources, requests Medical Leave beginning June 18, 2019, through July 30, 2019.

**To:**
Carolyn Brown, Certification Coordinator, Human Resources, requests Medical Leave beginning June 25, 2019, through August 6, 2019.

Leave is recommended.

**Resignations:**

Bonnie Mitchem, Cook III, Athens School, effective June 28, 2019.  
Reason: Retirement

**Transfers:**

Aaron Bailey, from Custodian III (207 day) (part-time), Shift: 3:00 p.m. – 6:29 p.m., Brushfork Elementary School, to Custodian I (200 day), Shift: 2:00 p.m. – 10:00 p.m., Montcalm High School, effective August 5, 2019.

Tammy Rotenberry, from Secretary/Accountant II (207 day), Memorial Primary School, to Secretary/Accountant II (210 day), Bluefield Middle School, effective July 25, 2019.

Robby Samosky, from Custodian I (200 day), Shift: 11:00 a.m. – 7:00 p.m., Montcalm Elementary School, to Custodian III (240 day), Shift: 10:00 a.m. – 600 p.m., PikeView Middle School, effective July 15, 2019.

**WORK SESSION**

9
MCBOE Goals and Superintendent Goals were discussed during this Work Session.

**Board Meeting Schedule**
Board Memo #14

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 4-0 vote, the Board agreed to bring this agenda item back on the next regular meeting agenda, July 23, 2019.

**ADJOURNMENT**

Nothing further appearing, Mr. Prudich made a motion to adjourn, seconded by Mr. Bailey and the meeting was adjourned at 8:55 P.M.

Deborah S. Akers, Secretary