The Mercer County Board of Education met in regular session at 7:00 P.M. on Tuesday, March 12, 2019, in the Seminar Center at the Mercer County Technical Education Center, Princeton, WV.

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

PLEDGE OF ALLEGIANCE

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

CITIZENS INPUT

None.

PRESENTATION

Title VIII information regarding security police officers was presented.

APPROVAL OF MINUTES

Mr. Bailey moved to approve the minutes for February 19, 2019, February 21, 2019, February 26, 2019, and March 4, 2019, seconded by Ms. Kaufman, and by a 4-0 vote, the Board approved the minutes for February 19, 2019, February 21, 2019, February 26, 2019, and March 4, 2019.

NEW BUSINESS

PRESENTATION OF CONSENT AGENDA

There were no changes.

Approval of Consent Agenda

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

Bid #872 Bread – Renewal 2
Board Memo #222

The Board approved the renewal of Bid #872 to Bimbo Bakeries to supply bread products for the breakfast and lunch programs for the 2019-2020 school year. There is no price increase.
Custodian/Cafeteria Supplies – U.S. Communities Purchasing Alliance
Board Memo #223

The Board approved the purchase of cleaning supplies and products for the school custodial and cafeteria programs from SupplyWorks. Contract pricing was requested from SupplyWorks under the U.S. Communities Purchasing Alliance – Contract #12-22 and Contract 16154.

Section 8.1.8 of Policy 8200 of WV state code allows these purchases directly from a vendor without competitive bidding if the item is available from a legitimate government purchasing cooperative that has already obtained competitive bids that meet the requirements of Policy 8200.

The new contract pricing resulted in an average of no increase on custodial supplies and a decrease of 4.57% on cafeteria supplies. The contract also includes a comprehensive annual training program for custodians on proper cleaning procedures as well as safety procedures for Spartan chemicals. The cost for these purchases during the 2017-2018 school year was $479,277.34.

Listing of Additional Student Observer for Concord University
Board Memo #224

The Board approved an additional listing of a student for which Concord University has requested placement in Mercer County Schools for the 2018-2019 Spring semester.

Memorandum of Agreement with WVU Extension Service
Board Memo #225

The Board approved an Annual Memorandum of Agreement for the fiscal year beginning July 1, 2019, supplementing the cooperative agreement covering Cooperative Extension work in Mercer County, in accordance with the Code of West Virginia, 1931, Chapter 19, Article 8, as amended and reenacted by the 1963 legislature.

RFP #273 Renewal 2 Local and/or Long Distance and Six PRI’s
Board Memo #226

The Board approved renewal 1 pricing from Frontier Communications for RFP 273 Local and/or Long Distance and Six PRI’s (primary rate interfaces) for Mercer County Schools. Frontier submitted renewal pricing with no increases, maintaining their initial proposed price.

RFP 281 – Selection of Architect or Engineer for Commissioning Services for New School located in Bluefield
Board Memo #227
The Board approved ZDS Design/Consulting Service to provide all professional services related to commissioning for the new school located in Bluefield. Interviews were conducted with firms, as required by 5G-1-3 of the WV Code to complete the evaluation of Request for Proposal #283, Notice to Architects/Engineers-Commissioning Services for the New School located in Bluefield. As required, an interview committee was established and phone interviews were held with selected firms who expressed interest in providing all professional services related to commissioning with this project.

The Notice to Architects and Engineers was advertised in the Bluefield Daily telegraph as well as the Charleston Gazette. Responses were received from three (3) firms:

- ZDS Design/Consulting Service, St. Albans, WV
- Engineering Economics, Inc., Golden, CO
- Wright Commissioning, Bala Cynwyd, PA

The committee evaluated these firms based upon their initial submittals and interviews. ZDS Design/Consulting Service was ranked the highest with a score of 92. A summary of the results:

<table>
<thead>
<tr>
<th>Firm</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZDS</td>
<td>92</td>
</tr>
<tr>
<td>Engineering Economics Inc.</td>
<td>88</td>
</tr>
<tr>
<td>Wright Commissioning</td>
<td>75</td>
</tr>
</tbody>
</table>

Selection Committee Members
Leslie Wellman, Director of Purchasing
Christopher Stanley, Supervisor of Maintenance
Steve Lilly, HVAC Technician

**SPED Devices for Classrooms**
Board Memo #228

The Board approved the purchase of eight hundred and eleven (811) Lenovo 100e Windows Laptops and eight-six (86) HP Probook 430 Laptops for SPED teachers and students from Zones for $198,257.73. These will be replacements for old equipment and will ensure each SPED classroom has a device for each student and teacher. These will be funded by the 21st Century Technology Grant and SPED funds using State (TEC) Contract pricing.

**Purchasing Card Transactions**
Board Memo #229

The Board approved the payment of the following Purchasing Card (PCARD) transactions:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amazon.com</td>
<td>19,572.59</td>
</tr>
<tr>
<td>Bluefield Gas Company</td>
<td>29,500.14</td>
</tr>
<tr>
<td>Getronics</td>
<td>23,116.85</td>
</tr>
<tr>
<td>City of Princeton</td>
<td>3,768.00</td>
</tr>
<tr>
<td>Company Name</td>
<td>Amount</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Bridgeport Courtyard Inn</td>
<td>178.00</td>
</tr>
<tr>
<td>Columbia Beauty Supply Inc.</td>
<td>665.80</td>
</tr>
<tr>
<td>Identity Force, Inc.</td>
<td>12,377.12</td>
</tr>
<tr>
<td>James and Law</td>
<td>11,649.16</td>
</tr>
<tr>
<td>Komax Business Systems</td>
<td>37,801.16</td>
</tr>
<tr>
<td>Kroger</td>
<td>324.39</td>
</tr>
<tr>
<td>Lusk Disposal, Inc.</td>
<td>17,586.47</td>
</tr>
<tr>
<td>Marriott</td>
<td>282.00</td>
</tr>
<tr>
<td>Matheny Volvo &amp; GMC Trucks</td>
<td>31,451.59</td>
</tr>
<tr>
<td>Airgas USA, LLC</td>
<td>1,213.32</td>
</tr>
<tr>
<td>National Academic Quiz</td>
<td>148.00</td>
</tr>
<tr>
<td>Noland Company</td>
<td>129.60</td>
</tr>
<tr>
<td>SupplyWorks</td>
<td>36,561.74</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$510,183.16</strong></td>
</tr>
</tbody>
</table>
On motion of Ms. Smith, seconded by Ms. Kaufman, and by a 3-0 vote, with Mr. Hodges abstaining because he was listed as a volunteer on the Personnel Agenda, the Board approved the following personnel agenda, contingent upon the return of an acceptable background check and drug testing:

Personnel Agenda
March 12, 2019

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

Professional

Leaves:

Sharon Suttle, Teacher, Bluewell School, requests Medical Leave beginning March 11, 2019, through March 29, 2019. Her previous leave was November 12, 2018, through March 8, 2019.

Priscilla Padgett, Teacher, Glenwood School, requests Medical Leave beginning March 4, 2019, through April 30, 2019. Her previous leave was January 23, 2019, through March 1, 2019.

Ashley Shaw, Kindergarten Teacher, Melrose School, requests Maternity Leave beginning March 29, 2019, through June 6, 2019.

James Keith Sloan, Teacher, Princeton Alternative School, requests Medical Leave beginning February 27, 2019, through March 27, 2019.

Leave is recommended.

Resignations:

Linda Fagg, Kindergarten Teacher, Montcalm Elementary School, effective June 30, 2019.
Reason: Retirement

Martha Willoughby, Special Education Teacher, PikeView High School, effective June 30, 2019.
Reason: Retirement

Cynthia Redden, Teacher, Glenwood School, effective June 30, 2019.
Reason: Retirement

Adjustment on Resignation Date Per Employee:

From:
Keith Compton, Criminal Justice Instructor, Mercer County Technical Education Center, effective March 15, 2019.

To:

Keith Compton, Criminal Justice Instructor, Mercer County Technical Education Center, effective June 30, 2019.

Transfers:

Rebecca Cochran, from Special Education Teacher (SPMI), Brushfork Elementary School, to Special Education Teacher (SPMI), Mountain Valley Elementary School, effective with the 2020-2021 school year.

Ashley Folden, from Teacher, Whitethorn Primary School, to Kindergarten Teacher, Mountain Valley Elementary School, effective with the 2020-2021 school year.

Rebecca Neal, from General Science Teacher, Princeton Middle School, to Teacher, Mountain Valley Elementary School, effective with the 2020-2021 school year.

Julie Duncan, from Teacher, Montcalm Elementary School, to Teacher, Mountain Valley Elementary School, effective with the 2020-2021 school year.

Amy Rickman, from Teacher, Lashmeet/Matoaka School, to Teacher, Mountain Valley Elementary School, effective with the 2020-2021 school year.

Adjustment on Start Date:

From:

LTC Giles Cutler, JROTC Instructor, Princeton Senior High School, effective March 4, 2019.

To:

LTC Giles Cutler, JROTC Instructor, Princeton Senior High School, effective March 11, 2019.

Coaching

(All coaching positions are pending WVSSAC receipt of certification)

Glenwood School:
Employment: Sherrie Jenkins, Assistant Volleyball Coach
Volunteer Coach: Brad Gillespie, Baseball Coach

PikeView Middle School:
Volunteer Coach: Lisa Hale, Head Softball Coach

PikeView High School:
Resignation: Seth Angell, Assistant Football Coach
Resignation: Joshua Wyatt, Weightlifting Coach
Resignation: Ben Nester, Weightlifting Coach
Substitute: Karen Miller, Boys’ Head Track Coach

Athletic Program Support Volunteers:
Seth Meadows-Baseball           Paul Hodges-Track           Nikki Christian-Track
Hunter Hill-Baseball            Dawn Rae Smith-Track        Joseph Bisaha

Extra-Curricular Contracts

Home/Hospital Instructors

Elizabeth Hedrick               Tracey O’Donnell

Emergency Substitute Plan

PikeView High School:
Barry Bowman                    Annette Sorah               Jason Matney
Ben Disibbio                    Joanna Burr

Tutor-High School Math

Montcalm High School:
Robin Buckland

Professional Substitutes

Add:
Jacob Meadows
Social Studies 5-12

Remove:
Carol Fowler

Volunteers

SunValley Elementary School:
Anne Wells

Princeton Senior High School:
Patsy Van Blaricom

Service Personnel

Leaves:
Ramona Mullins, Aide, Bluewell School, requests Medical Leave beginning February 18, 2019, through May 17, 2019. Her previous leave was October 15, 2019, through February 15, 2019.

Tammy Scott, Aide, Princeton Middle School, requests Medical Leave beginning January 2, 2019, through March 27, 2019. Her previous leave was September 20, 2018, through December 31, 2018.

Leave is recommended.

Adjustment on Leave Per Employee:

From: Ronald Woolridge, Bus Operator, Transportation Department, requests Medical Leave beginning February 12, 2019, through March 12, 2019.

To: Ronald Woolridge, Bus Operator, Transportation Department, requests Medical Leave beginning February 12, 2019, through February 22, 2019.

From: Teresa Via, Bus Operator, Transportation Department, requests Medical Leave beginning February 7, 2019, through March 22, 2019.

To: Teresa Via, Bus Operator, Transportation Department, requests Medical Leave beginning February 7, 2019, through March 1, 2019.

Resignations:

Nathan Greek, Custodian III (212 day), Split Shift: 7:00 a.m. – 1:00 p.m. and 2:30 p.m. – 4:30 p.m., Sun Valley Elementary School, effective March 29, 2019.
Reason: Retirement

Extra-Curricular Contracts

Administration of Medications

Princeton Primary School:
Terri Dunford-Substitute

Bus/Lunch Duty

Princeton Primary School:
Sherri Bennet-Substitute

Service Substitutes
Add:  
Casey Booker-Aide  
John Maxwell-PEDS Driver  

Remove:  
Amanda Mullins-Custodian  
Victoria Cook-Secretary  

EXECUTIVE SESSION  

On motion of Ms. Smith, seconded by Mr. Bailey, and by a 4-0 vote, the Board withdrew into Executive Session from 8:10 P.M. to 8:23 P.M. according to WV Code 6-9A-4(b)(2) matter relating to personnel issue.  

RECESS  

Nothing further appearing, Mr. Bailey made a motion to recess until April 16, 2019, seconded by Ms. Smith, and the meeting was recessed at 8:25 P.M.  

Deborah S. Akers, Secretary