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

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

PLEDGE OF ALLEGIANCE

Rick Ball, Assistant Superintendent, led the Pledge of Allegiance to the Flag.

CITIZENS INPUT

None.

DISCUSSION

Pending Litigation was the topic for discussion.

EXECUTIVE SESSION

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 3-0 vote, the Board withdrew into Executive Session from 7:04 P.M. to 7:57 P.M. according to WV Code 6-9A-4(b)(6) matter relating to pending litigation.

APPROVAL OF MINUTES

Mr. Prudich moved to approve the minutes for October 29, 2019, and amend and approve the minutes as amended for October 22, 2019. Seconded by Ms. Kaufman, and by a 3-0 vote, the Board approved the minutes for October 29, 2019, and approved the minutes as amended for October 22, 2019.

In the October 22, 2019, Minutes, under APPROVAL OF MINUTES, “Seconded by Ms. Smith” was changed to “Seconded by Ms. Kaufman.”

UNFINISHED BUSINESS

Policy G-7, Alcohol and Controlled Substance Testing (Second Reading)
Board Memo #97

No action was taken.
**Policy I-22, Requirements for Eighth Grade Algebra I (Second Reading)**  
Board Memo #98

On motion of Ms. Kaufman, seconded by Mr. Prudich, and by a 3-0 vote, the Board approved Policy I-22, Requirements for Eighth Grade Algebra I. This policy was changed to update and clarify language and to make grammatical changes. One (1) comment was received.

**Policy I-33, Promotion Policy for Elementary Schools (Second Reading)**  
Board Memo #99

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 3-0 vote, the Board approved Policy I-33, Promotion Policy for Elementary Schools. This policy was changed to include changes to state code, to update the section relating to parent communications, clarify language and to make grammatical changes. No comments were received.

**Policy J-17, Sports-Related Concussion Management (Second Reading)**  
Board Memo #100

On motion of Ms. Kaufman, seconded by Mr. Prudich, and by a 3-0 vote, the Board approved Policy J-17, Sports-Related Concussion Management. This policy is being changed to update policy, to clarify language, and to make grammatical changes. No comments were received.

**Policy K-07, Community Use of Property (Second Reading)**  
Board Memo #101

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 3-0 vote, the Board approved Policy K-07, Community Use of Property. This policy is being changed to reflect provision of Senate Bill 154. No comments were received.

**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 3-0 vote, the Board approved the items listed on the Consent Agenda.

**RFP 294 Water Treatment Services**  
Board Memo #136

The Board approved Water Chemistry to provide water treatment services for the heating and cooling systems at various MCBOE locations. The RFP was advertised in two (2) newspapers, Bluefield Daily Telegraph and Beckley Register-Herald. A mandatory pre-
A bid meeting was held on October 16, 2019. The pre-bid meeting was attended by two (2) vendors.

In compliance with the RFP, a selection committee was established for ranking vendor responses according to the criteria shown below:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>40</td>
</tr>
<tr>
<td>Proposal Documents</td>
<td>30</td>
</tr>
<tr>
<td>References / Vendor Experience</td>
<td>30</td>
</tr>
</tbody>
</table>

The selection committee awarded the highest number of points to Water Chemistry at 99 out of a possible 100 points.

**Evaluation Rankings**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Chemistry</td>
<td>99</td>
</tr>
<tr>
<td>Southern Air</td>
<td>94.75</td>
</tr>
</tbody>
</table>

**PikeView High School Graduation**

Board Memo #137

The Board approved the request of PikeView High School to hold the 2020 graduation ceremony on Friday, May 22, 2020, at 6:00 P.M. at the Princeton Church of God.

A summary of the votes is as follows:

- 120 Princeton Church of God
- 2 PVHS Auditorium
- 2 Chuck Mathena Center
- 4 Brushfork Armory

**Additional Business**

**Policy G-5, Leaves of Absence / Personal Leave (First Reading – No Action Required)**

Board Memo #138

No Action Taken.

**Policy J-14, School Entrance Requirements (First Reading – No Action Required)**

Board Memo #139

No Action Taken.

**CEFP Annual Update**

Board Memo #140
On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 3-0 vote, the Board approved the 2019-2020 CEFP (Comprehensive Educational Facilities Plan) Annual Update to be submitted to the School Building Authority and the West Virginia Department of Education on December 1, 2019.

**Personnel**
Board Memo #141

On motion of Mr. Prudich, seconded by Ms. Kaufman, and by a 3-0 vote, the Board approved the following personnel agenda, contingent upon the return of an acceptable background check and drug testing:

**Personnel Agenda**  
**November 12, 2019**

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

**Professional**

**Leaves:**

**Christina Lester,** Teacher, Brushfork Elementary School, requests Medical Leave beginning September 20, 2019, through January 17, 2020.

**Leigh Kessler,** Teacher, Lashmeet/Matoaka School, requests Family Medical Leave beginning October 18, 2019, through December 1, 2019.

**LaCosta Hodges,** Principal, Oakvale Elementary School, requests Medical Leave beginning October 10, 2019, through October 25, 2019.

**Melinda Robinett,** Special Education Teacher, Princeton Middle School, requests Medical Leave beginning October 10, 2019, through November 12, 2019.

**Penny Tibbs,** Kindergarten Teacher, Mountain Valley Elementary School, requests Family Medical Leave beginning October 22, 2019, through January 3, 2020.

**Kristin Neal,** Teacher, PikeView High School, requests Maternity Leave beginning December 9, 2019, through March 6, 2020. Her previous leave was August 5, 2019, through December 6, 2019.

**Samantha Black,** Teacher, Memorial Primary School, requests Maternity Leave beginning March 2, 2020, through April 20, 2020.

**Leave is recommended.**

**Transfers:**
Amanda Showalter, from Student Support Specialist, Itinerant, to Social Worker, Princeton Primary School, effective November 18, 2019.

Employment:

Eugenia Jones, Kindergarten Teacher (1 year only), Melrose School, effective November 18, 2019.

Coaching

(All coaching positions are pending WVSSAC receipt of certification)

Glenwood School:
Resignation: Kristopher Kiser, Head Softball Coach

PikeView High School:
Resignation: Karli Nelson, Head Cheerleading Coach
Resignation: Austin Southcott, Assistant Football Coach

Princeton Senior High School:
Employment: Caitlyn Burks, Assistant Volleyball Coach
Resignation: Ryan Ellison, Assistant Track Coach

Montcalm High School:
Employment: William Jennings, Head Girls’ Basketball Coach (middle)
Resignation: Tara Havens, Assistant Girls’ Basketball Coach (middle)
Resignation: Gary Gillespie, Head Boys’ Baseball Coach
Resignation: Gary Gillespie, Golf Coach

Bluefield High School:
Employment: Robert Green, Assistant Girls’ Basketball Coach

Extra-Curricular Contracts

Gear-Up Tutor

Montcalm High School:
Robin Buckland-Math	Stacy Canterbury-English
Corey Walker-Math	Tara Havens-English

Lunch/Bus Duty

Princeton Middle School:
Derek Fong
PikeView Middle School:
Sandra Curry

Home/Hospital Instructor

Savanna Holt
Michelle Jones
Mitzi Sadler-Thorne
Beth Henry
Mariette Maldonado

Wilma East
Norma Lee Clark
Doris Dennah
Lorie Caron

Professional Substitutes

Add:
Christina Hulsey
Elementary Education K-6

Remove:
Linda Ammar
Linda Modena
Pamela Buchanan

Volunteers

Bluefield Middle School:
James Green

Princeton Middle School:
Andrew Maynor
Amanda Thomason
Debbie Sigmon
Becky Sanders
Amy Montgomery
Kristie Pennington

Rebecca Powers
Rochelle Tinio
Sonya Buckner
Amber Beasley
Kasi Meadows

Bluefield Intermediate School:
Phillip Hayworth
Corey Allen
Melanie Goldsworthy
Paul Goldsworthy

Jennifer Slater
Cynthia Jones
Andrea Mitchell

Montcalm Elementary School:
Krysten Bowman
Jonathan Gills
Angela Hart
Greta Kennett

Kate Dillon
Casey Mandeville
Lindsay Maddox
Kenzie Coulter
Alice Nunn   Amber Hall  
Amanda Phillips   Hailey Buchannon  
David White   Sandy Mills  
Linda Williams   Jenna Mounts  
Erin Shannon  

**Princeton Senior High School:**  
Daniel Harmon  

**PikeView Middle School:**  
Stephanie Stafford   Sheena Johnson  
Brian Young   Rebecca Marrs  

**Service Personnel**

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

**Leaves:**

Ashley Weeks, Cook II (part-time), Princeton Middle School, requests Maternity Leave beginning November 8, 2019, through January 2, 2020.

Rachael Pitcher, Bus Operator, requests Medical Leave beginning September 23, 2019, through November 22, 2019. Her previous leave was May 23, 2019, through September 8, 2019.

Leave is recommended.

**Transfers:**

Debra Smith, from Special Education Aide, Montcalm Elementary School, ECCAT/Aide, Montcalm Elementary School, effective January 2, 2020.

Brittany Mitchem, from Secretary II/Accountant II (210 day), PikeView Middle School, to Secretary III/Accountant II (240 day), Central Office, effective January 2, 2020.

Evelyn Hill, from Bus Operator (Bus #617), Glenwood/Bluewell/Princeton Area, Transportation Department, to Bus Operator (Bus #662), Princeton Area, Transportation Department, effective November 18, 2019.

Jeffery Neal, from Custodian III (240 day), Shift: 2:00 p.m. – 10:00 p.m., Bluefield Middle School, to Custodian IV (240 day), Shift: 3:00 p.m. – 11:00 p.m., Bluefield Middle School, effective November 18, 2019.
Melissa White, from Custodian III (part-time) (212 day), Shift: 2:15 p.m. – 5:44 p.m., Athens School, to Cook II, PikeView Middle School, effective January 2, 2020.

Lawrence Bayle, from Special Education Aide (1 year only), Itinerant, to Special Education Aide, Princeton Primary School, effective January 2, 2020.

Kimberly Reece, from Special Education Aide, Itinerant (1 year only), to Special Education Aide, Itinerant, effective with the 2020 – 2021 school year.

Employment:

Terry Oxley, Bus Operator (Bus #657, formerly Bus #574), Bluefield and Surrounding Area, Transportation Department, effective November 18, 2019.

Martha Robinson, Cook II (part-time), Princeton Senior High School, effective January 2, 2020. * This with her other part-time position as a cook at Princeton Senior High School, makes her a full-time employee. *

Sherri Bennett, Special Education Aide (1 year only), Itinerant, effective November 18, 2019.

Extra-Curricular Contracts

Lunch/Bus Duty

PikeView High School: Princeton Primary School:
Diana Dick Helen Moore
Princeton Middle School: Lawrence Bayle-As Needed
Tiffany Carter

Administration of Medications

Princeton Senior High School:
Rebecca Cook

Service Substitutes

Add:
Alice Matthews-Secretary Katelyn Lewis-Custodian
William Ross-Mechanic/Bus Operator Carey Pendry-Bus Operator
James Nelson-Custodian

Remove:
Katelyn Lewis-Secretary Jaclyn Alvis

ADJOURNMENT
Nothing further appearing, Mr. Prudich made a motion to adjourn, seconded by Ms. Kaufman and the meeting was adjourned at 8:10 P.M.

Deborah S. Akers, Secretary