

STATE OF WEST VIRGINIA
COUNTY OF HAMPSHIRE TO WIT:

The Hampshire County Board of Education held an LSIC (Local School Improvement Council) meeting on Monday, March 20, 2023, at Capon Bridge Elementary. A regular meeting, their thirty-first (31st) meeting of the 2022-2023 school year, followed.

The following Board members were in attendance: Mr. Ed Morgan, President; Mr. Matthew Trimble, Vice President and Mr. Bernard Hott and Mrs. Corena Mongold, members. Ms. Kim Poland, member, was absent.

President Morgan called the meeting to order at 6:00 p.m.

Sawyer Nichols, student, led everyone in reciting the Pledge of Allegiance.

Delilah Knight, student, sang the Star-Spangled Banner.

I. LSIC MEETING:

Avery Morris, student, explained her role at the school. She makes the announcements in the morning and is also a member of the Kindness Club. She introduced Mrs. Downs, Principal at Capon Bridge Elementary, who introduced her LSIC members (Emilie Embrey, counselor; Ann Huffman, first grade teacher; Cynthia Corbin, teacher and past interim principal; Teresa Thorne, academic instruction coach; Teresa Hofe, volunteer librarian; Tim Reese, community representative; Dr. Georgie Whitacre, school secretary and Jenny Morris, parent representative) and shared the following information:

I. The two improvement goals for CBE this year are as follows:

a. English/Language Arts and math proficiency in Grades 1 – 5 will have an increase with 70% of the students meeting typical growth measured on the beginning of the year test to the end of the year test on the iready reading assessment.

Performance Measure is the iReady reading and math assessment

Strategies used to improve:

1. iReady lessons assigned to individual students in grades 1–5 for 45 minutes to week.
2. Title 1 and PSP's work with students in targeted intervention with Tier 2 and Tier 3 groups.
3. PLUS staff supporting efforts to work with students in intervention.
4. Reflex math and number talks for fluency and Accelerated reader for reading improvement
5. Kindness Club with literacy and numeracy included in bi- monthly meetings and student leadership and engagement
6. After school tutoring – weekly beginning next week
7. Secret stories in use for phonics development
8. Student leadership opportunities
9. Academic coach leading instruction, PLC's, Kagan
10. Volunteer librarian (Ms.Hofe) to improve literacy and reading access and excitement
11. Social worker and EA Hawse as consistent interventions

12. In the lower grades, student progress will be monitored using Iready diagnostics, PALS, PASI, PSI, ELRS and sight word data.

Professional development for growth in the areas of academic need

1. Debbie Diller with math stations and writing instruction.
2. Literacy and Numeracy conference in Morgantown in July
3. Teachers attending math conference in March
4. PLC's focused on data and tiered intervention
5. Secret stories for literacy development
6. New integrated schedule for academic year 23 – 24
7. Frequent work with Mrs. Dianne Wells and special education
8. Staff is highly certified

II. Attendance: Capon Bridge Elementary will meet or exceed the state's 90% minimum for each grade level and to reduce the number of chronic absences by 25% for the 2022-2023 year in comparison to the 2021-2022 data. Currently, we are at 91.9% for this year. Last year, we averaged 91.4. We have seen a slight improvement. For chronic absences, we are still at 26% which is over the 25% mark. We are working to improve that number.

Strategies for improvement

1. Attendance incentives
2. 3,5, and 10-day letters and conference
3. The principal, guidance counselor and social worker calls parents and holds attendance meetings to address issues
4. The attendance team will meet with chronically absent students and make referrals when more interventions are necessary.
5. Incentives are provided to encourage student attendance.

Attendance Committee: Meets monthly Ann Downs, Cynthia Corbin, Christa Brakeall, Teresa Thorne, and Emilie Embrey

III. Data used in decision making (Charts attached)

2. Our efforts to improve **school safety** have been a focus
 1. Daily checks of exterior doors being locked – three times a day
 2. Focus at faculty meetings and morning emails
 3. Fire drills and evacuation drills -7 fire drills and 1 evacuation drill
 4. Safety Care training – a Crisis response team trained in safety care will meet and practice interventions. We will review interventions used and success or improvements that need to be made for safety care to work effectively. Faculty senate has purchased radios for all professional staff members. The radios are on the same channel to ensure a quick response to any crisis that we may experience. The office is purchasing radios for aides on the staff. We want to have radios for communication during all activities and events at the school campus. The Crisis response team assists with any significant event that causes disruption to the school environment.

5. Corporal Godlove has been coming to our campus frequently. He monitors exterior door locks and develops relationships with the students. He is becoming a much more familiar sight. We are conducting safety checks throughout the school and have made some improvements where the need is.

6. Assemblies to address cyberbullying and animal conservation

7. Christa Brakeall and Mr. Powers have been active with interventions

3. Celebrations:

1. We have started to have nine week's awards assemblies to celebrate the students' achievements. We have certificates and invite the parents to attend the celebrations.

2. The monthly newsletter publishes the students who have been named weekly STAR students and any other award winners for the month.

3. We have a very active PBIS team that supports all the efforts for behavior intervention. The team fundraises and supports trips and other activities to encourage positive behavior and culture.

4. We have been having frequent PTO sponsored activities – game nights, Halloween dance, pig Kissing contest

5. We had a community dinner for the Thanksgiving season. We had over 200 parents and grandparents attend.

6. Red Ribbon week – October 24 -28 – Say no to drugs and no to bullying

7. Dr. Seuss' birthday week

8. Veteran's Day Assembly to honor Veterans

9. Light up Capon Bridge – Each grade level decorated trees with a theme. They walked and decorated.

10. Students have participated in social studies fairs, math field day, Young writer's contest, Pumpkin Race winners,

11. Reflex and AR winners are honored certificates and morning announcements

12. Title 1 Stem Science night attended by parents and students

Growth

1. Schedule streamlined to meet special education needs, PLC needs, and other management needs

2. New phone lines that will allow for parent conferencing

3. SAT team meetings regularly held to focus on interventions

4. Crisis response team in place

5. Special education meeting needs of students with IEP's

6. Giving growth and progress monitoring throughout the year to assess student needs

7. Plus program and more

8. Aides in our primary classrooms to continuing to support instruction

9. Continued relationship with EA Hawse supporting our students' mental health needs

10. New card readers for access will allow increase security

11. Frequent communication between administration and staff with emails, staff meetings, school leadership meetings

12. Increased attendance at professional development conferences and trainings

13. School based professional development focus on priority needs

14. Student leadership opportunities

15. Greenhouse usage to create strong partnership with WV extension services

16. Outdoor classroom usage for sustainable engagement

17. Strategies and student engagement presented by Christi Edwards and Jason Adair of SREB for 4th and 5th grade teachers and Academic coach

18. School-wide focus on Growth Mindset for Staff and students
19. Addition of Restorative Justice steps in discipline

Future Goals – CBE will be ranked in the top elementary schools in the STATE!!

1. Schedule created to maximize academic achievement
2. Staff and volunteer utilization to maximize academic achievement
3. Facility management to improve community connections
4. Outdoor classroom and spaces completed and created with learning maximized
5. Continued improvement with attendance
6. Continued improvement in communication between administration, staff, community, and all other supporting entities
7. Improved schedule with transportation department eliminating the early and late bus run
8. Community connection with the utilization of the new gym

Natalie Braithwaite, student, shared her Social Studies project “The Impact of Remote Learning”. She was a regional winner.

Julie Garrett, PTO President and Kari Lee, Vice President, gave an update on the support their organization gives to the school and the teachers.

Zanna Chaney, student, shared her experience as a homeschooled student (before she moved to the area) vs. a Capon Bridge Elementary student. “I love Capon Bridge Elementary”, she stated.

Mrs. Teresa Thorne, Academic Instructional Coach, shared educational data.

Mrs. Morris, Title I Teacher, discussed STEM night.

Natalie Charlton, student, shared her Young Writer’s story “How to Stop a Bully”. She was also a 2nd Alternate at Math Field Day.

Beth and Kayla, River House Representatives and business supporters of the school, discussed their programs for the students and the community. (Programs such as the youth music club, after school art club, etc.)

Sawyer Nichols, student, invited everyone and led the way to the new greenhouse at the school.

Regular Meeting

II. Superintendent Pancione recommended that Board members approve the agenda.

Mr. Trimble moved approval with Mrs. Mongold seconding the motion that passed unanimously.

III. APPEARANCES:

There were no appearances.

IV. CALENDAR HEARING:

A public calendar hearing was held for interested persons to discuss the 2023-2024 calendar.

There were no public comments.

V. HIGHLIGHT:

The following students placed at Regional Math Field Day: 7th Grade – Lila Eversole, First Alternate; 10-12th Grades – Ryan Quick, Seventh Place; Robert Quick, Thirteenth Place and Brady Stump, Fifteenth Place.

VI. INFORMATIONAL ITEM:

A copy of February's Attendance Report as submitted by Amy Haines, Attendance Director.

VII. APPROVAL OF MINUTES:

Superintendent Pancione recommended that Board members approve the March 13, 2023 minutes.

Mr. Hott moved approval with Mr. Trimble seconding the motion that passed unanimously.

VIII. CONSENT AGENDA ITEMS:

Superintendent Pancione recommended that Board members approve the following consent agenda items:

A. Finance Items:

- Bills
- Budget revisions

B. Personnel:

1. Resignation and Retirement of Service Personnel:

- a. Approve the resignation of Talauna (Kay) Boyer as Classroom Aide/Transportation Aide for Capon Bridge Elementary effective March 17, 2023

2. Transfer and Employment of Extracurricular Personnel:

- a. Employ Lindsay Robinson as an After-school Tutor at Capon Bridge Elementary (209-66) effective March 22, 2023.

3. Resignation of Extracurricular Personnel:

- a. Approve the resignation of Talauna (Kay) Boyer as transportation aide for bus route CB3 effective March 17, 2023

4. Volunteers:

- a. Capon Bridge Elementary: Steve Bailes, Estella Garber and Krystal Moreland
- b. Romney Elementary: Allison Beery and Rachael Groese
- c. Springfield-Green Spring Elementary: Kimberly Bishoff, Randall Ruckman and Julie Wotring
- d. Hampshire High School: Amanda McDuffie

Mr. Trimble moved approval with Mr. Hott seconding the motion that passed unanimously.

IX. NON-CONSENT ITEM:

Superintendent Pancione recommended that Board members approve the following as drivers of county vehicles (if any): James J. Alkire.

Mr. Trimble moved approval with Mr. Hott seconding the motion that passed unanimously.

X. OTHER:

The FFA ham, bacon and egg sale was a huge success with profits up from last year.

A work session was scheduled to discuss assets and move forward on the sale of John J. Cornwell Elementary. (Thursday, April 13, at 12:00 p.m. – noon)

Superintendent Pancione praised the custodians at Capon Bridge Elementary for the cleanliness and pleasant smell at the facility.

The meeting was adjourned at 7:24 p. m.

Jeffrey Pancione, Secretary
Hampshire County Board of Education

Ed Morgan, President
Hampshire County Board of Education