

STATE OF WEST VIRGINIA
COUNTY OF HAMPSHIRE TO WIT:

The Hampshire County Board of Education held a special meeting, their third (3rd) meeting of the 2023-2024 school year, on Monday, July 24, 2023, at the Offices of the Hampshire County Board of Education.

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

PURPOSE: The Hampshire County Board of Education held a special meeting for the purpose of conducting a work session.

President Morgan called the meeting to order at 3:06 p.m.

The Pledge of Allegiance was recited.

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

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

II. APPEARANCES:

There were no appearances.

III. APPROVAL OF MINUTES:

Superintendent Pancione recommended that Board members approve the July 17, 2023 minutes.

Ms. Poland moved approval with Mrs. Mongold seconding the motion that passed unanimously.

IV. PRESENTATION:

Focus on school performance, student outcomes, academics associated with Board goals and actions to improve student achievement and well-being. (Superintendent Pancione and Patty Lipps.)

V. CONSENT AGENDA ITEMS:

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

A. Finance Items:

Bills to be paid
Budget revisions

Ms. Poland moved approval with Mrs. Mongold seconding the motion that passed unanimously.

Superintendent Pancione requested an executive session to discuss personnel matters. Ms. Poland made a motion to go into executive session with Mrs. Mongold seconding the motion that passed unanimously. Executive session began at 3:08 p.m. Board members returned to open session at 3:41 p.m. after Mrs. Mongold made a motion to return to open session. Ms. Poland seconded the motion that passed unanimously.

Superintendent Pancione recommended that Board members approve the following personnel items:

B. Personnel:

1. Transfer and Employment of Professional Personnel:
 - a. Employ Amy Rickman as a long-term substitute for World Language Exploration Teacher at Capon Bridge Middle and Romney Middle (401/402-70) effective for the 2023-2024 school year.
 - b. Employ Ryan Stewart as a long-term substitute Middle School Alternative Education Teacher at Hampshire High (501-85) effective for the 2023-2024 school year.
 - c. Employ Brandi Bohrer as a School Nurse (001-101) effective for the 2023-2024 school year.
2. Resignation and Retirement of Professional Personnel:
 - a. Approve the resignation of Angela Suesse as Grade 4 Teacher at Romney Elementary effective July 21, 2023.
3. Transfer and Employment of Service Personnel:
 - a. Re-employ Lisa Newman as an Itinerant Classroom Aide/Transportation Aide with Route CB3/HH7 at Hampshire High (501-50) effective for the 2023-2024 school year.
 - b. Employ Randy Dean as a Custodian at Hampshire High (501-51) effective July 26, 2023.
 - c. Transfer Lisa Catlett from Itinerant Classroom Aide/Transportation Aide with Route CB3/HH7 at Hampshire High to Cafeteria Manager/ Cook at Romney Elementary (206-55) effective for the 2023-2024 school year.
4. Resignation and Retirement of Service Personnel:
 - a. Approve the resignation of Nancy Merritt as a substitute Cook effective July 20, 2023.
 - b. Approve the resignation of Sara Longerbeam as a substitute Aide effective July 24, 2023.
5. Other:
 - a. Approve the Memorandum of Understanding with Shepherd University for Education students and administrators to complete clinical experiences and observations.
 - b. Approve the Substitute List for the 2023-2024 school year.
 - c. Terminate the contract of Mallory Corbin and Kim Kinnie as substitute Aides due to failure to respond to callout as per Hampshire County policy 4108.

- d. Permission to post for Fairs and Contest Coordinators: Social Studies Fair, Science Fair, Young Writers, and Math Field Day.
- e. Permission to post for Parent Involvement Network Coordinator for Romney Elementary.
- f. Permission to post for Homebound Teachers.
- g. Permission to post for Mentor Teachers.
- h. Permission to post for TASC Examiner and Substitute TASC Examiner.
- i. Permission to post for county-wide Assessment Assistant.
- j. Permission to post for Special Education Advisors (two positions).
- k. Permission to post for an Itinerant Classroom Aide/Transportation Aide at Hampshire High on an alternate schedule up to four days a week. (This schedule will be determined by the school level administrator.)
- l. Permission to post for Staff and Student Support Personnel (two positions) to be assigned to Hampshire High for up to 18 hours per week for up to 36 weeks at \$30 per hour.
- m. Permission to post for a Staff and Student Support Personnel (one position) to be assigned to Capon Bridge Middle for up to 18 hours per week for up to 36 weeks at \$30 per hour.
- n. Permission to post for a Yearbook Coordinator at Capon Bridge Elementary.
- o. Approve the paid planning of Nancy Heavner for 45 minutes daily for the 2023-2024 school year.
- p. Approve the contract for the following for the 2023-2024 school year:
 - 1. Sue Alkire, Webmaster, at \$30 per hour for no more than \$5000.
 - 2. Victoria Ford to work in technology office to cover a leave of absence as needed for up to 32 hours per week at \$30 per hour.
 - 3. Transportation Aides: Ashley Burroughs, April Hedrick, Sherrie Miller, Rebecca Roderick and Peggy Stafford
 - 4. Steve Williams, asbestos inspector and signature designee, for up to 20 hours at a rate of \$30 per hour.
 - 5. Contracted interpreting service with Brianne Berg at \$50 per hour.
 - 6. Contracted substitute interpreting service with Sign Fluent at \$65 per hour.
 - 7. Contracted substitute interpreting service with DeafNet at \$62 per hour plus additional fees.

6. Volunteers:

- a. Capon Bridge Elementary: Teresa Hofe
- b. Romney Middle: Amanda Billmeyer, Donna Blackburn, Cassandra Chenoweth, William Chenoweth, Brenda Ganoe and Michael McNelis

Ms. Poland moved approval with Mrs. Mongold seconding the motion that passed unanimously.

VI. NON-CONSENT ITEMS:

- A. Superintendent Pancione recommended that Board members approve the third reading and subsequent adoption of Policy 3055 - Open Enrollment.

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

B. Superintendent Pancione recommended that Board members approve the second reading of Policy 2371 Hope Scholarship Program.

Ms. Poland moved approval with Mrs. Mongold seconding the motion that passed unanimously.

C. Superintendent Pancione recommended that Board members approve the second reading of Policy 2121- The Student Journalist Press Freedom Protection Act.

President Morgan moved approval with Ms. Poland seconding the motion that passed unanimously.

D. Superintendent Pancione recommended that Board members approve the Deed of Easement and Right-of-Way between the Hampshire County Board of Education and the Central Hampshire Public Service District.

Mrs. Mongold moved approval with Ms. Poland seconding the motion that passed unanimously.

E. Superintendent Pancione recommended that Board members approve the audit for fiscal years ending June 30, 2023, June 30, 2024 and June 30, 2025 to Perry & Associates, CPA's at a total cost of \$55,500.00 (\$18,000.00 for June 30, 2023, \$18,500.00 for June 30, 2024 and \$19,000.00 for June 30, 2025).

Ms. Poland moved approval with Mrs. Mongold seconding the motion that passed unanimously.

F. Superintendent Pancione recommended that Board members approve the phone system at Hampshire High to Alpha in the amount of \$86,653.38 (phones only, no wiring).

Ms. Poland moved approval with Mrs. Mongold seconding the motion that passed unanimously.

VII. WORK SESSION:

New policies – Superintendent stated that he and the directors were working on policies.

Slanesville Elementary (current building) – waiting on further information

Old "Colored" School – this building can not be removed from its current site. Ms. Poland is going to check with the historic landmarks committee and Mr. Trimble will also check with the Town of Romney to see if there are interested. Meanwhile, the county maintenance staff will continue to remove items from the building.

Doors – replacement of doors at Hampshire High is moving along – a door fob will be given to the Sheriff for entrance into the facility – at last account the gym doors still needed to be replaced but the replacement doors are in the building

Bleachers – have been removed

Updates, etc. – J. W. See, Transportation Supervisor, has placed a school bus at the Hampshire County Fair with signs that advertise “school bus operators needed”.

Concrete is getting poured at Ice Mountain Elementary.

Superintendent Pancione is going to reach out to Ann Downs, Principal at Capon Bridge Elementary, regarding a ribbon-cutting ceremony to officially open the new gym.

The sale of John J. Cornwell Elementary was slated for August 12th but now needs to be rescheduled due to a delay in paperwork.

Town of Romney Mayor Beverly Keadle has agreed to allow contractors to use the lot beside the barn to bring equipment in.

South Branch Elementary site – waiting on paperwork from the attorney – first phase – put the “loop” in. Also, an MOU needs to be completed with Romney Rescue Squad.

The meeting was adjourned at 4:46 p. m.

Jeffrey Pancione, Secretary
Hampshire County Board of Education

Ed Morgan, President
Hampshire County Board of Education