

MINUTES OF THE LEWIS COUNTY BOARD OF EDUCATION

Monday, March 1, 2021

Date: March 1, 2021

Time: 6:00 p.m.

Kind of Meeting: Special

Where Held: Administration Building

Presiding Officer: James Flesher, President

Members Present: David Bush, Phyllis Hinterer, Mike Holden, Kenny Lowther – via phone  
Dr. Robin Lewis, Superintendent

Staff Members in attendance: Gerald Paugh, Terry Sprouse, Terry Cogar, Bob Stewart, Monika Weldon

Attendance – via phone: 304-452-9559, 304-439-8358, 304-517-7207, 304-269-6314, 304-476-3660

February 24, 2021

“To: Members of the Lewis County Board of Education:

Notice is hereby given that a special meeting of the Board of Education of the County of Lewis, State of West Virginia, will be held on the 1<sup>st</sup> day of March, at 6:00 p.m., at the Administration Building, 239 Court Avenue, Weston, West Virginia, to consider the following business and take appropriate action related thereto:

- I. Pledge of Allegiance.
- II. Discussion: 1. WV Department of Education Instruction Mandate
- III. Consider and approve the West Virginia Department of Education Waiver of 5 full days of Instruction. Lewis County will continue with (4) days of in-person and onsite instruction for PreK-12 on (Monday, Tuesday, Thursday and Friday) – full day instruction, Wednesdays – Distance Learning. On site/walk-in services are offered to all students 5 days a week. Effective March 3, 2021 through June 1, 2021.

\_\_\_\_\_ made a motion \_\_\_\_\_ seconded the motion  
 Discussion:                      Approved:    Yes \_\_\_\_\_    No \_\_\_\_\_

IV. Consider and approve revised School Calendar for the 2020-2021 school year.

\_\_\_\_\_ made a motion \_\_\_\_\_ seconded the motion

Discussion: Approved: Yes \_\_\_\_\_ No \_\_\_\_\_

V. Report: 1. Jeff Tidd, Job Duties/Responsibilities

VI. Executive Session: Re: Property

VII. Personnel:

VIII. Work Session:

1. Dave Bush:

- How Bus Operators get paid
- ★ Roanoke - Lighting at the gate by burying the electric from the school (MR Update)
- ✓ ~~Roanoke - Real concerns about the skylight~~
- ✓ ~~Roanoke - Odor from sewer plant~~
- Roanoke - Complaints about the exterminating company
- ✓ ~~Roanoke - Fix stage curtain and covering on steps~~
- ✓ ~~Roanoke - Handicap parking painting~~
- ✓ ~~Transportation - Chief Mechanic Job~~
- ✓ ~~Transportation - Multi Classification~~
- ✓ ~~Transportation - Road by bus garage/state~~
- ★ Transportation - Leasing buses versus buying (update by T. Cogar at later date)
- ✓ ~~Transportation - Sick day buyout or transfer~~
- ✓ ~~Transportation - Extra Duty Runs (Used to be 4, now 2)~~
- ✓ ~~LCHS - Kitchen needs finished in Home EC Classes (water hook-up)~~
- ★ ~~LCHS - Hot Water~~
- ✓ ~~LCHS - Band room, lockers and doors (installed 3/1)~~
- ✓ ~~LCHS - Oven down, pass through, ice maker in kitchen~~
- ✓ ~~LCHS - Desk Shields~~
- ✓ ~~PCES - Restrooms need built~~
- ✓ ~~RLBMS - Desk Dividers~~
- ★ RLBMS - Commodes/Urinals MR
- RLBMS - Teachers as proctor's full time when taking leave

- ✓ ~~Jane Lew Elem. School – Gym Floor~~
- ✓ ~~Jane Lew Elem. School – All day nurse~~
- ✓ ~~Jane Lew Elem. School – Washer/Dryer~~
- ✓ ~~Jane Lew Elem. School – Gravel MR~~
- ★ Jane Lew Elem. School - Remove Old Building MR (Update)

2. James Flesher:

- Board Member - Role/Responsibility of a county board member
- Superintendent - Role/Responsibility of the superintendent
- Who/When to report concerns to
- How to add an item to an agenda
- Role of the Public
- Purpose of board comments

3. Phyllis Hinterer:

- ✓ ~~County Test Scores~~ J. Tidd addressed – 11/16/20
- ✓ ~~County Financial Health – last 5 years – 2/22/21~~
- Finance - Current Ranking (out of 55 counties) for wages/salaries of all classifications of employees
- ✓ ~~Student population last 5 years (11/16/2020)~~
- Settled grievances and court cases last 10 years
- Requirements for “weighted average” pay and calculations
- Job descriptions – all employees (Update RL and MR) \*
- Number days employed contract each classification – any way to change? (Update RL and MR) \*
- ✓ ~~Number of vehicles and buses owned by county (12/21/2020) (?)~~
- ✓ ~~Number employees in total, by school/classification (12/21/2020)~~
- Facility and Grounds maintenance – who does what (Update RL and MR) \*
- Who supervises teachers and service personnel at schools
- How are teachers grouped – in grade level at Elem and Middle and by subject in High?
- ✓ ~~Attendance Policy – both pre and during COVID. A Radcliff addressed (12/14/20)~~
- ✓ ~~Hiring Process – where posted; for how long; interview process –~~

~~who conducts—committee has final say?~~

- What do Faculty Senate, LSIC and county office personnel do?  
(Policy 2322 KM Update)
- Is there a repair/replace plan for items such as freezers, refrigerators, copy machines, etc.
- Transportation Work Order Report.

4. Michael Holden:

- ✓ ~~Cameras and break room solution~~ J. Tidd/T. Cogar Addressing
- ✓ Chief Mechanic Job
- ✓ \$15 → \$17 for extracurricular pay for bus operators
- ✓ Custodian
- ✓ Aides riding Special Needs Buses
- Donated Food Run – posted positions
- Employees – Class D to drive county vehicles
- ✓ Freezer/Back-Up
- ✓ Employees in board office/schools on weekends
- ✓ Paychecks/Direct Deposits

5. Kenny Lowther:

- ✓ Why has the approved nursing RN position not been filled?
- ✓ Additional phone lines (Update—2 lines ordered)
- ✓ LCHS baseball scoreboard MR (Updated—Brian Fisher 12/14/20)

6. Lawn Mower Inventory

IX. Adjournment: \_\_\_\_\_ made a motion \_\_\_\_\_ seconded the motion

Time: \_\_\_\_\_

Signed this the 24<sup>th</sup> day of February, 2021.

“S/James Flesher, President, Lewis County Board of Education.”

The meeting was called to order by James Flesher, Board President.

The board met in special session at 6:00 p.m.

The pledge of allegiance was led by Gerald Paugh, Bus Operator.

The board discussed the WV Department of Education Instruction Mandate.

On motion by Phyllis Hinterer and seconded by Kenny Lowther, the board approved the WV Department of Education Waiver of 5 full days of Instruction. Lewis County will continue with (4) days of in-person and onsite instruction for PreK-12 on (Monday, Tuesday, Thursday and Friday) – full day instruction, Wednesdays – Distance Learning. On site/walk-in services are offered to all students 5 days a week. Effective March 3, 2021 through June 1, 2021, with a 5-0 vote.

On motion by David Bush and seconded by Phyllis Hinterer, the board approved the revised School Calendar for the 2020-2021 school year, with a 5-0 vote.

Jeff Tidd gave a report to the board regarding his job duties/responsibilities.

Board President, James Flesher informed the board and individuals present as per West Virginia Code 6-9A that it would be necessary for the board to go into executive session to “discuss property”, and on motion by Phyllis Hinterer and seconded by David Bush, the board went into executive session at 7:06 p.m., with a 5-0 vote.

Dr. Robin Lewis, Superintendent, sat with the board in the executive session.

On motion by Mike Holden and seconded by Phyllis Hinterer, the board adjourned the executive session at 7:41 p.m., with a 5-0 vote.

No action was taken in the executive session.

The following personnel have the recommendation of the Superintendent.

On motion by Mike Holden and seconded by Kenny Lowther, the board accepted the following resignations/retirements, with a 5-0 vote:

- a. **Steve Hall**, retirement, Principal, Peterson-Central Elementary School, effective June 30, 2021.
- b. **Rebecca Stansberry**, retirement, School Guidance Counselor, Lewis County High School, effective June 30, 2021.
- c. **Monika Weldon**, retirement, Business Manager/Treasurer, Lewis County Schools, effective June 30, 2021.
- d. **Jimmy Hankins**, resignation, Assistant Football Coach, Lewis County High School, effective February 23, 2021.
- e. **Ben Talbott**, retirement, Special Education Teacher, Peterson-Central Elementary School, effective June 30, 2021.
- f. **Karen Frazier**, retirement, Kindergarten Teacher, Jane Lew Elementary School,

effective June 30, 2021.

On motion by David Bush and seconded by Phyllis Hinterer, with Mike Holden and Kenny Lowther voting in the negative, the board approved the following request, with a 3-2 vote:

- a. Consider request to change Two (2) TSS contracts from 205 days to 220 days, effective for the 2020-2021 school year and continuing.

On motion by Mike Holden and seconded by David Bush, the board approved the following request, with a 5-0 vote:

- b. **Dawn Stafford**, approve medical leave of absence February 22, 2021 – March 1, 2021 and request for donated days.

The board conducted a work session.

On motion by Phyllis Hinterer and seconded by Kenny Lowther, the board adjourned at 8:30 p.m., with a 5-0 vote.