



MINERAL COUNTY SCHOOLS

36 BAKER PLACE
KEYSER, WV 26726

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March 5, 2024

Meeting #19

A regular meeting of the Board of Education of Mineral County will be held on Tuesday, March 5, 2024, at 5:00 p.m. in the Administrative Office at 36 Baker Place, Keyser, West Virginia.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the County School System's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item Public Comments.

AGENDA

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL:

Members

_____	Courrier, President	(06-30-2026)
_____	Baniak, Vice-President	(06-30-2026)
_____	Ashby	(06-30-2024)
_____	Denne	(06-30-2024)
_____	Puffinburger	(06-30-2026)

4. APPROVAL OF AGENDA

5. COMMUNICATIONS – Superintendent/Board:

A. Superintendent's Update:

B. Board Comments:

6. PUBLIC COMMENTS:

A. Agenda Items:

B. Non-Agenda Items:

7. APPROVAL OF MINUTES:

- | | | |
|--------------------|-------------------|-----|
| A. Regular Meeting | February 20, 2024 | #17 |
| B. Special Meeting | February 27, 2024 | #18 |

ACTION AGENDA

OTHER ACTION

1. PERSONNEL:

NOTE: The Superintendent's nominees to fill posted vacancies are subject to change upon withdrawal of a nominee after this agenda was prepared and prior to the board meeting. In such case, the name of any new nominee will be announced in public at the meeting, prior to the Board's action to fill the vacancy.

- A. Retirements – Administrative, Professional, and/or Service Personnel, effective at the end of the 2023-2024 employment term – ITEM TO BE PROVIDED AT MEETING
-Hold Advertisements, unless otherwise noted
- B. Retirements (names may be provided at meeting)
- C. Resignations (names may be provided at meeting)
- D. Placements in Extracurricular Vacancies as Previously Approved and Advertised
(names may be provided at meeting)
- E. Placements in Coaching Vacancies as Previously Approved and Advertised
(names may be provided at meeting)

CONSENT AGENDA

The Superintendent recommends approval of the following matters on the **Consent Agenda**:

1. PROGRAM PLANNING:

- A. Potomac State College – BSN Program – 2024 Fall Rotations
 - 1. Austin Bland, Frankfort High School with Kara Griffith
 - 2. Hayden Faulk, Frankfort Intermediate School with Mindy Liller
 - 3. Marilee Kitzmiller, Keyser Primary School with Bethany Evans
 - 4. Jacob Logsdon, Frankfort Middle School with Kara Griffith

B. Request for Attendance/Participation in Meetings and/or Conferences

1. Elevate Conference, Nashville, TN, June 28-July 3, 2024 (Funding: Title II)
 - a. Dana Ferguson
 - b. Sherry Jenkins
2. SREB/HSTW Summer Conference, Nashville, TN, July 9 – 12, 2024 – **ITEM**

2. **PERSONNEL:**

A. Transfers/Placements – Service Personnel

1. Jon Riley, **transfer from** School Bus Operator, Bus Garage/Transportation, **to** School Bus Operator, Bus Garage/Transportation, serving students with disabilities and/or students with specialized medical needs in all Keyser Area, and Countywide as needed based upon students' needs, including a mid-day run transporting special needs students, effective April 1, 2024, to the end of the 2023-2024 employment term only.
-Advertise Position
2. Reuben Pancake, **transfer from** School Bus Operator, Bus Garage/Transportation, **to** School Bus Operator, Bus Garage/Transportation, serving students attending New Creek Primary School, Keyser Primary School, Keyser Middle School and Keyser High School, covering but not limited to Rt. 93, Rt. 50, Tanglewood Subdivision, Timberlake Subdivision, and New Creek Area, effective March 7, 2024, to the end of the 2023-2024 employment term only
-Advertise Position

B. Placements – Extracurricular Service Personnel

1. Philip Pancake, **placement**, Midday Bus Run, transporting a student from Keyser Primary School to Shaw Rd. in Elk Garden, effective March 7, 2024

C. Resignations – Professional Personnel

1. DiAnna Liller, Professional Accountant, effective at the end of the work day on March 8, 2024
–This position is being advertised February 28, 2024 through March 6, 2024
2. Dorothy Malone, Preschool Special Needs Teacher, Keyser Primary School, effective at the end of the 2023-2024 employment term
-Hold Posting

D. Resignation – Extracurricular Coaching

1. Shelley Flaughner, Girls' Tennis Assistant Coach, Keyser High School, effective February 16, 2024
-Advertise Position

E. Rescind Placement – Extracurricular Coaching

1. Nicholas Graves, Football Auxiliary Coach, Keyser High School, due to failure to complete the employment and certification process

F. Removal of Name – Substitute Teacher List

1. Elizabeth Dixon, unable to complete the employment process at this time, effective immediately

G. Effective Date of Transfer Determined

1. Lesley Morgan, Itinerant Aide/Early Childhood Classroom Assistant Teacher, Grade One, Wiley Ford Primary School, effective date of transfer, February 12, 2024

H. Mutual Agreements, Title Change to Elementary Teacher from Elementary Grade Level Teacher, effective with the 2024-2025 employment term

1. Julia Bean
2. Valerie Durr
3. Debra Novallis
4. Cortney Shillingburg
5. Brandi Sues
6. Aubrey Thomas

I. Volunteers

1. Frankfort High School
 - a. Bradley Mongold
 - b. Amy Ratke
2. Frankfort Middle School
 - a. Rebecca Merritt
 - b. Kecia Southerly
 - c. Christina Stallings
3. Seth Earnest, Keyser High School

3. FINANCE/BUDGET:

A. FY24 Budget Revision Supplements and Transfers – (Item to be provided at meeting)

B. Invoices Paid February 15–28, 2024, in the Amount of \$1,967,721.07 for Checks 149375–149542 – ITEM

C. Contracted Special Education Services – ITEM

4. MISCELLANEOUS:

- A. Request for Home School Student to Attend Classes at Mineral County Technical Center – ITEM
- B. Leave of Absence Requests/Updates – ITEM
- C. Building Access for Non-Employee – ITEM
- D. Student Educational Leave Request – ITEM

STUDENT DISCIPLINARY CASE:

- A. Student Disciplinary Case #24-12

Date and Time of Next Meeting: _____

ADJOURNMENT.