

**PENDLETON COUNTY SCHOOLS  
TWELFTH BOARD MEETING  
THURSDAY, JANUARY 7, 2016  
Special Meeting**

The Pendleton County Board of Education convened in Special Session on Thursday, January 7, 2016, at the Pendleton County Board of Education Annex. The following members were present: J. D. Wilkins- President, Richard Gillespie- Vice-President, Teresa Heavner, Sonny O'Neil, and Betty Kimble. Central Office Staff present: Lisa Jamison. Others in attendance: Jason Long, Attorney.

**Call to Order by the President**

President Wilkins called the meeting to order at 6:00 P.M.

**Pledge of Allegiance and Invocation:** Mr. Gillispie led the Pledge of Allegiance and Mr. Wilkins led the group in prayer.

**Personnel:**

The purpose of the meeting was:

Discussion and/or Action – Review of applicant(s) for superintendent of schools appointment for a term to begin July 1, 2016, and planning of the appointment process (personnel matters may involve an Executive Session as provided in W.Va., Code 6-9A-4(b)(2)(A), and the Board majority votes to have an Executive Session.).

Upon a motion by Mr. Gillispie, seconded by Ms. Heavner, the Board voted unanimously to go into Executive Session at 6:03 p.m. according to W. Va. Code 6-9A-4(b)(2)(A), for the purpose of personnel matters. The board returned to regular session at 9:01 p.m. with no action taken.

The Board voted unanimously to schedule a special meeting on Tuesday, January 12, 2016, to conduct interviews of potential candidates. Those candidates were contacted and interviews scheduled.

**The next regular meeting of the Pendleton County Board of Education will be held on Tuesday, January 19, 2016 at Pendleton County Board of Education Annex at 6:00 P.M.**

**A Special Meeting will be held on Tuesday, January 12, 2016 at the Pendleton County Board of Education Annex at 4:00 p.m.**

**There being no further business before the Board, the meeting was adjourned by President Wilkins upon a motion by Ms. Kimble seconded by Ms. Heavner at 9:05 P.M.**

**PENDLETON COUNTY SCHOOLS  
THIRTEENTH BOARD MEETING  
THURSDAY, JANUARY 12, 2016  
Special Meeting**

The Pendleton County Board of Education convened in Special Session on Thursday, January 12, 2016, at the Pendleton County Board of Education Annex. The following members were present: J. D. Wilkins- President, Richard Gillespie- Vice-President, Teresa Heavner, Sonny O'Neil, and Betty Kimble.

**Call to Order by the President**

President Wilkins called the meeting to order at 4:00 P.M.

**Pledge of Allegiance and Invocation:** Mr. Gillispie led the Pledge of Allegiance and Mr. Wilkins led the group in prayer.

**Personnel:**

The purpose of the meeting was:

Discussion and/or Action – Interview applicant(s) for superintendent of schools appointment for a term to begin July 1, 2016, and planning of the appointment process (personnel matters may involve an Executive Session as provided in W.Va., Code 6-9A-4(b)(2)(A), and the Board majority votes to have an Executive Session.).

Upon a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to go into Executive Session at 4:05 p.m. according to W. Va. Code 6-9A-4(b)(2)(A), for the purpose of personnel matters. The board returned to regular session at 9:10 p.m. with no action taken.

Upon returning to regular session, a motion was made by Ms. Kimble, seconded by Ms. Heavner, and approved by the Board to employee Charles Hedrick as the Superintendent of Schools for a term beginning on July 1, 2016 through June 20, 2019, and that a contract be prepared setting forth the employment terms of the same to be approved by the Board and Mr. Hedrick at an upcoming board meeting.

**The next regular meeting of the Pendleton County Board of Education will be held on Tuesday, January 19, 2016 at Pendleton County Board of Education Annex at 6:00 P.M.**

**There being no further business before the Board, the meeting was adjourned by President Wilkins upon a motion by Mr. Gillispie, seconded by Ms. Kimble at 9:25 P.M.**

**PENDLETON COUNTY SCHOOLS  
FOURTEENTH COUNTY BOARD MEETING  
TUESDAY, JANUARY 19, 2016**

The Pendleton County Board of Education convened in Regular Session on Tuesday, January 19, 2016, at the Pendleton County Board of Education Annex. The following members were present: J.D. Wilkins - President, Richard Gillespie, Teresa Heavner and Sonny O'Neil. Central Office Staff present: Douglas Lambert, Superintendent, Charles Hedrick, J. P. Mowery and Lisa Jamison. Others in attendance were: Mike Alt.

**Call to Order by the President**

President Wilkins called the Board meeting to order at 6:00 P.M.

**Pledge of Allegiance and Invocation:** Mr. Lambert led the Pledge of Allegiance and Mr. Wilkins led the group in prayer.

**Presentations**

**Pendleton County Rescue – Mile Alt – AED Placements**

Mike Alt, of the Pendleton County Rescue discussed current AED placements with the Board. He discussed their reduction in funding and asked that the Board would consider helping defray the costs of supplies in the future for these units. This item will be added to the budget meeting in March for action.

Mr. Alt also discussed bleacher seating at outside events during thunderstorms. Mr. Lambert contacted the WVSSAC and they recommend that an announcement be made for spectators to evacuate the stands anytime a game is stopped due to the thunderstorms. Mr. Alt also asked that there be a sideline point of contact for emergency crews during football games and asked if a squad member could be a part of the response team on the field. He noted that this would provide better communication to the rescue team on sight to know what equipment or assistance may be needed. He also asked that there be designated parking for the squad during these events.

**Public Comment**

There was no public comment.

**Consent Agenda Items:**

**Minutes of the December 15, 2015 Board Meeting/Executive Session**

Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve the minutes of the above Board Meeting.

**Minutes of the January 7, 2016 Special Board Meeting/Executive Session**

Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve the minutes of the above Board Meeting.

**Minutes of the January 12, 2016 Special Board Meeting/Executive Session**

Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve the minutes of the above Board Meeting.

**Personnel:**

**Retirements/Resignations**

**Pamela Bailey** – PCMHS Alternative Education

**Sharon Hamilton** – FES Pre-school Special Needs Teacher

**Mary Beth Lambert** – PCHS Math & Physics Teacher 9-12

**Mary Bowers** – PCMHS Special Education

**Sam Yokum** – PCMHS Dean of Students/Athletic Director

Upon Mr. Lambert's recommendation and a motion by Mr. Gillespie, seconded by Mr. O'Neil, the Board voted unanimously to approve the resignation and retirement of the above personnel, with regret.

**Employment of Personnel:**

**Substitute Cook** – Meranda Hess

**Substitute Custodian** – Lisa Vance

Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. O'Neil, the Board voted unanimously to approve the above personnel.

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**Approval of Volunteers/Chaperones:**

**NFES Volunteers** – Brittany S. Ratliff

**BES Volunteers** – Jeffrey Plummer, Jodie Plummer, Patty Bolton

**BES Chaperones** – Jeffrey Plummer, Jodie Plummer

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Mr. Gillispie, the Board voted unanimously to approve the above volunteers and chaperones.

**Discussion and/or Action – Review, consideration and/or approval of proposed superintendent of schools contract for a term beginning July 1, 2016 through June 30, 2019 (personnel matters may involve an Executive Session as provided in W. VA. Code 6-9A-4(b)(2)(A), and the Board majority votes to have an executive session.).**

Upon Mr. Lambert's recommendation, and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the contract for the proposed superintendent, Charles Hedrick, for the term of July 1, 2016 through June 30, 2019.

**Approval of Contracted Services**

**Ashley Harper** – Substitute Speech Therapist

Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. Gillispie, the Board voted unanimously to approve the contracted services of the above personnel.

**Removal of Substitute Teacher Curtis Kimble**

Upon a recommendation by Mr. Lambert, and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to remove the substitute teacher from the approved Substitute teacher list.

**Finance:**

**December Bills**

Mr. Mowery presented the Bills for Approval for Month End December 31, 2015. Bills totaled: \$544,864.33.

Upon Mr. Lambert's recommendation and a motion by Ms. Heavner, seconded by Mr. Gillispie, the Board voted unanimously to approve the Bill as presented.

**December 2015 Treasurer's Report**

Mr. Mowery presented the December 2015 Treasurer's Report to the Board.

Upon Mr. Lambert's recommendation and a motion by Mr. O'Neil, seconded by Ms. Heavner, the Board voted unanimously to approve the Treasurer's Report as presented.

**Budget Revisions**

Mr. Mowery had no Budget Revisions.

**Financial Update**

Mr. Mowery updated the Board on the following items: Exploration of agreement for repayment of Tax Overpayment to the County Commission. This item will be placed on the February 2, 2016 agenda for action.

**PCMHS Financial Review**

Upon a recommendation by Mr. Lambert and a motion by Ms. Heavner, seconded by Mr. Gillispie, the Board voted unanimously to go into Executive Session at 6:50 p.m. to discuss finance according to WV Code 6-9A-4B-7. The Board returned to regular session at 7:08 p.m. with no action taken.

Upon a motion by Mr. Gillispie, seconded by Mr. O'Neil, the Board voted unanimously to ask legal counsel to draft a letter for the Board to consider sending to a party regarding funds owed to the school district.

**Old Business:**

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FOURTEENTH COUNTY BOARD MEETING  
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**Board Performance Assessment Instrument**

Mr. Lambert reviewed the Board Performance Assessment Instrument with the Board.

**New Business:**

There was no new business to discuss.

**Other:**

**Vocational Bus Run**

Mr. Lambert, Mr. Hedrick and Mr. Mowery discussed a letter received in regard to the Vocational Bus Run. More information was requested and the item will be added to a future agenda for action.

**Fourth Month Attendance Report**

Mr. Hedrick presented the Fourth Month Attendance Report to the Board.

**WVSSAC Research Findings**

Mr. Lambert discussed his research findings from the WVSSAC during the presentation by the Pendleton County Rescue.

**Teacher/Service Personnel of the Year**

Ms. Heavner gave the Board an update of the progress made in the selection process for Teacher and Service Personnel of the year. An award ceremony will be added to the April 19, 2016 Board meeting agenda.

**Conference/Meeting Update.**

Mr. Lambert and Mr. Hedrick will be in Charleston on January 20 and 21, 2016; Mr. Lambert will be in Bridgeport on January 27, 28 and 29; Mr. Hedrick will be in Bridgeport on January 28 & 29.

**The next regular meeting of the Pendleton County Board of Education will be held on Tuesday, February 2, 2016 at Pendleton County Board of Education Annex at 6:00 P.M.**

**Upon a motion by Ms. Heavner, seconded by Mr. O'Neil, the meeting was adjourned at 7:29 P.M.**