

October 18, 2018

The Board of Education of the County of Kanawha met in Regular Session on Thursday, October 18, 2018, at the Board of Education Building, Charleston, West Virginia. The meeting was called to order by Board President Ryan White at 6:00 p.m.

**PRESENT**

Ryan White, President  
Ric Cavender, President Pro Tem  
Jim J. Crawford, Sr.  
Becky J. Jordon  
Tracy White  
Ronald E. Duerring, Secretary

Debra J. Lewis, Recording Secretary

**ADMINISTRATIVE STAFF**

Tom Williams, Deputy Superintendent  
Mark Milam, Assistant Superintendent, Secondary & Career-Technical Education  
Paula Potter, Assistant Superintendent, Middle & Alternative Schools  
Bob Calhoun, Assistant Superintendent, Elementary  
Melissa Ruddle, Assistant Superintendent, Curriculum & Instruction  
Kate Porter, Assistant Superintendent, Special Education & Student Support Services  
James W. Withrow, General Counsel  
Carol Hamric, Executive Director, Human Resources  
Chuck Smith, Executive Director, Facilities, Planning & Management  
Terry Hollandsworth, Executive Director, Maintenance & Energy Management  
Lisa Wilcox, Treasurer, Budget & Finance  
Leah Sparks, Executive Director, Technology  
Briana Warner, Communications Director

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Board President Ryan White.

## **APPROVAL OF MINUTES**

- A. September 4, 2018 - Special Session
- B. September 20, 2018 - Regular Session

There being no corrections, deletions or amendments, the minutes stand approved as submitted.

## **REPORTS**

- A. Kanawha County Travel Reimbursement for September, 2018 (Enclosure 39)
- B. Monthly Financial Report (Enclosure 40)
- C. Maintenance Report

Terry Hollandsworth-Each year when we set our goals we try to do a 5% improvement. We had two lost work days for maintenance and zero lost work days for custodians. I appreciate all the help we get from the Safety Department and Keith and Ryan. With our energy management we are down 10% with our electric consumption. Something new that I am reporting on this time is reduce, reuse and recycle. We recycle cardboard to the tune of 20.92 tons coming out of 13 schools. We don't get money for the cardboard turned in but we don't have to pay landfill fees. It used to cost us \$40,000 to get rid of old computers and monitors but now we don't pay that, it goes back to be recycled and we made \$2,000. I appreciate the Purchasing Department for their help with that. I have given you some pictures of some improvements we have done around the county.

## **REPORTS (continued)**

### D. Legal Report

None

### E. Board Reports

Mrs. White-Dr. Duerring, Mr. Crawford and I traveled to New Orleans and it was my first official board excursion. Safety and security was a big topic of discussion and it was nice to listen to that and say we already do that. It was good for myself to gauge where we are around the country.

Mr. White-I'll report that we had a funding committee meeting with the State School Board yesterday and they are basically looking at how the state school aid formula works and trying to figure out where it is deficient I believe it's deficient in a lot of places. They did a comparison from 2005 to 2019 on Step 6. The amount it increased was 16% and if you look at the cost of inflation during that time period it was 33%. This is happening state-wide. We are getting less money from the state and it's eating into our ability to utilize our local funds to what we want to use them for. One of the problems is that the money is allocated based on the number of students but it's not allocated in a way that makes a lot of sense. We are looking at that and some other issues. Hopefully there will be some good recommendations as to what the State needs to do to fix it.

Mr. Cavender-I just wanted to let you know that we are going to reschedule a meeting with Capito's office to get a firmer grasp with what is going on with FEMA right now with the Elk River Projects.

## **PERSONNEL**

### A. Personnel Agenda for October 18, 2018 (Enclosure 41)

Mr. Ric Cavender moved: The Board approve the Revised Personnel Agenda as included in Enclosure 41. Motion was seconded by Mrs. Becky J. Jordon and unanimously carried.

## **DELEGATIONS**

None

## **NEW BUSINESS**

### **CONSENT**

Mr. Ric Cavender moved: The Board approve the following CONSENT Items A-C. Motion was seconded by Mrs. Becky J. Jordon and unanimously carried.

#### A. Approval of Bills for September 2018 (Enclosure 42)

Approval of the payment of bills for the month of September 2018 in the amounts of \$20,307,703.15 for the Current Expense Fund and the Special Revenue Fund; \$1,156,373.89 for the RESA Fund; \$933,566.52 for the KCS Public Library Excess Levy Fund; \$107,414.44 for the Permanent Improvement Fund; \$536,893.37 for the Public Library Fund as reflected in Enclosure 42.

#### B. Budget Supplements & Transfers (Enclosure 43)

Approval of budget supplements and transfers as reflected in Enclosure 43.

#### C. Out of State Travel Requests (Enclosure 44)

Approval of the Out of State Travel Requests as contained in Enclosure 44.

## **OTHER NEW BUSINESS**

#### A. Appalachian Power Easement (Enclosure 45)

Mr. Ric Cavender moved: The Board approve the right of way and easement with Appalachian Power Company as shown in Enclosure 45. Motion was seconded by Mrs. Becky J. Jordon.

## **OTHER NEW BUSINESS (continued)**

Chuck Smith-This easement is being requested by Appalachian Power to set a utility pole in between two existing poles in the subdivision adjacent to Sissonville High School. When the subdivision put in that utility pole serving that location that easement was never acquired. Mr. White-Does the easement benefit us at all? Chuck Smith-No, but it doesn't harm us any. If there is any way that we might pull power from that area for future use we would have the poles set in place. Mr. White-Are we getting any compensation for that? Chuck Smith-No sir. Mr. White-I'm not in favor of moving forward with an easement if we are not getting compensation for it. Chuck Smith-Appalachian Power works with us on several things and helps get things expedited for us. We have an excellent working relationship with them so in order to continue that relationship I respectfully request that we grant this easement not only for that reason but also the two existing poles have been there for several decades and the locations of these poles have no effect on the facility whatsoever.

The above motion unanimously carried.

### **B. Mountaineer Gas Easement (Enclosure 46)**

Mr. Ric Cavender moved: The Board approve the easement and right of way with Mountaineer Gas Company as included in Enclosure 46. Motion was seconded by Mrs. Becky J. Jordon.

Chuck Smith-This easement is for the location near Kenna Elementary. They are trying to replace an existing line that is becoming defective. The property there where the gas line will be located is unbuildable. It's mostly a useless piece of property as far as the school system is concerned. Jim Withrow-This is the line that serves the school and the existing line is in a slip area.

The above motion unanimously carried.

## **OTHER NEW BUSINESS (continued)**

### C. Unclaimed Property

Mr. Ric Cavender moved: The Board authorize the Superintendent of Schools to file a claim to recover unclaimed property, designated as Claim Number 360719. Motion was seconded by Mrs. Becky J. Jordon.

Jim Withrow—I was looking through the publication of unclaimed property that the treasurer put out and saw that there was one for Kanawha County Schools. They won't tell you how much it is worth. We have to file a claim and one of the things you have to show in your claim is that the person making the claim has the authority to make the claim so it's just giving the Superintendent the authority to sign the form and then we will get it sent in.

The above motion unanimously carried.

### D. Substitutes in Area of Critical Need and Shortage (Enclosure 47)

Mr. Ric Cavender moved: The Board approve the renewal of Kanawha County Board of Education Policy Series G66 "Substitutes in Area of Critical Need and Shortage," as shown in Enclosure 47. Motion was seconded by Mrs. Becky J. Jordon.

Jim Withrow-This is a policy that we approve every year that authorizes retired teachers to substitute in areas of critical need and shortage and allows them to substitute for an unlimited number of days without affecting their retirement.

The above motion unanimously carried.

## **UNFINISHED BUSINESS**

### A. Employee Leave Policy (Enclosure 23)

## **UNFINISHED BUSINESS (continued)**

Mr. Ric Cavender moved: The Board approve the revisions to Kanawha County Board of Education Policy Series G05, "Employee Leave," as shown in Enclosure 23. Motion was seconded by Mrs. Becky J. Jordon.

Jim Withrow-These two polices are linked and their intent. We found that due to some policy revisions that employees were able to enter into the system certain leave days that they didn't have available to them. They didn't get paid for them but were able to enter into the system. We were just tightening up that system and these two policy changes are intended to back that up. Employees that didn't have leave available to them would not be able to take leave without some unusual circumstances and would have to be approved by the superintendent.

The above motion unanimously carried.

### **B. Employee Attendance Policy (Enclosure 24)**

Mr. Ric Cavender moved: The Board approve the revisions to Kanawha County Board of Education Policy Series G75 "Employee Attendance Policy," as shown in Enclosure 24. Motion was seconded by Mrs. Becky J. Jordon and unanimously carried.

## **QUESTIONS/ANSWERS**

None

## **ESTABLISHMENT OF MEETING DATES**

- A. Thursday, October 18, 2018, 6:00 p.m.-Regular Session
- B. Monday, October 22, 2018, 6:00 p.m.-LSIC Meeting (Nitro Area and Ben Franklin at Nitro High School)
- C. Monday, October 29, 2018, 6:00 p.m.-LSIC Meeting (Sissonville Area at Sissonville High School)

**ESTABLISHMENT OF MEETING DATES (continued)**

D. Monday, November 5, 2018, 4:00 p.m.-Special Session

E. Thursday, November 15, 2018, 6:00 p.m.-Regular Session

F. Monday, December 3, 2018, 4:00 p.m.-Special Session

G. Thursday, December 20, 2018, 6:00 p.m.-Regular Session

NOTE; The above meetings of the Kanawha County Board of Education, unless otherwise indicated, will be held in the Board of Education Building, 200 Elizabeth Street, Charleston, WV.

**ADJOURNMENT**

Mr. Ric Cavender moved: That the Regular Session of the Board be adjourned. Motion was seconded by Mrs. Becky J. Jordon and unanimously carried. The Regular Session was declared adjourned by Board President Ryan White at 6:25 p.m.

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President

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Secretary

djl

10/25/2018