

September 20, 2018

The Board of Education of the County of Kanawha met in Regular Session on Thursday, September 20, 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.
Tracy White
Ronald E. Duerring, Secretary

ABSENT

Becky J. Jordon

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
Keith Vititoe, Executive Director, Safety & Security
Melanie Meadows, Director, Accounting Reporting & Compliance
Ryan Bremar, Director, Safety
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. August 6, 2018 - Special Session
- B. August 16, 2018 - Regular Session

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

REPORTS

- A. Kanawha County Travel Reimbursement for August, 2018 (Enclosure 28)
- B. Monthly Financial Report (Enclosure 29)
- C. Attendance Report

Carol Hamric-You had in your Friday Packet the information for this quarter of April, May and June. Most of it is in line for the last three years. It's up a little in a few categories but nothing significant. Mr. White-Is there any reason why we are up a little? Carol Hamric-I would say because people use up their days at the end of the year.

REPORTS (continued)

D. Safety Report

Ryan Bremar-The current Emod this year is .88 which is lower than the national average. The frequency of claims from last year is down compared to previous years. If we can continue that trend our Emod should come down more. We have zero lost work days currently for employees. In regards to employee injuries we want to use spill pads to help with slips, trips and falls. The big injuries for students are playgrounds, sports and slip, trips and falls. All of the playgrounds are being mulched to the recommended amount. We trained all high schools and four middle schools with armed intruder training. Staff from other schools had the option to attend voluntarily. We trained all custodians and cooks in ergonomics, slips, trips and falls, fire extinguishers, at-risk behavior and injury reporting prior to school starting this year. Mr. White-We learned at the LSIC Meeting that Ruffner's fire alarm is not working. Has that been fixed? Terry Hollandsworth-The fire alarm at Ruffner is working with the exception of one portable. We have an extra custodian there doing fire watch for that. We've called Simplex in to work on it and it will be sometime next week before they can get there. The fire alarm at Ruffner has been working since school started.

E. Legal Report

None

F. Board Reports

None

PERSONNEL

A. Personnel Agenda for September 20, 2018 (Enclosure 30)

Mr. Ric Cavender moved: The Board approve the Revised Personnel Agenda as included in Enclosure 30. Motion was seconded by Mr. Jim J. Crawford and carried 4-0.

DELEGATIONS

Kara Cvechko-I am the PTO President at Ruthlawn Elementary. I am on the Cub Scout Pack Committee for Pack 152, I am a piano teacher and I am the Director of Boy Scout Day Camp. The topic that I came to discuss is the time change. I know there are a lot of irate parents and then there are some that are okay. I have to believe that somewhere in between is a perfect balance but I don't think that's how it is right now. Some of the things that we have faced at my house is problems with eating dinner together. We don't have that family time anymore. All I'm asking is that the Board consider to let this topic be discussed at the next meeting. The parents might just come up with the solution to all of your problems. Dr. Duerring-We are looking at that and where we can tweak and what we can do. The one thing I will say is that the new times starts this year saved us as far as transporting kids. If we had not had it we wouldn't have had enough drivers to transport them. We are looking and listening to see what we can do. Kara Cvechko-One of the solutions might be that parents transport their own kids to school if they can do so.

Jeremy Brannon, AmeriCorps-As part of my VISA service I am trying to gain support for additional agriculture programs and FFAs in Kanawha County High Schools. With the average age of farmers being 61 years old, I think it's time that the education system make this a huge topic of discussion. We are trying to get something that is more comprehensive going. Should the excess levy pass and money is freed up from the regular levy, I think it would be fantastic if you all would consider putting agriculture education on a future agenda and bring in some agriculture teachers to present on their programs. Currently there are two schools interested, Hoover and Riverside. The WVDE offers a startup grant of \$100,000 to cover expenses and a teacher's first year salary. Is there any chance of getting all 8 high school principals to a future board meeting to discuss agriculture education should the excess levy pass?

NEW BUSINESS

CONSENT

Mr. Ric Cavender moved: The Board approve the following CONSENT Items A-C. Motion was seconded by Mr. Jim J. Crawford and carried 4-0.

NEW BUSINESS

CONSENT

A. Approval of Bills for August 2018 (Enclosure 31)

Approval of the payment of bills for the month of August 2018 in the amounts of \$16,754,905.36 for the Current Expense Fund and the Special Revenue Fund; \$1,234,841.48 for the RESA Fund; \$187,725.80 for the KCS Public Library Excess Levy Fund; \$826,224.93 for the Permanent Improvement Fund; \$587,437.28 for the Public Library Fund as reflected in Enclosure 31.

B. Budget Supplements & Transfers (Enclosure 32)

Approval of budget supplements and transfers as reflected in Enclosure 32.

C. Out of State Travel Requests (Enclosure 33)

Approval of the Out of State Travel Requests as contained in Enclosure 33.

OTHER NEW BUSINESS

A. Annual Financial Statements (Enclosure 34)

Mr. Ric Cavender moved: The Board approve the annual financial statements of Kanawha County Board of Education for the fiscal year ended June 30, 2018 for the purpose of publication in the Charleston-Gazette Mail on Saturday, September 22, 2018. The publication of the school system's annual financial statements within ninety days after the beginning of the subsequent fiscal year is required by WV Code Section 18-9-3a. Motion was seconded by Mr. Jim J. Crawford.

Melanie Meadows-These are the unaudited financial statements and board approval is required for publication in the paper. We plan to provide a more detailed presentation in the spring of the actual audited financial statements.

OTHER NEW BUSINESS (continued)

Mr. White-On page 4 it looks like the total revenue that we have received is about \$11 million less than what we received in 2017. Is that correct? Melanie Meadows-Yes. Mr. White-It says the total expenses are almost \$12 million less than in 2017. Is that correct? Melanie Meadows-Yes. Mr. White-So we are actually spending less and receiving less revenue? Melanie Meadows-Yes. Dr. Duerring-We have to live within our means. I want to personally thank Lisa Wilcox, Melanie Meadows and Kim Thompson. You might not know, but Stan Keller left us in June and he had done it for years. These three have spent nights and weekends trying to get back on track so we could get submitted on time. I just want to say thank you publically for picking up where he left off suddenly and getting this done. They did incredible work.

The above motion carried 4-0.

B. RESA Financial Statements (Enclosure 35)

Mr. Ric Cavender moved: The Board approve the annual financial statements of RESA (Regional Education Service Agency) 3 for the fiscal year ended June 30, 2018 per recommendation of the WV Department of Education, Office of School Finance. Motion was seconded by Mr. Jim J. Crawford.

Melanie Meadows-It was recommended by the West Virginia Department of Education Office of School Finance that the RESA financial statements be approved by the Board of the fiscal agent. Mr. White-Is this the last one that we will do? Melanie Meadows-This will be the last set of RESA statements on their own, but what we are required to do is account for the final expenditures of the RESA in an agency fund so that the agency fund will be part of the Kanawha County financial statements for FY 19.

The above motion carried 4-0.

UNFINISHED BUSINESS

A. Acceptable Use Policy (Enclosure 16)

Mr. Ric Cavender moved: The Board approve the revisions to Kanawha County Board of Education Policy Series J33 "Telecommunications Network Access," as shown in Enclosure 16. Motion was seconded by Mr. Jim J. Crawford and carried 4-0.

Jim Withrow-This is the final reading. The first reading was placed out for comments a month ago and there were no comments. The changes are to conform to the State policy. Leah Sparks-Yes, this is just an update. The last time it was reviewed and voted on and approved was 2012. The State updated theirs on July 1.

Mr. White-I have a question. Basically we are allowing for personal use of the computer internet activity and I think that is appropriate but there is an exclusion about anything that can be viewed as inappropriate. Who exactly determines that? Leah Sparks-We would handle it like we would handle if there was any type of inappropriate behavior. Jim Withrow-I think it would be difficult to define everything that is inappropriate especially the way the internet is expanding. Mr. White-My concern is that it's a little vague. I have an issue with that term. Will there will be some sort of appeal? Dr. Duerring-Yes, just because someone says it's inappropriate we would have to do an investigation. Mr. White-Would that review be done before an employee's right would be revoked or would the review occur after the revocation? Leah Sparks-It would depend on how severe the incident is. If there is something severe we might have to revoke access while we review the equipment. Mr. White-I have a problem with something so broad. Leah Sparks-We also in all of this are saying not only do you adhere to this policy but to every other policy in Kanawha County Schools as well as the State behavioral policies. Mr. Crawford-I have a problem with our employees using it for personal use. I don't think they should use it for their own use. Most everyone has an iPad or an iPhone or a laptop to take care of their own business. Leah Sparks-If I could just share our reasoning on that. Our teachers didn't get into teaching because they are good at technology, they did it because they love kids and they want to teach. Sometimes the technology has evolved so quickly that they are not comfortable with using it in the classroom to work on projects,

UNFINISHED BUSINESS (continued)

etc. The expectations are that the devices are at school being used for their primary job every day and anything that is personal is restricted during work hours but it is okay within reason after work hours. Mr. Cavender-You have access to monitor anything with these devices correct? Leah Sparks-Yes. Our filtering system does block Facebook and a lot of those items. We can pull their devices if we have to and have data pulled off.

The above motion carried 4-0.

QUESTIONS/ANSWERS

Mr. Cavender-I was asked to be interviewed to discuss the problems at Capital High on WCHS. As a parent and a Board Member of this system, I feel concerned. I'm very passionate about the excess levy and it has to pass. I also believe that we have to have plans in place for maintenance so when we make these investments in this new equipment that the plan we have in place will ensure that their efficiency and their sustainability are in place. So my question would be what is our current system in place for changing filters in the existing systems? If we aren't doing it enough should we contract it out if we don't have the manpower to do it? Terry Hollandsworth-Yes to both. Right now we have one man that is dedicated to changing belts and filters. In the summer we have 5 additional people who work as cooks or bus drivers during the year that help us. We spend \$20,000-30,000 a year on filters. Yes, it would be good and we would need the excess levy to do that, to pay for contractors to come in and help change filters and make sure the belts are up and going. Mr. White-How many filters do we have in the county? Terry Hollandsworth-A million. You could have 16 filters in a single unit and some have multiple units. Mr. Cavender-Are they changed monthly? Terry Hollandsworth-No, right now we are doing it twice a year. Mr. Cavender-What would be ideal? Terry Hollandsworth-Every 3 months. Mr. Cavender-Is there a way at the next meeting that you could give us a side by side comparison of what contracting out would look like cost wise versus using in-house and how efficient it would be on one side versus the other? Terry Hollandsworth-Can you give me an opportunity to get the information and then we will schedule a meeting? Dr. Duerring-We could include it in your Friday Packet.

QUESTIONS/ANSWERS

Mr. White-Can we get up update on Clendenin? Dr. Duerring-It's on the next agenda.

ESTABLISHMENT OF MEETING DATES

- A. Thursday, September 20, 2018, 6:00 p.m.-Regular Session
- B. Monday, September 24, 2018, 6:00 p.m.-LSIC Meeting (Riverside Area at DuPont Middle School)
- C. Monday, October 1, 2018, 4:00 p.m.-Special Session
- D. Monday, October 8, 2018, 6:00 p.m.-LSIC Meeting (St. Albans Area at St. Albans High School)
- E. Thursday, October 18, 2018, 6:00 p.m.-Regular Session
- F. Monday, October 22, 2018, 6:00 p.m.-LSIC Meeting (Nitro Area and Ben Franklin at Nitro High School)
- G. Monday, October 29, 2018, 6:00 p.m.-LSIC Meeting (Sissonville Area at Sissonville High School)

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 Mr. Jim J. Crawford and unanimously carried. The Regular Session was declared adjourned by Board President Ryan White at 6:45 p.m.

President

djl

9/28/2018

Secretary