

June 7, 2021

The Board of Education of the County of Kanawha met in Special Session on Monday, June 7, 2021 at the Board of Education Building, Charleston, West Virginia. The meeting was called to order by Board President Pro Tem Tracy White at 4:00 p.m.

**PRESENT**

Becky J. Jordon, President (via Teams)  
Tracy White, President Pro Tem  
Ric Cavender  
Jim J. Crawford, Sr. (via Teams)  
Ryan White  
Thomas E. Williams, Secretary

Debra J. Lewis, Recording Secretary

**ADMINISTRATIVE STAFF**

Paula Potter, Deputy Superintendent  
Mellow Lee, Assistant Superintendent, Elementary  
Amon Gilliam, Assistant Superintendent, Middle & Alternative Schools  
George Aulenbacher, Assistant Superintendent, High Schools, Technical & Adult Education  
Missy Ruddle, Assistant Superintendent, Curriculum & Instruction  
Megan McCorkle, Assistant Superintendent, Special Education & Student Support Services  
Leah Sparks, Executive Director, Technology  
Melanie Meadows, Treasurer, Budget & Finance  
Laura Pauley, Executive Director, Accounting  
Ron Pauley, Executive Director, Human Resources  
Lindsey McIntosh, General Counsel  
Alicia Warden, Health Services  
Alan Cummings, Executive Director, Purchasing & Supply Management  
Chuck Smith, Executive Director, Facilities, Planning & Management  
Elaine Gayton, Director, Staff Development/ESL

## PRESENTATION

### A. Kanawha County Schools Educator of the Year

Dr. Williams-This year our Educator of the Year is Nurse Alicia Warden. She is our Lead Nurse. When she was promoted from school nurse at Dunbar Primary and Intermediate Schools last spring, to Lead Nurse for Kanawha County Schools, she knew she would be busy but had no idea how quickly she would hit the ground running. As cases of COVID began to rise in the early-to-mid summer, Alicia became totally immersed in the day-to-day operations and decision making process for all schools. She provided swift answers to keep everyone safe. We could not have maintained our level of confidence in doing our best for students and staff without Alicia's expertise. When I say she worked 24/7 she literally worked 24/7. It would be midnight or after and she would still be looking at things and then at 6 a.m. she would be back at it again. Alicia Warden is a 1990 graduate of Independence High School in Coal City, Raleigh County. From there she attended WVU, earning her degree in Nursing in 1995. From there, Alicia worked in the Pediatrics Unit at Ruby Memorial Hospital in Morgantown until 1998, and then worked at Northeast Medical Center in Charlotte, NC through 2001. Next, Alicia took time off from her career through 2007, until her two children were school-aged, and then she returned to nursing in 2008 as a school nurse for the Dunbar Elementary Schools for 13 years. Principal Amy Brown at Dunbar Intermediate School described Alicia as a wonderful person who knew all of the kids by their first names. She was always willing to go above and beyond for the kids and faculty. She always had a smile on her face. It was a loss for Dunbar Intermediate when she left but a wonderful gain for the county having her in charge of the nurses. I am pleased to recognize Alicia Warden as Educator of the Year for her dedication to all schools during this past school year.

Alicia Warden-I am pleasantly surprised and truly humbled to work with this team and administrators here at 200 Elizabeth Street and all of you in the trenches in all 67 schools, as well as Transportation and Child Nutrition. It's truly been a team effort for sure. I've said to many people this year that we've bonded over COVID a lot. It has given me the opportunity to get to know you all very well and I'm grateful for that bright spot within this year. I'm truly humbled. Thank you very much.

Mrs. White-I would just like to say that Alicia and I became homeroom Moms together. I cannot think of a more deserving person to receive this award. She's been who she is now for the past 25 years that I've known her.

## **PERSONNEL**

### A. Personnel Agenda for June 7, 2021 (Enclosure 153)

Mr. Ric Cavender moved: The Board approve the revised personnel agenda as included in Enclosure 153. Motion was seconded by Mr. Jim J. Crawford and unanimously carried.

## **NEW BUSINESS**

### A. Outdoor Classrooms (Enclosure 154)

Mr. Ric Cavender moved: The Board approve the purchase orders expected to exceed \$100,000 for Outdoor Classrooms with Play It Safe, LLC per Bid 21-133 as shown in Enclosure 154. Amounts are being allocated by school, per their request and are funded by the ESSERF2 Grant. The current amount budgeted for outdoor classroom items is \$2,600,000. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-The reason we are doing this is because everything \$100,000 or more has to be approved by the Board. Not all of the outdoor classrooms cost that much, the prices vary but we've allocated \$2,600,000 and this will be a way that we can quickly get things moving so we can get the classrooms in place.

Mr. White-How many schools are taking advantage of this? Melanie Meadows-Almost all of them are taking some form of advantage of this offer.

The above motion unanimously carried.

### B. School Bus Purchases (Enclosure 156)

Mr. Ric Cavender moved: The Board approve a purchase for four-78 passenger International Buses and one-90 passenger International Bus to World Wide Equipment per State Contract SBUS21C in the amount of \$543,369.00 as shown in Enclosure 156. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-The State gives us money for bus replacement and this year we are buying 5 buses.

The above motion unanimously carried.

## **NEW BUSINESS (continued)**

### C. Workers Compensation Insurance (Enclosure 164)

Mr. Ric Cavender moved: The Board approve a contract with Encova Insurance Company in the amount of \$754,466.00, as solicited by Assured Partners (Formerly Commercial Insurance) as shown in Enclosure 164. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This is the last year, we will be going out for bid next year. This bill is actually \$60,000 cheaper this year because our broker was able to save us \$60,000. Mr. White-I am going to recuse myself because my Dad is a member of the Encova Board.

The above motion carried 4-0.

### D. Approval of Audited Annual Financial Statements (Enclosure 155)

Mr. Ric Cavender moved: The Board approve the audited annual financial statements of Kanawha County Board of Education for the fiscal year ended June 30, 2020. These financial statements were audited by Perry & Associates, CPAs. Motion was seconded by Mr. Jim J. Crawford.

Laura Pauley-These financial statements are the same as the ones that you all approved in September and I'm pleased to report that we received a perfect audit. We didn't have any findings, no adjustments and no management comment letter. We are also considered low risk. Dr. Williams-That is three years in a row.

The above motion unanimously carried.

### E. Communications Specialist Job Description (Enclosure 157)

Mr. Ric Cavender moved: The Board approve the Communications Specialist Job Description as shown in Enclosure 157. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This is to get help for Briana. It's to help better tell our story. This would allow us to have a district newsletter and get more going with the foundation, which I know is something that had been discussed with the Board before. It would allow us to do more faculty and student spotlights and more recognition. We are really going to have to sell our school system, and this extra person will give us two people on staff that will be better able to do that for us.

## **NEW BUSINESS (continued)**

Mrs. White-Just to be clear, when the proposal was given to the Board this will bring us up in comparison with other counties? Dr. Williams-Yes. Berkley County has a Communications Director, two Communications Assistants, a Graphic Designer, a Digital Communication person and a Web Coordinator and Briana does it all.

Mr. Cavender-Mrs. Warner does an exceptional job for our system and she never stops. I fully support this. Dr. Williams-She is another one that goes 24/7.

The above motion unanimously carried.

### F. Supervisor of Fleet Services Job Description (Enclosure 158)

Mr. Ric Cavender moved: The Board approve the Supervisor of Fleet Services Job Description as shown in Enclosure 158. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-These next few positions are for our Maintenance Department. With the retirement of Mr. Hollandsworth this gives us the opportunity to change things a little bit. These next few positions are positions that we feel will help us do that. We will have more eyes and more help for people in the field. We may not need to fill this one. It just depends on who we get in some of the other positions. We have over 100 vehicles, tractors, etc. that we have to make sure that are properly maintained at all times and that things get to where they are supposed to be and this position will help us make sure that we are able to do that. Now depending on who applies for the Coordinator of Operations, that person may be able to take on both of these positions.

Mr. White-This is a new position? Dr. Williams-Yes. Mr. Cavender-The next 4 are right? Dr. Williams-Yes, that is correct.

Mrs. White-All of these positions proposed to the Board is so we can effectively run the Board of Education more thoroughly, not that we weren't before, but Maintenance has always been one of the areas that I get a lot of calls about. I think we are thinking outside the box and trying to change things up a little bit.

Dr. Potter-This aligns with industry operations with industry that has the size that Kanawha County does. These positons align with that more effectively than what we were doing. That's the reason for some of these changes.

## **NEW BUSINESS (continued)**

Mr. Cavender-The Maintenance Department is a company within itself. Mr. White-It will probably save us a lot of money over time. Dr. Williams-This doesn't include the buses. Brette will still oversee the buses. Mr. White-Who does this now? Dr. Williams-Right now it's whoever can get to it.

The above motion unanimously carried.

### **G. Coordinator of Operations Job Description (Enclosure 159)**

Mr. Ric Cavender moved: The Board approve the Coordinator of Operations Job Description as shown in Enclosure 159. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This is a person that will be in charge of all custodial services and facilities and how the facilities will be maintained. This person will be a Coordinator and will make sure that the grounds are taken care of. Depending on who gets the position, they may be able to also do the position that you all voted on.

Mrs. Jordon-What will you do if they can do both? Will you make the salary higher? It would change us in salary and benefits if one person could do both. Dr. Williams-It would save us in benefits and salary. Once they are in place we will be able to look at everyone as a whole and see what their qualifications are and we will be better able to move things around, but we have to get people in place and see who has a specialty. Mr. White-Just approving the last one doesn't mean we have to hire right? Dr. Williams-That's correct. Mr. White-If we post it then we can see who applies and if we decide that the person here can do both then we can reject everybody? Dr. Williams-That's correct.

The above motion unanimously carried.

### **H. Coordinator of Maintenance Job Description (Enclosure 160)**

Mr. Ric Cavender moved: The Board approve the Coordinator of Maintenance Job Description as shown in Enclosure 160. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This position will be over our electricians, plumbers, HVAC, painters, carpenters, etc. This position and the next position, will be getting the work orders, making sure people are going where they need to go, making sure they are actually there and on the job and working and being in and out of our schools seeing

## **NEW BUSINESS (continued)**

what the principals and the other staff in the school need. This person will coordinate all of that. Mrs. White-Will there be more than one foreman? Dr. Williams-Yes. Mrs. White-Will each foreman be designated their own area? Dr. Williams-That's correct but that's the next one. Mr. White-Who is doing this now? Dr. Williams-This is what Terry did. Mr. White-Is this a new position? Dr. Williams-Yes, this will be a Coordinator position. We are hoping with the next position that we will be able to take the minor maintenance away from the electricians and allow them to focus on the larger things that need to be done. We are hoping if we have complete different sets of responsibilities that it's going to flow better. Mr. White-How many electricians and plumbers are there? Chuck Smith-We have roughly 14 in each department. Some are registered as electricians some as technicians, etc. So around 28 people in each department. Mr. Cavender-The approval of these positions is to realign the whole department correct? Dr. Williams-That's correct. This is what we have come up with. We will try it for a couple of years. If it's not working and we need to tweak it that's what we will do. Mrs. Jordon-So will you have to have a hearing in a couple of years and cut people out? I know this needs reorganized, it was way too much on Mr. Hollandsworth, but is this taking us over the funding formula? Dr. Williams-For the first 3 years we are able to pay for this through ESSERF Funds so it won't be in the General Budget. After that we will see how it's operating and if it is operating well then we may have to condense some positions so we won't be over the funding formula. For the first 3 years it will give us an opportunity to make sure that things are running smoothly and if they are then we will have to make some tough decisions. Mrs. White-Our hope is that with more eyes on this that we can cut a big portion of the overtime. Dr. Williams-It will cut overtime and our energy management system will run more smoothly and save more money there. Mr. Cavender-The way I saw this whole plan is hopefully ESSERF Funds are being used to pay for this for 3 years and by the time that the 3 years mark comes, the savings that we experienced will help pay for these positions. Dr. Williams-That's what we are hoping.

The above motion unanimously carried.

### I. District Foreman Facility Maintenance Job Description (Enclosure 161)

Mr. Ric Cavender moved: The Board approve the District Foreman Facility Maintenance Job Description as shown in Enclosure 161. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This is going to be advertised for a Custodian III or IV and these are folks that are able to do minor repairs in the schools and they will have a certain number of

## **NEW BUSINESS (continued)**

schools assigned to them. That person will be in and out of those schools checking with the principal to see what needs to be done or if they are having trouble with a custodian who isn't cleaning well, then this person will be able to provide some help and training with that. Mr. White-Will this person supervise the custodians? Dr. Williams-The principal will supervise the custodians, however if they see an issue they can go to the principal and help them decide how to fix it. Mr. White-So they will be like Apple Techs that go into the schools? Dr. Williams-Yes, that's a good analogy. Mr. White-So we have someone doing this already? Dr. Williams-We have one person doing this for the entire county, so now we will have one for each of the 7 areas.

The above motion unanimously carried.

### J. Director of Facilities and Maintenance Job Description (Enclosure 162)

Mr. Ric Cavender moved: The Board approve the Director of Facilities and Maintenance Job Description as shown in Enclosure 162. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This person will be under the Executive Director and they will help oversee everything but this person will also be an architect so they can make sure plans are being followed and designed correctly. Mrs. White-How many positions total are we creating in the Maintenance Department? Dr. Williams-Six or seven. Mrs. White-Are we not going to have the public saying that we are top heavy with all of these jobs? Dr. Williams-These are not administrative positions, most of these are working positions where they will be out in the field doing maintenance in the facilities and schools. Mr. Cavender-I've been on the Board for 5 years and I can say consistently this has been the biggest area of complaints. I'm not pointing the finger at anyone. I think it was how the department was organized and the lack of Human Resources that we have. Dr. Williams-That seems to have been the issue all along. We ask an awful lot of a very few people. We are not able to properly supervise everyone in the field the way they need to be supervised. COVID has really exponentially put a lot more work on our people. Mr. Cavender-When this is implemented I think it will be important that whoever heads up this department will show us how things are being implemented with these new positions and whatever data that includes. Mr. White-How is this different from what Chuck is doing now? Dr. Williams-Chuck's position is Executive Director of just facilities. This person will be a Director of Facilities and Maintenance. Mrs. White-So we will still have a Director of Facilities? Dr. Williams-We will have an Executive Director for the position as well for facilities and maintenance. Mrs. White-So the current position that Mr. Smith holds will remain? Dr. Williams-Yes, it will stay as Executive Director.



## **NEW BUSINESS (continued)**

The above motion unanimously carried.

### **K. Energy Management/Engineering Specialist Job Description (Enclosure 163)**

Mr. Ric Cavender moved: The Board approve the Energy Management/Engineering Specialist Job Description as shown in Enclosure 163. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This is another position that we may not need. Amanda Washington was in this position when she moved. We have a position like this but we want to tie the engineering part of the job in there as well. If we can find a person in her position that can also do the engineering part then we won't need this position either. Mr. White-So what does the engineering portion do? Dr. Williams-The architect designs let's say a HVAC system and how it will work in a building, the engineer goes in to see if the roof can hold 2,000 pounds of equipment by code. We have to have an engineer sign off on things to make sure that it is structurally sound. This person will also help with the energy management contracts that we have.

The above motion unanimously carried.

## **UNFINISHED BUSINESS**

Mr. Crawford-I would suggest that we do all of these collectively except the one where there has been questions about the hiring of administrators and we vote on that separately. Mr. White-I'd like to do them all separately, I'd like to know what the comments were. Dr. Williams-The comments were given to you in the Friday Packet.

Mr. Ric Cavender moved: The Board approve collectively policies listed on the Board Agenda as A-EE under UNFINISHED BUSINESS. Motion was seconded by Mr. Jim. J. Crawford and unanimously carried.

### **A. Community Activities Contests Policy (REPEAL) (Enclosure 113)**

The Board repeal the Community Activities Contests Policy as shown in Enclosure 113.

### **B. Money Raising Policy (Enclosure 114)**

The Board approve the Money Raising Policy as shown in Enclosure 114.

## **UNFINISHED BUSINESS (continued)**

### C. School Pictures Policy (REPEAL) (Enclosure 115)

The Board repeal the School Pictures Policy as shown in Enclosure 115.

### D. Solicitations Policy (Enclosure 116)

The Board approve the Solicitations Policy as shown in Enclosure 116.

### E. Senior High School Money Raising Activities (REPEAL) (Enclosure 117)

The Board repeal the Senior High School Money Raising Activities Policy as shown in Enclosure 117.

### F. Bomb Threats (Enclosure 118)

The Board repeal the Bomb Threats Policy as shown in Enclosure 118 and make this an administrative regulation.

### G. School Maintenance Policy (Enclosure 119)

The Board approve the School Maintenance Policy as shown in Enclosure 119.

### H. School Attendance-Student Census Policy (REPEAL) Enclosure 120)

The Board repeal the School Attendance-Student Census Policy as shown in Enclosure 120.

### I. Staff-Faculty Meetings Policy (REPEAL) (Enclosure 121)

The Board repeal the Staff-Faculty Meetings Policy as shown in Enclosure 121.

### J. Food Service Programs-Breakfast and Lunch (REPEAL) (Enclosure 122)

The Board repeal the Food Service Programs-Breakfast and Lunch Policy as shown in Enclosure 122.

## **UNFINISHED BUSINESS (continued)**

K. Food Service Program-Recommended Snacks for Elementary Schools (REPEAL) (Enclosure 123)

The Board repeal the Food Service Program-Recommended Snacks for Elementary Schools Policy as shown in Enclosure 123.

L. School Safety-Fire Drills and Regulations Policy (REPEAL) (Enclosure 124)

The Board repeal the School Safety-Fire Drills and Regulations Policy as shown in Enclosure 124.

M. School Safety-Fire Drills and Regulations Policy (Enclosure 125)

The Board approve the School Safety-Fire Drills and Regulations Policy as shown in Enclosure 125.

N. Supplies-Textbooks Policy (REPEAL) (Enclosure 126)

The Board repeal the Supplies-Textbooks Policy as shown in Enclosure 126.

O. Use of Facilities-Vehicles and Livestock Policy (REPEAL) (Enclosure 127)

The Board repeal the Use of Facilities-Vehicles and Livestock Policy as shown in Enclosure 127.

P. Athletics-Good Sportsmanship Policy (Enclosure 128)

The Board approve the Athletics-Good Sportsmanship Policy as shown in Enclosure 128.

Q. Athletics-Night Football Games Policy (REPEAL) (Enclosure 129)

The Board repeal the Athletics-Night Football Games Policy as shown in Enclosure 129.

R. Intramural Athletics Policy (REPEAL) (Enclosure 130)

The Board repeal the Intramural Athletics Policy as shown in Enclosure 130.

## **UNFINISHED BUSINESS (continued)**

S. Records to be kept by School Personnel Policy (REPEAL) (Enclosure 131)

The Board repeal the Records to be kept by School Personnel Policy as shown in Enclosure 131.

T. Register of Attendance (REPEAL) (Enclosure 132)

The Board repeal the Register of Attendance Policy as shown in Enclosure 132.

U. Summer Band Instruction Policy (REPEAL) (Enclosure 133)

The Board repeal the Summer Band Instruction Policy as shown in Enclosure 133.

V. Transcripts of Credit Policy (REPEAL) (Enclosure 134)

The Board repeal the Transcripts of Credit Policy as shown in Enclosure 134.

W. Selection of Vendors for Photography, etc. Policy (REPEAL) (Enclosure 135)

The Board repeal the Selection of Vendors for Photography, etc. Policy as shown in Enclosure 135.

X. Duties and Responsibilities of Teachers Policy (REPEAL) (Enclosure 136)

The Board repeal the Duties and Responsibilities of Teachers Policy as shown in Enclosure 136.

Y. School Sponsored Activities on Sunday Policy (REPEAL) (Enclosure 137)

The Board repeal the School Sponsored Activities on Sunday Policy as shown in Enclosure 137.

Z. Teacher Responsibility for Extracurricular Activities Policy (REPEAL) (Enclosure 138)

The Board repeal the Teacher Responsibility for Extracurricular Activities Policy as shown in Enclosure 138.

## **UNFINISHED BUSINESS (continued)**

AA. Visitation of Schools Policy (Enclosure 139)

The Board approve the Visitation of Schools Policy as shown in Enclosure 139.

BB. Closed Campus Policy (Enclosure 140)

The Board approve the Closed Campus Policy as shown in Enclosure 140.

CC. Child Nutrition-Billing and Collection Procedures Policy (Enclosure 141)

The Board approve the Child Nutrition-Billing and Collection Procedures Policy as shown in Enclosure 141.

DD. Kanawha County Schools Wellness Policy (Enclosure 143)

The Board approve the Kanawha County Schools Wellness Policy as shown in Enclosure 143.

EE. Tobacco/Nicotine Control Policy (Enclosure 97)

The Board approve the Tobacco/Nicotine Control Policy as shown in Enclosure 97.

FF. Administrative Selection Policy (Enclosure 108)

Mr. Ric Cavender moved: The Board approve the Administrative Selection Policy as shown in Enclosure 108. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-I think there is some confusion about what this policy does and doesn't do. The major thing that is being changed in this policy is we are taking the weighting away. Some people don't interview well, some people messed around a little more than they should have in college and their GPA is not what it should have been. Those are currently assigned weights. We will still look at everything that we currently look at. We will have that information on a matrix and provide it to you like we currently do. We will no longer have the top 4 people. If there are 10 people that have applied for the job then all 10 people more or less are on equal footing for that position. Lindsey, have I left anything out? Lindsey McIntosh-No, that's correct. In your Friday Packet we provided what the matrix will actually look like. It will be more descriptive about the person holistically instead of assigning a number. One of the biggest issues was how

## **UNFINISHED BUSINESS (continued)**

the interview was weighted. It was weighted so much higher than the rest of the features. If you had a really good interviewer, but that person had 4 years of experience sometimes it threw off the numbers. We would have a top candidate that had 4 years of experience placing higher than a person that had 15 years of experience but maybe isn't the best interviewer. There are other things that were struck through in this policy that we still are going to do, like we could allow a teacher to be on the interview team, we just struck through the idea of a standing pool because anybody that is qualified to be in the interview can be in the interview. Everything else is still the same.

Mrs. White-So if we are still looking at everything that we were looking at before why take away the points? There are people concerned that we will go from being able to score someone, from hiring people that we have friendships with and that's a big concern. They are afraid that they have worked so hard for those points and now they won't have any validation.

Mr. Cavender-At the end of the day, the Superintendent is the one who makes the recommendation to the Board for us to approve or not approve. There have been times when we got the matrix and we would see somebody that scored lower than someone else but they still got the position.

Dr. Williams-You all will still have a matrix. It will still say how they did in the interview. The interview will still be scored but it won't be weighted to count more than anything else. This allows everyone equal footing to be considered for the position.

Lindsey McIntosh-The Superintendent is still required to select the most qualified person for the position so in evaluating all these categories he still has to consider who is the most qualified person. The weights can artificially inflate or artificially deflate somebody.

Dr. Williams-The Board is the one who has to approve so the Board is a failsafe.

Mrs. White-So just to be clear the numbers aren't leaving? Dr. Williams-Yes, it just won't have a weight and if there are 10 people that interview all 10 people will have an opportunity for the position.

Mr. Cavender-Was there any industry research across other counties? Lindsey McIntosh-We have the longest policy and the most comprehensive. Their administrative selection policy is nowhere close to what ours is as far as transparency

## **UNFINISHED BUSINESS (continued)**

goes. Ours was easy to find and the most descriptive. I talked to other Superintendents and General Counsel and they indicated that ours was more involved than others.

Mr. White-I think I'm good with this, I just want to make a motion to add a sentence in interview section that states that the interview team shall consist of at least one of the professionals that the interview is for. If it's for a teacher then the interview team shall have a principal on it. Dr. Williams-We already do that. Lindsey McIntosh-Just to be clear this is an administrative selection policy it wouldn't be the selection policy for teachers. Mr. White-I actually think a teacher and a principal should be on there too. They don't have to be from the same school. Lindsey McIntosh-In order to comply with the motion it would now be Section 62.05 individuals serving on the interview team shall be trained in the interview process and shall be available to be designated by Human Resources to serve on the interview team and the interview team for a particular position shall be approved by the Superintendent and then I can put in a teacher of the same programmatic level of some other school. Do you want to approve it assuming that that will be done in that area pending that change or do you want to wait? I don't have the exact language for it yet. Mr. White-Yes someone has to second my motion. It's a conceptual amendment. Dr. Williams-I have no problem with this.

Mr. White moved: To amend the policy in the interview Section 62.04 to add a requirement that the interview team has to have a teacher of the same programmatic level. Motion was seconded by Mr. Ric Cavender and unanimously carried.

The above motion unanimously carried.

## **DELEGATIONS**

None

## **QUESTIONS/ANSWERS**

None

## **ESTABLISHMENT OF MEETING DATES**

- A. Monday, June 7, 2021, 4:00 p.m.-Special Session
- B. Thursday, June 17, 2021, 6:00 p.m.-Regular Session

**ESTABLISHMENT OF MEETING DATES (continued)**

C. Tuesday, July 6, 2021, 4:00 p.m.-Special Session

D. Thursday, July 15, 2021, 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 Special Session of the Board be adjourned. Motion was seconded by Mr. Jim J. Crawford and unanimously carried. The Special Session was declared adjourned by Board President Pro Tem Tracy White at 5:07 p.m.

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President

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Secretary

djl

6/23/2021