

December 16, 2021

The Board of Education of the County of Kanawha met in Regular Session on Thursday, December 16, 2021 at the Board of Education Building, Charleston, West Virginia. The meeting was called to order by Board President Becky J. Jordon at 5:00 p.m.

PRESENT

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

Debra J. Lewis, Recording Secretary

ADMINISTRATIVE STAFF

Paula Potter, Deputy Superintendent
Mellow Lee, Assistant Superintendent, Elementary
George Aulenbacher, Assistant Superintendent, High Schools, Technical & Adult Education
Melissa Ruddle, Asst. Superintendent, Curriculum & Instruction
Ron Pauley, Executive Director, Human Resources
Megan McCorkle, Assistant Superintendent, Special Education & Student Support Services
Alicia Warden, Health Services
Briana Warner, Communications
Keith Vititoe, Executive Director, Safety & Security
Leah Sparks, Executive Director, Technology
Lindsey McIntosh, General Counsel
Andrew Crawford, Director, Facilities & Planning
Jeremy Gladwell, Coordinator of Operations
Alan Cummings, Executive Director, Purchasing & Supply Management
Amon Gilliam, Assistant Superintendent, Middle & Alternative Schools
Chuck Smith, Executive Director, Facilities & Planning
Bill Clark, Coordinator of Maintenance
Kim Thompson, Director, Accounting/Operations

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board President Becky J. Jordon.

MOMENT OF SILENCE

We would like to observe a moment of silence in memory of Paige Endicott, a student at St. Albans High School; Jason Cline, an employee in the Technology Department; Sharon Downs, a teacher in the Expectant Mother's Program at Chandler; Jessica Williamson, a Title I Aide at Clendenin Elementary and Debbie Ridgway, a cook at Marmet Elementary.

APPROVAL OF MINUTES

- A. November 1, 2021 - Special Session
- B. November 18, 2021 - Regular Session

REPORTS

- A. Kanawha County Travel Reimbursement for November, 2021 (Enclosure 73)
- B. Monthly Financial Report (Enclosure 74)
- C. Maintenance Report

Chuck Smith-As this is our first Maintenance Report since the reorganization, I brought with me some key members of this organization and we are each going to give a brief presentation as to what significant roles and impacts we are making in the Maintenance Department. I have here tonight, Mr. Jeremy Gladwell, our Coordinator of Operations and Custodial Services, Mr. Bill Clark our Coordinator of Maintenance Operations and Mr. Andrew Crawford, our Director of our Facilities and Planning.

Andrew Crawford-We've developed and implemented a standard operating procedure for overtime. In this procedure we have identified 3 different types of overtime. We have non-scheduled priority 1 overtime where we have given the supervisors the ability to approve overtime, for instance maybe they only need 15 minutes to finish up a project, we have a priority 2 scheduled overtime, for instance there might be a water line leaking that we can't fix during school, and then we have the emergency call outs which would be water is running out the front door and someone needs to go now. This defines the responsibilities of our supervisors to document all overtime and the documentation is to be submitted to our coordinators. Overtime and out-of-

REPORTS (continued)

classification pay and asbestos removal pay is down 30-35% since we have taken over in July. Mr. White-What is the dollar figure for that? Andrew Crawford-I don't know that off the top of my head. Andrew Crawford-Our safety team is developing safety standards and procedures. We are offering more regular and comprehensive safety training. We are mandating training for the different trades to use different pieces of equipment. We are also mandating the use of PPE. We host regular leadership meetings every Tuesday morning. We have supervisor meetings every Thursday morning where we examine and discuss morale and efficiency and safety issues and maintenance updates on various projects. Communication is improving among the trades. We started doing more in-depth building evaluations than our CERP does so we can determine a priority list of all of our needs. This will also allow us to determine a dollar figure to maintain all of our facilities. We are also organizing our roof warranties and installation dates for our schools so we can easily determine these things. We have taken a more aggressive approach to get ahead of our ESSERF and levy projects that are going to be very demanding on us later this year. We have currently finished 50 of our schools. Last but not least, we had a Facilities/Maintenance food drive where we collected 730 items for the food pantry at Riverside High School.

Mr. Cavender-You had mentioned communication was improving. What would you say were some of the issues before this reorganization and what system has been put in place to improve that communication between trades? Andrew Crawford-We are having more regular meetings with agendas so they know what is expected of them when they come to the meeting. Certain things like scheduling lifts at different schools, was a problem before and we had some supervisors and trades that just wouldn't communicate with each other for whatever reason. Mr. Cavender-Where does the money go when saved from overtime? Dr. Williams-That comes out of the General Budget so if it's not spent out then it will be part of the carryover for the next year. Mrs. White-The plan is that we continue to save with overtime so when this ESSERF money is gone in 3 years that it will kind of fill in for that. Dr. Williams-That is correct. Mr. White-Are we going to budget less overtime next year? Dr. Williams-I think we need to wait and see what we are facing with budget cuts this year so probably it will be less, but with the Governor's announcement today about a one-time bonus for folks we don't know yet if that is going to cover people that aren't paid for by the State. For example, we have to have a Treasurer, but the State doesn't reimburse us for a Treasurer so we have several positions like that. If they do have a bonus then we will have to come up with that money ourselves, so those are some of the things that we are worried about right now. Mrs. White-Can we get a list of what positions wouldn't be funded? Dr. Williams-Yes.

REPORTS (continued)

Bill Clark-We are meeting daily with department supervisors to evaluate your preventative maintenance progress, discuss their immediate essential needs and formulate various plans to increase our equipment life and to reduce the risk of our asset failure. We initiated a policy that requires our maintenance supervisors to provide 5 onsite visits to our schools weekly in order to help improve our communication with our principals and staff members. We also provide feedback regarding the quality of our service that is being provided by our Maintenance Department now. We also perform 5 additional on-site visits to schools every week to evaluate the work that is being done by our men. We require a maintenance supervisor now to submit revised overtime requirements and preauthorize any overtime that is scheduled. We have to sign off on that as well as the supervisor. I continue to evaluate the skills and the knowledge of our supervisory staff. We continue to remain focused on our preventative maintenance program. Our HVAC Department replaced over 5,000 belts and 25,000 filters on over 4,200 pieces of equipment. You are talking about 80 men to do this maintenance. It's a big undertaking.

Jeremy Gladwell-Since August we've actually started to hire general maintenance workers with the ESSERF money. We have hired 8 and it's given us a lot of flexibility that we didn't have with handling more reactive things happening in the schools. It's helped us with custodial coverages. We've also used them to really spot clean some schools. Some job duties that general maintenance has done is beautification, cleaning fence lines, and school entrances. We are doing tile work. We are helping with roofing. We are also looking at and fixing signage at the polling locations. From the grounds and garage perspective, we've done a huge cleanup. We have given them tool boxes that are flexible and will roll to the vehicles. We've bought software that takes care of fluid levels and wiring diagrams. It's a huge piece for me administratively because it even tells us how long certain jobs should take. Now we are starting to schedule our preventative maintenance, oil changes, tire rotations and things of that nature. Another thing that I have incorporated is a white board. It's an area where we constantly share ideas and projects. It's helped with the communication piece. We have changed work hours for the garage. I didn't feel it was safe for the guys and honestly morale to be working at 9:00 p.m. at Crede. We were doing that for refueling for the vehicles, so instead we did a very simple refueling technique process. It's put them on a better work schedule. We have 4 mechanics for our entire fleet. We've been working with Ryan Bremar on safety training and he is phenomenal to work with. We have 18 cargo vans on order. We were able to buy 6 administrative vehicles for \$50,000 at surplus.

REPORTS (continued)

Mrs. Jordon-Will you be overseeing the lawn people? Jeremy Gladwell-There are some things we want to evaluate with that. I have set down with the Mayors and the grounds of South Charleston, St. Albans and Nitro just to see if there is an interest there and let them know that there is a bidding process that is coming up. They are going to take much more pride in the town of St. Albans versus who we are dealing with now. There are some things that we would like to put into place. It may be the head custodian or someone from the general maintenance crew following them around. Mrs. Jordon-Why can't an administrator at every school sign off saying the work was done right? Dr. Williams-For example, when I was at St. Albans High School, they may come during the middle of day and mow and I'm doing everything else, but then there is Crawford Field that is not by the school and someone would have to check the fence line, but you have the parking lot across the street too. It's just too much.

Jeremy Gladwell-We would like to allow our people to have more ownership on what they wear day to day and possibly looking at doing some type of bid process and some type of stipend. The bus garage does this and they look so nice. I think that would be a nice morale piece for our people.

Chuck Smith-We are evaluating a number of different contracted services to determine what we can do in-house versus what has typically been a contracted piece to help get our costs down. Cost increases across the board are approximately 40%. Equipment and delays are always there. That impacts how we operate our facility. The crew that we have in place takes great pride in what they do. They have the ability to piece together things that they didn't think was possible. I am very honored to work with them. As far as technology, we are working with the Technology Department to improve iPad and communications between all of our maintenance staff to where they will have live technology in the field and will be able to tell them the status of those repairs as they occur. The levy projects that we are doing are making a significant impact on what we do as a Maintenance Department. The estimated savings on electric alone with 4 levy projects since spring is \$145,000. We have new units and new roofs in a lot of places. If it hadn't been for this levy being passed I really feel that our schools would be having a lot of problems. This Maintenance Department is coming together better than I have ever seen before.

Mr. Cavender-Do you believe things are going a lot better since the restructuring occurred? Chuck Smith-Yes sir. This is not an easy ship to right but by working together as a team we are doing the right thing. Mrs. White-It's nice to see that it is working. No one expected that it would be fixed overnight. Mrs. Jordon-One person couldn't do it.

REPORTS (continued)

D. Legal Reports

None

E. Board Reports

Mrs. White-I set down with OES and Mrs. McCorkle and her team and they are going through a huge revamping of what we once knew as Special Olympics. They are changing the name, the way it's done and they are including the community. Megan and her team are doing an exceptional job with the new folks that they have down there at the Parent Resource Center. I haven't really said anything until it was official, but there has been discussion for many months at the Office of Head Start and the State Department, as well as Carol Lane and her team, but effective January 31st all staff that comes in contact with our students will have to be vaccinated. That is not a county or state decision that is a federal decision. Any employee that comes in contact with a Head Start student will have to be vaccinated. There is not a lot we can do. I want to make it clear that this is not a county decision.

Mr. Cavender-I just wanted to say that Mr. White, Dr. Williams, Mrs. Ruddle, Dr. Potter and Mr. Smith attended the groundbreaking of Celebration Station at Piedmont last week. It has been in the works for 5 years now much to the credit of Mr. White's wife, Kate. To me it was also a sign that we can continue to partner as a county board with local foundations, private donors and local municipalities to make something really big happen on one of our properties. Hats off to everyone involved with that. It was great.

Dr. Williams-I got an email from the State Department, and there is a case in Texas that is challenging the Head Start rule and the WVDE told us that as of right now they are just watching, so something may come of that I don't know. Mrs. White-Kudos to Carol Lane, she has worked tirelessly on this. She has put a lot of hours in on this. Mrs. Jordon-She's amazing. Dr. Williams-She does a great job.

Dr. Williams-We did get SBA money for Cedar Grove. The next step is to solicit architectural services in January so we are moving forward. Mrs. Jordon-When do you anticipate the Cedar Grove students will enter DuPont Middle? Dr. Williams-This fall.

Mr. White-When do you think the project will be done? Dr. Williams-I don't know, I can't answer that right now.

PERSONNEL

A. Personnel Agenda for December 16, 2021 (Enclosure 75)

Mrs. Tracy White moved: The Board approve the Revised Personnel Agenda as included in Enclosure 75. Motion was seconded by Mr. Jim J. Crawford and unanimously carried.

NEW BUSINESS

CONSENT

Mrs. Tracy White moved: The Board approve the following CONSENT Items A-C. Motion was seconded by Mr. Jim J. Crawford and unanimously carried.

A. Approval of Bills for November, 2021 (Enclosure 76)

Approval of the payment of bills for the month of November, 2021 in the amounts of \$27,802,392.35 for the Current Expense, Special Revenue and Federal Stimulus Funds; \$1,101,044.71 for the KCS Public Library Excess Levy Fund; \$2,392,627.43 for the Permanent Improvement Fund; and \$531,226.38 for the Public Library Fund as reflected in Enclosure 76.

B. Budget Supplements & Transfers (Enclosure 77)

Approval of budget supplements and transfers as reflected in Enclosure 77.

C. Out of State Travel Requests (Enclosure 78)

Approval of the Out of State Travel Requests as contained in Enclosure 78.

OTHER NEW BUSINESS

A. HVAC Equipment (Enclosure 79)

Mrs. Tracy White moved: The Board approve the purchase of HVAC equipment for Sharon Dawes, Ruthlawn, Shoals and Montrose Elementary Schools from the lowest responsible bidder, Dougherty Company, Inc., in the amount of \$2,085,000.00 as per bid #22-119 as shown in Enclosure 79. Motion was seconded by Mr. Jim J. Crawford and unanimously carried.

Dr. Williams-These are our ESSERF funds that will do these 4 schools and hopefully finish them this summer. Mr. White-How many more schools are we doing? Chuck Smith- There are 13 facilities total.

OTHER NEW BUSINESS (continued)

B. iPad Purchase (Enclosure 80)

Mrs. Tracy White moved: The Board approve a purchase with Apple, Inc. in the amount of \$574,903.00 for 1,400 iPads and cases with 3 years of Apple Care Service per quote #2210731316 as shown in Enclosure 80. Motion was seconded by Mr. Jim J. Crawford.

Dr. Williams-This is also ESSERF funds and this will make sure that all of our students will have access to iPads and services in case we would ever have to go out again. Mr. Cavender-So we will be 1:1 for every student? Dr. Williams-Yes. Mr. Cavender-We upgrade these every so many years right? Dr. Williams-Yes. Mr. Cavender-Remind me how that works.

Leah Sparks-We've been in a good financial place with the lease. We are getting a good return on investment as far as selling them back. The hope is that as we move into the future years we will continue to refresh when it financially reasonable. We are keeping the same budget every year, but because we got so much back the last time we were able to pay it off completely so we owe less now on our lease.

Mr. White-How are we doing with getting the iPads back from the kids? Leah Sparks-We are doing pretty well with that because we have become so dependent on them. The teachers are using them and checking on them. If a kid shows up without one they are letting us know and we are immediately pinging, locking and looking for them. Nine out of ten times we find them. It's rare that they are just completely gone.

The above motion unanimously carried.

DELEGATIONS

CaLee Jordon-I'm a student at McKinley Middle School and I'm here to talk about the mask mandate and how we want to have our own choice. We go into class and we have multiple people not wearing masks or they aren't wearing them right. When we go to lunch we have to take them off. We don't know the last time our tables and chairs have been cleaned. There's some people that just don't want to wear them anymore. The teachers write me up for not having my mask on right. I get detention. It's not fair to us. I think it's ridiculous that we are getting in trouble. It should be our choice if we want to wear them or not. We had all the whole 8th grade without a mask on. There's like 130 of us. We all crowded into the office with no mask. They had to go get us a new mask and then we get in trouble. We don't see the point.

DELEGATIONS (continued)

Petra Munroe-Let's get to the point. We know what it's about, you all make believe that you don't know what it's about. Everybody knows it's all about the money. It's all about the federal money that the schools receive from the ESSERF funds. According to the WV Department of Education website, Kanawha County will receive \$129,000,000. That's \$129,000,000 of our taxpayer's money. We know you have to follow the rules in order to keep that money. The newest variant OMICRON, let's play scrabble. Unscramble the letters and you get moronic. I'm sure that's just coincidence right? Ask yourself as school board members, do you want the risk of being implicated by allowing our schools to vaccinate our children without parent's knowledge which they are doing in California right now.

QUESTIONS/ANSWERS

Mrs. White-As far as the masks go, our policy is that we wear them inside our schools at all hours not just during school hours, so if there is an activity the policy is that we are supposed to wear masks correct? Dr. Williams-Yes. Mrs. White-Can we send a reminder to administrators, because I'm being told that there are some that are not requiring it after school hours. Dr. Williams-We will send a reminder out.

Mrs. White-As far as masks go, can we put masks on the agenda for the first regular meeting in January and get some professional medical opinions to see if we are ready to unmask? Dr. Williams-I think the regular meeting in January it will be about 2 weeks after Christmas so that is something we can look at. Mr. Cavender-If we are going to have that conversation, I do want medical professionals here and either a member of the state-wide task force or someone that has been dealing with this first hand. Mrs. Jordon-If you aren't an MD I don't want your opinion. Mr. Cavender-In January it could get worse. Mrs. White-I'm requesting that if we put it on the agenda that we do have medical professionals to give their opinion to see if it is time to give folks a choice.

Mr. Crawford-Dr. Williams, along that line, would you mind checking out to see how their policy is working in Putnam County? It's up to the parents to make their own decision whether the child wears a mask or not. I've been to the Super Six in Wheeling and I've been to the volleyball tournament and nobody is wearing a mask. People are fed up with it. I think we need to look at it pretty seriously. I never did vote for it and I'm not going to vote for masks again. I think people need to make their own decision as to whether they want to take the vaccine or wear a mask. Dr. Williams-We are really getting off of Questions and Answers. This is more a discussion on masks so we need to be really careful.

ESTABLISHMENT OF MEETING DATES

- A. Thursday, December 16, 2021, 5:00 p.m.-Regular Session
- B. Monday, January 3, 2022, 4:00 p.m.-Special Session
- C. Thursday, January 20, 2022, 5:00 p.m.-Regular Session
- D. Monday, February 7, 2022, 4:00 p.m.-Special Session
- E. Thursday, February 17, 2022, 5:00 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

Mrs. Tracy White 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 Becky J. Jordon at 5:55 p.m.

President

djl

1/7/2022

Secretary