

**REGULAR MEETING**  
**The Board of Education of the County of Gilmer**  
**Monday, July 22, 2019 – 6:00 p.m.**  
**Central Office**

**CALL TO ORDER/ROLL CALL**

The meeting was called to order by Doug Cottrill, President, at 6:00 pm. Members present: Devin Shackelford, Tammy Stewart (arrived at 6:03 p.m.), R.W. Minigh and Secretary, Patricia A. Lowther. Dave Ramezan, absent.

Others present: Clay Chesser, Shelly Mason, Judy Stalnaker, Joe Frashure, Steve Shuff, Nancy Minney and Myra Miller.

**PLEDGE OF ALLEGIANCE**

Doug Cottrill led the Pledge of Allegiance.

**DELEGATIONS**

None

**CONSENT AGENDA**

**MINUTES**

The minutes of July 8, 2019 were approved on a motion by Devin Shackelford seconded R.W. Minigh. Motion passed 3-0.

**STUDENT TRANSFERS**

Approved on a motion by R.W. Minigh seconded by Doug Cottrill. Motion passed 3-0.

**FIELD TRIPS (OUT-OF-STATE)**

There were no field trips.

**VOLUNTEERS**

There were no volunteers.

**TREASURER'S REPORT**

Mr. Chesser, Treasurer, appeared before the board presented the monthly financial report, budget transfers & supplements, and schedule of checks to be written as well as Solution Tree, Professional Development purchase. On a motion by Devin Shackelford, seconded by Tammy Stewart, treasurer's report was approved 4-0.

Mr. Chesser asked for permission to hire support for Justification and Approval reports which would cost the county between \$600-\$8000. Doug Cottrill moved to seek the support of Suttle & Stalnaker to assist Mr. Chesser with converting Gasb 68 & 75 into district-wide funding statements. Motion was seconded by R.W. Minigh and passed 4-0.

**PROFESSIONAL LEAVE REQUESTS (OUT-OF-STATE)**

There were no professional leave requests.

## REPORTS/DISCUSSION/FOLLOW UP (INFORMATION)

### PRINCIPAL UPDATES:

Mr. Shuff shared that he had been interviewing personnel for the vacant positions and that scheduling for all students is complete. Construction on the classrooms are underway, as well as waxing floors and moving desks are in progress. The science lab is being remodeled and he needs stations and tables. Mr. Minigh inquired as to whether or not the Lewis County sixth graders from Leadng Creek Elementary will be able to participate in Gilmer Co. sports. Mr. Shuff said he would get an answer. Mr. Cottrill then inquired of the evaluations of the varsity basketball and baseball program and was told the positions remain the same until either a resignation was tendered or an unsatisfactory evaluation was given.

### CALHOUN-GILMER CAREER CENTER REPORT

Ms. Lowther gave the career center report in Mr. Ramezan's absence. She shared that the center was able to find a certified health occupation instructor, Ronda Williams. The center will be able to offer additional CNN classes next year and are looking into starting a public EMT class in the near future. Mrs. Karen Blankenship Forsyth is willing to substitute in Ms. Williams's absence.

A new chair of the council was elected. Mrs. Kelli Whytsell will now lead the governance council.

### SAFETY COMMITTEE

Tammy Stewart reported on the progress of the active shooter drill scheduled in October at the high school.

### MAINTENANCE, FACILITY, TRANSPORTATION, NUTRITION REPORT

Mr. Frashure reported that the elementary school is in good shape for the start of the new school year. The maintenance crew's main focus is at the high school. Buzz Roberts will have the construction at GCHS finished today or tomorrow. He reported that Doddridge County has free lockers that we may be able to utilize. Work on the flower beds at the high school is underway and he is waiting on quotes on the tree trimming.

### CURRICULUM, FEDERAL PROGRAMS, PROFESSIONAL DEVELOPMENT

Mrs. Mason reported that Solution Tree has been approved along with the Strategic Plan. She reported that preschool numbers are satisfactory and there are more to register.

### TECHNOLOGY, PERSONNEL, ATTENDANCE

Ms. Stalnaker reported on homeschool, assessments required by grades 3, 5, 8 and 11. They are to be submitted by June 30<sup>th</sup>.

### NEW BUSINESS

At 7:05 p.m. Doug Cottrill moved to enter executive session. Tammy Stewart seconded. 4-0.

At 7:28 p.m. Tammy Stewart moved to return, seconded by Devin Shackelford. 4-0. No action was taken during executive session.

#### NEW BUSINESS

Discussion and action on Prior Service Credit ensued. The Superintendent recommendation is to contact service employees who qualify for prior service credit to provide written documentation within 30 days to the Superintendent verifying years of experience under Policy 4107. Doug Cottrill made a motion to accept the recommendation seconded by Tammy Stewart. Motion passed 4-0.

Policy 4120 was placed on comment on a motion by Tammy Stewart, seconded by Deviin Shackelford. 4-0.

The Agreement with Minnie Hamilton Health System was approved on a motion By Doug Cottrill, seconded by Tammy Stewart 4-0.

The Agreement with Minnie Hamilton Health Systems to provide physical therapy, if needed, was approved on a motion by Tammy Stewart seconded by Devin Shackelford, 4-0.

#### OLD BUSINESS

Tate Communications: Cameras for ALC- Tammy Stewart made a motion, pending approval of the ALC from the state, to allow the purchase of security cameras. Motion was seconded by Doug Cottrill, 4-0.

Renaissance: STAR Assessment, GCHS/GCES: Motion by Tammy Stewart, seconded by R.W. Minigh to approve the purchase of the materials needed for assessments. 4-0.

#### PERSONNEL

The professional portion of the agenda was approved on a motion by R.W. Minigh, seconded by Tammy Stewart. Motion passed 4-0 as follows:

*Janette Ramezan and Allison Moss, Homebound Instructors, 2019-2020*  
*Janetta Ramezan, College & Career Exploration, GCES, 2019-2020*

Substitute Teachers were approved on a motion by R.W. Minigh, seconded by Doug Cottrill, 4-0 as follows:

#### *Substitute Teachers, 2019-2020*

*Allen, Martha*  
*Anderson, Betty*  
*Arden, Tracy*  
*Barton, Larry*  
*Bishop, David*  
*Broussard, Jesse*  
*Bush, Monica*  
*Chapman, Susan*

*Robin James*  
*King, Brittany*  
*Legg, Stephanie*  
*McVaney, Nancy*  
*Mick, Joyce*  
*Miller, Kasey*  
*Minigh, Pam*  
*Minney, Thomas*

*Crutchfield, Thomas*  
*Daniels, Mariah*  
*Denelsbeck, Allison*  
*Duelley, Amber*  
*Fortney, Loyle*  
*Fox, Donna*  
*Frederick, Katrina*  
*Gildein, Maureen*  
*Griffin, Jessica*  
*Goss, Yolanda*  
*Harding, Sandra*  
*Helmick, Kathy*

*Moss, Allison*  
*Riffle, Nicole*  
*Rastle, Maxine*  
*Ratliff, Thomas*  
*Rinehart, Brett*  
*Sampson, Nancy*  
*Self, Wesley*  
*Stewart, Lois*  
*Stump, Corlis*  
*Walsh, Jennifer*  
*Williams, Amanda*

The service portion of the agenda was approved on a motion by R.W. Minigh, seconded by Doug Cottrill, 4-0:

*Bobbi Sandy*  
*Debbie Skinner*  
*Wilda Cosner*

*Cook II at GCHS*  
*Retirement, GCES Secretary eff. 07-31-2019*  
*Kindergarten classroom/transportation aide GCES*

Substitute Secretaries were approved on a motion by R.W. Minigh seconded by Tammy Stewart, 4-0 as follows:

### **2019-2020 Substitute Secretaries**

*Smith, Stacy*  
*Clutter, Martha*  
*Fisher, Jeane*  
*Debbie Skinner*

Substitute Classroom/Transportation Aides & Custodians were approved on a motion by R.W. Minigh seconded by Doug Cottrill 4-0 as follows:

### **2019-2020 Substitute Classroom/Transportation Aides**

*Jennifer Cottrill*  
*Vicki Gordon*  
*Jennifer Harper*

### **2019-2020 Substitute Custodians**

*Cottrill, Troy*  
*Hartmann, Paul*  
*Hess, Donald*

Permission to post the following positions were approved on a motion By R.W. Minigh, seconded by Devin Shackelford 4-0:

### **PERMISSION TO POST**

*Secretary GCES 2019-2020*  
*Cook II at GCES 2019-2020*  
*Itinerate Teacher GCHS 2019-2020*

**SUPERINTENDENT INFORMATION**

**BOARD COMMENTS**

There were no board comments.

**ADJOURN**

Meeting was adjourned at 7:41 p.m. on a motion by R.W. Minigh, seconded by Doug Cottrill.  
4-0.