

# Agenda

## CABELL COUNTY BOARD OF EDUCATION HUNTINGTON, WEST VIRGINIA

April 3, 2018

5:30 P.M.

**5:30 P.M. - PUBLIC HEARING – 2018-2019/2019-2020 SCHOOL CALENDARS**

**5:30 P.M. – EMPLOYEE RIF AND TRANSFER HEARINGS**

### **1000. INFORMATIONAL ITEMS**

- 1092. PUBLIC HEARING: PROPOSED 2018-2019/2019-2020 SCHOOL CALENDARS
- 1093. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES
- 1094. UPDATE: OPERATIONS
- 1095. COMMUNICATIONS FROM THE SUPERINTENDENT
- 1096. DELEGATIONS TO BE HEARD

### **2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS**

- 2171. BOARD MEETING MINUTES
- 2172. PURCHASE AND REPLACEMENT OF WINDOWS FOR ALTERNATIVE SCHOOL – CITY CONSTRUCTION COMPANY, INC.
- 2173. PURCHASE AND REPLACEMENT OF WINDOWS FOR DAVIS CREEK ELEMENTARY - CITY CONSTRUCTION COMPANY, INC.
- 2174. RESURFACING OF TRACK AT CABELL MIDLAND HIGH SCHOOL – FIELDTURF USA
- 2175. PURCHASE AND REPLACEMENT OF TURF AT CABELL MIDLAND HIGH SCHOOL – FIELDTURF USA
- 2176. ATTENDANCE FULL DAY EXEMPTION FOR 2017-2018 SCHOOL YEAR
- 2177. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- 2178. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- 2179. SCHOOL TRIP REQUEST – HUNTINGTON MIDDLE SCHOOL
- 2180. SCHOOL TRIP REQUEST – SOUTHSIDE ELEMENTARY SCHOOL
- 2181. SCHOOL TRIP REQUEST – CABELL COUNTY CAREER TECHNOLOGY CENTER
- 2182. FIRST READING – POLICY MANUAL UPDATES – VOLUME TEN. NO. 1
- 2183. APPROVAL OF SCHOOL CALENDAR FOR 2018-2019 AND/OR 2019-2020 SCHOOL YEARS

### **3000. FINANCIAL**

NONE

**4000. PERSONNEL**

**PROFESSIONAL PERSONNEL:**

- 4163-P. EMPLOYEE RIF AND TRANSFER HEARINGS
- 4164-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL
- 4165-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL
- 4166-P. REDUCTION-IN-FORCE – PROFESSIONAL PERSONNEL
- 4167-P. TRANSFER(S) – PROFESSIONAL PERSONNEL
- 4168-P. TEACHER REALIGNMENT(S) – PROFESSIONAL PERSONNEL
- 4169-P. RESIGNATION(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4170-P. EMPLOYMENT(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4171-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4172-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4173-P. RESIGNATION(S) – COACHING – PROFESSIONAL PERSONNEL
- 4174-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

**SERVICE PERSONNEL:**

- 4101-S. RESIGNATION(S) – SERVICE PERSONNEL
- 4102-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL
- 4103-S. TRANSFER(S) – SERVICE PERSONNEL
- 4104-S. REDUCTION –IN-FORCE – SERVICE PERSONNEL
- 4105-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

- 6024. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

April 3, 2018

Board of Education  
County of Cabell  
Huntington, West Virginia

Board Members:

The following items are offered for your consideration at the regular meeting of the Board of Education of the County of Cabell scheduled for Tuesday evening, April 3, 2018, 5:30 p.m., in the Administrative Office of the Board of Education, 2850 Fifth Avenue, Huntington, West Virginia.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the County School System's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item, **Delegations to be Heard**.

This meeting will begin with the employee RIF and transfer hearings as requested.

**1000. INFORMATIONAL ITEMS**

1092. PUBLIC HEARING: PROPOSED 2018-2019/2019-2020 SCHOOL CALENDARS

By: Lenora Richardson, Director of the Curriculum and Assessment

1093. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES

By: Kelly Watts, Assistant Superintendent

1094. UPDATE: OPERATIONS

By: Kim Cooper, Assistant Superintendent

1095. COMMUNICATIONS FROM THE SUPERINTENDENT

1096. DELEGATIONS TO BE HEARD

**2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS**

2171. BOARD MEETING MINUTES

Minutes of January 22, 2018 (Special Meeting-Board Work Session), February 8, 2018 (Special Meeting-Emergency), February 27, 2018 (Special Meeting-Board Work Session), February 27, 2018 (Special Meeting-Interviews for Vacant Seat on Board), and March 6, 2018 (Regular Meeting) being presented for approval.

2172. PURCHASE AND REPLACEMENT OF WINDOWS FOR ALTERNATIVE SCHOOL – CITY CONSTRUCTION COMPANY, INC.

The Superintendent recommends the purchase and replacement of the windows at the Alternative School in the amount of \$116,000.00 by City Construction Company, Inc. of Harrison County, West Virginia. Funding source is Permanent Improvement

2173. PURCHASE AND REPLACEMENT OF WINDOWS FOR DAVIS CREEK ELEMENTARY - CITY CONSTRUCTION COMPANY, INC.
- The Superintendent recommends the purchase and replacement of the windows at Davis Creek Elementary in the amount of \$403,452.00 by City Construction Company, Inc. of Harrison County, West Virginia. Funding source is Permanent Improvement
2174. RESURFACING OF TRACK FOR CABELL MIDLAND HIGH SCHOOL – FIELDTURF USA
- The Superintendent recommends the resurfacing of the track at Cabell Midland High School in the amount of \$294,336.00 by Fieldturf USA. Funding source is Excess Levy
2175. PURCHASE AND REPLACEMENT OF TURF FOR CABELL MIDLAND HIGH SCHOOL – FIELDTURF USA
- The Superintendent recommends the purchase and replacement of the turf at Cabell Midland High School in the amount of \$493,506.04 by Fieldturf USA. Funding source is Excess Levy
2176. ATTENDANCE FULL DAY EXEMPTION FOR 2017-2018 SCHOOL YEAR
- The Superintendent recommends the Board approve exemption from full day attendance for the following students based on Attendance Policy 5200.

**Huntington High School**  
T.P. D.F.

2177. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- The Superintendent recommends approval of Cabell Midland High School’s trip request for the Baseball team to travel to Cincinnati, Ohio, on April 1-2, 2018, to participate in a Baseball Tournament. No days of school will be missed and 20 students along with five (5) chaperones, including Coach Tracy Brumfield, and his assistants, will be on this trip. Transportation will be provided by coaches and parents. Expenses will be paid from school funds. Verbal permission was granted by the Superintendent.
2178. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- The Superintendent recommends approval of Cabell Midland High School’s trip request for students in the FFA program to travel to Keyser, WV, on April 13-14, to participate in a State Equine Judging Contest. One (1) day of school will be missed and four (4) students along with their teacher, Mary Phillips, and parents will be on this trip. Transportation will be provided by the teacher and parents. Expenses will be paid from school funds.
2179. SCHOOL TRIP REQUEST – HUNTINGTON MIDDLE SCHOOL
- The Superintendent recommends approval of Huntington Middle School’s trip request for the Western Virginia Military Academy and Lizzy Cabell Finishing School to travel to Ravenswood, WV, on April 27-29, to participate in a Civil War Living History and Reenactment. No days of school will be missed and 30 students along with eight (8) chaperones, including Michael Sheets, and parents will be on this trip. Transportation will be provided by parents. Expenses will be paid from school funds.

2180. SCHOOL TRIP REQUEST – SOUTHSIDE ELEMENTARY SCHOOL

The Superintendent recommends approval of Southside Elementary School’s trip request for students to travel to the Columbus Zoo in Columbus, OH on May 14, 2018 as part of a 5th Grade Educational trip. Students will visit the zoo and learn about wildlife, habitats, adaptations, and environment. Sixty-two students will be traveling along with nine (9) chaperones, including several staff members – Carolyn Frye, Nancy Hanlon, Hannah Osborne, Teresa Pelfrey, Jennifer Price, Deborah Morehouse, Kristen Austin and Hope Fuller. One day of school will be missed and transportation will be provided by Charter Bus. Expenses will be paid from school funds.

2181. SCHOOL TRIP REQUEST – CABELL COUNTY CAREER TECHNOLOGY CENTER

The Superintendent recommends approval of the Cabell County Career Technology Center’s trip request for SkillsUSA students to travel to Fairmont State University, WV on April 13-14, 2018, to participate in the SkillsUSA competition. Twenty-five students will be traveling along with five (5) chaperones, including Crystal Davis, Charles Vaughn, Donald Vaughn, Jason Davis, and Frank Barnett. One-half day of school will be missed and transportation will be provided by a County Bus. Expenses will be paid from school funds.

2182. FIRST READING – POLICY MANUAL UPDATES – VOLUME TEN, NO. 1

<u>POLICY NUMBER</u>	<u>TITLE</u>	<u>STATUS</u>
2370.01	VIRTUAL INSTRUCTION	NEW

2183. APPROVAL OF SCHOOL CALENDAR FOR 2018-2019 AND/OR 2019-2020 SCHOOL YEARS

The Superintendent recommends approval of the school calendar for the 2018-2019 and/or 2019-2020 school years as may be decided by the Board.

**RECOMMENDATION: The Superintendent recommends the Board approve all items listed in this section.**

**MOTION:**

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**SECOND:**

**VOTE:**

**3000. FINANCIAL**

NONE

4000. PERSONNEL

PROFESSIONAL PERSONNEL:

4163-P. EMPLOYEE RIF AND TRANSFER HEARINGS

4164-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Julie Sharp Eff: 04/15/18	Central Office/Multi-location RN, School Nurse	Other employment
Kelly Stone <b>Eff: 07/01/18</b> <b>CORRECTION</b>	Spring Hill Elementary Music, Grades K-5	Retirement
Jo Ellen Tinsley Eff: 04/06/18	Central Office/Multi-location Speech Language Pathologist Grades PreK-12	Other employment
Kathleen Turner <b>Eff: 07/01/18</b> <b>CORRECTION</b>	Huntington High Social Studies, Grades 9-12	Retirement
Kathy Wallace <b>Eff: 07/01/18</b> <b>CORRECTION</b>	Altizer Elementary Reading/Math, Grades K-5	Retirement

4165-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL

<u>Name/Effective Date</u>	<u>Location/ Position</u>	<u>Reasons</u>
Morgan Kelsey Eff: 03/20/18-05/01/18	Guyandotte Elementary Grade 3	Family Leave Not to exceed 60 Days
Leah Morris Eff: 02/19/18-06/08/18	Huntington Middle Title I Math, Grades 6-8	Medical Leave Intermittent

4166-P. REDUCTION-IN-FORCE – PROFESSIONAL PERSONNEL

Name

John C. Adkins	Kala DeHart	Andrea Koutsunis
Kimberly Adkins	Katelyn Duncan	Sarah Lemley
Tasha Adkins	Megan Dunkle	Rebekah Mader
Kayla Ariyan	Ernest Darby	Matthew McBride
Erin Baumgardner	Chasity Eaves	Rebecca Mills
Lisa Bishop	Heather Elliott	James Napier
Michael Black	Alexandra Evans	Nicholas Newell
Angela Boggs	Rebecca Ferguson	Tara Safford

Ashley Bradberry  
 Jordan Bradford  
 Heather Bradley  
 Geston Brumfield  
 Christopher Burdick  
 Amanda Carinelli  
 Jennifer Chadwick  
 Lindsay Christian  
 Ladona Collins  
 Tara Combs  
 James Cooper  
 Casey Crawford  
 Megan Craig  
 Courtney Cremeans

Meredith Ferry  
 Morgan Handley  
 Samantha Hannabach  
 Jevon Hayes  
 Charity Hightower  
 Loren Holliday  
 Kayla Holtzapfel  
 Gary Hutchinson  
 Christopher Jackson  
 Theresa Jackson  
 Tonya Jenkins  
 Kayleejo Jones  
 Michael Jones  
 Joe Keller

Mary Hannah Scarbro  
 Melinda Shelton  
 Kerri Smith  
 Stephanie Smith  
 Stephanie Spencer  
 Taylor Stephenson  
 Natalie Thacker  
 Seth Thomas  
 Donald Vaughn  
 Andrea Voss  
 Dawn York

4167-P. TRANSFER(S) – PROFESSIONAL PERSONNEL

Listed below are names of Professional Personnel who are being recommended for transfer for the 2018-2019 school year.

<u>Name</u>	<u>Transfer From</u>	<u>Transfer To</u>
Johnna Adams	Huntington Middle	Subsequent Assignment
Wilma Anderson	Huntington Middle	Subsequent Assignment
Nanette Argabrite	Central Office/Multi Location	Subsequent Assignment
Melissa Ash	Cabell Midland High	Subsequent Assignment
Wanda Bailey	Guyandotte Elementary	Subsequent Assignment
David Baisden	Cabell County Career Technology Center	Subsequent Assignment
Cassandra Beckner	Culloden Elementary	Subsequent Assignment
Richard Black	Highlawn Elementary	Subsequent Assignment
Cynthia Bright	Huntington Middle	Subsequent Assignment
Lisa Burris	Central Office/Multi Location	Subsequent Assignment
Malinda Chaffin	Huntington High	Subsequent Assignment
Angie Cook-Gillispie	Cabell Midland High	Subsequent Assignment
Julie Craig	Culloden Elementary/Multi Location	Subsequent Assignment
Robin Craighead	Huntington Middle	Subsequent Assignment
Jacqueline Kelly Daniels	Central Office	Subsequent Assignment
Danielle Darnluc	Salt Rock Elementary	Subsequent Assignment
Marissa Dillon	Huntington High	Subsequent Assignment
James Dixon	Cabell County Career Technology Center	Subsequent Assignment
Shannon Drown	Alternative School	Subsequent Assignment
Rhonda France	Village of Barboursville Elementary	Subsequent Assignment
Tara Fry	Huntington Middle	Subsequent Assignment
Dan Gleason	Transportation Department	Subsequent Assignment
Laura Grass	Central City Elementary	Subsequent Assignment
Jordan Hall	Milton Elementary	Subsequent Assignment
Sarah Harless	Davis Creek Elementary	Subsequent Assignment
Corrie Harris	Central City Elementary	Subsequent Assignment
John Hayes	Cabell Midland High	Subsequent Assignment
Lauren Hensley	Central Office/Multi Location	Subsequent Assignment
James Hicks	Huntington High	Subsequent Assignment
Lee Ann Hvizadak-Porter	Huntington High	Subsequent Assignment

Amy Kammer	Cabell Midland High	Subsequent Assignment
Natalie Keaton	Central Office/Multi Location	Subsequent Assignment
Madison Lambert	Ona Elementary	Subsequent Assignment
Megan Lindsey	Cabell Midland High	Subsequent Assignment
Amy Maynard	Huntington High	Subsequent Assignment
Nancy Maynard	Central Office	Subsequent Assignment
Joan McPherson	Spring Hill Elementary	Subsequent Assignment
Stacy Morgan	Central Office/Multi Location	Subsequent Assignment
Sara Merritt	Milton Elementary	Subsequent Assignment
Katherine Morris	Cabell Midland High	Subsequent Assignment
Shannon Murray	Central Office/Multi Location	Subsequent Assignment
Megan Muth	Martha Elementary	Subsequent Assignment
Becky Nibert	Huntington East Middle	Subsequent Assignment
April Nicolls	Ona Elementary	Subsequent Assignment
Angela Nottingham	Huntington Middle	Subsequent Assignment
Dustin O'Field	Barboursville Middle	Subsequent Assignment
Ann Parks	Village of Barboursville Elementary	Subsequent Assignment
Brenda Parsons	Central Office/Multi Location	Subsequent Assignment
James Paxton	Huntington Middle	Subsequent Assignment
Brittany Rohrig	Spring Hill Elementary	Subsequent Assignment
Heather Ross	Spring Hill Elementary	Subsequent Assignment
Brenda Scott	Alternative School	Subsequent Assignment
Crystal Smith	Central Office/Multi Location	Subsequent Assignment
Shawna Smith	Alternative School	Subsequent Assignment
Kirstin Sobotka	Central Office/Multi Location	Subsequent Assignment
Gail Stapleton	Martha Elementary/Southside Elementary	Subsequent Assignment
Kara Swanson	Village of Barboursville Elementary	Subsequent Assignment
Deborah Underwood	Milton Middle	Subsequent Assignment
Emily Updegrave-Chaney	Huntington Middle	Subsequent Assignment
Angela Ware	Central Office	Subsequent Assignment
Lauren Woods	Spring Hill Elementary	Subsequent Assignment

4168-P. TEACHER REALIGNMENT(S) – PROFESSIONAL PERSONNEL

The Superintendent recommends the following displaced teacher be transferred in accordance with West Virginia Code 18-A-4-7a, **effective 2018-2019 school year unless otherwise noted.**

<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
Cassandra Beckner	Culloden Elementary Grade 5	Culloden Elementary Grade 4
Danielle Darnulc	Salt Rock Elementary Grade 3	Salt Rock Elementary Grade 2
Rhonda France	Village of Barboursville Elementary Grade 5	Village of Barboursville El. Grade 2
Corie Harris	Central City Elementary Kindergarten	Central City Elementary Grade 3



Madison Lambert	Ona Elementary Grade 2	Ona Elementary Kindergarten
Megan Muth	Martha Elementary Grade 4	Martha Elementary Grade 3

4169-P. RESIGNATION(S) - EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location</u>	<u>Position</u>
Stephanie Howell Eff: 03/17/18	Huntington East Middle	Parent Partner
Jamilee Keaton Eff: 06/08/18	Cabell Midland High	Freshman Academy, Team Leader
Ann Parks Eff: 03/07/18	Village of Barboursville Elementary	Extended Day After School Teacher

4170-P. EMPLOYMENT(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location</u>
P-4075 (1 of 2)	Todd Parks Eff: 03/24/18	Cabell Midland High Saturday School Tutor and Recovery
P-4075 (2 of 2)	Jacqueline Stillion Eff: 03/24/18	Cabell Midland High Saturday School Tutor and Recovery
P-4076	Melissa Ash	Cabell Midland High Evening School Administrator
P-4078	Michelle Brooks	Cabell Midland High Advanced Placement Language Evening School
P-4079	Sarah-Elaine Jarrett	Cabell Midland High Advanced Placement Literature Evening School
P-4082	Trena Wise	Cabell Midland High Advanced Placement Calculus AB Evening School
P-4083	Trena Wise	Cabell Midland High Advanced Placement Calculus BC Evening School
P-4084	Brian McNeel	Cabell Midland High Advanced Placement Biology Evening School
P-4085	Seth Floyd	Cabell Midland High Advanced Placement Chemistry Evening School

P-4087	Matthew Stead	Cabell Midland High Advanced Placement US History Evening School
P-4088	Edwin Scott White	Cabell Midland High Advanced Placement Psychology Evening School
P-4089	Maggie Chenoweth	Cabell Midland High Advanced Placement Computer Science Evening School
P-4090	Thomas Schreiber	Cabell Midland High Advanced Placement Environmental Science Evening School
P-4100	Tamara Westfall	Huntington High Advanced Placement Physics Evening School
P-4104	Angie Cook-Gillispie	Cabell Midland High Advanced Placement Art Evening School
P-4105	Kelly Henry Kauffer	Huntington High Advanced Placement Human Geography Evening School
P-4091	Lisa Williams	Huntington High ACT/SAT Prep Evening School
P-4093	Brandon Cassell	Huntington High Advanced Placement Biology Evening School
P-4094	Robert St. Clair	Huntington High Advanced Placement Chemistry Evening School
P-4095	Steven Freeman	Huntington High Advanced Placement US Government Evening School
P-4096	Courtenay Johnson	Huntington High Advanced Placement US History Evening School
P-4097	Steven Freeman	Huntington High Advanced Placement Psychology Evening School
P-4098	Diana Frazier	Huntington High Advanced Placement Art Evening School
P-4099	John Mauc	Huntington High Advanced Placement Statistics Evening School

4171-P. RESIGNATION(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Doris Myers  
Charles Wentz

4172-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Matthew Jones \*

\*pending paperwork

4173-P. RESIGNATION(S) – COACHING – PROFESSIONAL PERSONNEL

Name / Effective Date

School / Sport

Ronald Hess  
Eff: 03/27/18

Huntington High School  
Boys' Basketball, Head Coach

4174-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

Job Posting  
Number

Name / Effective Date

Location / Sport

P-8239

Charles Chapman \*

Cabell Midland High  
Softball, Volunteer Coach

P-8244

Michael Ashworth \*

Barboursville Middle  
Boys' Track, Head Coach

\* Individual(s) have completed the American Sport Education Program

**SERVICE PERSONNEL:**

4101-S. RESIGNATION(S) – SERVICE PERSONNEL

Name / Effective Date

Location / Position

Reason

William J. Adams  
Eff: 06/01/18

Transportation Complex  
Bus Operator

Retirement

Reba Crouch  
Eff: 06/01/18

Milton Elementary School  
Cafeteria Manager

Retirement

David Gilbert  
Eff: 07/01/18

Maintenance Department  
Plumbing Foreman

Retirement

Frances Carol Haga  
Eff: 07/01/18

Spring Hill Elementary School  
Secretary

Retirement

Beverly Hatfield  
Eff: 08/01/18

Milton Elementary School  
Cook

Retirement

Elaine Henry  
Eff: 07/01/18

Ona Elementary School  
Secretary

Retirement

Brenda Hibner Eff: 06/01/18	Milton Elementary School Aide	Retirement
Debbie Jude Eff: 07/01/18	Cabell County Career Technology Center Secretary	Retirement
Wendy Kinch Eff: 07/01/18	Cabell Midland High School Aide	Retirement
David Riggs Eff: 07/01/18	Huntington High School Head Custodian	Retirement
Debra L. Saunders Eff: 06/01/18	Nichols Elementary School Aide	Retirement
Roger C. Spurlock Eff: 06/01/18	Transportation Complex Bus Operator	Retirement
Kasey Swann Eff: 03/19/18	Substitute Custodian	Personal
Trena Turley Eff: 07/01/18	Cabell Midland High School Secretary	Retirement

4102-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
P. Mike Miller Eff: 03/09/18 – 03/12/18	Huntington High School Aide	Administrative Leave (Unpaid)
Robert W. Riddle Eff: 03/27/18 and 04/05/18 – 04/06/18	Southside Elementary School Custodian	Administrative Leave (Unpaid)
Heather L. Robertson Eff: 04/05/18 – 04/06/18	Highlawn Elementary School Cook	Administrative Leave (Unpaid)
Tamala S. Ryder Eff: 03/20/18 – 04/01/18	Ona Elementary School Cook	Administrative Leave (Unpaid)
Jeannie L. Vance Eff: 03/13/18 – 06/30/18	Nichols Elementary School LPN/Aide	Family Medical Leave Intermittent
Melanie Wray Eff: 03/12/18 – 05/21/18	Huntington High School Cook	Administrative Leave (Unpaid)
Deborah Ann Wyant Eff: 03/07/18 – 06/30/18	Transportation Complex Bus Operator	Family Medical Leave Intermittent

4103-S. TRANSFER(S) – SERVICE PERSONNEL

In order to realign the work force at the end of the 2017- 2018 school year as part of the reduction-in-force of service employees necessitated by a decrease in enrollment and/or reorganization of staff, the Superintendent recommends that the Board consider for transfer for the 2018 – 2019 school year the following service employees who have sufficient seniority within their classification to continue employment but whose current positions have been eliminated as a result of reorganization of staff, or declining and/or increasing enrollment.

<u>Name</u>	<u>Transfer From</u>	<u>Transfer To</u>
Kelly Adams	Huntington Middle School Secretary II 536 Salary / Schedule E 225 days	Village of Barboursville Elementary Secretary II 536 Salary / Schedule E 213 days
Melissa Adams	Central Office/Food Service Executive Secretary 538 Salary / Schedule G-1 261 days	Transportation Complex Executive Secretary 538 Salary / Schedule G-1 261 days
Wendy Darling	Barboursville Middle School Cook I 675 Salary / Schedule A10 200 days	Subsequent Assignment
Deborah Davis	Transportation Complex Executive Secretary 538 Salary / Schedule G-1 261 days	Highlawn Elementary School Secretary II 536 Salary / Schedule E 213 days
Tracy Hammons	Cox Landing Elementary School Kindergarten Aide/ECCAT 506 Salary / Schedule E11 200 days	Subsequent Assignment
Kimberly Krantz	Central Office/Print Shop Secretary II 536 Salary / Schedule E 210 days	Subsequent Assignment
Alexander McCoy	Central Office/Food Service Executive Secretary 538 Salary / Schedule G-1 261 days	Huntington Middle School Secretary II 536 Salary / Schedule E 225 days
Tiffani McElwain	Village of Barboursville Elementary Secretary II 536 Salary / Schedule E 213 days	Subsequent Assignment

Rebecca Powers	Davis Creek Elementary School Kindergarten Aide/ECCAT 506 Salary / Schedule E11 200 days	Subsequent Assignment
Heidi Ryder	Spring Hill/Southside Elementary Secretary III 537 ½ time position at Spring Hill/ Southside Salary / Schedule F 200 days	Subsequent Assignment
Amy Sacre	Cabell County Career Technology Center Secretary III 537 Salary / Schedule F 200 days	Subsequent Assignment
Donna Stowers	Milton Pre-K Pre-School Aide/ECCAT 506 Special Needs Salary / Schedule E11 200 days	Subsequent Assignment

4104-S. REDUCTION –IN-FORCE – SERVICE PERSONNEL

In order to realign the work force at the end of the 2017 – 2018 school year as part of a reduction-in-force of service employees necessitated by a decrease in enrollment and/or special education enrollment shifts the Superintendent recommends that the contracts of the service employees listed below be terminated in accordance with WV Code 18A-4-8B. The employees' seniority within their classification is not sufficient to allow their retention. They will be placed on a preferred recall list with recall based on seniority within their class title.

Cindy Adams	Michelle Handy	Melissa Perry
Tracy Bush	Jessica Holley	Christi Smith
Lindsey Chapman	Penny Morrison	Shanice Wooding
Pam Clark		

4105-S. EMPLOYMENT(S) – SUBSTITUTE SERVICE PERSONNEL

<u>Name</u>	<u>Substitute Position</u>	<u>Effective Date</u>
Reba D. Crouch	Substitute Cook	Eff: 01/02/19
David A. Gilbert	Substitute Maintenance/Custodian	Eff: 07/02/18
*Amanda Jenkins-Gray	Substitute Cook	Eff: 04/04/18
Debbie Jude	Substitute Secretary	Eff: 2018-2019 School Year
Debra L. Saunders	Substitute Aide	Eff: 2018-2019 School Year
Roger Spurlock	Substitute Bus Operator	Eff: 06/01/18

\*Pending drug test, physical exam, criminal background check and employee training.

**RECOMMENDATION:** The Superintendent recommends the Board approve all items listed in this section.

**MOTION:**

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**SECOND:**

**VOTE:**

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

6024. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

Ryan Saxe  
Superintendent

RS/lp