

HANCOCK COUNTY BOARD OF EDUCATION

February 24, 2004

The Hancock County Board of Education met in regular session on Tuesday, February 24, 2004, in the Board Room, New Cumberland, commencing at 7:00 p.m. Board Members present: Joe Barnabei, John Manypenny, Ronald Daugherty, Chris Fair and Craig Andrews, President.

The minutes of the regular meeting of February 9, 2004, were presented for approval.

John Manypenny moved and was supported by Joe Barnabei that the minutes be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

CALLERS

1. Mr. and Mrs. Komenski
2. Mrs. LeCerf

Both callers asked for an executive session with the board.

INFORMATION

A. Student/Staff Recognition

Joshua Oyster – Oak Glen High School
Ashley Sobotka – Weir High School

Neither student was in attendance.

B. Faculty Senate and School Improvement Council

Oak Glen High School

Donna Bohach, spoke on behalf of both, Faculty Senate and Local School Improvement Council, Ms. Bohach reported that it has been a positive and upbeat year for Oak Glen, Barbara VanBevern was chosen Hancock County's Teacher of the Year, Emily Gladowski, recipient of the ING Corporation grant and Ethel Risor, recipient of a drug and alcohol grant for Weirton Medical Center; Several teachers have been actively involved in planning improvements in courses of study; any student or teacher accomplishments will gain recognition through newspaper coverage; PRO Program has been very successful and the faculty is extremely pleased with the program and Deputy Polgar. SCHOOL IMPROVEMENT: The advisor-advisee program was recently introduced, this enables teachers, counselors and administrators the opportunity to work together to help the students' Beautification projects that they would like to implement have been put on hold due to the new middle school construction.

Mr. George Danford, Principal of Oak Glen High School reported that throughout this current year the administration, guidance counselors, curriculum team leaders, teachers and members of the Local School Improvement Council have assisted in the development of a program designed to improve test scores and insure that they will be in compliance with the No Child Left Behind mandate; the importance of school improvement is stressed at every faculty senate meeting; SAT 9 results from last spring stated that Oak Glen High School received "Above or At Standard" rating in all areas except Special Education, these teachers have met to devise a plan to improve the scores of their students; the plan devised to improve the entire school's scores have considered several factors and progresses to help reach the goal of improved test scores and No Child Left Behind compliance; Staff development on "I KNOW" was provided so each teacher would be familiar with the format of the WESTEST; The most important part is that the faculty is encouraged to have personal contact with parents, they will be calling home to talk with the parents to discuss the importance of "doing your best" and to inform them of the after school tutoring program; recently the High Schools That Work test was given to a group of seniors; prior to the test, Mr. Danford spoke to them in groups of five to stress the importance of this test. Mr. Danford will be speaking to the 10th grade students prior to the WESTEST.

Mr. Danford also addressed the board regarding Michael Emery and his Eagle Scout project, Mr. Danford gave the board members a drawing of the architectural drawing of the project, with includes a decorative circular walkway and plantings. Mr. Emery will do all the planning and will obtain all funding for this project. This will be located between the classroom buildings.

New Manchester Elementary

Mr. Mike Swartzmiller introduced staff that was in attendance.

Nancy Holdsworth, on behalf of Faculty Senate reported that throughout the year the faculty has continued to be involved in efforts to improve the academics; student assignments books were purchased for students in grades 3 through 6; additional funds were allocated for the purchase of laminating film, fitness awards, ribbons and trophies for spelling bee participants and academic games participants; though out the year we have continued to be involved in efforts to improve the school environment; discussions were held on state testing, "No Child Left Behind", with these two issues concerns are as follows: after school tutoring, in previous years, New Manchester was allocated money for this, but none this year; the second concern is the ISE days, two teachers prepared a letter to be sent to the state legislators outlining our concerns, Mrs. Holdworth read the letter.

Mr. Swartzmiller, on behalf of Local School Improvement Council reported that a school sign is being designed at the Career Center; security system has been purchased, two cameras were purchased and should be installed soon; refrigeration of the rooms at the school has been discussed; curricular direction, goal is to furnish each classroom with a lap top and a data projector; in regards to the ISE days, letters were sent to parents in regards to their child attending these days and a place for them to state why their child would not be attending and transportation was the biggest factor.

Mr. Andrews asked about the water damage at the school, Mr. Swartzmiller stated that he is working with the insurance adjustor.

Mr. Kaser stated that in regards to the after school tutoring, New Manchester did not qualify for Title One funds and that is what has funded the tutoring in the past and if the board allocates money for one school they must allocate it for all. Mr. Kaser also commended the staff for drafting the letter regarding the ISE days and stated that transporting students in the time frame would be almost impossible.

John D. Rockefeller IV Career Center

Miss Smith introduced staff in attendance.

Kathy Dray, on behalf of Faculty Senate reported that they have been getting prepared for the North Central review, this is being done so students can apply for student loans and Pell grants, Joyce Wells and Sonya Byers along with the rest of the staff have worked relentlessly to achieve this goal; This review will be held March 1 and 2; Content Standards are being incorporated in all areas, a change in the End of Year testing has occurred, with it being changed to End of Course testing, this will be given in April, and next year it will be available on line; Grade quick is being used throughout the Career Center as well as Dragon Spear; a new class will be added in August, a security class being taught by Jeff Woofter; VICA competition is scheduled for March 27th; LPN program graduated 13 students January 10th and two students took their state boards and passed.

Suzan Smith, on behalf of School Improvement Council reported that the LSIC and Advisory Board combined this year in order to be more effective, and to date there has been two meetings. Goals for this year were: applying for NATEF certification for both Auto Technology and Auto Collision; Applying to join North Central Association in order to be eligible to receive federal financing; Include writing across the curriculum in all vocational programs which include all content standards; revision of the handbook to include both adult and secondary students; increase dual enrollment opportunities with West Virginia Northern; development of a new program, security and law enforcement to be in place for the 2004-05 school year; converting end of program tests to end of course tests; schedule meetings with all student and parents to meet the teacher when students register for programs.

Projects that have been done are; Mr. Anderson, Mr. Ramsey and Mr. Hardy are preparing for NATEF certification site visit; Forms to be completed by the students each Friday; the major challenge is to improve end of course test scores, improvement plans have been written to include causes for low test scores, and many instructors have been asked by the state department to participate in the development of the test which will be given state wide the week of April 26th.

Ms. Smith ended with a proposal to the board and Mr. Kaser, with new programs being added and the success of existing programs, there is a parking problem and Ms. Smith's proposal is for the Career Center to contribute \$20,000.00 and ask the board for \$5,000.00 that would be used for landscaping and lighting. This project would provide an additional 40 parking spaces. Mr. Daugherty stated that he supports this type of activity, but the board has to watch their finances, especially now with the Weirton Steel Buyout, there are fixed charges that the board is responsible for.

C. Update Oak Glen Middle School

Mr. Kaser reported that the block layers and other workers are making a lot of progress. Some block walls are up a full two stories; Concrete steps to the second floor have been poured; more trusses have been placed, the school is beginning to come together.

RECOMMENDATIONS OF THE SUPERINTENDENT

A. **PERSONNEL**

1. **TRANSFERS -- CERTIFIED**

It is recommended that the following transfers be approved, effective the 2004-05 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Carla Crawford	Teacher (Grade 6) Oak Glen Middle/Countywide	Teacher (Art) Countywide, Base-N. Manchester
Lynette Richards	Teacher (Grade 5) New Manchester	Teacher (Grade 4) New Manchester
Barbara Switzer	Teacher (Grade 1) Jefferson Elementary	Teacher (Grade 2) Allison Elementary
Debra Zoccolotto	Teacher (EMI) Weir Middle	Teacher (Grade 6) Weir Middle

2. **RESIGNATIONS -- COACHING -- CERTIFIED**

It is recommended that the following resignations be approved:

WEIR HIGH SCHOOL

Football Assistant Bill Zanieski 2/ 9/04

WEIR MIDDLE SCHOOL

Girls' Track Head Michalene Mills 2/13/04

3. ASSIGNMENT -- COACHING -- CERTIFIED

It is recommended that the following coaching assignments be approved, effective the 2003-04 school year. He has met state guidelines established for non-certified personnel employed in a coaching position.

OAK GLEN HIGH SCHOOL

Girls' Track Assistant Steve McConnachie

4. ASSIGNMENT -- VOLUNTEER

It is recommended that the following be approved as a volunteer:

<u>Name</u>	<u>Position</u>
Gary Wedgewood	Girls' Softball Volunteer at Oak Glen High

5. UNPAID LEAVE OF ABSENCE – CERTIFIED

It is recommended that the following unpaid leave of absence be approved, effective February 20, 2004 – April 11, 2004:

<u>Name</u>	<u>Positions</u>	<u>Reason</u>
Bryan Patterson	Substitute Teacher, Countywide Boys' Assistant Track Coach, Oak Glen High	Military

6. UNPAID LEAVE OF ABSENCE – CLASSIFIED

It is recommended that the following unpaid leave of absence be approved, effective February 13, 2004 – March 11, 2004.

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Sherrie Webb	Supervisory Aide Weirton Heights Elem.	Medical

7. EMPLOYEE RELEASE

It is recommended that Code KBXC employment be terminated.

Addendum

8. ASSIGNMENT – CLASSIFIED – SUBSTITUTE

It is recommended that the following substitutes be approved, effective the 2003-04 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
William Flanigan	Custodian	Countywide
Allen Katzenmeyer	Custodian	Countywide
Richard Kimball	Custodian	Countywide
Richard Parker	Custodian	Countywide
Albert Stiles	Custodian	Countywide
Lori Waite	Custodian	Countywide

Mr. Kaser presented personnel items 1-7 and addendum item 8 and recommended approval.

Chris Fair moved and was supported by John Manypenny that personnel items 1-7 and addendum item 8 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

B. FINANCE

1. List of Bills

It is recommended that the list of bills be approved for payment.

Mr. Kaser presented 4 lists of bills and recommended approval for payment.

John Manypenny moved and was supported by Ron Daugherty that the list of bills be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

Mr. Kaser presented another bill for vendor 4409 and recommended approval, stating that Mr. Manypenny could not vote.

Ron Daugherty moved and was supported by Joe Barnabei that the bill for vendor 4409 be approved.

Motion Carried: Vote yes: Barnabei, Daugherty, Fair, and Andrews, President.
Abstained: Manypenny.

Mr. Kaser presented another bill for vendor 4150 and recommended approval, stating that Mr. Daugherty could not vote.

Chris Fair moved and was supported by John Manypenny that the bill for vendor 4150 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Fair, and Andrews, President.
Abstained: Daugherty.

B. MISCELLANEOUS

1. Student Release

It is recommended that the following student releases be approved, for the 2004-05 school year.

CODE:	BCXDK	BCXTP
	BCXLP	BCXKF
	BCXCF	BCXSD
	BCXET	BCXJT
	BCXMS	BCXKS
	BCXAS	BCXTC
	BCXNM	BCXJH
	BCXMS	

Mr. Kaser presented item 1 and recommended approval.

Chris Fair moved and was supported by Joe Barnabei that item 1 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

2. Approval of Invoices

Request authorization to pay invoices pending approval of the School Building Authority.

<u>Company</u>	<u>SBA Project</u>	<u>Amount</u>
McKinley	OGMS	\$2,909.00

Mr. Kaser presented item 2 and recommended approval.

Joe Barnabei moved and was supported by Ron Daugherty that item 2 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

3. Request of Overnight Field Trip

Approval for an overnight trip for the Weir High Varsity Band to New York City, May 20 – May 22, 2004. List of students/chaperones and itinerary attached.

Mr. Kaser stated that he would like to remove this stating that Mr. Daugherty could bring this up under old business.

4. Student Acceptance

It is recommended that the following student acceptance be approved, for the *2003-04* school year.

CODE: HCXJE

Mr. Kaser presented item 4 and recommended approval.

Chris Fair moved and was supported by Ron Daugherty that item 4 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

5. Student Acceptance

It is recommended that the following student acceptance be approved, for the *2004-05* school year.

CODE: HCXCW HCXJW
HCXJW

Mr. Kaser presented item 5 and recommended approval.

Joe Barnabei moved and was supported by Ron Daugherty that item 5 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

6. Approval of Summer Day Care Program at Weirton Heights Elementary.

Mr. Kaser presented item 6 and recommended approval, stating that this is no cost to the county.

John Manypenny moved and was supported by Ron Daugherty that item 6 be approved.

Joe Barnabei stated that Mrs. DeCaria is to be commended for this.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

ADDENDUM
MISCELLANEOUS

7. Request of Overnight Trip

Approval for an overnight trip for the John D. Rockefeller Career Center Pro Start Class to compete in the West Virginia Pro Start Hospitality Cup, March 12 and 13, 2004. List of students/chaperones attached.

Mr. Kaser presented addendum item 7 and recommended approval.
John Manypenny moved and was supported by Ron Daugherty that item 7 be approved.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews,
President.

OLD BUSINESS

Mr. Daugherty asked for a vote to remove from the table the band trip to New York City.

John Manypenny moved and was supported by Chris Fair to remove from the table the band trip to New York City.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews,
President.

Mr. Kaser presented the field trip for Weir High Band to New York City, with the removal of the nurse's name and recommended approval.

Ron Daugherty moved and was supported by John Manypenny that the field trip for Weir High Band to New York City, with the removal of one name, be approved.

Chris Fair asked if the background check comes back in time for the name that was removed, would they be permitted to go, Mr. Kaser stated that yes, and it will be on an agenda if that is the case.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews,
President.

NEW BUSINESS

Mr. Neil Randolph stated that Oak Glen Middle School Band has been chosen as a State Honor Band and has been invited to perform a concert. The band had to submit a recording for judging, and Mr. Randolph was notified by phone that they had been chosen, the concert is March 26th.

COMMUNICATIONS

None

POLICY ISSUES

1. The following policies are being presented for a first reading.

IJO – Community Instructional Resources/Learning Resources
JRA – Students Records

Mr. Kaser presented Policies IJO and JRA and recommended approval.

Chris Fair moved and was supported by Joe Barnabei that policies IJO and JRA be approved for their first reading.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

2. The following policies are being recommended for revisions.

IHA Evaluating Pupil Progress
IKE Promotion/Retention/Demotion

Mr. Kaser stated that he would like to remove policy IHA.

Mr. Kaser presented policy IKE and recommended approval.

John Manypenny moved and was supported by Ron Daugherty that policy IKE be approved and sent out for comments.

Mr. Barnabei asked about weighted grades. A brief discussion followed. Mr. Kaser stated that he will ask for comments on weighted grades also.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

MEETINGS

February 25, 2004 5:00 p.m.

Special Meeting, Hancock County
Board of Education
Board Room, New Cumberland
Purpose of this meeting:
Consideration and possible action on
a student expulsion

March 8, 2004 7:00 p.m. Regular Meeting, Hancock County
Board of Education
Board Room, New Cumberland

Mr. Kaser stated that he would like to set up a meeting for the RIF and Transfer hearings.

March 29th and 30th will be set aside, with no time set, for the hearings.

Mr. Kaser stated that there was a need for an executive session.

Ron Daugherty moved was supported by Joe Barnabei that the board convene in executive session.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair, and Andrews, President.

The board convened in executive session at 8:13 p.m.

The board reconvened in regular session at 10:15 p.m.

All board members were present.

Mr. Kaser stated that the board had met with two parents, No action was taken in executive session or as a result of the executive session.

With no further business before the board, Mr. Andrews indicated that he would accept a motion to adjourn.

John Manypenny moved and was supported by Joe Barnabei that the meeting be adjourned.

Motion Carried: Vote yes: Barnabei, Manypenny, Daugherty, Fair and Andrews, President.

The meeting was adjourned at 10:16 p.m.

Craig Andrews, President

Danny A. Kaser, Secretary