

HANCOCK COUNTY BOARD OF EDUCATION

May 10, 2004

The Hancock County Board of Education met in regular session on Monday, May 10, 2004, 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 two (2) special meetings of April 28 and the two (2) special meetings of April 20, 2004 were presented for approval.

Ron Daugherty moved and was supported by Joe Barnabei that the minutes be approved.

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

The minutes of the special meeting of April 15, 2004 were presented for approval.

John Manypenny moved and was supported by Ron Daugherty that the minutes be approved.

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

The minutes of the special meeting of April 26, 2004 were presented for approval.

Ron Daugherty moved and was supported by John Manypenny that the minutes be approved.

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

The minutes of the special meeting of April 19, 2004 were presented for approval, Mr. Andrews stated that Mrs. Fair and Mr. Daugherty were absent at this meeting.

John Manypenny moved and was supported by Joe Barnabei that the minutes be approved. Mr. Daugherty and Mrs. Fair stated that they had attended this meeting. Mr. Manypenny withdrew his motion and Mr. Barnabei withdrew his second.

The minutes of the special meeting of April 19, 2004 were presented for approval

Chris Fair moved and was supported by Ron Daugherty that the minutes be approve.

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

**INFORMATION**

A. **Student/Staff Recognition**

Joshua Oyster – Oak Glen High was not in attendance.

Ashley Sobotka – Weir High School was not in attendance.

B. Update Oak Glen Middle School

Mr. Kaser reported that the brick on the backside of side B is complete. Work is continuing throughout all parts of the building. Painters are scheduled to start this week. Mr. Daugherty asked about the construction meeting last week. Mr. Kaser stated that everyone is on the same page now.

**RECOMMENDATIONS OF THE SUPERINTENDENT**

A. **PERSONNEL**

1. **RESIGNATION -- CERTIFIED**

It is recommended that the following resignation be approved, effective 6/10/04:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Theodore Harrington	Teacher (Art/Tech. Ed.) Weir Middle	Retirement

2. **TRANSFER -- CERTIFIED**

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

<u>Name</u>	<u>From</u>	<u>To</u>
Lynette Richards	Teacher (Grade 4) New Manchester Elem.	Teacher (Grade 3) New Manchester Elem.

3. **ASSIGNMENT -- COACHING -- CERTIFIED**

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

**WEIR MIDDLE SCHOOL**

Girls' Track Head                      Mary Osaba

Mr. Kaser presented personnel items 1-3 and recommended approval.

Mr. Manypenny moved and was supported by Chris Fair.

Mr. Daugherty asked about item 3 asking if this was for this school year. Mr. Kaser answered that yes, she was omitted from the list and it was found that she wasn't getting paid.

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 the list of bills and recommended approval.

Joe Barnabei moved and was supported by Ron Daugherty, with question, that the list of bills be approved.

Mr. Daugherty asked if there was enough money budgeted for the fuel increase. Mr. Kaser stated that the board has enough funds to cover the remainder of the year, stating that they had anticipated the increase. Mr. Daugherty stated that the board has already set the budget for next year and that with this kind of expense continuing to rise, we have to make sure that we monitor it very carefully.

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

**C. MISCELLANEOUS**

1. STUDENT RELEASE

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

CODE:            BCXDM                    BCXRH

Mr. Kaser presented item 1 and recommended approval.

Chris Fair moved and was supported by Ron Daugherty 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>
Sayre Electric	OGMS	\$ 68,438.00
Colaianni	OGMS	\$595,980.00
Scalise	OGMS	\$221,623.20
Sun Trust	OGMS	\$ 7,146.98
McKinley & Associates	OGMS	\$ 4,817.29
McKinley & Associates	OGMS	\$ 20,845.10

Mr. Kaser presented item 2 and recommended approval.

Chris Fair moved and was supported by Joe Barnabei that item 2 be approved.

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

3. STUDENT ACCEPTANCE

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

CODE:	HCXNS	HCXES
	HCXMM	

Mr. Kaser presented item 3 and recommended approval.

Ron Daugherty moved and was supported by John Manypenny that item 3 be approved.

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

4. APPROVAL TO SIGN GRANT AWARD

Approval for Mr. Kaser and Mr. Andrews to sign a grant award in the amount of \$ 480,000.00 from the School Building Authority, to be matched by Hancock County Board of Education in the amount of \$120,000.00, for heating and ventilation upgrades at Oak Glen High School.

Mr. Kaser presented item 4 and recommended approval.

John Manypenny moved and was supported by Joe Barnabei that item 4 be approved.

Mr. Daugherty asked if this was to replace the boilers. Mr. Kaser stated that yes, it will be for both boilers. Mr. Daugherty asked if they would be ready for the fall. Mr. Kaser stated that he didn't know if they will get the design specifications, the bids and the installation complete by the next heating season but sure hope it will be complete.

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

5. SURPLUS PROPERTY

The following item is being declared surplus property:

1 - 1986 Cub Cadet Series 1315 12.5 horsepower, 32 inch mower deck

Mr. Kaser presented item 5 and recommended approval.

Chris Fair moved and was supported by Ron Daugherty that item 5 be approved.

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

### **OLD BUSINESS**

Mr. Barnabei asked about the call out system for substitutes. Mr. Rick Barnabei stated that they are looking at options and that they will discuss it tonight.

### **NEW BUSINESS**

Mr. Kaser stated that Mr. Hudek was chosen West Virginia Principal of the Year.

Mr. Kaser stated that Weir High's JETS (Junior Engineering Technical Society) team placed first in the state and fifth in the nation.

Mr. Kaser stated that he received good news from Ms Smith; the John D. Rockefeller IV Career Center will receive full accreditation from North Central and also full accreditation from the West Virginia Board of Examiners for the LPN program. The LPN accreditation will be awarded for three years.

Mr. Daugherty asked Mr. Kaser to send a letter of acknowledgment to Mr. Hudek, the JETS team and Ms Smith. Mr. Kaser stated that he asks the schools to send names and home address so he can send a congratulatory letter to the home of things that we are aware of. Mr. Daugherty stated that the board has discussed ways to reward employees for their individual accomplishments; the board needs to recognize and reward staff who excels at State Level. Mr. Kaser stated that he attended the exit meeting with North Central and he stated that they had nothing but praise for the school, staff and students.

Mr. Kaser stated that Mr. Casini came across a program for the substitute call out system and he asked Mr. Casini to present the program to the board. Mr. Casini gave a presentation in regards to the call out system AESOP (Automated Educational Substitute Operator). This system can be accessed through internet or the phone system. Mr. Casini stated that this program is used in 37 states; the cost would be \$2.00 per employee who needs a substitute per month for 10 months. A lengthy discussion followed. It was decided that this would be discussed at the work session with the policies.

### **COMMUNICATIONS**

Mr. Andrews stated that the board had completed Mr. Kaser's annual evaluation and they are pleased with everything Mr. Kaser has done this year.

## POLICY ISSUES

1. The following policies are being recommended to go back out for a first reading, revisions have been made.

IKE Promotion/Retention/Advancement

GCA Coaching

Mr. Kaser presented item 1 stating that there were major revisions made and he would like to put these policies back out for their first reading.

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

Mr. Manypenny asked if Mr. Kaser had found anything out in regards to principals being hired as coaches. Mr. Rick Barnabei stated that he has been talking with Mr. Seufer and he is to get back to us. Mr. Kaser stated that he felt that if there is a policy in place there won't be a problem. Mr. Kaser stated that he didn't think a principal could coach and have the responsibilities that come with running a school. After a lengthy discussion, Mr. Kaser stated that if they don't find anything from the attorney regarding principals being coaches, the policy can stand as it is, but we can add that in an emergency situation the principal may serve as a coach until one can be found to fill the vacancy so that we don't deprive the students. Mr. Kaser stated that they could set a work session to go over these policies.

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

2. These policies are being presented for their second reading. These policies were passed at their first reading on April 5, 2004 and sent out for comments. Comments attached.

IHA Evaluating Pupil Progress

IGEC Adult Education/Adult Participation in Secondary Career and  
Technical Education Classes

Mr. Kaser presented item 2 and recommended approval.

John Manypenny moved and was supported by Ron Daugherty that item 2 be approved.

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

3. This policy is being presented for their second reading. This policy was passed at its first reading on February 24, 2004 and sent out for comments. Comments attached.

IJO Community Instructional Resources/Learning Resources

Mr. Kaser presented item 3 and recommended approval.

Chris Fair moved and was supported by Ron Daugherty that item 3 be approved.

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

**MEETINGS**

May 24, 2004                      7:00 p.m.              Regular Meeting, Hancock County  
Board of Education  
Board Room, New Cumberland

Mr. Andrews reminded the board of the graduation dates at Oak Glen High and Weir High Schools.

May 18<sup>th</sup> there will be a work session/business meeting scheduled at 6:00 p.m.

The board meeting scheduled for June 28, 2004 will be rescheduled for Tuesday, June 29<sup>th</sup>.

Mr. Andrews asked if there was a need for an executive session.

Mr. Barnabei stated that he had one issue and Mr. Daugherty stated that he had one issue he would like to discuss.

Ron Daugherty moved and was supported by Chris Fair 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 8:18 p.m.

-----  
The board reconvened in regular session at 8:55 p.m. All board members were present.

Two personnel items were discussed.

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

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

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

The meeting was adjourned at 8:46 p.m.

---

Craig Andrews, President

---

Danny A. Kaser, Secretary