

AGENDA  
 JEFFERSON COUNTY BOARD OF EDUCATION  
 REGULAR MEETING  
 BOARD OF EDUCATION OFFICE  
 7:00 P.M.

September 12, 2016

- I. Call to Order
- II. Pledge of Allegiance
- III. Business Partner Signing
  - Sugar Whipped Cakery with South Jefferson Elementary School
- IV. Superintendent's Comments
- V. Action on approval of Minutes of Regular Board Meeting held August 22, 2016, and Special Board Meeting held August 31, 2016
- VI. Citizens' Comments
- VII. Information Regarding Reclassification Process
- VIII. Consent Agenda
  - a. Human Resources

**List of Board Agenda Items Submitted by Dr. Bondy Shay Gibson for the  
 September 12, 2016 Board Meeting**

	Status	Employee	Position	Location	Job No.	Effective Date
1	Appoint	Christopher Coffman	Bus Operator #1207	Trans.	9835	9/19/16
2	Appoint	Pamela McDonald	Bus Operator #51, ½ time	Trans.	9834	9/19/16
3	Appoint	Jennifer Henry	Cook II, ½ time	JHS	9854	9/19/16

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4	Appoint	Stephanie Smith	Cook, ½ time	WMS	9837	9/19/16
5	Appoint	Cynthia Newlon	Custodian III	DES	9849	9/19/16
6	Appoint	Michele Clemmons	Pre-K Special Education Classroom Aide, Itinerant	BRP	9848	9/19/16
7	Transfer	Darlene MacDonald	Fr: Special Education Classroom Aide, Itinerant To: Special Needs Transportation / Classroom Aide, Itinerant	TAL  Trans.	9813	2017-18 SY
8	Transfer	Sherry Grove	Fr: Bus Operator #104 To: Bus Operator #21, LTS	Trans. Trans.	9836	9/19/16
9	Transfer	Daniel Liguish	From: Bus Operator To: Mechanic, LTS	Trans. Trans.	9851	9/19/16
10	Transfer	Luz Calzada	From: Special Education Classroom Aide, It ½ time To: Special Education Classroom Aide, Itinerant	DES  DES	9850	9/19/16
11	Transfer	Lynn Black	From: Cook II To: Cook II	WHS SES	9847	9/19/16
12	Approve	Scott Mercer	Substitute Bus Operator	Trans.	9852	2016-17 SY
13	Approve	Attached List	Supervisory Aides	JCS		2016-17 SY
14	Approve	Jessie Ramsey	Social Studies Chair	JHS	9817	2016-17 SY

15	Approve	Cathy Junkins Cari Jubb	Credit Recovery Instructor 3-5 Program	JHS WHS		2016-17 SY
16	Approve	Keith Powers	Assistant Volleyball Coach	WMS	9737	2016-17 SY
17	Approve	Kris Kitzmiller Sharron Stuart Barbara Miller	Ticket Takers	WMS		2016-17 SY
18	Approve	Gail Banfield Daniel Crouse Virginia Dillow Jeffrey Fowler James Grantham Jane Hepner Renee LaFaver Elizabeth McGowen Robert Ott Jacqueline Shadle Carolyn Sisler	Homebound Instructor(s)	JCS	9798	2016-17 SY
19	Approve (reclassify)	Gary (Sam) Carper	From: Bus Supervisor To: Supervisor of Transportation	Trans. Trans.		8/22/16
20	Approve (reclassify)	Richard Bussard	From: Chief Mechanic To: Coordinator of Mechanics	Trans. Trans.		3/31/16
21	Approve (reclassify)	Deborah McCauley	From: Secretary III/ Accountant III To: Sec III, Acct III, Auditor	CO CO		5/18/16
22	Approve (reclassify)	Mary Ruth Durbin	From: Accountant III/ Accounts Payable To: Acct III, Accounts Payable Supervisor	CO CO		5/18/16
23	Approve (LOA)	Mariah Dorfner Virgie Moore Bridgett Garner Heidi Griffin	FACS Bus Operator Bus Operator ESL Teacher	JHS Trans. Trans. JHS		See Attached List

**Consent Agenda prepared by Human Resources**

**Board Notice of Superintendent Approvals  
 September 12, 2016 Agenda**

	Status	Employee	Position	Location	Job No.	Effective Date
1	Resignation	Emerald Lynch	Spanish Teacher	HFMS		8/12/16
2	Resignation	Meghan Hendricks	Autism Teacher	DES		8/12/16
3	Resignation	William Hufnagel	Multi Cat Special Education Teacher	NJE		8/26/16
4	Resignation	Dr. Ramona Rogers	School Psychologist	CO		8/12/16
5	Resignation	Scott Mercer	Bus Operator	Trans.		8/31/16
6	Appoint	Ebone Frame	Special Education Classroom Aide, it (one on one)	JHS	9811	8/22/16
7	Appoint	Matthew Poland	Choral Teacher	JHS	9824	8/15/16
8	Appoint	Cindy Dodson	Media Specialist	WHS	9840	8/22/16
9	Appoint	Joel Silver	Assistant Principal	WMS	9823	8/22/16
10	Appoint	Anna Mia Fennell	English /Language Arts Teacher	WMS	9822	8/15/16
11	Appoint	Christopher Youngblood	Music Teacher	TAL	9832	8/30/16
12	Appoint	Tiffany Seaman	5 <sup>th</sup> Grade Teacher	TAL	9839	8/15/16

13	Appoint	Kristin Weitnauer	1 <sup>st</sup> Grade Teacher	PJE	9843	8/22/16
14	Appoint	Chloe Mogel	Speech Pathologist Assistant, It	JCS	9326	8/18/16
15	Appoint	Kathryn Payne	Senior Accountant, ½ time	JCS	9720	9/6/16
16	Transfer	Thomasa Vandell	From: Math Teacher To: Administrative Facilitator	OLC OLC	9805	9/1/16
17	Transfer	Nancy Guiney	Fr: Media Specialist To: Music Teacher	CWS CWS	9827	2017-18 SY
18	Transfer	Darlene Grimes	Fr: Occupational Therapist To: Lead Occupational Therapist	CO	9826	8/25/16
19	Transfer	Jay Wilson	From: School Counselor, It To: School Counselor, IT	WMS CTMS	9807	2017-18 SY
20	Approve	Rayelynn Murphy	Science Teacher, LTS	JHS	9787	8/22/16
21	Approve	Codie Gustines	Assistant Football Coach	WHS	9730	2016-17 SY
22	Approve	Jesse Barker	Assistant Boys Soccer Coach	WHS	9825	2016-17 SY
24	Approve	Christopher Payne	Assistant Volleyball Coach	WHS	9734	2016-17 SY
24	Approve	Lorna Bryan	Head Fall Cheer Coach	WHS	9841	2016-17 SY
25	Approve	Tierra Branson	Assistant Football Coach	WMS	9786	2016-17 SY

26	Approve	Dante Willis	Assistant Football Coach	CTMS	9728	2016-17 SY
27	Approve	Emerald Lynch	Spanish Teacher, LTS	HFMS		8/15/16
28	Approve	Meghan Hendricks	Autism Teacher, LTS	DES		8/15/16
29	Approve	Emerald Lynch Meghan Hendricks Larissa Spiker	Substitute Teacher	JCS		2016-17 SY

**Consent Agenda prepared by Human Resources**

b. Finance

1. Action on Paid Bills (Bills available for review)

2. Purchase Order Status Report

c. Action on approval of out-of-area trips for the 2016-17 school year

d. Action on approval for the listed individual/s to drive students by private/rental vehicles for the 2016-17 school year

e. Action on approval for the following contracted individuals to provide services through Federal Programs for the 2016-17 school year:

Katelyn Fowler

Title I Math Interventionist @ Blue Ridge Elementary

Funded through Title I Federal Programs

Kim Walls

Title I Interventionist @ Blue Ridge Elementary

Funded through Title I Federal Programs

Jennifer Dixon

Title I Interventionist @ Blue Ridge Elementary

Funded through Title I Federal Programs

Laura McGowan

Title I interventionist @ Blue Ridge Elementary

Funded through Title I Federal Programs

Susan Cook

Title I Interventionist @ Blue Ridge Elementary

Funded through Title I Federal Programs

- f. Action on approval for the listed schools to serve as dispensing sites for the Jefferson County Department of Health, Jefferson County Office of Homeland Security and Emergency Management, Jefferson Memorial Hospital, and Jefferson County Judicial Center in times of natural or man-made disasters:

Blue Ridge Elementary School  
Blue Ridge Primary School  
North Jefferson Elementary School  
Page Jackson Elementary School  
Ranson Elementary School  
Shepherdstown Elementary School  
C. W. Shipley Elementary School  
South Jefferson Elementary School  
Wright Denny Elementary School  
T. A. Lowery Elementary School  
Driswood Elementary School  
Charles Town Middle School  
Harpers Ferry Middle School  
Shepherdstown Middle School  
Wildwood Middle School  
Jefferson High School  
Washington High School  
Martin R. Delany Opportunity Learning Center

IX. Unfinished Business

- a. Action on approval of bids for walk-in freezer project at the Jefferson County Transportation and Operations Facility

*Funding Source: Bus Garage Funding*

X. New Business

- a. Action on approval of Memorandum of Understanding between Jefferson County Schools and the WeatherSTEM Program
- b. Action on approval of a full-time Special Education Pre-K position and a Pre-K Teacher's Aide for the 2016-17 school year to be located at Blue Ridge Primary

- c. Action on approval for a full-time Itinerant Special Education Aide starting the 2016-17 school year at T. A. Lowery Elementary
  - d. Action on approval to waive transfer limitations 18A-5-8g to enable the change of placement for Luz Calceda from ½ time Autism Aide at Driswood Elementary School to a full-time Autism Aide position at Driswood Elementary School
  - e. Action on approval of Superintendent's Goals
- XI. Possible Executive Session regarding land acquisition
- XII. Adjournment