

**POCAHONTAS COUNTY SCHOOL BOARD OF EDUCATION**  
**Board Meeting**

**Tuesday December 19, 2023**

**Local School Improvement Council meeting begins at 3:30 PM**

**followed by the**

**Regular Board Meeting beginning at 4:45 PM**

**at Hillsboro Elementary School**

**Hillsboro, West Virginia**

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

Call Meeting to Order.

Open with the Pledge of Allegiance.

1. \_\_\_\_\_  
\_\_\_\_\_ 1. Approval of the Minutes from the Board of Education meeting held on December 5, 2023. See attached.
2. \_\_\_\_\_  
\_\_\_\_\_ 2. Approval of the agenda.
3. 3. Delegations (five-minute limit, unless permission is granted by the president). A written or email request must be made to the superintendent no later than fifteen minutes prior to a scheduled Board Meeting to commence for the delegation to be heard. The written request must include the name of an individual or spokesperson wishing to address the Board, the topic of discussion, and the date of the Board of Education Meeting.
4. 4. Superintendent's Report and Special Recognition
5. 5. Informational Reports/Central Office Updates...
  1. Riley G. Pollack – Student Representative
  2. Edward Dougherty – Youth Reporting Center
  3. Stephanie Burns
    - County Literature Fair
    - Third Grade Success Act

**FINANCIAL**

6. Approval of the following Consent Financial Requirements: (see attached)
  - a. Payment of Vendor Listing = **\$90,977.42**
  - b. Payment of Local Government Purchasing Card = **\$112,451.03**
  - c. December 5, 2023 Employee Payroll = **\$272,244.56**
  - d. Bank Reconciliation for the month October 2023
  - e. Grant Awards
  - f. Pocahontas County Schools Summary of Schedule of Revenues and expenditures on a Cash Basis for the Month ended November 2023
  - g. Budget Adjustments

**MISCELLANEOUS**

7. Approval of MOU (Memorandum of Understanding) between Seneca Health Services, Inc. and Pocahontas County Schools, see attached.
8. Approval of an overnight trip with Ms. Teresa Mullens and two Pro Start students to the Greenbrier Resort for the WV HEAT competition. Transportation by private vehicle. February 25-27, 2024.
9. Approval of Service and Professional Personnel. See attached.
10. Matters of the Board (including discussion on student achievement, curriculum, and accountability)
11. Next Board of Education Meeting will be held on Tuesday, January 9, 2024, beginning at 6:00 PM in the Board of Education Conference Room, Buckeye, WV.
12. ADJOURN

**PERSONNEL AGENDA**  
December 19, 2023  
Professional and Service Personnel

Green Bank Elementary-Middle School:

UNPAID MEDICAL LEAVE:	CHLOE SCHAFFNER, at Green Bank Elementary/Middle School, effective January 26, 2023 (or upon exhaustion of personal leave) for a period of up to eight weeks as needed
RETIREMENT:	IRA BROWN, Counselor at Green Bank Elementary/Middle School, effective February 18, 2024

Hillsboro Elementary School:

CREATION OF POSITION:	Secretary III/Accountant III Hillsboro Elementary School/Central Office, Location Hillsboro Elementary
ABOLISHMENT OF POSITION:	Secretary II / Accountant II at Hillsboro Elementary School

Pocahontas County High School:

EMPLOYMENT:	WILLIAM MEEHAN, as Assistant Basketball Coach (boys) for Pocahontas County High School effective for the 2023-2024 athletic season with a supplement of \$750.00.
EMPLOYMENT:	SHANNON ARBOGAST, as Volunteer Assistant (girls) Basketball Coach at Pocahontas County High School for the 2023-2024 athletic season.
EMPLOYMENT:	DEREK TAYLOR, as Volunteer Basketball Coach (boys) for Pocahontas County High School effective for the 2023-2024 athletic season. (Pending Certification)

Pocahontas County Schools:

CREATION OF POSITION:	Instructional Coach/ Federal Programs Coordinator for Pocahontas County Schools.
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