

POCAHONTAS COUNTY SCHOOLS
BOARD OF EDUCATION
Special Board Meeting
Tuesday, August 5, 2025
Beginning at 6:00 PM

In the Board Conference Room Board in Buckeye, West Virginia

The mission of the Pocahontas County School System is to provide an appropriate educational program and learning environment which will effectively meet the educational needs of its students and citizens.

Link for online broadcast: https://bit.ly/PCS_BOE_Live



Present: _____

Absent: _____

1. Call Meeting to Order.
2. Open with the Pledge of Allegiance
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 name of individual or spokesperson wishing to address the Board, topic of discussion, and date of Board of Education Meeting.
4. Recognitions:
 - A. Haley Cummins as a top five state finalist for Service Personnel of the Year.
 - B. Devon George – 6th in the nation at Skills USA National Leadership Conference for Commercial Roofing
5. School Improvement Updates
 - A. Pocahontas County High School has completed a review of all transcripts, and they have been signed by Ms. Cline in the verification process.

6.. Consent Agenda Items

a) Approval of the minutes from June 1, 2025

b) Approval of the agenda

c) Payment of Bills – Subject to additions, deletions, or Other changes prior to the board meeting.

a. Payment of Vendor Listing = **\$168,422.55**

b. Payment of Local Government Purchasing Card = **\$35,748.51**

c. July 14, 2025 Employee Payroll = **\$260,262.42**

d. Extra Duty Clean Up Pay for the month of June 2025 = **\$18,439.25**

Extra Duty Pay for the month of July 2025 **\$11,899.84**

e. Bank Reconciliation for the month June 2025

f. Grant Awards

g. Budget Adjustments

D. Budget Transfers and Supplements – Subject to Additions, deletions, or other changes prior to the Board meeting.

7. Approval of Service and Professional Personnel. See attached. Discussion of Pocahontas County Schools personnel may involve an Executive Session as provided in W. Va. Code §6-9A-4(b)(2)(A) [personnel exception] and/or §6-9A-4(b)(6), [privacy exception]. The Board majority must vote to have an Executive Session (no action will be taken during the Executive Session).

8. Superintendent Updates

A. Dr. Williams: Discussion and Review of end-of-year data for Chronically Absent Students, Discipline Referrals, Discipline Referral by Subgroup, Homeless Subgroup, Total Certified Enrollment

9. Old Business

A. Update and discussion on School Projects

B. Follow-up to Training: Dr. O'Cull would like to present each Pocahontas County Board Member a certificate at the August 13th West Virginia State Board of Education Meeting. Start time 9am

10. New Business

A. Jill Malusky, Tony Remijan, and Cris DePree

Green Bank Observatory presentation

B. Local School Improvement Council Training:
Policy 2322

C. Discussion and Permission to place Policy 5136
Personal Electronic Devices out on comment

D. Discussion and Permission to place Policy 7540.04
Staff Technology Acceptable Use and Safety

E. Review and Discussion of Special Education –
Systemic Finding: County Report
from WVDE

11. Board Member Remarks

12. Next Board of Education Meeting will be held on
Tuesday August 19, 2025, beginning at 6:00 PM at the
Board Conference Room in Buckey, WV

12. Adjournment

The Pocahontas County Board of Education met on Tuesday July 15, 2025, for a Board Meeting at Pocahontas County Board of Education Office, in Buckeye, WV at 6:00 PM.

Members:

Emery Grimes, President
H. Samuel Gibson
Dr. Sue Hollandsworth, Vice President
Morgan G. McComb
Andrew "Frosty" McNabb

Meeting called to order.

Opened with the Pledge of Allegiance.

DELEGATIONS:

None present

RECOGNITIONS:

None

SCHOOL IMPROVEMENT UPDATES:

- a) **Updates on progress at Pocahontas County High School & Central office Re-alignment Progress – Dr. Williams** in updates with Deirdre Cline Superintendent Williams noted the high school is in Round 3 in the progress as of July 21. They have officially sent all the schedules out to the students. All of the Junior transcripts are completed, and the evaluation of the course codes are correct. The Sophomores are about half complete and the Freshman should be correct coming up to the high school. They are working on the Comprehensive counseling plans are they are to be sent to Superintendent Williams by August 8. Things are progressing very nicely at the High School and many things are getting checked off as completed, so we can move the school towards getting off the State emergency status.

Consent Agenda Items

A. AGENDA MINUTES

On the motion of Mr. McComb, seconded by Dr. Hollandsworth, the Board unanimously approved the agenda minutes from the July 1, 2025, meeting.

B. AGENDA

On the motion of Mr. McComb, seconded by Dr. Hollandsworth, the Board unanimously approved the agenda.

C. APPROVAL OF THE FINANCIAL REQUIREMENTS

On the recommendation of the Superintendent and on the motion of Mr. McComb seconded by Dr. Hollandsworth the following were unanimously approved: Consent Financial Requirements:

- a) Payment of Vendor Listing = **\$40,782.91**

	b) Requested Transfer: Allen Taylor to Scott Kelley bus run
	a) Resignation/Retirement: Valerie Lambert b) Requested Transfer: Loretta Wayne, from Secretary II/ Accountant II to Cook III at Green Bank Elementary / Middle School effective for the 2025-2026 school year.
<u>Extra-Curricular Recommendations:</u>	
	a) Employment: Charlie Hughes as Instructional Specialist for Summer School. Effective July 1, 2025 – July 30, 2025.
<u>Other Recommendations: (subject to additions and deletions prior to the board meeting)</u>	
	a) Resignation: Peggy Owens as Teacher of 5 th grade at Marlinton Elementary School effective August 1, 2025.

SUPERINTENDENTS UPDATES:

On the recommendation of the Superintendent and on the motion of Mr. McComb seconded by Dr. Hollandsworth the Board unanimously approved the following:

- A. SUMMER TRAINING SCHEDULE:** Superintendent Williams sent out a letter to Administrative Staff to let them know what the opening of the school year is going to look like. On July 31 and August 1 there is an SESC regional training for principals, August 11- 13 from 9-3:30 there will be a required leadership academy that will also discuss the Special Ed monitoring debriefing concerning the areas out of compliance for each school and county wide. They will be planning interventions and discuss how we are going to meet compliance. There is going to be Teacher's Academy August 19 – 21. On the 21st will be the Special Education training and monitoring debrief and addressing areas of concern. August 25 from 9-11 will be new staff orientation and on August 28 we will have the opening of school at the Pocahontas County Auditorium. August 29 there will be customized training for every employee to help improve their job performance or student services. All required classes will be placed on Vector so the classes can be completed on snow days.
- B. GYM FLOOR UPDATES –** Mr. Gibson stated that the contractors came in and within two days they had the gym floor removed. The projected date for them to start putting the floor back down is in September and the projected finish date by the middle of October. The hold up is the material. Mr. Gibson showed a sample of the gym floor which will be maple and will be ¾ of inch thick. The color appears to be the same. They are getting the drawings for the decals and the volleyball stands will remain. Mr. McComb asked if there was a possibility of treating termites while the floor is removed. There was a discussion about whether the termites would eat the glue in the plywood under the maple flooring. The electrical upgrades have not started yet. High Point construction won the proposal. They subcontracted the gym floor with Jim Stafford.
- C. OPENING SCHOOL PLANS – 2 presenters.** Larry Bell is one of the presenters and he deals with relationships and power words. How vocabulary is the access to learning. Every staff member will hear him because everyone has a role in mentoring our students. The Superintendent is trying to obtain Patrick Mulick, he is a behavior specialist in another state, and he explains how to de-escalate situations, how to motivate students to perform better and how

education records in all our schools. Those initial corrections are due at the beginning of October. Dr. Williams has asked the law team to come and do the legislative updates and talk about IDEA Policy 2419 This will be a pervasive and systematic plan to correct these problems and give our students the best possible services.

- E. Discussion and possible action on utilizing Doug Clemons with Education Consulting Team, LLC for Clerk of the Work mentoring and assistance for Patrick Gibson.** On the recommendation of the Superintendent and on the motion of Mr. McComb seconded by Dr. Hollandsworth the Board unanimously approved this option.
- F. Presentation, discussion and action of JROTC Program.** On the recommendation of the Superintendent and on the motion of Mr. McComb seconded by Dr. Hollandsworth the Board unanimously approved to do a needs assessment. The minimum requirements are you have to have 10% of the students enrolled. We would need to submit the application by September 2025 for the program to start in 2026. For the teachers you would have to get and have to have 2 qualified instructors. The program pays for half of each teacher or in reality one of the teachers.
- G. Permission to post and hire for Summer Grounds Keeper.** On the recommendation of the Superintendent and on the motion of Mr. McComb seconded by Dr. Hollandsworth the Board unanimously approved for summer help.
- H. Permission to post and hire for student workers to assist with painting and grounds keeping.** On the recommendation of the Superintendent and on the motion of Mr. McComb seconded by Dr. Hollandsworth the Board unanimously approved trying to get some student help for working in the summer. It was suggested that we contact Family Resource Network concerning students for summer help.
- I. Legislative Updates – Dr. Williams.** She presented a handout on the new legislation updates. She quickly reviewed the updates with the board members. Retiree's now have to have a 60-day separation from the system before they can come back to work. Mr. Duane Gibson has gone to a couple of seminars about the Crisis Response. He has reached out to a company to create the crisis maps for each school. The state will be reimbursing each school for so much per school. Mr. Gibson said they are using a military approach so everyone that comes in on a situation is on the same page.

MATTERS OF THE BOARD:

Mr. Sam Gibson: He is excited about the improvements and moving forward with these improvements.

Mr. Emery Grimes: Mr. Grimes stated that Dr. Williams had the bases covered when they went to Charleston to meet with the Accountability Department. He is pleased with what is going on.

Dr. Sue Hollandsworth: She needs a copy of the list of the board meetings. Do the students have a copy of their schedules. She also stated that she feels Dr. Williams is doing a great job.

Mr. Morgan McComb: He reiterates what Mr. McNabb said that Dr. Williams has hit the ground running and that he has hope again. We are affecting peoples lives.

Mr. Andrew "Frosty" McNabb: Where are we with the vacancies? Questions about the coaching staff? Thank you for the staff and it is heading in the right direction.

The next Board of Education Meeting will be held on Tuesday, August 5, 2025, beginning at 6:00 PM at the Board Conference Room in Buckeye, WV.

DATE - 7/27/25
TIME - 7:34:57
PROG - CDS.610

POCAHONTAS COUNTY
CHECK REGISTER
BANK - PENDLETON COUNTY BANK
CHECK DATE: 7/27/25

000315265 VENCK

PAGE 1

Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
39276	63300 - POCAHONTAS MEMORIAL HOSPITAL	226.01	POCAHONTAS MEMORIAL HOSPITAL/UTILITIES
39277	84100 - TOWN OF HILLSBORO	321.49	TOWN OF HILLSBORO/UTILITIES
39278	84200 - TOWN OF MARLINTON	5,785.58	TOWN OF MARLINTON/UTILITIES
CHECK REGISTER TOTAL		6,333.08	

DATE - 7/30/25
TIME - 15:47:01
PROG - CDS.610

POCAHONTAS COUNTY
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CHECK DATE: 7/30/25

000315265 VENCK

PAGE 1

Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
39279	850 - ADVANTAGE TECHNOLOGY	8,168.65	ADVANTAGE TECHNOLOGY/EXTREME SWITCHING
39280	1280 - AGILE SPORTS TECHNOLOGIES INC.	8,000.00	AGILE SPORTS TECHNOLOGIES/HUDLE/PCHS FTB
39281	2900 - ANDERSON, PHILLIP C.	407.34	ANDERSON, PHILLIP/TRAVEL REIMB/READING
39282	5725 - BARKLEY, CALEB J.	240.80	BARKLEY, CALEB/TRAVEL REIMB/WATER CE HRS
39283	6657 - BEESON-HART, LESA	480.00	BEESON-HART, LESA/CONTRACTED SPEECH
39284	11505 - BURNS, STEPHANIE M.	287.35	BURNS, STEPHANIE/TRAVEL REIMB/SS STANDAR
39285	15650 - CLINE, DEIRDRE A.	2,687.50	CLINE, DEIRDRE A/CONSULTING SERVICES
39286	15970 - COMMUNITY CARE OF WV INC	105.00	COMMUNITY CARE OF WV/BUS CDL PHYSICALS
39287	29960 - DREAM BUILDERS, LLC.	4,500.00	DREAM BUILDERS, LLC/PAVILION CONT LABOR
39288	75555 - DUNLAP, JULIE	475.66	DUNLAP, JULIE/TRAVEL REIMB/WVEIS CONF
39289	31450 - GIBSON, PATRICK D.	920.22	GIBSON, PATRICK/TRAVEL REIMB/TRANSPORTAT
39290	33950 - GRIMES, EMERY G.	168.00	GRIMES, EMERY/TRAVEL REIMB/INTERVENTION
39291	35552 - HAMILTON, SARAH E.	54.25	HAMILTON, SARAH E/TRAVEL REIMB/WVASBO CO
39292	37045 - HIDDEN CREEK FARM MARKET	213.00	HIDDEN CREEK FARM MARKET/FOOD SERVICE
39293	39715 - HPS LLC	2,938.96	HPS LLC/FOOD SERVICE GRP PURCHASING DUES
39294	40208 - IRVINE, CHRISTOPHER	324.80	IRVINE, CHRISTOPHER/TRAVEL REIMB/WVASFA
39295	41125 - JW CANNON, INC.	1,027.35	JW CANNON, INC/MAINTENANCE SUPPLIES
39296	46550 - LOCKHART, KAREN	221.45	LOCKHART, KAREN/TRAVEL REIMB/PRE-K STAND
39297	63275 - POCAHONTAS IGA	67.35	POCAHONTAS IGA/SUMMER SCHOOL SUPPLIES
39298	8495 - SCHAFFNER, CHLOE	495.21	SCHAFFNER, CHLOE/TRAVEL REIMB/READING
39299	91925 - WILLIAMS, DR. LEATHA G.	165.20	WILLIAMS, DR. LEATHA/TRAVEL REIMB/WVASBO
CHECK REGISTER TOTAL		31,948.09	

DATE - 7/31/25
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POCAHONTAS COUNTY
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Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
39300	4242 - ASAP	91,181.60	ASAP/CONTRACT LABOR-PCHS
39301	5403 - BAKER TRUCK COMPANY	3,686.00	BAKER TRUCK COMPANY/TRANSPORTATION SUPPL
39302	8950 - BONAZZO PRIVATE INVESTIGATIONS	60.00	BONAZZO PRIVATE INVESTIGATIONS/BACKGRND
39303	69524 - CHRIS ROSE'S EXCAVATING, LLC.	17,595.00	CHRIS ROSE'S EXCAV/REPAIR-PARKING LOTS
39304	15940 - COLLEGE BOARD SERVICES	1,710.00	COLLEGE BOARD SERVICES/AP EXAMINATIONS
39305	15970 - COMMUNITY CARE OF WV INC	315.00	COMMUNITY CARE OF WV/BUS CDL PHYSICALS
39306	42649 - KERR, JUSTIN	429.69	KERR, JUSTIN/TRAVEL REIMBURSEMENT/CWI TR
39307	43915 - KOTLIAR, TARA M.	249.90	KOTLIAR, TARA M/TRAVEL WITH STUDENT
39308	48955 - MARTIN (J.T.) FIRE & SAFETY	3,547.60	MARTIN (J.T.) FIRE & SAFETY/ANNUAL TEST
39309	5495 - NAIL-COOK, JENNIFER	186.20	NAIL-COOK, JENNIFER/TRAVEL REIMB/ROBOTIC
39310	58982 - OXIER,JESSICA M.	136.50	OXIER,JESSICA M/TRAVEL REIMB/LPN CONF
39311	62795 - POCAHONTAS COUNTY HEALTH	220.00	POCAHONTAS COUNTY HEALTH/FOOD HANDLERS
39312	63275 - POCAHONTAS IGA	22.81	POCAHONTAS IGA/FOOD SERVICE/SUMMER FEED
39313	8035 - SCOTCHIE, NEBRASKA	60.20	SCOTCHIE, NEBRASKA /TRAVEL REIMB/TEST TR
39314	78095 - SOUTHERN EDUCATIONAL SERVICES	3,623.74	SOUTHERN EDUCATIONAL SERVICES/BUS TRAIN
39315	82350 - TAYLOR, JONATHAN	196.99	TAYLOR, JONATHAN/TRAVEL REIMB/SKILLS USA
39316	85525 - TYLER TECHNOLOGIES	115.00	TYLER TECHNOLOGIES/DMV REPORT/DRIVERS
39317	86005 - UNITED DAIRY, INC.	402.22	UNITED DAIRY, INC/FOOD SERVICE
39318	89625 - WARDER, JOSEPH	84.00	WARDER, JOSEPH/TRAVEL REIMB/WATER SAMPLE
39319	92000 - WILSON (R.D.) SONS & CO. (DD)	56.96	WILSON (R.D.) SONS & CO/CUSTODIAL SUPPLI
39320	36720 - WORLDWIDE EQUIPMENT OF WV INC	4,550.58	WORLDWIDE EQUIPMENT OF WV/TRANSPORTATION

CHECK REGISTER TOTAL 128,429.99

DATE - 7/31/25
TIME - 15:45:41
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POCAHONTAS COUNTY
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000315265 VENCK

Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
39321	37045 - HIDDEN CREEK FARM MARKET	82.00	HIDDEN CREEK FARM MARKET/FOOD SERVICE
CHECK REGISTER TOTAL		82.00	

DATE - 7/31/25
TIME - 15:56:27
PROG - CDS.610

POCAHONTAS COUNTY
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CHECK DATE: 7/31/25

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000315265 VENCK

Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
39322	409 - FINCASTLE CONSULTING, INC	804.00	FINCASTLE CONSULTING/ACCESS MAINTENANCE
39323	58985 - PACE ANALYTICAL SERVICES,LLC	536.20	PACE ANALYTICAL SERVICES/WATER TESTING
39324	75530 - SHERWIN WILLIAMS	101.59	SHERWIN WILLIAMS/MAINTENANCE SUPPLIES
39325	83300 - WEST VIRGINIA UNIVERSITY	84.00	WEST VIRGINIA UNIVERSITY/FIRST AID/BUS
39326	91925 - WILLIAMS, DR. LEATHA G.	103.60	WILLIAMS, DR. LEATHA/JULY TRAVEL REIMB
CHECK REGISTER TOTAL		1,629.39	

DATE - 7/31/25
TIME - 10:28:05
PROG - CDS.610

POCAHONTAS COUNTY
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BANK - ACH PROCESSING
CHECK DATE: 7/31/25

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PAGE 1

Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
12600	53000 - MON POWER	28,443.12	MON POWER/UTILITIES
12601	60020 - PEAC SOLUTIONS	1,420.36	PEAC SOLUTIONS/MONTHLY PRINTER CONTRACT
12602	65000 - PROFESSIONAL BUSINESS PROD INC	128.33	PROFESSIONAL BUSINESS PROD/COPY FEES
CHECK REGISTER TOTAL		29,991.81	

DATE - 7/30/25
TIME - 17:35:44
PROG - CDS.610

POCAHONTAS COUNTY
CHECK REGISTER
BANK - PURCHASE CARD BANK
CHECK DATE: 7/30/25

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Fiscal Year: 26

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
12595	2075 - AMAZON.COM (DD)	9.76	AMAZON.COM/SUMMER SCHOOL SUPPLIES
12596	8095 - BFG SUPPLY CO., LLC.	1,084.52	BFG SUPPLY CO., LLC/AGRICULTURE SUPPLIES
12597	8775 - BLUE BIRD BUS SALES (DD)	3,255.43	BLUE BIRD BUS SALES/TRANSPORTATION
12598	92021 - FAIRFIELD INN	1,265.00	FAIRFIELD INN/LODGING--PD TRAINING/CTE
12599	29975 - FRONTIER (DD)	141.99	FRONTIER/UTILITIES
CHECK REGISTER TOTAL		5,756.70	

Check Register Total

260,262.42

Barkley, Ollie C.
Barlow, Jennifer M.
Dunlap, Julia A.
Ervine, Melissa A.
Gibson, Patrick D.
Hamilton, Sarah E.
Irvine, Christopher L.
McKenney, Darin W.
Williams, Leatha G.
Barkley, Caleb J.
Jackson, Tina L.
Jordan, Melissa K.
Judy, Joseph M.
Kesterson, Cammy J.
Place, Brittany D.
Ward, Joseph P.
Ames, Stephanie A.
Tracy, Tina M.
Gibson Jr, Howard S.
Grimes, Emery G.
Haymond, Billie S.
Hollandsworth, Sue E.
McComb, Morgan G.
McNabb, Andrew F.
Chaney, James B.
Hamons, Kristi A.
Howe, Sherri L.
Hughes, Charlie M.
Miller, Lora S.
Robertson, Jamie R.
Scotchie, Nebraska B.
Campbell, Christine J.
Friel, Andrew M.
McQuain III, Charles E.
Nail Cook, Jennifer A.
Owens, Mason T.
Sharp, Arthur J.
Taylor, Justin A.
Walker, Jamie C.
Taylor, Melissa D.
Mamak, Tracy S.
Scandalis, Michael K.
Hill, Renee D.
Taylor, Allen R.
Taylor, Melissa D.
Scotchie, Nebraska B.
Kelley, Scott L.
Rao, Kimberly L.
Sharp, Michael D.
Alderman, Shannon M.
Boback, Vada L.
Buzard, Amanda R.
Calhoun, Virginia S.
Curry, Carrie L.
Cutlip, Dana A.
Delfino, Diane L.
Friel, Jenny R.
Hardesty, Gina A.
Hefner, Amy N.
Hickman, Carrie L.
Jones, Jessica L.
Lockhart, Karen E.
McCoy, Tabatha J.
Mitchell, Nicole A.
Rider, Tammy S.
Rose, Evan E.
Schoolcraft, Paulena M.
Simmons, Heather D.
Spencer, Rebecca A.
Baer, Kristin A.
Barkley Bircher, Shannon J.
Beverage, Marsha L.
Brown, Julie E.
Brown, Sarah C.
Chestnut, Dottie L.
Chestnut, Holly N.
Chestnut, James D.
Chestnut, Jennifer L.
Gum, Devan E.
Gum, Tessa M.
Himelrick, Cindy L.
Huddle, Darla J.
Jack, Karrie B.
Jackson, Tina L.
Judy, Joseph M.
Kesterson, Cammy J.
Kloeker, Teresa D.
Lambert, Valerie H.
McLaughlin, Richard F.
Mullenax, Forrest L.
Nottingham, Lauren B.
Oxier, Jessica M.
Place, Brittany D.
Rexrode, Cory L.
Rose, Joseph P.
Sattler, Silas L.
Schaffner, Chloe L.
Shinaberry, Kimberly N.
Shinaberry, Leah M.
Wayne, Loreta E.
Wayne, Tiffany B.
Ames, Stephanie A.
Anderson, Phillip C.
Anderson, Shannon C.
Arbogast, Amber R.
Arbogast, Diane L.
Armstrong, Susan M.
Armstrong, Tonja S.
Beers, Krystal A.
Beverage, Kimberly A.
Brewster, Dawn G.
Broce, Katie L.
Burns, Denise E.
Ellis, Tabatha J.
Feather, Samantha J.
Goldizen, JoAutumn N.
Henderson, Janesa R.
Herold, Lisa B.
Jordan, Sabrina J.
Lacasse, Jillian S.
Landis, Cynthia J.
McCarty, Jennifer L.
McCurdy, Pamela G.
Morgan, Gregory D.
Owens, Peggy M.
Pritt, Laura M.
Rose, Michelle R.
Smith, Brian M.
Smith, Kristie J.
Tankersley, Kristi L.
Tracy, Tina M.
Trail, Emily H.
Vrable, Vickie L.
Walker, Melissa S.
Alderman, Ryan C.
Burns, Stephanie M.
Burt-Kinderman, Joanna A.
Cox, Abby S.
Cummins, Haley G.
Davis, Rebecca A.
Doss, Erin K.
Galford, Michael C.
Hill Doss, Melissa D.
Howe, Sherri L.
Hughes, Charlie M.
Irvine, Loreta L.
Jordan, Kimberly I.
Kiner, Louisa C.
Lewis, Krystal D.
McComb, Rachel E.
McNabb, Jessica A.
Mick Jr, Stephen D.
Miller, Lora S.
Picarella, Wendy R.
Robinson, Melissa R.
Sharp, Denise W.
Sharp, Larry D.
Taylor, Sherman B.
Arbogast, Darlene D.
Bennett, Lisa M.
Bennett, Pamela J.
Beverage, Gary C.
Brown, William J.
Campbell, Christine J.
Cover, Sarah A.
Curran, Courtney N.
Dilley, Justin M.
Dilley, Laurel B.
Dunbrack, Jacob W.
Friel, Martha J.
Garber, Scott E.
Griffith, Casandra J.
Groseclose, Shirlene E.
Hedrick, Sarah J.
Hrabina, Wanda L.
Johnson, Lisa L.
Kerr, Justin M.
Lambert, Teresa R.
McLaughlin, Joyce A.
McQuain III, Charles E.
Meehan Jr, William F.
Morgan, Brianna N.
Nail Cook, Jennifer A.
Nelson, Diana L.
Poppe, Stephanie T.
Pritt, Cynthia L.
Pugh, Aaron L.
Pugh, Noah A.
Solak, Cindy L.
Stewart, Jennifer S.
Sutton, Christopher M.
Taylor, Jonathan R.
Vogelsong, Owen L.
Wagner, Jeanette D.
Wilfong, Lois A.

BANK RECONCILIATION
For the month of June 2025

Pendleton County Bank – Account No. 315265	Interest rate <u>1.51%</u>
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BEGINNING BALANCES	<u>8,627,314.49</u>
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REVENUE	<u>1,097,257.97</u>
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Deposits	104,049.07	
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Wire Transfers	982,813.56	
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Interest	10,395.34	
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Total Revenue	1,097,257.97	
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EXPENDITURES	<u>1,588,453.84</u>
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Cancelled Checks	470,903.09	
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Electronic Payroll	554,600.92	
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Electronic Tax Transfer (IRS)	187,091.31	
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Electronic Tax Transfer (WV)	158,705.54	
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AFLAC	237.66	
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American Fid	10,367.08	
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American Funds	1,975.00	
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Empower	4,130.00	
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First Energy	34,582.95	
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Lease	1,420.36	
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Legal Shield	193.80	
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PEIA	3,160.22	
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Post	500.00	
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Professional Business	1,804.56	
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US Bank	155,886.85	
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Washington	2,894.50	
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Total Expenditures	1,588,453.84	
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OUTSTANDING CHECKS	<u>230,351.21</u>
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BALANCE	<u>7,905,767.41</u>
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Treasurer's Signature

Pocahontas County Board of Education

Extra Duty Pay

June, 2025

Clean Up

<u>Name</u>	<u>Reason</u>	<u>Amount</u>
Ames, Stephanie	Extra Custodial Help MES	\$ 945.35
Bennett, Pamela	Difference for Subbing as Head Custodian	\$ 500.00
Bostic, Lynne	Retiree Bonus	\$ 500.00
Calhoun, Virginia	Retiree Bonus	\$ 500.00
Dilley, Justin	Interview Committee PCHS	\$ 75.00
Friel, Andrew	Interview Committee PCHS	\$ 75.00
Howe, Sherri	Cook for Energy Express	\$ 1,662.00
Jackson, Tina	Summer School Aide GBEMS	\$ 884.00
Kelley, Scott	Retiree Bonus	\$ 500.00
Kesterson, Cammy	Summer School Coordinator	\$ 1,725.00
Meehan, William	Interview Committee PCHS	\$ 75.00
Miller, Lora S.	Summer School Cook GBEMS	\$ 658.00
Morgan, Gregory	Retiree Bonus	\$ 500.00
Nelson, Diana	Retiree Bonus	\$ 500.00
O'Neil, Karen	Boys & Girls Track Coach	\$ 1,125.00
Place, Brittany	Summer School Teacher GBEMS	\$ 1,000.00
Taylor, Chasity	Athletic Director	\$ 2,500.00
Tracy, Tina	Summer School Teacher/ESY Teacher	\$ 1,208.50
Tritapoe, Kristy	10 Day Vacation Payout	\$ 3,506.40
	Total	\$ 18,439.25

Pocahontas County Board of Education
Extra Duty Pay
July, 2025

<u>Name</u>	<u>Reason</u>	<u>Amount</u>
Ames, Stephanie	Summer Custodial Help @ PCHS	\$ 947.00
Howe, Sherri	Head Cook For Energy Express	\$ 1,508.60
Hughes, Charlie	Deep Dive Data Analysis/Interventionist @ MES Summer School	\$ 525.00
Jackson, Tina	Summer School Aide @ GBEMS	\$ 595.00
Judy, Joseph	Bus Trips to New River Gorge	\$ 684.69
Kesterson, Cammy	Summer School Coordinator	\$ 1,000.00
Lewis, Krystal	Summer Data Dive	\$ 200.00
McQuain, Charles	Summer School Bus Driver	\$ 1,614.15
Miller, Lora S.	Summer School Cook @ GBEMS	\$ 2,150.40
Nail-Cook, Jennifer	Robotics Training	\$ 200.00
Place, Brittany	Summer School Teacher @ GBEMS	\$ 875.00
Tankersley, Kristi	Summer Data Dive	\$ 200.00
Tracy, Tina	ESY Teacher/Summer School Teacher	\$ <u>1,400.00</u>
Total		\$ 11,899.84

**COUNTY BOARDS OF EDUCATION
AMOUNT ALLOCATED FOR THE ATTENDANCE INCENTIVE BONUS
TO BE PAID TO ELIGIBLE CLASSROOM TEACHERS (WV CODE §18A-4-10)
2024-25 SCHOOL YEAR**

Project Code: 29Y4X - Revenue Source 03196

29540

County	Eligible FTEs	Cost of AIB Payment To Individuals	Employer's Share of Benefits 8.24%	Total	GAX Doc ID Number
Barbour	18.98	\$ 9,490	\$ 782	\$ 10,272	GAX 0402 25*99759
Berkeley	487.00	243,500	20,064	263,564	GAX 0402 25*99760
Boone	20.00	10,000	824	10,824	GAX 0402 25*99761
Braxton	25.00	12,500	1,030	13,530	GAX 0402 25*99762
Brooke	30.00	15,000	1,236	16,236	GAX 0402 25*99764
Cabell	183.00	91,500	7,540	99,040	GAX 0402 25*99768
Calhoun	12.00	6,000	494	6,494	GAX 0402 25*99770
Clay	11.00	5,500	453	5,953	GAX 0402 25*99772
Doddridge	18.00	9,000	742	9,742	GAX 0402 25*99774
Fayette	77.00	38,500	3,172	41,672	GAX 0402 25*99776
Gilmer	4.00	2,000	165	2,165	GAX 0402 25*99778
Grant	16.00	8,000	659	8,659	GAX 0402 25*99781
Greenbrier	54.00	27,000	2,225	29,225	GAX 0402 25*99782
Hampshire	35.00	17,500	1,442	18,942	GAX 0402 25*99785
Hancock	77.00	38,500	3,172	41,672	GAX 0402 25*99788
Hardy	13.00	6,500	536	7,036	GAX 0402 25*99790
Harrison	162.00	81,000	6,674	87,674	GAX 0402 25*99792
Jackson	37.00	18,500	1,524	20,024	GAX 0402 25*99795
Jefferson	96.00	48,000	3,955	51,955	GAX 0402 25*99797
Kanawha	387.50	193,750	15,965	209,715	GAX 0402 25*99800
Lewis	11.00	5,500	453	5,953	GAX 0402 25*99802
Lincoln	38.00	19,000	1,566	20,566	GAX 0402 25*99803
Logan	66.00	33,000	2,719	35,719	GAX 0402 25*99805
Marion	116.00	58,000	4,779	62,779	GAX 0402 25*99807
Marshall	143.00	71,500	5,892	77,392	GAX 0402 25*99809
Mason	21.00	10,500	865	11,365	GAX 0402 25*99810
McDowell	9.00	4,500	371	4,871	GAX 0402 25*99812
Mercer	66.00	33,000	2,719	35,719	GAX 0402 25*99815
Mineral	66.50	33,250	2,740	35,990	GAX 0402 25*99817
Mingo	36.00	18,000	1,483	19,483	GAX 0402 25*99819
Monongalia	112.00	56,000	4,614	60,614	GAX 0402 25*99820
Monroe	23.50	11,750	968	12,718	GAX 0402 25*99823
Morgan	22.40	11,200	923	12,123	GAX 0402 25*99826
Nicholas	42.00	21,000	1,730	22,730	GAX 0402 25*99829
Ohio	74.50	37,250	3,069	40,319	GAX 0402 25*99834
Pendleton	18.00	9,000	742	9,742	GAX 0402 25*99835
Pleasants	9.00	4,500	371	4,871	GAX 0402 25*99838
Pocahontas	14.80	7,400	610	8,010	GAX 0402 25*99841
Preston	45.00	22,500	1,854	24,354	GAX 0402 25*99847
Putnam	90.00	45,000	3,708	48,708	GAX 0402 25*99851
Raleigh	198.00	99,000	8,158	107,158	GAX 0402 25*99854
Randolph	23.50	11,750	968	12,718	GAX 0402 25*99860
Ritchie	15.00	7,500	618	8,118	GAX 0402 25*99865
Roane	20.00	10,000	824	10,824	GAX 0402 25*99871
Summers	14.00	7,000	577	7,577	GAX 0402 25*99875
Taylor	19.50	9,750	803	10,553	GAX 0402 25*99877
Tucker	3.00	1,500	124	1,624	GAX 0402 25*99882
Tyler	25.00	12,500	1,030	13,530	GAX 0402 25*99884
Upshur	54.00	27,000	2,225	29,225	GAX 0402 25*99890
Wayne	65.00	32,500	2,678	35,178	GAX 0402 25*99895
Webster	7.00	3,500	288	3,788	GAX 0402 25*99897
Wetzel	23.00	11,500	948	12,448	GAX 0402 25*99903
Wirt	18.00	9,000	742	9,742	GAX 0402 25*99905
Wood	189.00	94,500	7,787	102,287	GAX 0402 25*99910
Wyoming	37.00	18,500	1,524	20,024	GAX 0402 25*99913
Total BOE	3,498.18	\$ 1,749,090	\$ 144,124	\$ 1,893,214	
Total MCVCs	44.50	\$ 22,250	\$ 1,834	\$ 24,084	
Grand Total	3,542.68	\$ 1,771,340	\$ 145,958	\$ 1,917,298	

OSF

06/25/25

Attendance Incentive Bonus Allocation 25

**COUNTY BOARDS OF EDUCATION
AMOUNT ALLOCATED FOR THE \$500 BONUS TO BE PAID TO THE CLASSROOM TEACHERS
WHO HAVE PROVIDED EARLY WRITTEN NOTIFICATION OF INTENT TO RETIRE
2024-25 SCHOOL YEAR**

Project Code: 000XX - Revenue Source 03191

County	Number of Eligible Pers.	Cost of \$500 Payment To Individuals	Employer's Share of Benefits 8.24%	Total	Commitment Number
Barbour	5.0	2,500	206	2,706	GAX 0402 25*83717
Berkeley	16.0	8,000	659	8,659	GAX 0402 25*83722
Boone	1.0	500	41	541	GAX 0402 25*83723
Braxton	1.0	500	41	541	GAX 0402 25*83726
Brooke	2.0	1,000	82	1,082	GAX 0402 25*83728
Cabell	9.0	4,500	371	4,871	GAX 0402 25*83731
Calhoun	0.0	-	-	-	N/A
Clay	4.0	2,000	165	2,165	GAX 0402 25*83735
Doddridge	1.0	500	41	541	GAX 0402 25*83739
Fayette	2.0	1,000	82	1,082	GAX 0402 25*83742
Gilmer	0.0	-	-	-	N/A
Grant	0.0	-	-	-	N/A
Greenbrier	8.0	4,000	330	4,330	GAX 0402 25*83747
Hampshire	3.0	1,500	124	1,624	GAX 0402 25*83749
Hancock	4.0	2,000	165	2,165	GAX 0402 25*83752
Hardy	1.0	500	41	541	GAX 0402 25*83755
Harrison	6.0	3,000	247	3,247	GAX 0402 25*83762
Jackson	7.5	3,750	309	4,059	GAX 0402 25*83766
Jefferson	10.0	5,000	412	5,412	GAX 0402 25*83769
Kanawha	22.5	11,250	927	12,177	GAX 0402 25*83772
Lewis	2.0	1,000	82	1,082	GAX 0402 25*83775
Lincoln	2.0	1,000	82	1,082	GAX 0402 25*83776
Logan	4.0	2,000	165	2,165	GAX 0402 25*83779
Marion	6.0	3,000	247	3,247	GAX 0402 25*83780
Marshall	4.0	2,000	165	2,165	GAX 0402 25*83782
Mason	1.0	500	41	541	GAX 0402 25*83785
McDowell	5.0	2,500	206	2,706	GAX 0402 25*83786
Mercer	12.0	6,000	494	6,494	GAX 0402 25*83788
Mineral	1.0	500	41	541	GAX 0402 25*83790
Mingo	3.0	1,500	124	1,624	GAX 0402 25*83792
Monongalia	6.0	3,000	247	3,247	GAX 0402 25*83796
Monroe	2.0	1,000	82	1,082	GAX 0402 25*83798
Morgan	3.0	1,500	124	1,624	GAX 0402 25*83800
Nicholas	3.0	1,500	124	1,624	GAX 0402 25*83826
Ohio	2.0	1,000	82	1,082	GAX 0402 25*83827
Pendleton	1.0	500	41	541	GAX 0402 25*83828
Pleasants	3.0	1,500	124	1,624	GAX 0402 25*83831
Pocahontas	3.0	1,500	124	1,624	GAX 0402 25*83832
Preston	3.0	1,500	124	1,624	GAX 0402 25*83833
Putnam	9.0	4,500	371	4,871	GAX 0402 25*83835
Raleigh	10.0	5,000	412	5,412	GAX 0402 25*83836
Randolph	3.0	1,500	124	1,624	GAX 0402 25*83837
Ritchie	2.0	1,000	82	1,082	GAX 0402 25*83838
Roane	1.0	500	41	541	GAX 0402 25*83841
Summers	0.0	-	-	-	N/A
Taylor	2.0	1,000	82	1,082	GAX 0402 25*83843
Tucker	0.0	-	-	-	N/A
Tyler	4.0	2,000	165	2,165	GAX 0402 25*83844
Upshur	5.0	2,500	206	2,706	GAX 0402 25*83846
Wayne	8.0	4,000	330	4,330	GAX 0402 25*83848
Webster	1.0	500	41	541	GAX 0402 25*83849
Wetzel	3.0	1,500	124	1,624	GAX 0402 25*83851
Wirt	0.0	-	-	-	N/A
Wood	9.0	4,500	371	4,871	GAX 0402 25*83852
Wyoming	1.0	500	41	541	GAX 0402 25*83854
Total BOE	227.0	113,500	9,352	122,852	
Total MCVCs	3.0	1,500	123	1,623	
Grand Total	230.0	115,000	9,475	124,475	

OSF
04/25/25
Early Notification Allocation 25

**MULTI-COUNTY VOCATIONAL CENTERS
AMOUNT ALLOCATED FOR THE \$500 BONUS TO BE PAID TO THE CLASSROOM TEACHERS
WHO HAVE PROVIDED EARLY WRITTEN NOTIFICATION OF INTENT TO RETIRE
2024-25 SCHOOL YEAR**

Project Code: 000XX - Revenue Source 03191

County	Fiscal Agent	Number of Eligible Pers.	Cost of \$500 Payment To Individuals	Employer's Share of Benefits 8.24%	Total	Commitment Number
James Rumsey	Berkeley	2.0	1,000	82	1,082	GAX 0402 25*83856
Calhoun-Gilmer	Calhoun	0.0	-	-	-	N/A
South Branch	Grant	0.0	-	-	-	N/A
United	Harrison	1.0	500	41	541	GAX 0402 25*83857
Roane-Jackson	Jackson	0.0	-	-	-	N/A
Mid-Ohio Valley	Pleasants	0.0	-	-	-	N/A
Fred W. Eberle	Upshur	0.0	-	-	-	N/A
TOTAL	-	3.0	1,500	123	1,623	-

WEST VIRGINIA DEPARTMENT OF EDUCATION
NOTIFICATION OF GRANT AWARD
For Local Education Agencies

Awarding Official: Uriah Cummings

Email: uriah.cummings@k12.wv.us

Grantee's Name & Address		Grant Award	
000000212198 POCAHONTAS COUNTY BOARD OF EDUCATION 404 OLD BUCKEYE RD BUCKEYE WV 24924		Initial	\$ 405.00
		Adjustment	\$ 0.00
		Adjusted Total	\$ 0.00
OBLIGATION PERIOD	From: 07/01/2024 To: 06/30/2026	ENDING LIQUIDATION DATE	07/31/2026
Federal Grant Award Notification	\$	Federal Awarding Agency	
Project Title:	05SAR CPR	New Award	☒
wvOASIS Account #:	0313 88600 05SAR.CPR S2021 0024	Revised Award	☐
Grant Award #:	GRTAWD04022500004304	Grant Award State F/Y:	S2021
Project Code:	2859X	CFDA#:	
Revenue Source Code:	03211	LOC#	UEI#
	Project Coded		
	28590		

Purpose:

CPR Instruction per WV Code 18-5-51

General Scope and Conditions:

- This grant award will be administered by the West Virginia Department of Education (WVDE) and is subject to periodic monitoring and review by WVDE staff.
- The proceeds of the grant award are to be used only for the purposes for which received.
- Prior approval must be obtained from the WVDE awarding official for any changes made to the purpose for which grant funds are being expended.
- The expenditure of grant funds is to be made in compliance with all federal and state laws, applicable State Board policies, program requirements, and the project plan and budget approved by the WVDE awarding official.
- Any funds not expended by the ending liquidation date stated above shall be returned to the WVDE immediately upon the expiration of the stated liquidation date, unless prior approval has been received from the WVDE awarding official to extend the ending obligation/liquidation date of the award.
- Federal grants will be distributed upon receipt of a request received via: <http://wvde.state.wv.us/s/request>, except for the federal grants distributed as unrestricted reimbursement of expenses under project code 00YXX, which will be distributed upon receipt of the signed grant award.
- State grants will be distributed upon WVDE's receipt of a signed grant award or approved distribution schedule. Approved distribution table will be based on a pre-determined percentage of the grant award budget amount, usually on a quarterly basis.
- Indirect costs are to be charged by the recipient against all federal grant awards, at the rate approved by the WVDE for the year in which the expenditures are incurred, subject to any limitations specified by 2 CFR 200.416, U. S. Department of Education General Administrative Regulations (EDGAR), and/or the specific federal program rules and regulations.
- Indirect costs are not to be charged against any state grant award unless otherwise specified.
- Neither party shall assign nor transfer any interest in this Agreement, assign any claims for money due or to become due during this Agreement without prior written approval of the other party.
- Either party may terminate this agreement by giving the other party written notice at least thirty (30) days before the intended date of termination, by such termination, neither party may nullify obligations already incurred for performance.
- WVDE reserves the right to reduce the amount of any and all grant funding.
- Acceptance of the grant requirements stated herein and in all addendums attached to this award, and submittal of the required certifications, are to be acknowledged by the electronic date and time signature of the county superintendent and/or ESC/MCVC director, as the case may be, and the chief financial officer, with the acceptance notification returned electronically to the WVDE within ten (10) days of receipt of this grant award notice.
- Grantees that receive state funds are subject to State Agency Grant Award (SAGA) reporting per West Virginia Code | §12-4-14 (wvlegislature.gov)

APPROVED	
approved Michele L Blatt 06/30/2025	
State Superintendent of Schools	Date
GRANT AWARD NOTIFICATION DATE	
06/30/2025	
Date	

ACCEPTED	
electronic approval SLR69001 06/30/2025 14:04:21	
LEA Chief Financial Officer	Date
electronic approval LRB69001 06/30/2025 12:52:07	
LEA Superintendent/Director	Date

WEST VIRGINIA DEPARTMENT OF EDUCATION
NOTIFICATION OF GRANT AWARD
For Local Education Agencies

Awarding Official: Sheila Paitzel

Email: dparkins@k12.wv.us

Grantee's Name & Address		Grant Award	
000000212198 POCAHONTAS COUNTY BOARD OF EDUCATION 404 OLD BUCKEYE RD BUCKEYE WV 24924		Initial	\$ 300.00
		Adjustment	\$ 0.00
		Adjusted Total	\$ 300.00
OBLIGATION PERIOD	From: 06/01/2025 To: 09/30/2025	ENDING LIQUIDATION DATE	11/15/2025
Federal Grant Award Notification	\$ 90,983,635	Federal Awarding Agency	Department of Education
Project Title: INDIVIDUALS WITH DISABILITIES EDUCATION ACT		New Award	☒
wvOASIS Account #: 8715 13000 IDEA.DSC F2024 0033		Revised Award	☐
Grant Award #: GRTAWD04022500004378		Grant Award State F/Y:	F2024
Project Code: 4353X Project Coded		CFDA#:	84027A
Revenue Source Code: 04511 43536		LOC#	H027A230075 UEI#

Purpose:

Secondary transition conference 6/17-18, 2025 stipend/travel reimbursements

General Scope and Conditions:

- This grant award will be administered by the West Virginia Department of Education (WVDE) and is subject to periodic monitoring and review by WVDE staff.
- The proceeds of the grant award are to be used only for the purposes for which received.
- Prior approval must be obtained from the WVDE awarding official for any changes made to the purpose for which grant funds are being expended.
- The expenditure of grant funds is to be made in compliance with all federal and state laws, applicable State Board policies, program requirements, and the project plan and budget approved by the WVDE awarding official.
- Any funds not expended by the ending liquidation date stated above shall be returned to the WVDE immediately upon the expiration of the stated liquidation date, unless prior approval has been received from the WVDE awarding official to extend the ending obligation/liquidation date of the award.
- Federal grants will be distributed upon receipt of a request received via: <http://wvde.state.wv.us/s/request>, except for the federal grants distributed as unrestricted reimbursement of expenses under project code 00YXX, which will be distributed upon receipt of the signed grant award.
- State grants will be distributed upon WVDE's receipt of a signed grant award or approved distribution schedule. Approved distribution table will be based on a pre-determined percentage of the grant award budget amount, usually on a quarterly basis.
- Indirect costs are to be charged by the recipient against all federal grant awards, at the rate approved by the WVDE for the year in which the expenditures are incurred, subject to any limitations specified by 2 CFR 200.416, U. S. Department of Education General Administrative Regulations (EDGAR), and/or the specific federal program rules and regulations.
- Indirect costs are not to be charged against any state grant award unless otherwise specified.
- Neither party shall assign nor transfer any interest in this Agreement, assign any claims for money due or to become due during this Agreement without prior written approval of the other party.
- Either party may terminate this agreement by giving the other party written notice at least thirty (30) days before the intended date of termination, by such termination, neither party may nullify obligations already incurred for performance.
- WVDE reserves the right to reduce the amount of any and all grant funding.
- Acceptance of the grant requirements stated herein and in all addendums attached to this award, and submittal of the required certifications, are to be acknowledged by the electronic date and time signature of the county superintendent and/or ESC/MCVC director, as the case may be, and the chief financial officer, with the acceptance notification returned electronically to the WVDE within ten (10) days of receipt of this grant award notice.
- Grantees that receive state funds are subject to State Agency Grant Award (SAGA) reporting per West Virginia Code | §12-4-14 (wvlegislature.gov)

APPROVED	
approved Michele L Blatt 06/30/2025	
State Superintendent of Schools	Date
GRANT AWARD NOTIFICATION DATE	
06/30/2025	
Date	

ACCEPTED	
electronic approval SLR69001 06/30/2025 11:50:06	
LEA Chief Financial Officer	Date
electronic approval LRB69001 06/30/2025 12:52:07	
LEA Superintendent/Director	Date

WEST VIRGINIA DEPARTMENT OF EDUCATION
NOTIFICATION OF GRANT AWARD
For Local Education Agencies

Awarding Official: Erika Klose

Email: eklose@k12.wv.us

Grantee's Name & Address		Grant Award	
000000212198 POCAHONTAS COUNTY BOARD OF EDUCATION 404 OLD BUCKEYE RD BUCKEYE WV 24924		Initial	\$ 12,617.00
		Adjustment	\$ 0.00
		Adjusted Total	\$ 12,617.00
OBLIGATION PERIOD	From: 07/10/2025 To: 06/30/2027	ENDING LIQUIDATION DATE	07/31/2027
Federal Grant Award Notification	\$ 3370360.00	Federal Awarding Agency	
Project Title: 05SA ELLEA		New Award	☒
wvOASIS Account #: 0313 75600 05SA.ELLEA S2026 0054		Revised Award	☐
Grant Award #: GRTAWD04022600000143		Grant Award State F/Y:	S2026
Project Code: 1461X	Project Coded	CFDA#:	
Revenue Source Code: 03211	14612	LOC#	UEI#

Purpose:

Early Literacy Allocations 2025-2026

General Scope and Conditions:

- This grant award will be administered by the West Virginia Department of Education (WVDE) and is subject to periodic monitoring and review by WVDE staff.
- The proceeds of the grant award are to be used only for the purposes for which received.
- Prior approval must be obtained from the WVDE awarding official for any changes made to the purpose for which grant funds are being expended.
- The expenditure of grant funds is to be made in compliance with all federal and state laws, applicable State Board policies, program requirements, and the project plan and budget approved by the WVDE awarding official.
- Any funds not expended by the ending liquidation date stated above shall be returned to the WVDE immediately upon the expiration of the stated liquidation date, unless prior approval has been received from the WVDE awarding official to extend the ending obligation/liquidation date of the award.
- Federal grants will be distributed upon receipt of a request received via: <http://wvde.state.wv.us/s/request>, except for the federal grants distributed as unrestricted reimbursement of expenses under project code 00YXX, which will be distributed upon receipt of the signed grant award.
- State grants will be distributed upon WVDE's receipt of a signed grant award or approved distribution schedule. Approved distribution table will be based on a pre-determined percentage of the grant award budget amount, usually on a quarterly basis.
- Indirect costs are to be charged by the recipient against all federal grant awards, at the rate approved by the WVDE for the year in which the expenditures are incurred, subject to any limitations specified by 2 CFR 200.416, U. S. Department of Education General Administrative Regulations (EDGAR), and/or the specific federal program rules and regulations.
- Indirect costs are not to be charged against any state grant award unless otherwise specified.
- Neither party shall assign nor transfer any interest in this Agreement, assign any claims for money due or to become due during this Agreement without prior written approval of the other party.
- Either party may terminate this agreement by giving the other party written notice at least thirty (30) days before the intended date of termination, by such termination, neither party may nullify obligations already incurred for performance.
- WVDE reserves the right to reduce the amount of any and all grant funding.
- Acceptance of the grant requirements stated herein and in all addendums attached to this award, and submittal of the required certifications, are to be acknowledged by the electronic date and time signature of the county superintendent and/or ESC/MCVC director, as the case may be, and the chief financial officer, with the acceptance notification returned electronically to the WVDE within ten (10) days of receipt of this grant award notice.
- Grantees that receive state funds are subject to State Agency Grant Award (SAGA) reporting per West Virginia Code | §12-4-14 (wvlegislature.gov)

APPROVED	
approved Michele L Blatt 07/14/2025	
_____ State Superintendent of Schools	_____ Date
GRANT AWARD NOTIFICATION DATE	
07/14/2025	
_____ Date	

ACCEPTED	
electronic approval SEH69001 07/15/2025 10:39:23	
_____ LEA Chief Financial Officer	_____ Date
electronic approval LGW69001 07/21/2025 14:19:39	
_____ LEA Superintendent/Director	_____ Date

Code 69

61

Date _____

Pursuant to the provisions of Chapter 10, Article 98, Section 10 of the Code of West Virginia, as amended, we are requesting authorization to make transfers between items of the county school budget for the fiscal year as follows:

[illegible]

Project	Prog/Func	Object	Cost	Description	Amount
61.02531	3211	009		revenue	7000
61.08370	76371	847.1		reserves	272.11
61.08470	76371	847.1		reserves	500
61.17510	41111	221.501		soc sec	1.02
61.17510	41111	261.501		wc	0.01
61.28300	12213	114.1		salary	898.92
61.28504	22213	124.1		salary	13.73
61.41510	11119	643.1		supplies	11510
61.41510	11111	211.1		ins	69
61.41510	12213	131.1	1	salaries	6016.15
61.41510	12213	221.1		soc sec	1695.9
61.41510	12213	233.1		ret	1005
61.41510	13381	611.1		homeless	1000
61.41510	12170	611.1		supplies	423.95
				TOTAL	30405.79

BJE 6-136

Board approved

Fund Code

Fiscal Year

25 Page of

Date

6/30/2025

Pursuant to the provisions of Chapter 10, Article 9B, Section 10 of the Code of West Virginia, as amended, we are requesting authorization to make transfers between items of the county school budget for the fiscal year as follows:

Project	Prog/Func	Object	Cost	Description	Amount	Project	Prog/Func	Object	Cost	Description	Amount
61.41511	11111	124.102		salary summer school	702.75	61.41511	11111	114.102		salary	702.75
61.41511	11111	261.1		wc	7.91	61.41511	12170	611.1		supplies	1576.2
61.41511	21219	114.202		salary	887.5						
61.41511	21219	124.202		salary	505.75						
61.41511	21219	221.202		soc sec	106.59						
61.41511	21219	233.202		ret	66.56						
61.41511	21219	261.202		wc	1.89						
				BJE 6-137							
61.41540	12411	218.102		opeb School Imp	22						
61.41540	12411	582.102		travel	500	61.41540	76371	847.1		reserves	522
				BJE 6-138							
61.42510	11115	211.1		ins Title IV	69	61.42510	11111	653.1		software	69
				BJE 6-139							
61.43410	21210	121.1		salary Sp Ed	1757.46	61.43410	22213	611.		supplies	1757.46
				BJE 6-140							
61.43510	21210	341.1		prof Sp Ed	375						
61.43510	21210	352.1		tech services	2028.75						
61.43510	21210	582.102		travel	155.12						
61.43510	21210	611.202		supplies	18.96						
61.43510	21210	643.1		software	630						
61.43510	21232	211.102		ins	467.76						
				TOTAL	8303.00					TOTAL	4627.41

Pursuant to the provisions of Chapter 10, Article 9B, Section 10 of the Code of West Virginia, as amended, we are requesting authorization to make transfers between items of the county school budget for the fiscal year as follows:

Project	Prog/Func	Object	Cost	Description	Amount
61.43510	21232	218.102		carry forward	8303.00
				ins	22
61.43510	21282	611.202		supplies	630.98
				BJE6-141	
61.88510	13121	218.102		opeb - lunch	32
61.88510	13121	632.302		milk	12000
61.88510	13121	636.101		supplies	2000
				BJE6-142	
61.88520	13121	124.1		salary - summer meals	16240
61.88520	13121	221.1		soc sec	1250
61.88520	13121	233.1		ret	1220
61.88520	13121	261.1		wc	60
61.88520	13121	632.1		milk	5000
61.88520	13121	634.1		food	10000
61.88520	13121	636.1		supplies	2000
				BJE6-143	
61.88580	13121	129.202		salary FF&V	36.5
				BJE6-144	
61.90022	11111	582.501		travel robotic	7.59
				TOTAL	58802.07

Project	Prog/Func	Object	Cost	Description	Amount
				carry forward	4627.41
61.43510	21210	121.302		salary	4328.57
61.88510	13121	211.102		ins	32
61.88510	13121	341.1		other prof	3860
61.88510	13121	331.1		training	1811.05
61.88510	13121	571.1			6880
61.88510	13121	691.1		equipment	1448.95
61.88520	1621	9		adult meals	100
61.88510	04654	9		student reimbursement	35670
61.88580	13121	221.102		soc sec	36.5
61.90022	11111	652.501		supplies	7.59
				TOTAL	58802.07

West Virginia Board of Education

Adjustment

Pocahontas County

Code 69

Fund Code
61
6/30/2024Board approved
25 Page ____ of ____
Date

BJE6-145

Fiscal Year

Pursuant to the provisions of Chapter 10, Article 98, Section 10 of the Code of West Virginia, as amended, we are requesting authorization to make transfers between items of the county school budget for the fiscal year as follows:

Project	Prog/Func	Object	Cost	Description	Amount
61.90002	12321	611.1		supplies erate	398.84
61.90002	12321	657.1		supplies erate	2007.02
				BJE6-146	
61.90511	11111	541.1		WVU grant	85.54
61.90511	31391	541.1		ad	56
				BJE6-147	
11..	11111	114.501		salary	600
11..	11111	131.501			24482.2
11..	11131	569.1		tuition	1500
11..	12120	218.501		opeb	1
11..	12611	143.501		salary	4111.3
11..	12711	656.1		hardware	770.86
11..	12731	734.1		hardware	8226.76
11..	21282	218.101		opeb	42
11..	21210	231.1		ret	10
11..	31391	211.501		ins	2102.36
11..	31391	218.501		opeb	102
11..	41471	218.1		opeb	46
11..	12611	261.501		wv	4.97
11..	12621	261.1		wc	19.88
11..	12711	261.1		wc	19.01
				TOTAL	44585.74

Project	Prog/Func	Object	Cost	Description	Amount
61.90002	11111	734.1		equipment	2405.86
61.90511	11111	611.1		supplies	141.54
11..	11111	111.102		salary	25082.2
11..	11291	131.1		salary	1500
11..	11111	218.501		opeb	1
11..	12611	121.501		salary	4111.3
11..	12731	666.1		tires	770.86
11..	12731	611.1		supplies	8226.76
11..	21210	218.101		opeb	42
11..	21210	233.101		ret	10
11..					
11..	11111	211.501		ins	2250.36
11..	11111	261.501		wv	43.86
				TOTAL	44585.74

PERSONNEL AGENDA
August 5, 2025
Professional and Service Personnel

Professional:

- a) Transfer Kindergarten to First Grade: Sarah Brown
- b) Requested Transfer: Devan Gum from teacher of 4th grade to teacher of Kindergarten at Green Bank Elementary Middle School effective for the 2025-2026 school year.
- c) Resignation: Erin Baldwin
- d) Employment: Kimberly A. Taliaferro as ELA Teacher at Green Bank Elementary/Middle School effective for the 2025-2026 school year. Pending successful background check.
- e) Requested Transfer: Alexandyr Hummel
- f) Dana Musial: As Music Teacher/ Director at Marlinton Middle School and Marlinton Elementary School for the 2025-2026 school year.
- g) Resignation: Eleanore Bell as Science Teacher at Green Bank Elementary/Middle School effective August 1, 2025.

_____ Director of Personnel, Technology and Student Services Central Office **Posting: 46678 Central Office**

_____ Teacher of 5th grade – Marlinton Elementary School **Position: 47698 Location: Marlinton Elementary School**

_____ Teachers of Multi-Subjects(4th grade)– Green Bank Elementary/Middle **Position: 39857 Green Bank Elementary/Middle School**

_____ Teachers of Multi-Subjects(4th grade)– Green Bank Elementary/Middle **Position: 48282 Green Bank Elementary/Middle School**

_____ Teacher of Special Education- Green Bank Elementary/Middle **Position: 43412 Green Bank Elementary/Middle School**

_____Teacher of Science – Green Bank/Elementary
Middle School **Position: 48568 Green Bank
Elementary/Middle School**

_____Counselor – Green Bank Elementary/Middle
School **Position: 44449 Green Bank Elementary Middle
School**

_____Teacher of Alternative Education /
Interventionist Marlinton Middle/Green Bank
Elementary/Middle School **Position: 43062
Marlinton Middle/ Green Bank Elementary/Middle
School**

_____Teacher of Social Studies – Pocahontas
County High School **Position: 45483 Pocahontas County
High School**

_____SPED Teacher's – Pocahontas County High
School **Position: 45851 Pocahontas County High
School.**

_____SPED Teacher's – Pocahontas County High
School **Position: 48563 Pocahontas County High
School.**

_____Assistant Principal – Pocahontas County High
School **Position: 46676 Pocahontas County High
School**

_____Teacher of Special Education/ Elementary
Multi-Subjects **Position: 41399 Hillsboro Elementary
School
Positions: Professional 13**

Service Recommendations:

- a) Resignation/Retirement: Renee Hill
- b) Requested Transfer: Teresa Kloeker from ECCAT
Special Education/Classroom/Bus Aide 1st grade Green
Bank Elementary/Middle to ECCAT Special
Education/Classroom/Bus Aide Green Bank
Elementary/Middle assignment kindergarten classroom,
subject to reassignment by Superintendent and
Principal as needed.
- c) Resignation: Lisa Johnson - as Special Education Aide at
Pocahontas County High School effective August 3,
2025

- d.) Requested Transfer: Teresa Kloeker to kindergarten Green Bank Elementary/ Middle from Green Bank Elementary/Middle First Grade
 - e.) Employment: Makayla Vandevander Special Education/Classroom/Bus Aide assignment student aide, Green Bank Elementary/Middle subject to reassignment by Superintendent and Principal as needed.
 - f.) Transfer: Allen Taylor
 - g.) Requested Transfer: Adam Taylor to the former Allen Taylor run effective for the 2025-2026 school year
 - h.) Employment: Stephanie Ames as extra summer custodian for special projects effective July 29- August 27, 2025 assignment by Maintenance Director.
 - i.) Employment: Brittany Place as extra summer custodian for special projects effective July 29 - August 27, 2025, assignment by Maintenance Director.
 - j.) Employment: Jason Place as extra summer custodian for special projects effective August 4 - August 27, 2025, assignment by Maintenance Director
 - k.) _____ Special Education/Classroom/Bus Aide Pocahontas County High School **Posting: 48277 Pocahontas County High School**
 - l.) _____ Accounts Payable – Central Office **Posting -46687 Central Office**
 - m.) _____ Secretary II/Accountant II Green Bank Elementary/Middle School **Posting: 46680 Green Bank Elementary/Middle School**
- Total Service: 3**

Extra-Curricular Recommendations:

- n.) Resignation: Brandon Hamons: Head Baseball Coach Pocahontas County High School.
- o.) New Coach position
Crystal Kerr – Head Volleyball coach effective for the 2025-2026 athletic season as a \$1 coach.

		p.) New Coach position Heather Kerr - Assistant Volleyball coach effective for the 2025-2026 athletic season as a \$I coach.
		q.) Resignation: Chasity Taylor Employment: Fred Koerber as Athletic Director for Pocahontas County High School effective for the 2025-2026 athletic year.
		r.) _____ Limited Athletic Trainer – Pocahontas County School Posting: 43438 Pocahontas County High School
		s.) _____ Asst. Basketball Coach-Pocahontas County High School Posting: 47335 Pocahontas County High School
		t.) _____ Head Baseball Coach – Pocahontas County High School Posting: 48278 Pocahontas County High School
		Positions: Athletic Numbers 3
		<u>Other Recommendations: (subject to additions and deletions prior to the board meeting)</u>
		Tessa Gum, requests unpaid Medical Leave at Green Bank Elementary/ Middle School, effective August 28, 2024 for a period of up to 12 weeks.

Pocahontas County Schools:

	Of the following as Supervisory Aides effective for the 2025-2026 school year: (In alphabetical order) Arbogast, Amber R. Armstrong, Susan M. Armstrong, Tonja S. Barkley, Olivia Bennett, Lisa M. Beverage, Kimberly A. Broce, Katie L. Chestnut, Dottie L. Chestnut, James D. Cover, Sarah A.
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	Cummins, Haley G. Curry, Carrie L. Davis, Rebecca A. Diller, Ashli A. Ellis, Tabatha J. Hickman, Carrie L. Hill, Renee D. Jack, Karrie B. Kloeker, Teresa D. Landis, Cynthia J. McCoy, TaBeatha J. Oxier, Jessica M. Pennington, Carolyn J. Rider, Tammy S Schoolcraft, Paulena M. Wayne, Tiffany B.
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	Of the following as Substitute Aide for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority.)
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	Hickman, Sommer D Hefner, Elizabeth R. Beverage, Whitney E. Haymond, Billie S. Shoemaker, Priscilla L. Trainer, Natasha E. Jordan, Hannah I. Rhea, Teresa E. Faulknier, Harriet J. Solliday, Maxine A. Wilfong, Michelle D. Shaw, Virginia L. Murphy, Kimberly S. Boone, Stephanie Erin Taylor, Angela M. Owens, Sharon A. Peteete, Rebecca L. Barb, Teresa W. Owens, Sharon Vandevander, Makayla N.
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	Of the following as Substitute Cook for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority.)
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Corbin, Laurie A.
McCarty, Sandra A.
Taylor, Holly L.
Haymond, Billie S.
Miller, Pippi L.
Scandalis, Mike K.
Beverage Whitney E.
Boone, Stephanie Erin
Sharp, Andrea J.
Radcliff, Sherry

Of the following as Substitute Custodian for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority.)

Wade, Timothy H.
Haymond, Billie S.
Scandalis, Mike K.
Boone, Stephanie E.

Emergency Use Only
Sherry L. Howe
Heather Simmons

Of the following as Substitute School Bus Operator for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority)

Thompson, Kevin A.
McNeel, Donald E,
Varner, Kenneth "Buster"
Murphy, Michael C.
Ryder, Jr., Jimmie A.
Rexrode, Coty

Emergency Use Only
Walker, Jamie C.
Taylor, Justin A.
Chaney, James B.

Of the following as Substitute Secretary/Accountant for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority.)

Keffer, Staci Jo
Estep, Joann V.

		Ray, Susan L. Rhea, Teresa E. Haymond, Billie S. Owens, Sharon A. Miller, Deborah L. Faulknier, Harriet J. Anderson Barbara K. Beverage, Whitney E. Murphy, Kimberly S.
		Of the following as Substitute Maintenance for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority.) Wade, Timothy H. Ervine, Shawn K. Irvine, Gregory L.
		Of the following as Substitute Mechanic for Pocahontas County Schools, at state basic service personnel salary, for the 2025-2026 school year, as needed. (In order of seniority.) Walker Jamie (Emergency Use Only)
		Of the following as Substitute Teachers for Pocahontas County Schools, at state basic professional salary, based on degree and experience, for the 2025-2026 school year, as needed: Adcock, Lucas P. Arbogast, M. Susan Arbogast, Shannon G. Baldwin, M. Erin Bauserman Tara L. Beezley, Kenneth E. Berry IV, P. Erwin Blackshire, Kay E. Boggs, Ross D. Boothe, Thomas W. Brewster, Dawn G. Campbell, Blair E. Davis, Logan A. Dennison, Lisa M. Denison, Thomas K. Dunn, Staci Jo Keffer Friel, Earl D. Hall, Maria L. Hamons, Gregory W. Hefner, Elizabeth R.

Holcomb, David T.

Irvine, Deborah A.

Irvine, Kathy M.

Jenkins- Streisel, Susan K.

Johnson, Allen R.

Jonese, Cheryl R.

Jonese, Jan R.

Koerber, Bridget C.

LaFleur, Katherine A.

McLaughlin, Emily K.

Miller, Jay V.

Monico, Peter A.

Murphy, Karen R.

Nottingham, Alyssa L.

Perkins, Jonathan B.

Plaugher, Patricia L.

Plaugher, Ronald A.

Ray, Susan L.

Rhea, Teresa E.

Rittenhouse, Jeanette L.

Rittenhouse, Lucy M.

Rittenhouse, Shannon L.

Sattler, Nicole L.

Shamblin, Dorthie I.

Sharp, Breanna D.

Sharp, Drema L.

Shaw, Virginia L.

Sheets, Elaine J.

Sheets, Robert A.

Sherman, Sharla G.

Simmons, Stephen T.

Smith, Christina M.

Solliday, Maxine A.

Taylor, Jessica N.

Taylor, June A.

Taylor, Tresten R.

Valach, Tracey L.

Vandevender, Karen A.

Wayne, Alesia M.

Wilfong, Michelle D.

Young, Christina O.

Zeni, Roseanne T.

Emergency Use Only:

Barkley-Bircher, Shannon

Local School Improvement Councils Frequently Asked Questions



What is a Local School Improvement Council (LSIC)?

The West Virginia legislature mandated the public schools establish councils to collaborate with administrators and faculty to promote innovations and improvements in the teaching and learning environment in the schools. LSICs are designed to represent the voice of the community's education stakeholders.

What authority does the Local School Improvement Council have?

The LSIC shall help develop and promote the school's and county's vision for excellence by being catalysts for innovation and encouraging parent, family, business, and community involvement in the school and county strategic improvement process.

Where do I find the West Virginia legislative code on Local School Improvement Councils?

Legislative code can be found at <https://code.wvlegislature.gov/>

How do Local School Improvement Councils work?

Local School Improvement Councils serve an integral role in school governance through shared decision making. The membership is designed to draw upon the expertise and insight of

stakeholders from various backgrounds to define the strengths and weaknesses of a school and to develop solutions to improve education at the school. The LSIC is responsible for addressing complex issues and fostering changes that may drastically alter the curriculum, instruction, or administration of the school. Local School Improvement Councils should critically examine their school's needs and develop comprehensive improvement plans. The LSIC efforts are supported by the legislation which provides a waiver process by which Councils may propose to change local and/or state board policies.

How do I become a member of a Local School Improvement Council?

The principal will arrange for the LSIC member elections to be held prior to September 15 each school year and will give notice of the elections at least one week prior to the elections being held. To the extent practicable, all elections to select council members shall be held within the same week.

Who can become members of a Local School Improvement Council?

The Local School Improvement Council is comprised of:

- (1) The principal, who serves as an ex officio member of the council and is entitled to vote;
- (2) Three teachers elected by the faculty senate of the school that serve a two-year term;

(3) Two service persons elected by the service personnel employed at the school that serve a two-year term, one of whom may be a bus operator who transports students enrolled at the school;

(4) Three parents, guardians, or custodians of students enrolled at the school elected by the parents, guardians, or custodians of students enrolled at the school in such a manner as may be determined by the principal. Under no circumstances may a parent member of a school's council be employed at that school in any capacity. Parents serve a two-year term;

(5) Three at-large members appointed by the principal, at least one of whom resides in the school's attendance area and at least one of whom represents business or industry, neither of whom is eligible for membership under any of the other elected classes of members. The at-large members serve a one-year term;

(6) In the case of CTE schools, comprehensive middle schools, and comprehensive high schools, the CTE director or principal, as applicable, shall appoint up to four additional members from any one or more of the following categories: employer, employer-sponsored training program, apprenticeship program, and/or postsecondary education;

(7) In the case of a school with students in grade seven or higher, the student body president or other student in grade seven or higher elected by the student body in those grades.

Can Local School Improvement Councils have non-voting members?

Nothing prohibits expanding the membership of LSICs to include non-voting members or requesting other stakeholders to participate in meetings of the LSIC.

When is the first meeting of the Local School Improvement Council each year?

The school principal shall arrange for the election of members to the LSIC to be held prior to September 15 of each school year and shall give notice of the elections at least one week prior to the elections being held. All elections to select council members shall be held within the same week, to the extent practicable.

After the election of council members, and no later than October 1 of each school year, the principal will convene an organizational meeting of the Local School Improvement Council. The principal must notify each member by written or electronic means at least five business days in advance of this organizational meeting. At this meeting, a chair and two members to assist the chair in setting the agenda and taking minutes for each meeting will be elected, and the principal shall provide a copy of the current applicable sections of W. Va. Code 18-5A-2, any West Virginia Board of Education (WVBE) rule or regulation promulgated pursuant to the operation of these councils, and any information developed by the West Virginia Department of Education (WVDE) on the operation and powers of LSICs and their important role in improving student and school performance and progress.

How often do LSICs meet?

The LSIC must meet every nine weeks or equivalent grading period, at the call of the chair, or by petition of three-fourths of its members.

What meetings are required for LSICs?

In addition to the organizational meeting conducted by the principal, all LSICs must conduct at least one meeting annually to engage stakeholders in a positive and interactive dialogue regarding the school's academic performance and standing as determined by

measures adopted by the WVBE. Attendees have the opportunity to make specific suggestions on how to address issues affecting the school's performance. This may include topics such as parent and community involvement, the learning environment, student engagement, attendance, behaviors, supports for at-risk students, curricular offerings, resources, and school improvement. This meeting will be announced by the chair at least ten business days before. The council shall ensure that a report of concerns, suggestions, and points raised during this meeting is produced and made available on the school's website and forwarded to the County Board of Education Members (CBEM) and the WVDE. The county board shall also post this report on its website.

Are LSIC meetings open to the public?

Yes. All LSIC meetings must be open to the public in compliance with the provisions of the Open Governmental Proceedings Act (W. Va. Code §6-9A-2).

Where can a LSIC find information on requesting waivers?

Councils may propose alternatives to the operation of the school based on the school's needs and circumstances by requesting a waiver of rules, policies, interpretations, and statutes. WVBE Policy 2322 provides guidance on the procedure for requesting waivers. It can be accessed at <http://wvde.state.wv.us/policies/>.

Can a LSIC refuse to forward a request for a waiver that originates in the school's curriculum team?

W. Va. Code §18-5A-2 (j) states that any and all matters which may fall within the scope of both the school improvement council and the school curriculum teams authorized in §18-5A-6,

the school curriculum teams have jurisdiction. Therefore, the LSIC would have to submit the requested waiver to the appropriate body (e.g., local board of education, state board of education).

Are LSICs required to meet with the County Board of Education?

County Boards of Education must meet at least annually with the LSIC of each school deemed to be low performing under the West Virginia Accountability System in accordance with W. Va. Code §18-5-14. At any such meeting, the principal and the LSIC chair shall be prepared to address the dialogue at its meeting or meetings to give all stakeholders an opportunity to make specific suggestions to address issues which are seen to affect the school's academic performance and any other matters that may be requested by the county board as specified in the meeting agenda provided to the council.

What resources are available?

LSIC resources can be accessed on the WVDE website at wvde.us.

Who will be required for the LSIC training provided by the WVDE?

Training will be available for principals, county boards, and others the state board determines appropriate, upon employment and every three years thereafter.

What are the requirements for LSIC Meeting Minutes?

The council shall ensure that minutes are taken at every meeting and made available to the public on the school's website and upon written request to the school's principal or council chair.

Book	Policy Manual
Section	Volume 17 Number 1-Ready for the Board
Title	Revised Policy - Vol. 17, No. 1 - April 2025 - STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY
Code	po7540.04. Some options need to be selected or deleted. Sam. 7/29/25
Status	
Legal	WVBE policy 2460 - Educational Purpose and Acceptable Use of Electronic Resources, Technologies and the Internet P.L. 106-554, Children's Internet Protection Act of 2000 18 U.S.C. 1460 18 U.S.C. 2246 18 U.S.C. 2256 20 U.S.C. 6777, 9134 (2003) 20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003) 47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003) 47 C.F.R. 54.500 - 54.523 WVBE policy 2520.14 - West Virginia College- and Career-Readiness Standards for Technology and Computer Science WVBE policy 4350 - Procedures for the Collection, Maintenance and Disclosure of Student Information WVBE policy 2419 - Regulations for the Education of Students with Exceptionalities WVBE policy 2520.14 - West Virginia College- and Career-Readiness Standards for Technology and Computer Science WVBE policy 4373 - Expected Behavior in Safe and Supportive Schools
Prior Revised Dates	Revised LGW 7.29.25 ready for Sam 7.30.25 updated Ready for Sam

Revised Policy - Vol. 17, No. 1 - April 2025

7540.04 - STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology and Information Resources (as defined by Bylaw 0100) to support the educational and professional needs of its staff and students. The Board provides staff with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students and to facilitate the staff's work. The County's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of County Technology and Information Resources by principles consistent with applicable local, State, and Federal laws, and the District's County's educational mission. This policy and its related policy and administrative guidelines (x), Policy 7544 ~~and AG-7544~~ ~~END-OF-OPTION~~ and any applicable employment contracts govern the staffs' use of the County's Technology and Information Resources and staff's personal communication devices (PCDS) when they are connected to the County's computer network, Internet connection and/or ~~online educational services/apps/services~~, or when used while the staff member is on Board-owned property or at a Board-sponsored activity (see Policy 7530.02).

[DRAFTING NOTE: Choose the option above if the Superintendent recommends and the Board adopts Policy 7544.

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using County Technology and Information Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the County's computer network and/or Internet connection).

Staff members are expected to utilize County Technology and Information Resources to promote educational excellence in our schools by providing students with the opportunity to develop the resource sharing, innovation, and communication skills and tools that are essential to both life and work. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources in enriching educational activities. The instructional use of the Internet and online educational services will be guided by Board Policy 2520 - Selection of Instructional Resources and Equipment.

The use of the electronic resources, technologies, and the Internet must be in support of education and consistent with the educational objectives and priorities of the West Virginia State Board of Education. Use of other networks or computing resources must comply with the rules appropriate for that network and copyright compliance. Users must also be in compliance with the rules and regulations of the network provider(s) serving the County and its schools.

The Internet is a global information and communication network that brings incredible education and information resources to our students. The Internet connects computers and users in the County with computers and users worldwide. Through the Internet, students and staff can access relevant information that will enhance their learning and the education process. Further, County Technology Resources provide students and staff with the opportunity to communicate with other people from throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges and responsibilities.

The Board may not be able to technologically limit access, through its Technology Resources, to only those services and resources that have been authorized for the purpose of instruction, study, and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen resources to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

The West Virginia Department of Education (WVDE), approved service provider, and other State agencies operate the State-wide infrastructure to provide Internet access for all Pre-K-12 public schools. Pursuant to Federal law, the State has implemented technology protection measures, that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet

Protection Act. Electronic filtering will be installed by the WVDE at the two (2) points of presence (POPs) for Internet access. This will provide filtering for all public schools in a cost-effective manner and with efficient management. This service enables the County/schools to meet the Children's Internet Protection Act (CIPA) and E-Rate guideline requirements for filtering.

[x] The ~~Board~~ Director of Personnel, Title IX and Support Services shall add other electronic filters at the school level. The Director of Personnel, Title IX and Support Services will monitor staff filtering violations, investigations and prepare a report for the Superintendent. Principals will be responsible for monitoring the filtering alerts for students.

~~[] With approval of the Board, schools may add other electronic filters at the local level.~~

The Board will use technical protection measures to protect against (i.e., filter or block) access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of staff members to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors.

The technology protection measures may not be disabled at any time that students may be using the County Technology Resources if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any staff member who attempts to disable the technology protection measures without express written consent of an appropriate administrator will be subject to disciplinary action, up to and including termination.

x] The Superintendent or ~~designee of the Superintendent~~ may temporarily or permanently unblock access to websites or ~~online educational services/apps/services~~ containing appropriate material if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures. (x) The Superintendent or designee of the Superintendent ~~also may disable the technology protection measures to enable access for bona-fide research or other lawful purposes.~~

Staff members will participate in professional development programs in accordance with the provisions of law and this policy. Training shall include:

- A. the safety and security of students while using e-mail, chat rooms, social media, and other forms of direct electronic communications;
- B. the inherent danger of students disclosing personally identifiable information online;
- C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students or staff online; and
- D. unauthorized disclosure, use, and dissemination of personally identifiable information (PII) regarding minors.

Furthermore, staff members shall provide guidance and instruction for their students regarding the appropriate use of technology-County Information & Technology Resources and online safety and security as specified above. Additionally, such training shall include, but not be limited to, education concerning appropriate online behavior including interacting with others on social media, including in chat rooms, and cyberbullying awareness and response. ~~and staff~~ Staff members will monitor, in accordance with Federal and State law, students' online activities while at school.

~~[] Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs. The County will provide parents with appropriate notice to the extent required by State law when such monitoring takes place. [END OF OPTION]~~

The disclosure of personally identifiable information about students online is prohibited.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the County Technology Resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including in chat rooms and cyberbullying awareness and response. All users of County Technology Resources are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

~~[] Staff will be assigned a school e-mail address that they are required to utilize for all school-related electronic communications, including those to students, parents and other constituents, fellow staff members, and vendors or individuals seeking to do business with the County. [END OF OPTION]~~

☒ With prior approval from the Superintendent or designee of the Superintendent _____, staff may direct students who have been issued school-assigned e-mail accounts to use those accounts when signing up/registering for access to various online educational services, including ~~mobile applications/apps/services~~ that will be utilized by the students for educational purposes under the teacher's supervision. **[END OF OPTION]**

Staff members are responsible for good behavior when using County Technology and Information Resources - i.e., behavior comparable to that expected when they are in classrooms, school hallways, and other school premises and school-sponsored events. Communications on the Internet are often public in nature. The Board does not approve any use of its Technology and Information Resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines () and Policy 7544 and its accompanying guideline **[END OF OPTION]**.

[DRAFTING NOTE: If the use of social media is authorized by Policy 7540 and Policy 7544, choose the appropriate option to match that language.]

~~[] Staff members may only use County Technology Resources to access or use social media if it is done for educational or business-related purposes.~~

☒ Staff members use of County Technology Resources to access or use social media is to be consistent with Policy 7544 and its accompanying guideline.

[DRAFTING NOTE: Choose the following option to provide further direction to staff regarding the appropriate versus inappropriate use of social media.]

☒ An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the County's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property, including from the employee's private computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities and in compliance with State Board Policy 5902. Inappropriate online behavior may be cause for discipline pursuant to the provisions of West Virginia Code 18A-2-8.

General school rules for behavior and communication apply.

[] Use of Artificial Intelligence for School Work

To ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, the use of Artificial Intelligence (AI) tools is strictly prohibited for the completion of school work. The use of AI tools, without the express permission/consent of a teacher, undermines the learning and problem-solving skills that are essential to academic success and that the staff is tasked to develop in each student. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI tools and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI tools is considered a form of plagiarism, and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct. () (See Policy 7540.09 - Artificial Intelligence ("AI")) **[END OF OPTION]**

Notwithstanding the preceding, students can use AI tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI tools for the following uses:

4. Collaboration: AI tools can be leveraged during collaborative group projects as a means to brainstorm ideas, support their research efforts, and identify relationships among various findings.
5. Research assistance: AI tools can be used to help students quickly and efficiently identify background information, including locating relevant information and sources for their school projects and assignments, suggesting research questions, providing opposing viewpoints, identifying blind spots, and suggesting other perspectives.
6. Data Analysis: AI tools can be used to help students with pattern identification and to analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments – e.g., scientific experiments and marketing research.
7. Language translation: AI tools can be used to translate texts or documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in a different language. AI tools can also remove abstract language from a text, adjust text complexity, and provide background information about a culture to help a student understand texts. AI tools can offer students real-time translation, personalized language exercises, and interactive dialogue simulations.
8. Writing assistance: AI tools can provide feedback on a student's writing, including grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills. Similarly, AI tools can offer suggestions to modify tone and voice, organize a student's thinking, identify bias, suggest additional topics, and ask questions to expand the student's thinking on a topic. AI tools can also be used to spark creativity across diverse subjects, including writing, visual arts, and music composition.
9. Accessibility: AI tools can be used to help students with disabilities access and understand written materials. For example, text-to-speech software can help students with specific learning disabilities or visual impairments to read texts and AI-powered translation tools can help students with hearing impairments understand spoken language (e.g., create transcripts or provide closed-captioning for spoken material).
10. Tutoring: AI technologies have the potential to make available one-to-one tutoring and support for every student with access to the technology, making personalized learning more accessible to a broader range of students. AI-powered virtual teaching assistants could provide non-stop support, answer questions, help with homework, and supplement classroom instruction.
11. Critical Analysis and Discernment: AI usage by our elementary-age students is not appropriate; it is important to teach them to critically analyze and discern AI-generated materials accessed and presented by their teacher. This approach fosters early development in critical thinking, enabling young students to distinguish between potentially inaccurate AI-created content and human-generated information. It also allows young students to learn how AI works.

When AI tools are used responsibly and effectively, they can supplement, not replace, traditional learning methods. If a student has any questions about whether they are permitted to use AI tools for a specific class assignment, they should ask their teacher.

In accordance with their teacher's direction, students are required to cite/identify work generated/created with the use of AI tools and explain/demonstrate how the AI tools were used in the creation of the work.

[END OF OPTION]

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of County Technology and Information Resources that are not authorized by this policy and its accompanying guidelines.

The West Virginia Department of Education (WVDE) and approved service provider(s) can only monitor those e-mail accounts issued to the "k12.wv.us" server, which is administered by WVDE and approved providers. The responsibility for any "k12.wv.us" e-mail accounts lies with the administrator(s) and/or educator(s) identified as responsible for those students using alternative e-mail accounts or the administrator(s) and/or educator(s) identified as responsible for the e-mail server being used.

The WVDE reserves the right to monitor, inspect, investigate, copy, review and store, without prior notice, information about the content and usage of any network and system files, user files, disk space utilization, applications, bandwidth utilization, document files, folders, electronic communications, e-mail, Internet access, and any and all information transmitted or received in connection with networks, e-mail use and web-based tools.

The WVDE's administrative information system (WVEIS) is to be used exclusively for the business of the organization. All information system data are records of the organization. The WVDE has reserved the right to access and disclose all data sent over its information systems for any purposes. All staff must maintain the confidentiality of student data in accordance with The Family Educational Rights and Privacy Act (FERPA).

For reasons of privacy, employees may not attempt to gain access to another employee's personal file of messages in the WVDE's information systems. However, the WVDE has reserved the right to enter an employee's information system files whenever there is a business need to do so.

Based on the acceptable use and safety guidelines outlined in West Virginia State Board of Education policy 2460, the State Superintendent, the WVDE and provider(s) system administrators will determine what is appropriate use, and their decision is final. Also, the system administrator and/or local teachers may deny user access at any time.

The Board designates the Superintendent, school principals and _____ a designee of the Superintendent as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to staff members' use of County Technology and Information Resources.

~~West Virginia State Board of Education~~ WVBE policy 2460 - Educational Purpose and Acceptable Use of Electronic Resources, Technologies and the Internet

WVBE policy 2520.14 - West Virginia College- and Career-Readiness Standards for Technology and Computer Science

WVBE policy 4350 - Procedures for the Collection, Maintenance and Disclosure of Student Information

WVBE policy 2419 - Regulations for the Education of Students with Exceptionalities

WVBE policy 2520.14 - West Virginia College- and Career-Readiness Standards for Technology and Computer Science

WVBE policy 4373 - Expected Behavior in Safe and Supportive Schools

P.L. 106-554, Children's Internet Protection Act of 2000

~~47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)~~

~~20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)~~

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

47 C.F.R. 54.500 - 54.523

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Book	Policy Manual
Section	Special Update-May 2025-ready for the Board
Title	Copy of Replacement Policy - Special Update - May 2025 - PERSONAL ELECTRONIC DEVICES
Code	po5136. Please complete. Sam. 7/29/25. Please complete the EXTRACURRICULAR ACTIVITIES choice. 7/30/25 Sam
Status	
Legal	WV Code 18-2-46
Cross References	po0100 - DEFINITIONS po5517.01 - BULLYING po5771 - SEARCH AND SEIZURE
Adopted	July 1, 2020
Prior Revised Dates	Revised LGW 7.29.25 ready for Sam Updated 7.31.25 ready for Sam

Replacement Policy - Special Update - May 2025

5136 - PERSONAL COMMUNICATION-ELECTRONIC DEVICES

~~"Personal communication devices" (PCDs) as used in this policy are defined in Bylaw 0100:~~

~~{DRAFTING NOTE: SELECT OPTION A OR OPTION B OR OPTION C OR OPTION D}~~

OPTION A

~~{ } While students may possess PCDs in school, on school property, during after school activities (e.g., extra-curricular activities) and at school related functions, they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight during school hours, () during after school activities (e.g., extra-curricular activities), () and on school buses or other Board provided vehicles;~~

~~{ } However, technology including, but not limited to, PCDs intended and actually used for instructional purposes (e.g., taking notes, recording classroom lectures, writing papers) will be permitted, as approved by the classroom teacher or the building principal. () The use of a PCD under this paragraph to engage in non-educational related communications is expressly prohibited.~~

~~{END OF OPTION A}~~

OPTION B

~~{ } Students may use PCDs before and after school, () during their lunch break, () in between classes as long as they do not create a distraction, disruption or otherwise interfere with the educational environment, () during after school activities (e.g., extra-curricular activities), () or at school-related functions. Use of PCDs, except those approved by a teacher or administrator, at any other time is prohibited and they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight.~~

~~{END OF OPTION B}~~

~~OPTION C~~

~~{ } In order to avoid disruption of the educational environment and protect students' right of privacy, student use of PCDs is prohibited on school grounds during school hours, () at after school activities (e.g., extra-curricular activities), and on school buses or other Board-provided vehicles.~~

~~{ } PCDs intended and actually used for instructional purposes (e.g., taking notes, recording classroom lectures, writing papers) will be permitted, as approved by the classroom teacher or the building principal. () However, the use of a PCD to engage in non-education-related communications is expressly prohibited.~~

~~{END OF OPTION C}~~

~~OPTION D~~

~~{ } Students may not possess telephone-paging devices (e.g., beepers or pagers) on school grounds, at school-sponsored events, and on school buses or other Board-provided vehicles. Students may not use PCDs, during the school day, () while on school property, () or during after-school activities (e.g., extra-curricular activities).~~

~~When use of PCDs is prohibited the devices must be powered completely off (i.e., not just placed in vibrate or silent mode) and stored out of sight.~~

~~{END OF OPTION D}~~

~~Students may not use PCDs on school property or at a school-sponsored activity to access and/or view Internet websites that are otherwise blocked to students at school.~~

~~{IF SCHOOL VEHICLES WAS NOT SELECTED IN OPTION A, INCLUDE THE FOLLOWING:}~~

~~() Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicles () or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, () classroom teacher, or () sponsor/advisor/coach. Distraction behavior that creates an unsafe environment will not be tolerated. **[THIS LANGUAGE ALSO MAY BE USED IF OPTION B WAS SELECTED.]**~~

~~During after school activities, PCDs shall be powered completely off (not just placed into vibrate or silent mode) and stored out of sight when directed by the administrator or sponsor.~~

~~Under certain circumstances, a student may keep his/her PCD "On" with prior approval from the building principal.~~

~~Except as authorized by a teacher, administrator or IEP team, students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person. Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. () Students who violate this provision and/or use a PCD to violate the privacy rights of another person () shall () may have their PCD confiscated and held until () the end of the school day () a parent/guardian picks it up, () and may be directed to delete the audio and/or picture/video file while the parent/guardian is present. If the violation involves potentially illegal activity, the confiscated PCD may be turned over to law enforcement.~~

{ DRAFTING NOTE: SELECT OPTION #1 OR OPTION #2 OR OPTION #3 }

OPTION #1

☐ The use of PCDs that contain built-in cameras (i.e., devices that take still or motion pictures, whether in a digital or other format) is prohibited in ☐ classrooms, ☐ gymnasiums, locker rooms, shower facilities, rest/bathrooms ☐ and/or swimming pool.

{ END OF OPTION #1 }

OPTION #2

☐ The use of PCDs in ☐ classrooms, ☐ gymnasiums, locker rooms, shower facilities, rest/bathrooms and/or ☐ swimming pool is prohibited.

{ END OF OPTION #2 }

OPTION #3

☐ PCDs, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, ☐ classrooms, ☐ gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

{ END OF OPTION #3 }

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. See Policy 5517.01—Bullying and Other Forms of Aggressive Behavior. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex (including sexual orientation/transgender identity), disability, age, religion, ancestry, or political beliefs; and (2) engage in “sexting”—i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours ☐ and/or during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The building principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PCD may be turned over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771—Search and Seizure. If multiple offenses occur, a student may lose his/her privilege to bring a PCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PED in violation of this policy is required to report the violation to the building principal.

Students are personally and solely responsible for the care and security of their PEDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PEDs brought onto its property.

☐ Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

☐ Students may use school phones to contact parents/guardians during the school day.

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"Personal electronic devices" (PEDs) as used in this policy are defined in Bylaw 0100.

All personal electronic devices (PEDs) shall not be accessible to students for use in a classroom setting (i.e., an environment where instruction or activities related to the school curriculum are occurring including, but not limited to, general classrooms, gymnasiums, common areas, or any other area where instruction may occur) during instructional time, with the exception of exemptions set forth in this policy.

The instructional day is defined as the time from the start of the first instructional period to the end of the last instructional period, including transition between classes.

Students (x) are ~~()~~ **[END OF OPTION]** permitted to have PEDs on school property.

[DRAFTING NOTE: IF STUDENTS ARE PERMITTED TO HAVE PEDs ON SCHOOL PROPERTY, SELECT THE APPROPRIATE OPTIONS BELOW.]

☐ Before the beginning of the instructional day, students must store their PEDs ~~()~~ as determined by school administrators ~~()~~ as determined by county administrators ~~()~~ as stated elsewhere in this policy and/or its administrative guidelines ~~()~~ **[END OF OPTIONS]**. Students may not retrieve their PEDs until the end of the instructional day unless exemptions apply. **[END OF OPTION]**

☒ During the instructional day, PEDs will be stored (x) in the student's locker; ~~()~~ in containers or pouches located in the front office; ~~()~~ in containers or pouches located in the rooms of each student's ~~()~~ homeroom teacher ~~()~~ first period teacher ~~()~~ **[END OF OPTIONS]** **[END OF OPTION]**

[END OF PED OPTIONS]

EXEMPTIONS

Students with an approved documented need, as required by a medical doctor or licensed healthcare professional or as a requirement of an Individualized Education Plan (IEP) or 504 plan, the student's health care provider's medical orders, or other written accommodation plan, may have access to personal electronic devices if the device relates to the student's specific need. An exemption related to a student's IEP, 504 plan, medical order, or other written accommodation shall include a timeline of the required exemption and specify what electronic device(s) shall be included in the exemption.

The county board of education may include permission to use PEDs for student use in approved work-based learning programs. Students must submit a request, stating the specific course and purpose for which the electronic device may be used.

☒ The Board may allow students taking online classes during the instructional day to have access to their PEDs if the devices are needed to authenticate access to an online class or activity. PEDs must be stowed away immediately after the authentication event and placed back into the original storage location after the class ends.

[x] EXTRACURRICULAR ACTIVITIES

x] Students involved in extracurricular activities after school is dismissed shall have the cell phone () powered completely off (x) set to "silent" or "vibrate" mode so that the extracurricular activity will not be disrupted **[END OF OPTION]**. Student use of cell phones during extracurricular activities may be regulated by the coach or group sponsor as needed to prevent disruptions.

STUDENT TRANSPORTATION

[x] Students may use PEDs while riding to and from school on a school bus or other Board-provided vehicles () ~~or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, () sponsor/advisor/coach~~**[END OF OPTIONS]**. Distracting behavior that creates an unsafe environment will not be tolerated.

~~[] Any use of PEDs during off-campus field trips during the instructional day will be prohibited, unless such use is specifically allowed by the teacher and/or adult chaperone of the activity.~~**[END OF OPTION]**

VIOLATIONS

Violations of this policy may result in disciplinary action and/or confiscation of the PED. The building principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PED is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PED may be turned over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned over to law enforcement. School officials will not search or otherwise tamper with PEDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 – Search and Seizure. If multiple offenses occur, a student may lose his/her privilege to bring a PED to school for a designated length of time or on a permanent basis.

In the event that a personal electronic device is used for an illegal activity, the principal shall report the matter to law enforcement officials. Use of a PED for purposes of academic dishonesty, recording of altercations, or unethical or immoral activities shall carry additional penalties at the discretion of the principal.

All violations of this policy shall be documented in the West Virginia Education Information System (WVEIS).

Specifically, violations of this policy will result in the following progressive penalties:

~~Elementary Schools:~~ Schools:

- | | |
|-------------|---|
| 1st Offense | [x] The device will be confiscated and returned to the parent/guardian student following a conference with the student and parent teacher and/or principal and parent notification.
[] _____ |
| 2nd Offense | [x] The device will be confiscated and returned to the parent/guardian. The student will be assigned to detention or be subject to a loss of recess time appropriate discipline as define in the school discipline matrix for habitual violation of school rules.
[] _____ |

3rd Offense

~~{ } The device will be confiscated and returned to the parent/guardian. The student will be suspended from school for one (1) day.~~
~~{ }~~

Subsequent Offenses:

~~The device will be confiscated and returned to the parent/guardian. The suspension may be increased, and the privilege of possessing a PED on school property at any time (including extra-curricular activities) may be revoked.~~
~~{ }~~

Special Note:

Refusal to surrender a cellular phone or PED to a teacher or administrator attempting to confiscate it pursuant of this policy constitutes insubordination and will be punished according to guidelines outlined in WVBE Policy 4373.

A person who discovers a student using a PED in violation of this policy is required to report the violation to the building principal.

Students are personally and solely responsible for the care and security of their PEDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PEDs brought onto its property.

~~{ } Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office. Office personnel shall transmit messages to students (how and when, such as the end of each instructional period, via phone notification to the classroom, etc.)~~

~~{ } Students may use school phones to contact parents/guardians during the school day.~~

POLICY COMMUNICATION AND OVERSIGHT

The Board shall make reasonable efforts to ensure that the content of this policy is disseminated to students and their parents/guardians by posting signs on school property and publishing information in student handbooks, newsletters, social media, and county or school websites.

The Local School Improvement Council (LSIC) of each school shall annually review relevant discipline data and discuss the progress of this policy's implementation.