The Board of Education of the County of Berkeley met in Regular Session on Tuesday, January 21, 2020 beginning at 5:30 P.M., at Hedgesville High School in the Auditorium, 109 Ridge Road North, Hedgesville, West Virginia with the following persons present:

Dr. William F. Queen, President  
Dr. Darin Gilpin, Vice President  
Mr. Todd M. Beckwith, Member  
Ms. Michelle-Barnes Russell, Member  
Mr. Patrick Murphy, Member  
Dr. Patrick K. Murphy, Superintendent  
Mr. Donnie Dellinger, Assistant Superintendent  
Mr. David Banks, Assistant Superintendent  
Mr. David Dilly, Assistant Superintendent  
Dr. Justin Schooley, Assistant Superintendent  
Mr. Ron Stephens, Assistant Superintendent  
Dr. Veronique Walker, Associate Superintendent  
Mr. James Butts, Treasurer  
Mrs. Elaine Bobo, Executive Director of Communications & Recruiting  
Mrs. Sharon Kisner, Executive Secretary  

I. CALL TO ORDER  
President Queen called the meeting to order at 5:30 PM.  

II. APPROVAL OF AGENDA  
Mr. Murphy moved and Dr. Gilpin seconded to approve the agenda as presented. Motion carried unanimously. Attachment 1  

III. LOCAL SCHOOL IMPROVEMENTS  
Strategic Plans, Balanced Score Cards and School Climate Surveys were presented and received as part of the Local School Improvement Council Report. Presentations included the Hedgesville Region Schools; Hedgesville Elementary, Tomahawk Intermediate, Hedgesville Middle, and Hedgesville High. Discussion followed.  

IV. ADJOURN TO RECONVENE  
Upon completion of the LSIC reports, the meeting adjourned at 7:29 P.M. to reconvene after a short break.
V. **RECONVENE REGULAR MEETING**

The regular meeting reconvened at 7:42 P.M. President Queen welcomed guests followed by the Pledge of Allegiance being led by Luke Musacchio.

VI. **RECOGNITIONS**

1. Principal Trent Sherman, Martinsburg High School, introduced Kathleen Trumble as the December A Caring Educator (ACE) recipient. Mrs. Barnes-Russell thanked Ms. Trumble and presented her a recognition plaque.

2. Principal Mark Barney, Martinsburg South Middle School, introduced Samuel Bivans, Jr. as the December recipient of the Distinguished Service Personnel award (DSA). President Queen thanked Mr. Bivans and presented him a recognition plaque.

3. Principal Ron Branch, Mountain Ridge Middle School, introduced Darla Rutherford as the recipient of the January Distinguished Service Personnel award (DSA). Vice-President Gilpin thanked Mrs. Rutherford for her service and presented her a recognition plaque.

4. Principal Jason Kamlowsky and Assistant Principal Dan Comer, Spring Mills High School, introduced Lenny and Brandi Collis as the January Volunteers of the Month (VOM). Mr. Beckwith thanked the Collis’ for their service to the students and presented them a recognition plaque.

VII. **CITIZENS’ FORUM**

The Board received comments from Capria Hernandez and Valerie Ledford.

VIII. **CONSENT AGENDA**

1. Minutes of Regular Meeting – January 6, 2020 – Attachment 2

2. Chaperone Requests – Attachment 3

3. Curricular & Extra Curricular Trip Requests – Attachment 4

4. PASS Volunteers – Attachment 5

5. Student Transfer Requests – Attachment 6

6. Use of School Property Requests – Attachment 7

7. Budget Supplements / Transfers – On file in the Finance Department

8. Payment of Bills / Approve Invoices – Attachment 8


10. Treasurer’s Report – Attachment 10

Mr. Beckwith moved and Ms. Barnes Russell seconded to approve the Consent Agenda as presented. Motion carried unanimously.

IX. **ACTIONS ITEMS**

1. March 2, 2020 Board Meeting Time Change – Mr. Murphy moved and Dr. Gilpin seconded to change the time of the March 2, 2020 meeting from 7:00 P.M. to 6:00 P.M. to recognize Berkeley County’s National Board Certified Teachers. The meeting will be held at the Administrative Offices, 1453 Winchester Avenue.
2. Personnel Actions – Dr. Schooley presented Personnel Actions dated Tuesday, January 21, 2020. Dr. Gilpin moved and Mr. Beckwith seconded to approve the Personnel Actions as presented. Discussion followed. Motion carried unanimously. Attachment 11

X. BOARD ANNOUNCEMENTS
1. Mr. Murphy inquired if a date had been established for the Board to meet with members of the CEFP.
2. President Queen expressed condolences to Glenda Zepp on the passing of her husband, Don Zepp. Mr. Zepp oversaw many of Berkeley County Schools’ building projects which resulted in immeasurable savings for the school system. Mr. Zepp will be greatly missed.

XI. SUPERINTENDENT ANNOUNCEMENTS
1. Thoughts, feedback, and procedures were shared regarding student safety and due process for employees facing allegations.
2. The inaugural launch of the first book vending machine in West Virginia was held at Musselman Middle on January 21st.
3. The County Science Fair was held on Saturday, January 11th with representation from 16 Berkeley County Schools for a total of 243 student projects. Upcoming Science Fairs include; High School Regionals at Potomac State on Tuesday, March 17th; Intermediate and Middle School Regionals at the Civic Center in Ranson, WV on Friday, March 6th; and the State competition for grades 3-12 at Fairmont State College, March 28th.
4. Volunteers are needed to serve as judges and assistants for our fairs, mock interviews and other events.
5. Dates of importance: February 6th Interim reports will be issued; February 8th County Social Studies Fair; February 10th High School Parent Teacher Conferences and end of nine weeks on March 12th.
6. Principal Jim Holland of Musselman Middle School has announced his upcoming retirement in June 2020 after 39 years of service.
7. Diversity is celebrated at Martinsburg High School through its Multi-Cultural Club.

XII. ADJOURNMENT
With no further business, Mr. Beckwith moved and Ms. Barnes-Russell seconded to adjourn at 8:30 PM. Motion carried unanimously.

PRESIDENT: ________________________________  
SECRETARY: ________________________________  
DATE: ________________________________