

**Lewis County Board of Education - Administration
Building, livestream:
<https://www.youtube.com/@lewiscountyschoolswv1672/streams>**

Monday, January 27, 2025 6:00 PM
Administration Building, 239 Court Ave., Weston, WV 26452

I. Call to Order/Pledge of Allegiance	Speaker(s): Adam Gissy
II. Roll Call	
III. Public Attendance	
IV. Agenda Adjustments	Speaker(s): Adam Gissy
V. Personnel & Student Achievement/Recognitions	
VI. Student Discipline	
VII. Academics	
VIII. Delegations	
IX. Discussion/Consider and approve amending of the Lewis County Transportation Practices and Procedures (proposed changes to weekly trip meetings at paragraph 2)	Speaker(s): Dr. Melinda J. Stewart
X. Consider and approve the Memorandum of Understanding between West Virginia State Hospital Initiative Inc (WVSHI Inc.)/Riverstone Community Services and the Lewis County Board of Education, effective January 28, 2025, through June 30, 2025.	
XI. Policies	
XI.A. Chapter 3120.12 - Substitutes In Areas Of Critical Needs and Shortage (under urgent conditions approve/adopt policy)	
XII. Approve Minutes from previous board meetings:	
January 13, 2025 - Regular	
January 15, 2025 - Special	
XIII. Consent Agenda	
XIII.A. Out of State Trip:	
1. Robert L. Bland Middle School Wrestling Team to Huntington, WV, with hotel accommodations in Ashland, Kentucky, from January 31, 2025, through February 1, 2025	
2. Christana Lybarger and Jennifer Eiler, Lewis County High School National Honor Society to Washington, DC, February 5, 2025, through February 6, 2025.	
XIV. Finance	

XIV.A.	Approve payroll/payment of bills in the amount of - \$1,417,117.52	Speaker (s) : Mariah Richards
XIV.B.	Review and approve the Monthly Financial Report, November 2024.	Speaker (s) : Mariah Richards
XIV.C.	Review and approve the Budget Journal Entries, November 2024	Speaker (s) : Mariah Richards
XIV.D.	Review and approve the Monthly Financial Report, December 2024	Speaker (s) : Mariah Richards
XIV.E.	Review and approve the Budget Journal Entries, December 2024	Speaker (s) : Mariah Richards
XV. Reports/Discussions		
XV.A.	Facilities/Construction Updates	Speaker (s) : Ryan Dumont
XVI. Personnel		
XVII.	Superintendent Updates	Speaker (s) : Dr. Melinda J. Stewart
XVIII.	Board Comments/Discussions	Speaker (s) : Dr. Melinda J. Stewart
XIX. Date of Next Meeting		
XX.	Adjournment	Speaker (s) : Adam Gissy
XXI. For Board Information		
XXI.A.	Use of Buildings and Grounds Update	

Personnel Agenda
January 27, 2025

Superintendent Recommendations:

I. Accept the following Resignations/Retirements:

- a. **Sara King**, Retirement, ECCAT/Aide, Leading Creek Elementary School, effective June 30, 2025
- b. **Kayla Ketterman**, Resignation, Itinerant Classroom Behavior Aide Special Services Instructional Aide/Autism Mentor, Lewis County Schools, effective January 17, 2025
- c. _____, Resignation/Retirement
- d. _____, Termination Hearing
- e. _____, Termination

II. Consider and approve the following requests:

- a. **Lisa Helmick**, Approve Paid and Unpaid Medical Leave of Absence and Donated Sick Days, January 20, 2025 – January 31, 2025
- b. **Steve Palmer**, Approve Non-Paid Coach, Baseball, Robert L. Bland Middle School, effective the 2024-2025 school year, pending certification and background check
- c. _____, Suspension
- d. _____, Rescind Hire
- e. _____, Non-Paid Coach
- f. _____, Leave of Absence

III. Employ the following professional personnel:

- a. _____, General Science Teacher, Lewis County High School (Posting #100)
- b. _____, Itinerant Special Education Teacher, Lewis County Schools (Posting #101)
- c. _____, Special Education Teacher, Robert L. Bland Middle School (Posting #102)
- d. _____, Grade 7/8 Science Teacher, Robert L. Bland Middle School (Posting #103)
- e. _____, Mathematics Teacher, Lewis County High School (Posting #104)
- f. _____, Substitute School Nurse(s), Lewis County Schools (Posting #105)
- g. _____, Substitute Teacher(s), Lewis County Schools (Posting #106)

- h. _____, Grade 6 Teacher, Robert L. Bland Middle School (Posting #117)
- i. _____, Special Education/Autism Teacher, Lewis County High School (Posting #123)
- j. _____, Grade 7/8 Social Studies Teacher, Robert L. Bland Middle School (Posting #126)
- k. _____, Spanish Teacher, Lewis County High School (Posting #129)
- l. _____, Long-Term Substitute Teacher, Special Education, Lewis County High School (Posting #132)
- m. _____, Special Education Teacher, Lewis County High School (Posting #134)
- n. _____, Grade 5 Teacher, Jane Lew Elementary School (Posting #137)
- o. _____, Long-Term Substitute English Teacher 9-12, Lewis County High School (Posting #140)
- p. _____, Grade 6 Teacher, Robert L. Bland Middle School (Posting #141)
- q. _____, Professional Accountant, Lewis County Schools (Posting #142)
- r. _____, Grade 4 Teacher, Roanoke Elementary School (Posting #144)
- s. **Megan Bruffey**, Itinerant School Nurse, Lewis County Schools, effective February 28, 2025 pending certification (Posting #147)
- t. _____, English Teacher, Lewis County High School (Posting #148)

IV. Employ the following service personnel:

- a. _____, Day-to-Day Substitute Custodian/Maintenance, Lewis County Schools (Posting #302)
- b. _____, Day-to-Day Substitute Secretary, Lewis County Schools (Posting #303)
- c. _____, Day-to-Day Substitute Aide, Lewis County Schools (Posting #304)
- d. _____, Day-to-Day Substitute Cook, Lewis County Schools (Posting #305)
- e. _____, Day-to-Day Substitute Bus Operator, Lewis County Schools (Posting #306)
- f. _____, Long-Term Temporary Substitute Custodian/Maintenance, Peterson-Central Elementary School (Posting #331)
- g. **Evelyn Riffle**, Bus Operator, Lewis County Schools, effective January 29, 2025 (Posting #334)
- h. _____, Custodian/Maintenance, Peterson-Central Elementary School (Posting #335)
- i. _____, Mechanic, Lewis County Schools (Posting #336)

V. Employ the following coaching personnel:

- a. _____, Golf Coach, Robert L. Bland Middle School (Posting #1025)

VI. Employ the following professional extra-curricular personnel:

- a. _____, HiSet Chief Examiner, Lewis County Schools (Posting #506)
- b. _____, HiSet Test Administrator, Lewis County Schools (Posting #507)
- c. **Krista N. Hardman**, Wellness Coordinator, Jane Lew Elementary School, effective the 2024-2025 school year (Posting #602)
- d. _____, (2) After School Tutors, Jane Lew Elementary School (Posting #609)
- e. _____, After School Tutor, Leading Creek Elementary School (Posting #610)
- f. _____, After School Tutor, Robert L. Bland Middle School (Posting #613)
- g. _____, Instructional Interventionist, Peterson-Central Elementary School (Posting #614)
- h. _____, Instructional Interventionist, Jane Lew Elementary School (Posting #615)
- i. _____, Instructional Interventionist, Leading Creek Elementary School (Posting #617)
- j. _____, Math Field Day Coordinator, Leading Creek Elementary School (Posting #619)
- k. **Laura Eckstein**, Beginning Teacher Mentor, Grade 3, Jane Lew Elementary School, effective the 2024-2025 school year (Posting #634)
- l. _____, Beginning Counselor Mentor, Lewis County High School (Posting #638)
- m. _____, Beginning Teacher Mentor, Grade 1, Jane Lew Elementary School (Posting #643)
- n. **Melissa McConnell**, Beginning Teacher Mentor, Preschool, Jane Lew Elementary School, effective the 2024-2025 school year (Posting #649)
- o. _____, Beginning Teacher Mentor, Physical Education, Lewis County Schools (Posting #650)
- p. _____, eSports Coach, Lewis County High School (Posting #1013)
- q. _____, STEM/Robotics Coach, Peterson-Central Elementary School (Posting #1017)
- r. _____, STEM/Robotics Coach, Leading Creek Elementary School (Posting #1018)

VII. Employ the following service extra-curricular personnel:

- a. _____, Temporary Bus Aide, Roanoke Elementary School (Posting #646)
- b. **Tonya Bohan**, Secretary Substitute Call-Out System Operator – PM Shift, Lewis County Schools, effective January 29, 2025 (Posting #811)