HARRISON COUNTY SCHOOLS

408 E. B. SAUNDERS WAY
POST OFFICE BOX 1370
CLARKSBURG, WEST VIRGINIA 26302-1370
(304) 326-7300
FAX (304) 624-3361

SUSAN LEE COLLINS
Superintendent

BOARD OF EDUCATION
PAUL J. HOWE, III, *President*
SALLY J. CANN, *Vice President*
MICHAEL L. QUEEN
JAMES L. REASER
CHARLES PAUL REIDER

Board of Education Memo #101-09-10

TO: Members, Harrison County Board of Education

FROM: Susan Lee Collins, Superintendent

SUBJECT: Personnel Matters

Attached are the personnel recommendations for Professional and Service Personnel for the meeting October 19, 2009.

I respectfully request your approval of these recommendations.

DMS/sjs

Board of Education Memo #101-2

October 19, 2009

I. PROFESSIONAL RECOMMENDATIONS:

A. Retirement:

Philip B. Brown	Principal, South Harrison High/Middle, effective October 30, 2009

B. Resignation:

Allison E. Griffith	Substitute Teacher

C. Permission to Revise Retirement Date:

Anne Coleman	Pre-School Teacher, revise date from November 6, 2009 to be effective October 31, 2009, Salem Elementary

D. Permission to Renew Contract to Second-First Contract:

Denise Spatafore	Supervisor of Personnel, effective July 1, 2009

E. Request for Leave:

F. Permission to Waive Planning Period:

Mark Starkey	Driver Education Teacher, request to waive planning period every other day in order to provide instruction, Lincoln High, effective for the 2009-10 school term only

F. Permission to Waive Planning Period (continued):

Denise Jones	Speech Language Pathologist, request to waive planning period to provide instruction, effective until the vacancy can be filled,

	but not to exceed the 2009-10 school term
Susan Platt	Speech Language Pathologist, request to waive planning period to provide instruction, effective until the vacancy can be filled, but not to exceed the 2009-10 school term
Holly McIntyre	Speech Language Pathologist, request to waive planning period to provide instruction, effective until the vacancy can be filled, but not to exceed the 2009-10 school term
Kerri Turner	Speech Language Pathologist, request to waive planning period to provide instruction, effective until the vacancy can be filled, but not to exceed the 2009-10 school term
Sharon Clagett	Speech Language Pathologist, request to waive planning period in order to provide services to homebound students, effective for the 2009-10 school term
Kerri Holcomb	Speech Language Pathologist, request to waive planning period in order to provide services to homebound students, effective for the 2009-10 school term

Board of Education Memo #101-4

October 19, 2009

II. SERVICE PERSONNEL RECOMMENDTIONS:

A. Permission to Reclassify:

Holly Sears	From Special Education Aide IV/Sign Language Interpreter, to Supervisory Special Education Aide III/Sign Language Interpreter, Bridgeport High, effective August 26, 2009
Rhonda Southern	From Special Education Aide

	III, to Supervisory Special Education Aide III, Bridgeport High, effective August 26, 2009
Wendy Wickline	From Special Education Aide III, to Supervisory Special Education Aide III, Bridgeport High, effective August 26, 2009
Shannon Lopez	From Supervisory Special Education Aide II, to Supervisory Special Education Aide III, Washington Irving Middle, effective November 2008
Regenia Hight	Bus Monitor Aide IV, to include special medical procedures, Transportation Department, effective October 2, 2009

Board of Education Memo #101-5

October 19, 2009

III. EXTRA CURRICULAR RECOMMENDTIONS:

A. Employment:

Yancey J. Weaver	Head Wrestling Coach, Lincoln High, effective for the 2009-10 school term only, SSAC

B. Resignation:

Katrina A. Hill	Head Girls Basketball Coach, Mountaineer Middle, effective October 5, 2009
Stephanie Cross	Lunch duty, thirty (30) minutes per day, Wilsonburg Elementary, effective October 20, 2009

C. Volunteer Coach:

Paul Ayers	Girls Varsity Basketball

	Program, Bridgeport High, effective for the 2009-10 school term only
Christopher Richards	Boys Varsity Basketball Program, South Harrison High, effective for the 2009-10 school term only, SSAC

D. Permission to Create:

1.0 Special Education Private School Tutor Coordinator	Includes students with disabilities excluding communication disorders from approved Harrison County Private Schools, up to 4 hours per identified student per year in Parentally Placed Private School at hourly professional rate, funding through IDEA and ARRA Special Education funds, see attachment
2.0 Elementary Teachers	AIM After School Intervention Program, Monday through Thursday, 2:55pm to 3:55pm, effective November 9, 2009 through April 28, 2010, Nutter Fort Intermediate

D. Permission to Create (continued):

1.0 Special Education Aide	Two hours per day, as needed for bus duty, 6:45am to 8am and 2:30pm to 3:15pm, schedule subject to change, Lincoln High, effective for the 2009-10 school term
1.0 Special Education Aide	Fifteen (15) minutes per day, as needed for bus duty, 7:30am to 7:45am, schedule subject to change, Nutter Fort Primary, effective for the 2009-10 school term
1.0 Special Education Aide	Forty (40) minutes per day, as needed for instruction /social skills, 7:20am to 8am, Wilsonburg Elementary, effective for the 2009-10 school term
1.0 Special Education Aide	Forty-five (45) minutes per day, as needed for breakfast duty, 7:15am to 8am, schedule subject to change, Lost Creek Elementary, effective for the 2009-10 school term

1.0 Special Education Aide	Forty-five (45) minutes per day, as needed for lunch duty and homeroom, 7:30am to 8am and 11am to 11:15am schedule subject to change, Bridgeport High, effective for the 2009-10 school term

E. Permission to Compensate:

Angie Pratt	Lunch duty 2 days, breakfast duty 2 days, West Milford Elementary
Stephanie Roda	Lunch duty 2 days, breakfast duty 2 days, Lumberport Elementary
Staci Toothman	Lunch duty, 12 days, Salem Elementary

E. Permission to Compensate (continued):

Ronald Noon	Lunch duty, 5 days, Big Elm Elementary
Susan Powell	Lunch duty, 1 day, South Harrison Middle
Christine Monel	Lunch duty, 1 day, Nutter Fort Primary