

Board of Education Memo #145-08-09

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 December 2, 2008

I respectfully request your approval of these recommendations.

MCM/sjs

Board of Education Memo #145-2

December 2, 2008

I. PROFESSIONAL RECOMMENDATIONS:

A. Employment:

Alicia R. Nelson	Substitute Teacher
Bridgett Church	Teacher of Mentally Impaired/ Severe and Profound, full time, 200 day employment term, Robert C. Byrd High, effective December 8, 2008
Natalie Quillin	Art Teacher, full time, 200 day employment term, Nutter Fort Intermediate, effective December

8, 2008

Christy A. Mullens

French 5-12 Teacher, full time, 200 day employment term, itinerant schedule, Lumberport Middle/South Harrison Middle, effective January 2, 2009

William A. Shaver Jr.

Alternative Social Studies 7-12 Teacher, full time, 200 day employment term, Alternative Learning Center, effective December 8, 2008

B. Transfer and Assign:

Kristi James

From Teacher of Special Education, Multi-Categorical, full time, Pressley Ridge, to Teacher of Special Education, Multi-Categorical, full time, 200 day employment term, Big Elm Elementary, effective December 8, 2008. Will not assume position until the 2009-10 school term

Brenda J. Felder

From Teacher of Special Education, Multi-Categorical, full time, Pressley Ridge, to Teacher of Mentally Impaired, full time, 200 day employment term, North View Elementary, effective December 8, 2008. Will not assume position until the 2009-10 school term

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December 2, 2008

I. PROFESSIONAL RECOMMENDATIONS:

B. Transfer and Assign: (continued)

Avalain J. Drainer

From Fourth Grade Teacher, full time, North View Elementary, to Gifted Teacher, full time, 200 day employment term, Adamston Elementary, effective December 8, 2008. Will not assume the position until the 2009-10 school term

C. Permission to Remove:

Shawn D. Porter

Substitute Teacher, (RESA), failure to sign contract

D. Request for Leave:

E. Permission to Create:

1.0 Secondary Numeracy Coach	210 day employment term, itinerant schedule, funding through Title II
1.0 Elementary Numeracy Coach	210 day employment term, itinerant schedule, funding through Title II
.5 Gifted Teacher	Itinerant schedule, Adamston Elementary based

F. Permission to Adopt Job Description:

Secondary Numeracy Coach, see attachment  
Elementary Numeracy Coach, see attachment

G. Permission to Adopt Revised Job Description:

Lead School Psychologist, see attachment

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December 2, 2008

II. SERVICE PERSONNEL RECOMMENDATIONS:

A. Employment:

Donna Steiding	Cook II, half time, 200 day employment term, must be able to lift up to fifty pounds, South Harrison High, effective December 8, 2008
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B. Temporary Employment:

Peggy Thomas	Bus Monitor Aide II, full time, 200 day employment, Transportation Department, effective December 8, 2008 and continue until the return of the regular employee
Tammy Frazier	Cook II, full time, 200 day employment term, must be able to lift up to fifty pounds, Johnson Elementary effective

December 8, 2008 and continue until the return of the regular employee

C. Transfer and Assign:

Michael V. Caputo

From Custodian III, full time, 250 day employment term, Lincoln High, to Custodian III, full time, 200 day employment term, 4pm to 12am, Monday through Friday, Bridgeport High, effective December 8, 2008

John Paul Delaney

From Custodian III, half time, Alternative Learning Center, to Custodian III, full time, 200 day employment term, 4pm to 12am, Monday through Friday, South Harrison High, effective December 8, 2008

Michael Shahan

From Custodian III, half time, Liberty High, to Custodian III, full time, 200 day employment term, 12am to 8am, Tuesday through Saturday, Nutter Fort Intermediate, effective December 9, 2008

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II. SERVICE PERSONNEL RECOMMENDATIONS:

C. Transfer and Assign: (continued)

Andrea L. Bokey

From Cook II, half time, South Harrison High, to Cook II, half time, 200 day employment term, 9am to 12:30pm, must be able to lift up to fifty pounds, Bridgeport High, effective December 8, 2008

Rebecca M. Mearns

From Supervisory Special Education Aide IV/Autism Mentor, half time, Bridgeport High, to Special Education Aide IV/Braille Specialist, full time, 200 day employment term, Washington Irving Middle, effective December 8, 2008

Chad Fincham

From Bus Operator, full time, Transportation Department, to Bus Operator bus #108, full time, 200 day employment term, six hour run to include Elk City, Rt 19, Campbell's Fork and Two Lick

Road, areas to various Harrison County schools, bus located at South Harrison, Transportation Department, effective December 8, 2008

D. Temporary Transfer and Assign:

Semet Lemasters

From Bus Operator, full time, Transportation Department, to Bus Operator, bus #87, full time, 200 day employment term, six hour run to include Rt. 20, Laurel Run, Reese's Run and Lumberport areas, to various Harrison County schools, schedule subject to change, bus located at Shinnston, Transportation Department, effective December 8, 2008 and continue subject to the return of the regular employee

E. Permission to Reclassify:

Brittany Bennett

From Special Education Aide II/Interpreter to Supervisory Special Education Aide II/Interpreter, Bridgeport High, effective October 13, 2008

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II. SERVICE PERSONNEL RECOMMENDATIONS:

E. Permission to Reclassify: (continued)

Mary Jo Lanzy

From Special Education Aide II to Supervisory Special Education Aide II, effective November 10, 2008, Simpson Elementary

F. Permission to Adopt Revised Job Descriptions:

Cook II, see attachment

Cook III/Cafeteria Manager, see attachment

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III. EXTRA CURRICULAR RECOMMENDATIONS:

A. Employment:

Danette Fulton	Elementary Teacher, Leaps and Bounds Program, 3:15pm to 4:45pm, Tuesday through Thursday only, Salem Elementary, effective January 20, through May 14, 2009, Salem Elementary
Elizabeth Lafferty	Elementary Teacher, Leaps and Bounds Program, 3:15pm to 4:45pm, Tuesday through Thursday only, Salem Elementary, effective January 20, through May 14, 2009, Salem Elementary
Karen Renzelli	Substitute Teacher, Terrific Tuesday Program, 3pm to 5:30pm, Tuesday only, effective January 13, through February 24, 2009, as needed only, Norwood Elementary
Annette Hitt	Substitute Teacher, Terrific Tuesday Program, 3pm to 5:30pm, Tuesday only, effective January 13, through February 24, 2009, as needed only, Norwood Elementary
Cecil Morris	Substitute Teacher, Terrific Tuesday Program, 3pm to 5:30pm, Tuesday only, effective January 13, through February 24, 2009, as needed only, Norwood Elementary

Nancy Maunz	Elementary Teacher, Learning Corner, P.R.O.M.I.S.E., After School Program, Monday through Thursday, 2:50pm, to 4:50pm, effective November 19, 2008 through May 30, 2009, Nutter Fort Primary
Susan Jabbour	Teacher, three days per week, ninety (90) minutes per session, 3:30pm to 5pm, effective on or before November 19, 2008 and conclude on or June 1, 2009, Clarksburg Mission
Alice Maxwell	Elementary Teacher, AM Jumpstart, 7am to 7:30am, Monday through Friday, effective January 5, through May 8, 2009, Big Elm Elementary

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III. EXTRA CURRICULAR RECOMMENDATIONS:

A. Employment: (continued)

Nancy Jo Cool	Elementary Teacher, AM Jumpstart, 7am to 7:30am, Monday through Friday, effective January 5, through May 8, 2009, Big Elm Elementary
Bonnie Menendez	Special Education Aide, bus duty, fifty (50) minutes per day, as needed, 2:30pm to 3:20pm, schedule subject to change, effective August 26, 2008 through June 9, 2009, North View Elementary
Patricia Lewis	Special Education Aide, bus duty, ninety (90) minutes per day, as needed, 7am to 7:45am and 2:30pm to 3:15pm, schedule subject to change, effective August 26, 2008 through June 9, 2009, Nutter Fort Intermediate
Holly Sears	Special Education Aide/Interpreter, academic duty, forty (40) minutes per day, as needed, 7:45am to 8am and 2:30pm to 2:55pm, schedule subject to change, effective August 26, 2008 through June 9, 2009, Liberty High
Constanza Baker	Special Education Aide/Braille Specialist, academic duty, sixty (60) minutes per day, as needed, 7:30am to 8am and 2:30pm to 3pm,

schedule subject to change,  
effective August 26, 2008 through  
June 9, 2009, Liberty High

Debbie Madurski

Special Education Aide, bus duty,  
fifty-five (55) minutes per day,  
as needed, 7:40am to 8am and  
11:15am to 11:30am, schedule  
subject to change, effective  
September 7, 2008 through June 9,  
2009, Norwood Elementary

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III. EXTRA CURRICULAR RECOMMENDATIONS:

A. Employment: (continued)

Marsha Anderson

Special Education Aide, bus duty,  
one hundred sixty (160) minutes  
per day, as needed, 7am to 8am  
and 2:30pm to 3:50pm, schedule  
subject to change, effective  
August 26, 2008 through June 9,  
2009, Nutter Fort Primary

Amy Huff

Special Education Aide, lunch  
duty, fifteen (15) minutes per  
day, as needed, 11:15am to  
11:30am, schedule subject to  
change, effective August 26, 2008  
through June 9, 2009, Johnson  
Elementary

Belinda Koch

Special Education Aide, bus duty,  
seventy (70) minutes per day, as  
needed, 6:50am to 8am, schedule  
subject to change, effective  
August 26, 2008 through June 9,  
2009, Washington Irving Middle

Lou Ellen Smith

Special Education Aide/LPN, After  
School Program, one hundred fifty  
(150) minutes per day, as needed,  
2:30pm to 5pm, schedule subject  
to change, effective September  
15, 2008 through May 5, 2009,  
Monday and Tuesday only, West  
Milford Elementary

Bonita Cain

Special Education Aide, bus duty,  
one hundred fifty (150) minutes  
per day, as needed, 6:45am to 8am  
and 2:30pm to 3:45pm, schedule  
subject to change, effective  
August 26, 2008 through June 9,  
2009, Lumberport Middle

Rebecca Rogers	Choir Director and Play Sponsor, effective December 3, 2008, Wilsonburg Elementary
Heather Stalnaker	Head Softball Coach, Lumberport Middle, effective December 3, 2008
A. Danielle Fenstermacher	Wellness Facilitator, West Milford Elementary, effective December 3, 2008 through June 9, 2009

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III. EXTRA CURRICULAR RECOMMENDATIONS:

A. Employment: (continued)

Jennifer Banko	Head Cheerleader Coach, Washington Irving Middle, effective for the 2008-09 school term only, SSAC
Gary Abbate	Assistant Swim Coach, Bridgeport High, effective for the 2008-09 school term only, SSAC
Thomas Paugh	Head Wrestling Coach, Lumberport Middle, effective for the 2008-09 school term only, SSAC
Amber Barr	Play Sponsor, South Harrison High, effective December 3, 2008
Sarah Blevins	Building Level Network Sponsor, Adamston Elementary, effective December 3, 2008
M. Arlene Iquinta	Mentor for Patrick Joyce, Librarian, Washington Irving, effective for the 2008-09 school term only
Rebecca Leonette	Mentor for Michelle Lehosit, Second Grade Teacher, effective for one semester of the 2008-09 school term only, and Mentor for Helen Morris, Third Grade Teacher, effective for the 2008-09 school term only, North View Elementary
Teresa Boggs	Mentor for Rachel Skubis, English Teacher, effective for the 2008-09 school term only, Robert C. Byrd High
Elizabeth Lafferty	Mentor for Kelly Burch, Title I Teacher, effective for the 2008-09 school term only, Salem Elementary

E. Louise Southern

Mentor for Kelly Rohrbough, Language Arts Teacher, and Mentor for Amy Quinn, Special Education Teacher, effective for the 2008-09 school term only, South Harrison Middle

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III. EXTRA CURRICULAR RECOMMENDATIONS:

A. Employment: (continued)

Richard Sprout

Mentor for Amber Barr, Sixth Grade Teacher, effective for the 2008-09 school term only and Stanley Lough, CATS 6-9 Teacher, effective for one semester of the 2008-09 school term, South Harrison Middle

Mary Beth Moore

Mentor for Mindy Larew, Science Teacher, effective for the 2008-09 school term only, South Harrison High

Cheri Chenoweth

Mentor for Kim Holbert, Special Education Teacher, effective for the 2008-09 school term only, South Harrison High

Julie Smith

Mentor for Erica Beverage, Science Teacher, effective for the 2008-09 school term only, Lincoln High

B. Volunteer Coach:

John Reese

Wrestling Program, Lumberport Middle, effective for the 2008-09 school term only

Aimee Saffel

Cheerleading Program, Liberty High, effective for the 2008-09 school term only

Marcus Kintz

Freshman Boys Basketball Program, South Harrison High, effective for the 2008-09 school term only

Bruce Bolden

Varsity Boys Basketball Program, South Harrison High, effective for the 2008-09 school term only

C. Permission to Create:

1.0 Supervisory Special Education Aide

Academic duty, sixty (60) minutes per day, as needed, 2pm to 3pm, schedule subject to change, Bridgeport High, effective

October 13, 2008 through June 9,  
2009

D. Permission to Adopt Revised Job Description:

Mentor, see attachment  
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III. EXTRA CURRICULAR RECOMMENDATIONS:

E. Permission to Compensate:

Megan Dobbins	Lunch duty, 1 day, South Harrison Middle
Debbie Madurski	Breakfast/Lunch duty, 3 days, Lost Creek Elementary
Sheila Napier	Breakfast duty, 3 days, Lost Creek Elementary
Betty L. Carr	Lunch duty, 1 day, Wilsonburg Elementary
Kelly Allen	Lunch duty, 2 days, Salem Elementary
Susan Powell	Lunch duty, 1 day, Salem Elementary
Stacie Toothman	Lunch duty, 4 days, Salem Elementary
Ronald Noon	Breakfast/Lunch duty, 1 day, Lumberport Elementary
Stacie Toothman	Lunch duty, 4 days, Salem Elementary
Kristie L. Galindo	Lunch duty, 2 days, Salem Elementary
Portia Tipton	Lunch duty, 1 day, Bridgeport Middle

IV. OTHER:

Parent Volunteers, Drivers and Chaperones, see file