

Board of Education Memo #43-08-09

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 August 19, 2008.

I respectfully request your approval of these recommendations.

JHM/sjs

Board of Education Memo #43-2

August 19, 2008

I. PROFESSIONAL RECOMMENDATIONS:

A. Employment:

Title I Teacher, full time, 200 day employment term, itinerant schedule, Harrison County schools, effective August 21, 2008, pending completion of paperwork

Title I Teacher, full time, 200 day employment term, itinerant schedule, Harrison County schools, effective August 21, 2008, pending receipt of certification

Title I Teacher, full time, 200 day employment term, itinerant schedule, Harrison County schools, effective August 21, 2008, pending receipt of certification

Title I Teacher, full time, 200 day employment term, itinerant schedule, Harrison County schools, effective August 21, 2008, pending completion of paperwork

Title I Teacher, full time, 200 day employment term, itinerant schedule, Harrison County schools, effective August 21, 2008

Cover Planning Period Teacher, half time, 200 day employment term, West Milford Elementary, effective August 21, 2008

Librarian, full time, 200 day employment term, Big Elm Elementary, effective August 21, 2008, pending completion of paperwork

Physical Education/Health Teacher, full time, 200 day employment term, Liberty High, effective August 21, 2008

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August 19, 2008

I. PROFESSIONAL RECOMMENDATIONS:

A. Employment: (continued)

Consumer Sciences Teacher, half time, 200 day employment term, Bridgeport High, effective August 21, 2008

First Grade Teacher, full time, 200 day employment term, Lumberport Elementary, effective August 21, 2008, pending completion of paperwork

Third Grade Teacher, full time, 200 day employment term, North View Elementary, effective August 21, 2008

Sixth Grade Teacher, full time, 200 day employment term, South Harrison Middle, effective August 21, 2008

First Grade Teacher, full time, 200 day employment term, Nutter Fort Primary, effective for the 2008-09 school term only

Intern School Psychologist, itinerant schedule, effective for the 2008-09 school term only

Substitute Teacher

Substitute Teacher

Substitute Teacher

Substitute Teacher

Substitute Teacher

Substitute Teacher

Substitute Teacher

Substitute Teacher

Substitute Teacher, pending completion of paperwork

Substitute Teacher, RESA

Substitute Teacher, RESA

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August 19, 2008

I. PROFESSIONAL RECOMMENDATIONS:

B. Transfer and Assign:

, full time, 200 day employment term, Big Elm Elementary, effective August 21,

2008

full time,
200 day employment term, Simpson
Elementary, effective August 21,
2008

to Teacher of
Mentally Impaired/Learning
Disabilities, full time, 200 day
employment term, Liberty High,
effective August 21, 2008

to Cover Planning
Period Teacher, full time, 200
day employment term, Wilsonburg
Elementary, effective August 21,
2008

C. Remove from Transfer and Assign:

to Fourth
Grade Teacher, full time, 200 day
employment term, Nutter Fort
Intermediate, effective August
21, 2008

D. Request for Leave:

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August 19, 2008

I. PROFESSIONAL RECOMMENDATIONS:

E. Permission to Create:

1.0 Fourth Grade Teacher	Nutter Fort Intermediate
.5 Reading/Language Arts 6-8 Teacher	Lumberport Middle
.5 English/Language Arts 9-12 Teacher	Lincoln High

F. Permission to Abolish:

1.0 Reading/Language Arts
7-12 Teacher

Lumberport Middle/Lincoln High

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August 19, 2008

I. PROFESSIONAL RECOMMENDATIONS:

Principal, full time, 225 day
employment term, Lumberport
Elementary, effective August 20,
2008

Principal, full time, 225 day
employment term, Lost Creek
Elementary, effective August 20,
2008

Assistant Principal, full time,
215 day employment term, Big Elm
Elementary, effective August 20,

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August 19, 2008

II. SERVICE PERSONNEL RECOMMENDATIONS:

A. Employment:

Bus Operator, bus #92, full time, 200 day employment term, six hour run to include Rt 20 (Wetzel County line) Rinehart Rd, Lambert's Run and Spelter areas to various Harrison County schools, schedule subject to change, bus located at Shinnston, Transportation Department, effective August 21, 2008

Bus Operator, bus #81, full time, 200 day employment term, six hour run to include Cunningham Run, Shinnston and Lumberport areas to

various Harrison County schools,
schedule subject to change, bus
located at Shinnston,
Transportation Department,
effective August 21, 2008

B. Temporary Employment:

Secretary IIIA, thirty-five (35)
days maximum, as needed,
effective August 25, 2008 through
January 31, 2009, Title I
Department, Central Office

C. Resignation:

Substitute Aide, effective August
8, 2008

D. Transfer and Assign:

to
Secretary II/ Accountant II, full
time, 215 day employment term,
Johnson Elementary, effective
August 21, 2008

to Cook II, half
time, 200 day employment term,
must be able to lift up to fifty
pounds, Adamston Elementary,
effective August 21, 2008

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August 19, 2008

II. SERVICE PERSONNEL RECOMMENDATIONS:

D. Transfer and Assign: (continued)

to Cafeteria
Manger/Cook III, full time, 200
day employment term, must be able
to lift up to fifty pounds,
Adamston Elementary, effective
August 21, 2008

, to Cafeteria
Manager/Cook III, full time, 200
day employment term, must be able
to lift up to fifty pounds, West
Milford Elementary, effective
August 21, 2008

to Aide
IV, Pre-School Program, full
time, 200 day employment term,
Nutter Fort Primary, effective
August 21, 2008

to Bus Monitor Aide, full time, 200 day employment term, 6½ hour run to include transporting various special needs students to and from various areas in Harrison County to various Harrison County schools, schedule subject to change, bus located at either Gore or Nutter Fort, Transportation Department, effective August 21, 2008

to
Supervisory Special Education Aide III/Autism Mentor, full time, 200 day employment term, Big Elm Elementary, effective August 21, 2008

, to
Custodian III, full time, 200 day employment term, 12pm to 8pm, Monday through Friday, Robert C. Byrd High, effective August 21, 2008

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August 19, 2008

II. SERVICE PERSONNEL RECOMMENDATIONS:

D. Transfer and Assign: (continued)

to
Custodian III/Groundsman, full time, 200 day employment term, 11pm to 7am, Wednesday through Sunday, Robert C. Byrd High, effective August 21, 2008

to Bus
Operator, bus # 104, full time, 200 day employment term, six hour run to include Upper Lambert's Run, Rt 18, Lower Lambert's Run, Spelter and Rt 19 areas to various Harrison County schools, schedule subject to change, bus located at Gore, Transportation Department, effective August 21, 2008

to Bus
Operator, full time, 200 day employment term, run to include transporting various special

needs students to and from various areas in Harrison County to various Harrison County schools, schedule subject to change, bus located at either Gore or Nutter Fort, Transportation Department, effective August 21, 2008

D. Request for Leave:

E. Permission to Abolish:

Special Education Aide/Autism Mentor Bridgeport High

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August 19, 2008

III. EXTRA CURRICULAR RECOMMENDATIONS:

A. Employments:

Head Boys Track Coach, Lumberport Middle, effective for the 2008-09 school term only, SSAC

Assistant Varsity Cheerleader Coach, South Harrison High, effective August 20, 2008

Head Swim Coach, South Harrison High, effective for the 2008-09 school term only, SSAC

Assistant Football Coach, Washington Irving Middle, effective for the 2008-09 school term only, SSAC

Breakfast duty, thirty (30) minutes per day, Washington Irving Middle, effective August 21, 2008

Athletic Trainer, Liberty High, effective for the 2008-09 school term only, eligible for trainer authorization due to national certification

B. Resignations:

Lunch duty, thirty (30) minutes
per day, Nutter Fort Primary,
effective August 11, 2008

School Webmaster, Washington
Irving Middle, effective August
13, 2008

Head Wrestling Coach, Bridgeport
High, effective August 12, 2008

C. Permission to Create:

5.0 National Honor Society Advisors One per high school

10.0 Student Council Advisors One per high school and one per
middle school

D. Permission to Adopt Job Description:

National Honor Society Advisor, see attachment

Student Council Advisor, see attachment

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III. EXTRA CURRICULAR RECOMMENDATIONS:

E. Volunteer Coach:

Girls Soccer Program, Robert C.
Byrd High, effective for the
2008-09 school term only

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IV. OTHER:

Parent Volunteers, Drivers and Chaperones, see attachments

