

Clay County Board of Education  
Regular Meeting  
Tuesday, June 17, 2025, at 6:00 p.m.  
at Clay County High School  
Agenda Recommended by Mr. Philip R. Dobbins, Superintendent

Delegations to speak to the Board of Education must provide written notice no later than fifteen (15) minutes before the meeting starts. Individuals attending remotely must provide written notice to [philip.dobbins@k12.wv.us](mailto:philip.dobbins@k12.wv.us). Delegations must provide in writing their full name, the purpose and/or topic to be presented, and contact information such as phone number and mailing address. The recognized speaker is to note whether they are speaking as an individual or as a spokesperson for a delegation. The speaker or spokesperson will be allotted a maximum of five (5) minutes to speak unless granted additional time by the Board.

1. Call to Order
2. Pledge Of Allegiance
3. Roll Call
4. Approve the Agenda and Items to be Tabled or Removed.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_
5. Approve the Minutes of the Regular Meeting of June 3, 2025.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_
6. Delegations
7. Presentations
  - a. Desirae Grose – Smile West Virginia Program
8. Superintendent's Report
9. Consent
  - a. Approve budget supplements and transfers.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_
  - b. Approve additional budget supplements and transfers prepared prior to July 1, 2025.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_
  - c. Approve Encova Insurance as the Workers' Compensation carrier for the 2025-2026 School Year.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_
  - d. Approve the Memorandum of Understanding between Clay County Schools and Smile West Virginia for the 2025-2026 School Year.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_
  - e. Approve the Memorandum of Understanding between Clay County Schools and the Southern Educational Services Cooperative (SESC) for Bus Operator Training/Examination Services for 2025-2026.  
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

- f. Approve the Contract Agreement between Clay County Schools and Nancy Gillispie Au.D., Professional Hearing Solutions LLC for audiology services for the 2025-2026 School Year.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

10. Policies

- a. Approve Policy 4100 – Procedures for the Provision of Independent Educational Evaluations (IEES) at LEA’s Expense Policy.
- b. Approve Policy 6020 Political Activity: Professional Personnel.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

11. Personnel

- a. Resignations
  - i. Approve the resignation of Edna King, Taste of Kindergarten, effective May 29, 2025.
  - ii. Approve the resignation of Gail Simons, Summer School Assistant Site Coordinator, effective June 6, 2025.
  - iii. Approve the resignation of Carolyn Rogers as Contract Bus Driver (Bus 15C), effective June 10, 2025.
  - iv. Approve the resignation of Josselyn Kiser as Special Education Extended Year Teacher at Clay Elementary School, effective June 17, 2025.
  - v. Approve the resignation/retirement of Grithel Burns, Teacher at Big Otter Elementary School, effective June 30, 2025.
  - vi. Approve the resignation of Andrea Shamblin, Teacher at Clay Elementary School, effective June 30, 2025.
  - vii. Approve the resignation of Alexis Jones as Assistant cheer Coach at Clay County Middle School, effective June 11, 2025.
  - viii. Approve the resignation of John Paxton as Head Boys Basketball Coach at Clay County Middle School, effective June 17, 2025.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

- b. Rescind the Board action taken on April 15, 2025, to transfer the following professional personnel for the 2025-2026 School Year.

Professional Transfer	Position	Location
Tina Burnette	Director	Central Office
Crystal Gibson	Director	Central Office
Elisabeth Samples	Assistant Superintendent	Central Office

- c. Rescind the Board action taken on April 15, 2025, to terminate for lack of need, as of the end of this school year, the continuing contracts of the following professional personnel and place their names on the Preferred Recall List.

Professional Termination	Position	Location
Andrew Belt	Teacher	Clay County High School
Christina Belt	Teacher	Clay Elementary School
Jared Fitzwater	Director	Central Office
Delores Kleman	Teacher (Contracted)	Big Otter Elementary School
Jeffrey Krauklis	Director	Central Office

- d. \*Employments or Transfers, for School Year 2025-2026 (SY26), pending meeting successful drug test, background check, testing, and training. Effective date to be determined by completion of all requirements, unless stated otherwise.

Professional Personnel

- i. Approve the employment of Rebekah Holcomb as Save the Children In-School Literacy Interventionist Clay Elementary School [JobID: 44644].
- ii. Approve the in-building transfer of Cory Stricker from Save the Children In-School Literacy Interventionist to fourth grade teacher at Big Otter Elementary School.
- iii. Approve the in-building transfer of Caitlyn Holcomb from first grade teacher to Save the Children In-School Literacy Interventionist at Big Otter Elementary School.
- iv. Approve the in-building transfer of Jamie Paxton from third grade teacher to fifth grade teacher at Big Otter Elementary School.

Professional Personnel - Extracurricular Contracts

- v. Approve the employment of \_\_\_\_\_ as Head Cheer Coach at Clay County High School [JobID: 44793].
- vi. Approve the employment of \_\_\_\_\_ as Assistant Head Cheer Coach at Clay County High School [JobID: 44796].

Substitute Professional Personnel

- vii. Approve the employment of Tracy Wayne and Grithel Burns as Substitute Teachers starting SY26.

Service Personnel

- viii. Approve the employment of Jadia Mitchem as Autism Mentor Aide at Clay Elementary School [JobID: 44847].

KinderBoost/A Taste of Kindergarten

June 16, 2025 (Prep Day)

June 17, 2025

8:00 a.m. - 3:00 p.m.

- ix. Approve the employment of the following as Teachers/Aides [JobID: 44649]:
  - 1. Jeanetta Keen

Summer School

June 23, 2025 – July 31, 2025

- x. Approve the employment of the following as Autism Mentor Aide – Extended Year Services, As Needed [JobID: 44647]:
  - 1. Elise Peters (Half Time)
  - 2. Cynthia Varney (Half Time)

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

\*The Employment Selection Process Was Not Complete at the Time the Agenda was Posted,  
But May Be Completed by the Time of the Board of Education Meeting.

12. Allow and Authorize Payment of Bills

- a. Approve the Payment of Bills in the amount of \$ \_\_\_\_\_.

13. Discuss Employee Personnel Matters, which may involve an Executive Session as provided in W.Va. Code §6-9A-4(b)(2). Case Nos. 25-617-1, 25-617-2, 25-617-3, 25-617-4, 25-617-5, 25-617-6.

a. Motion to Enter into Executive Session

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

Into Executive Session Time: \_\_\_\_\_

b. Motion to Return from Executive Session

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

Out of Executive Session Time: \_\_\_\_\_

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

c. Superintendent's Recommendation/Action Taken:

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

14. Superintendent Evaluation

a. Motion to Enter into Executive Session

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

Into Executive Session Time: \_\_\_\_\_

b. Motion to Return from Executive Session

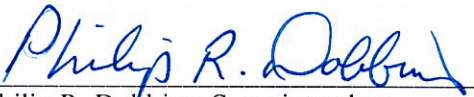
M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

Out of Executive Session Time: \_\_\_\_\_

15. The next Regular Meeting is scheduled for Monday, July 7, 2025, at 6:00 p.m. at Clay County High School.

16. Meeting Adjourned: \_\_\_\_\_ (Time)

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

  
Philip R. Dobbins, Superintendent

Dated: June 12, 2025