

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A scheduled meeting of the Stockert Youth Center Board of Directors was held at the Stockert Youth Center, 79 East Main Street on August 1, 2016 at 4:30 pm with the following in attendance:

Mayor	David McCauley	Present
City Recorder	Richard Edwards	Present
Board Member	Pam Cuppari	Absent
Board Member	Robert Rupp	Absent
Board Member	Pam Martin	Present
Board Member	Tammy Samples	Present
Board Member	Troy Brady	Present
Board Member	Nancy Shobe	Absent
Board Member	Don Nestor	Absent
Board Member	Lee Ann Brown	Present
SYC Director	Debora Brockleman	Present

Meeting Agenda Posted 07-25-16

***City of Buckhannon Stockert Youth Center
Board of Directors Meeting – 4:30 pm in SYC Conference Room Meeting Agenda for
August 1, 2016***

- A. Call to Order
- B. Recognized Guests
- C. Department Report- Debora Brockleman
 - C.1 Summer Programs update
 - C.2 July 4th Event wrap up
 - C.3 Up Coming Events and Programs
- D. Correspondence
 - D. None
- E. Consent Agenda
 - E.1 Approval of Minutes – June 6, 2016
 - E.2 Financial Report
- F. Strategic Issues for discussion and vote
 - F.1 Old Business
 - F.2 New Business
 - Parking Lot Paving Project
- G. Board Members Comments and Announcements
- H. Mayor’s Comments and Announcements
- I. Adjournment

POSTED 7.25.16

Noting that a quorum was present Mayor McCauley called the meeting to order at 4:40pm.

Guests: None

Financial Report: Recorder Edwards handed out the revenue/budget report ending 6/31/16.

001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	0.00	0.00	45,000.00	0.00
001-362-000-01 SYC UTILITY REVENUE	2,500	217.00	217.00	0.00	2,283.00	8.68
001-362-000-02 SYC CAMP BUCCANEER FEES	15,000	8,746.50	8,746.50	0.00	6,253.50	58.31
001-362-000-03 SYC DRILL TEAM FEES	2,500	0.00	0.00	0.00	2,500.00	0.00
001-362-000-04 SYC BASKETBALL FEES	12,500	1,070.00	1,070.00	0.00	11,430.00	8.56
001-362-000-05 SYC ROOM RENTAL FEES	2,500	20.00	20.00	0.00	2,480.00	0.80
001-362-000-06 SYC ART/DRAMA FEES	100	0.00	0.00	0.00	100.00	0.00

Revenues
July 2016

001-362-000-07 SYC AFTER SCHOOL FEES	7,500	810.00	810.00	0.00	6,690.00	10.80
001-362-000-08 SYC DRINK/SNACK MACHINE	300	54.79	54.79	0.00	245.21	18.26
001-362-000-09 SYC DONATIONS	250	1,736.00	1,736.00	0.00	1,486.00	694.40
001-362-000-10 SYC KARATE FEES	1,500	215.00	215.00	0.00	1,285.00	14.33
001-362-000-11 RED RIBBON WEEK	500	0.00	0.00	0.00	500.00	0.00
001-362-000-12 SYC GIRLS GO GOLFING	100	0.00	0.00	0.00	100.00	0.00
001-362-000-13 UCARE/SYC	500	0.00	0.00	0.00	500.00	0.00
001-362-000-14 SYC BINGO FUND RAISER	1,500	0.00	0.00	0.00	1,500.00	0.00
001-362-000-15 SYC CHILDRENS FESTIVAL DO	250	0.00	0.00	0.00	250.00	0.00
001-362-000-16 SYC TEEN DANCES	150	0.00	0.00	0.00	150.00	0.00
001-362-000-17 ZUMBA REVENUE	4,500	135.00	135.00	0.00	4,365.00	3.00
001-362-000-18 YOGA FITNESS CLASS REVENUE	750	0.00	0.00	0.00	750.00	0.00
001-362-000-19 GUITAR LESSONS REVENUE	500	0.00	0.00	0.00	500.00	0.00
001-362-000-20 SYC MISC ACTV REVENUE ITI	250	0.00	0.00	0.00	250.00	0.00
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	98,650	13,004.29	13,004.29	0.00	85,645.71	13.18

CD \$149,694.80

SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	120,000	18,447.52	18,447.52	0.00	101,552.48	15.37
001-907-103-00 CAMP BUCCANEER SALARIES	25,000	7,019.72	7,019.72	0.00	17,980.28	28.08
001-907-103-01 SYC BUS DRIVERS	5,000	1,957.50	1,957.50	0.00	3,042.50	39.15
001-907-104-00 FICA TAX	11,000	2,098.02	2,098.02	0.00	8,901.98	19.07
001-907-105-00 GROUP INSURANCE	17,500	0.00	0.00	0.00	17,500.00	0.00
001-907-106-00 GROUP RETIREMENT	10,000	858.93	858.93	0.00	9,141.07	8.59
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	188,500	30,381.69	30,381.69	0.00	158,118.31	16.12

Expenditures
July 2016

CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	1,500	171.73	171.73	0.00	1,328.27	11.45
001-907-213-00 UTILITIES	10,000	2,194.32	2,194.32	0.00	7,805.68	21.94
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	5,500	190.45	190.45	0.00	5,309.55	3.46
001-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.00
001-907-221-00 TRAINING	250	0.00	0.00	0.00	250.00	0.00
001-907-226-00 INSURANCE & BONDS	13,500	1,906.75	1,906.75	0.00	11,593.25	14.12
001-907-230-00 SYC CONTRACTURAL BUS SER	0	0.00	0.00	0.00	0.00	0.00
001-907-230-01 WWC WORK STUDY	0	2,000.00	2,000.00	0.00	2,000.00	0.00
TOTAL CONTRACTUAL SERVICES	31,500	6,463.25	6,463.25	0.00	25,036.75	20.52

COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	5,000	347.19	347.19	0.00	4,652.81	6.94
001-907-341-01 OPERATING EXPENSES	1,500	0.00	0.00	0.00	1,500.00	0.00
001-907-343-00 SYC AUTO SUPPLIES	1,250	0.00	0.00	0.00	1,250.00	0.00
001-907-354-00 DRILL TEAM	2,500	0.00	0.00	0.00	2,500.00	0.00
001-907-355-00 DANCE TEAM	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-356-00 YOUTH BASKETBALL	10,000	0.00	0.00	0.00	10,000.00	0.00
001-907-357-00 TUTORING	250	0.00	0.00	0.00	250.00	0.00
001-907-358-00 MISC. DANCE/PARTIES	500	0.00	0.00	0.00	500.00	0.00
001-907-359-00 ART/DRAMA PROGRAM	250	0.00	0.00	0.00	250.00	0.00
001-907-360-00 CAMP BUCCANEER SUPPLIES	3,000	302.92	302.92	0.00	2,697.08	10.10
001-907-361-00 AFTER SCHOOL SUPPLIES	3,500	0.00	0.00	0.00	3,500.00	0.00
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-907-363-00 KARATE CLASS INSTRUCTION	1,500	116.00	116.00	0.00	1,384.00	7.73
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
001-907-365-00 RED RIBBON WEEK EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-366-00 BINGO FUND RAISER	500	0.00	0.00	0.00	500.00	0.00
001-907-367-00 GIRLS GO GOLFING	250	0.00	0.00	0.00	250.00	0.00
001-907-368-00 UCARE/SYC	250	0.00	0.00	0.00	250.00	0.00
001-907-368-01 ZUMBA	5,000	168.00	168.00	0.00	4,832.00	3.36
001-907-368-02 YOGA FITNESS CLASS	500	0.00	0.00	0.00	500.00	0.00
001-907-368-03 GUITAR LESSONS	500	0.00	0.00	0.00	500.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	250	0.00	0.00	0.00	250.00	0.00
001-907-368-05 FIVE PROMISES GRNT SYC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	38,000	934.11	934.11	0.00	37,065.89	2.46

CAPITAL OUTLAY						
001-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
001-907-458-01 SYC CHILDRENS FESTIVAL	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-459-00 CAPITAL OUTLAY	5,000	496.03	496.03	0.00	4,503.97	9.92
001-907-477-00 SYC TEEN DANCES	500	0.00	0.00	0.00	500.00	0.00
TOTAL CAPITAL OUTLAY	6,500	496.03	496.03	0.00	6,003.97	7.63

CONTRIBUTIONS						
001-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

TOTAL STOCKERT YOUTH CENTER	264,500	38,275.08	38,275.08	0.00	226,224.92	14.47
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Department Report:

- **Summer Programs Update:** Mrs. Brockleman reported on the successful completion of Camp Buccaneer. She passed out and discussed the events as were scheduled on the June, July and August calendars. There were 80 campers registered for this year's camp.
- **Summer Basketball** was attended by 50+ participants for July. This is one of the most popular activities for our youth. Any rain days were scheduled at the Middle School thanks to the refinishing of court later in the summer.
- **Evening Fitness Classes** continue with varied opportunities for new classes or activities.
- **Upshur County Back to School Bash** is scheduled for August 13, 2016 from 5-7 at SYC. Food, activities, music, duck pond, and free school supplies. "One community, One Prayer" is the theme.
- **July 4th wrap up event.** Mrs. Cuppari (Chair) was not in attendance to report any financials on the event. Mrs. Brockleman reports a great successful event. There were many volunteers for the activity booths. There were many volunteers that participated in the many activities, dunk booth, cake walk, hot dog eating etc... Mrs. Brockleman recognized and thanked those whom volunteered, donated, and planned. Estimates are \$1,300.00 in proceeds to the SYC.

- **Upcoming events** include an Open House in October for students, parents, and families to help bring awareness of all the opportunities available at SYC for the youth.

Consent Agenda:

- Approval of minutes June 6, 2016 meeting.
- Financial Report.

Motion [Samples/Martin] to approve the consent agenda as presented. Motion passes unanimously.

Strategic issues for Discussion and Vote:

- **New Business:**
 1. **Leeann Brown was recognized to discuss the Stockert Youth Center Planning Committee** report from Aug 1, 2016 meeting. She distributed the report and discussed the process and evaluations involved in this committee's work. After school, and education programming being the main objective for SYC students. Mrs. Brown elaborated on the idea of WVWC and SYC being partners in developing an educational component for After School activities and tutoring. Mrs. Brown elaborated on the importance of:
 - a. SWOT
 - b. Grants
 - c. Standards
 - d. Planning
 - e. WV After School program.

Further discussion was had in the advantages of having this committee continue to explore and develop programming for our youth and students. Mrs. Brown is excited, and appreciates the work of Mrs. Brockleman in recognizing the immediate ways to implement and begin certain goal and/or objectives.

**Stockert Youth Center Planning Committee Report
August 1, 2016**

On Wednesday, July 20th, the Stockert Youth Center Planning Committee met to discuss potential strategies for addressing the weaknesses identified during the SWOT analysis dialogue on Wednesday, April 20th. Below you will find a series of updates on changes that have already been acted on following the SWOT dialogue and other strategies that the SYC staff and planning committee members will be working toward.

The planning committee will continue to meet and discuss more potential strategies, but the committee also found it extremely necessary to be realistic and not overload Stockert Youth Center staff or students with too many opportunities for growth all at once. At the next planning meeting, the committee hopes to review the strengths and opportunities identified so that strategies can be created to maintain and grow the many great things already happening at Stockert. Please see the attached pages to reference the Standards discussed below or as a reminder of the weaknesses and opportunities these strategies will be addressing.

Implemented following the SWOT dialogue:

- Club duties are now assigned to volunteers and there is a process in the works to correlate duty assignments with a calendar. This will continue from Camp Buccaneer into the Afterschool program. This helps to engage volunteers and staff in the children's growth and development identified in Standard 5.1.
- SYC staff have been researching grant opportunities to support computer literacy since the current computers are outdated and not able to serve as a resource. Having more resources would help with ensuring there are appropriate materials available, a component of Standard 6.1 which would in turn promote growth and development expressed by Standard 5.1, if a grant was able to be secured.
- Name tags were made to support a common location for each student to place their belongings to alleviate time spent in looking for items when parents arrive for pickup. This is helping to provide a nurturing and developmentally appropriate environment outlined in Standard 6.2.
- A point system had been created for Camp Buccaneer and will be carried over into the Afterschool program. Each student has three points per day. If a behavior issue arises, the student is asked to move their clothes pin down a point on the chart. If they lose all three points, the student would be exempt from the fun activity for the day. The student would have an opportunity to earn a point back by having a positive interaction like helping a friend or cleaning up tables after snack. Having a point system helps staff to provide a safe environment as outlined in Standard 7.1 and support positive interpersonal relationships (Standard 6.3).

Strategies in the planning process:

- Create a monthly calendar to ensure programming/curriculum standards are being met and are able to be associated with a lesson plan. Example: The third Thursday of every month an activity/game is held that promotes problem solving to support having direct evidence that the components of Standard 5.1 are being met.
- Develop a lesson plan check sheet that will help to provide correlation between curriculum standards and appropriate lessons for various ages. Example: The lesson for art club is drawing a picture of how the student sees him/herself. Then the students would provide encouraging

Stockert Youth Center Planning Committee Report

August 1, 2016

words to each other to support the confidence and emotional awareness components of Standard 5.1 under Child Growth and Development.

- Utilize snack time as an educational opportunity since this is the time with the most students in attendance. Example: An international student from Wesleyan comes to share unique information about food in their home country's culture to ensure students who leave right after snack are receiving intentionally planned activities (Standard 6.1) that promote their personal growth and development (Standard 5.1) just the same as students who remain for the entire afterschool time.
- Utilize social media to share programming with the community and students who were not in attendance that day. Example: Video or lesson or club activity posted on Facebook to help provide programming and awareness beyond the walls of Stockert Youth Center and to students who aren't in attendance every day so we can ensure Standard 6.1 is always a priority.
- Additional discussion led to an increasing need of Stockert to share more about the demographic of Stockert students and how Stockert staff are able to make a positive impact in the lives of students. There may be an opportunity for a presentation to City Council to help with this need.

WV Afterschool Program Standards

Observation and Assessment

STANDARD 4.1: Through observation and assessment, a rationale for planning, adjustments and accommodations to programming and services to youth and families will be achieved.

- 4.1.1 The program provides opportunities for youth, parents and staff to have input on activities offered.
- 4.1.2 The program encourages communication with school-day staff and parents to monitor academic and behavioral progress of youth.
- 4.1.3 All programming, curriculum and activities are informed by ongoing appropriate assessment.

Child Growth and Development

STANDARD 5.1: Through solid knowledge of the unique growth and development of youth, staff will design and implement programming that will be relevant and reflective of the individual needs of each participant.

- 5.1.1 The program supports all areas of development: physical, social-emotional, cognitive and creative expression.
- 5.1.2 All youth have opportunities to learn life skills including problem solving, decision making, negotiation, communication, and life management skills.
- 5.1.3 All youth have opportunities for personal growth and development including emotional awareness, character development, healthy habits, skills mastery, and independence

Environment & Curriculum

STANDARD 6.1: The program's curriculum, activities and programming reflect the program's mission and goals with intentionally planned and appropriate activities that support the personal growth, development and academic success of all youth.

- 6.1.1 The mission and goals of the program guide all programming, curriculum and activities.
- 6.1.2 Staff provide developmentally appropriate activities for all youth and accommodations are available as needed.

Stockert Youth Center Planning Committee Report

August 1, 2016

- 6.1.3 Administration and staff ensure that there are adequate and appropriate materials for all activities.
- 6.1.4 The program uses a flexible but dependable schedule communicated to all stakeholders.
- 6.1.5 All youth have academic support including homework help and/or tutoring that integrates and complements (but does not duplicate) school-day instruction.
- 6.1.6 Activities and materials reflect and celebrate diversity

STANDARD 6.2: The program provides a nurturing and developmentally appropriate environment that meets the needs of families and youth served.

- 6.2.1 The space is arranged so that youth can choose from a wide variety of activities without disruption from other ongoing activities.
- 6.2.2 Adequate storage space is available for equipment, materials and supplies and for personal belongings of youth and staff in the program.
- 6.2.3 The program provides enough useable space, equipment and variety of materials to address many skill levels.
- 6.2.4 Storage for supplies and materials is designed for ease of use, allowing youth to get materials out and put them away with ease, and arrange them to suit their activities as needed.
- 6.2.5 Staff members and youth are encouraged and expected to show courtesy and respect in maintaining the environment.
- 6.2.6 The outdoor space is sufficient in size and equipped appropriately to allow youth to be active, independent and creative.
- 6.2.7 Permanent playground equipment is suitable for the sizes and abilities of all youth in the program.

STANDARD 6.3: The program's curriculum and environment supports positive interpersonal relationships.

- 6.3.1 Program staff relate to all youth, families and stakeholders intentionally building mutually respectful relationships.
- 6.3.3 Program staff provides opportunities and support for youth to make responsible, impactful choices, acknowledging contributions and successes.
- 6.3.5 The program facilitates positive interactions between youth and the development of peer relationships.
- 6.3.6 Program staff model effective communication, cooperation, conflict resolution and positive relationships in their work with one another, with parents, with program volunteers and with community member

Health, Safety and Nutrition

STANDARD 7.1: The program's policies, practices and environment protect and enhance the safety, health and nutrition of youth.

- 7.1.1 Staff and youth in the program have access to clean, sanitary restrooms and sinks.
- 7.1.2 Youth in the program are carefully supervised to ensure a safe and secure environment both indoors and out.
- 7.1.3 – 7.1.4 were not discussed as the conversation would have led to conversations that could potentially lead to the disclosing of private information.
- 7.1.7 Staff members are aware of common signs of mental, emotional and physical illness or abuse among youth and respond according to program policies and procedures that protect privacy and ensure that youth and families are connected to community service providers, if necessary.

Stockert Youth Center Planning Committee Report
August 1, 2016

- 7.1.8 Reasonable accommodations are made for youth with disabilities and special needs, including mental, developmental and physical health concerns.
- 7.1.9 The program has written emergency and disaster preparedness plans that are communicated to parents and rehearsed by staff and youth participants.
- 7.1.10 Snacks and meals are provided for youth in sufficient quantity and quality to meet recommended guidelines and in a manner that encourages and models healthy eating habits.
- 7.1.11 Staff members model healthy physical activity in both indoor and outdoor environments on a daily basis.
- 7.1.12 Staff members are aware of and adhere to program policies that promote a smoke-free, tobacco-free, and drug-free environment.

Stockert Youth Center Planning Committee Event
SWOT Analysis Event Notes – April 20, 2016

The results of the discussion are as follows:

- Observation and Assessment -Standard 4.1:
 - Strengths:
 - SYC staff practice an open door policy that allows for input from all parties involved.
 - Parents often provide information concerning academic progress.
 - SYC staff reviews programs and activities.
 - Weaknesses:
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 - Opportunities:
 - Have more opportunities available for parents to provide input on activities offered such as a comment form at front desk.
 - Have a more formal request to parents about grade information in order to assess progress.
 - There is always room for more ongoing assessment.
 - Threats:
 - There is a higher demand for student tutors than supply which effects programming consistency.
- Child Growth and Development - Standard 5.1:
 - Strengths:
 - The program supports developmental areas such as physical, social-emotional, cognitive and creative expression.
 - All youth have opportunities to learn life skills including problem solving, decision making, negotiation, communication, and life management skills.
 - Weaknesses:
 - Lack direct evidence to guidelines that ensure all areas of development, life skills, and opportunities for growth are being offered.
 - Opportunities:
 - There is an opportunity to add a check box on current lesson plans in order to assist in mapping which lessons and activities are providing support to developmental areas, life skills, and personal growth.
 - A monthly calendar could be developed as a guideline to ensure that all areas of development, life skills, and opportunities for growth are being offered each month.
 - Threats:

Stockert Youth Center Planning Committee Report
August 1, 2016

- Sometimes the weather and other external factors effect what the students do and sometimes students decide what activity is done for the day.
- Environment and Curriculum – Standard 6.1:
 - Strengths:
 - The mission and goals of the program assist in guiding programming, curriculum, and activities.
 - Staff provide developmentally appropriate activities and accommodations as needed.
 - There are adequate materials available for activities.
 - There are some scheduled events.
 - Youth are provided with academic support.
 - There is a diversity activity offered.
 - Weaknesses:
 - It is difficult to schedule because you have a different group of students every day.
 - Opportunities:
 - There is always room for more diversity training.
 - We often think of diversity by race or gender but should expand to other areas such as socioeconomic diversity too.
 - Threats:
 - A 20 hour per week employee has a difficult time making ends meet resulting in high turnover in recent years. This threatens the ability of SYC staff to grow and develop programs over time.
 - The tobacco free zone is difficult to enforce outside of afterschool hours resulting in cigarette butts being present during after school times.
- Environment and Curriculum – Standard 6.2:
 - Strengths:
 - Stockert provides adequate space and equipment for a variety of activities, as well as storage.
 - Staff are encouraged to show courtesy and respect in maintaining the environment.
 - The outdoor space and playground equipment are appropriate.
 - Weaknesses:
 - It is difficult to have a variety of high and low energy activities occurring at the same time due to noise from activities in nearby rooms.
 - Sometime students have difficulty finding their backpacks/coats due to not enough space for backpack storage.
 - Opportunities:
 - There are grants and resources available to afterschool programs that could assist with equipment.
 - Threats:
 - Other schools and programs in the county are increasing their equipment to include handicap accessible equipment such as a playground swing.
- Environment and Curriculum – Standard 6.3:
 - Strengths:
 - Program staff build relationships with youth and families.
 - Staff show support to youth through the Star of the Month program.
 - Program facilitates positive interaction between youth.
 - Staff provides conflict management for any situation arising.
 - Weaknesses:

Stockert Youth Center Planning Committee Report

August 1, 2016

- Youth behavior is not guided through positive behavior techniques similar to those of partnering schools because there are students from so many schools in the program.
 - Opportunities:
 - Further programming could be implemented to guide positive interactions between youth with support from local schools.
 - Threats:
 - There have not been mutual collaboration with some community partners such as the bus garage and some schools.
 - Health, Safety and Nutrition Standard 7.1 (some components of this standard were not discussed in order to protect location of contact and medical information):
 - Strengths:
 - Restrooms are maintained regularly.
 - Youth are supervised and provided a safe environment.
 - A training assists in teaching staff signs on mental, emotional, or physical illness or abuse.
 - Reasonable accommodations are made for youth with disabilities and special needs.
 - There are written emergency and disaster plans.
 - Snacks are provided and meet recommended guidelines.
 - Staff are involved in healthy activities on a daily basis.
 - Staff members adhere to program policies that promote a smoke-free, tobacco-free, and drug-free environment.
 - Weaknesses:
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 - Opportunities:
 - Education majors could help to provide additional training about signs of mental, emotional, and physical illness or abuse.
 - You never know what disabilities or special needs we may be faced with so there is a continued need for increased accommodations.
 - We could qualify for a meal program, rather than just a snack.
 - Threats:
 - The snack program we currently use is an outside program with no cost. If the program would not receive funding or be discontinued this would create a huge deficit.
 - Staff members are not always on campus in order to ensure the premises maintain a smoke-free, tobacco-free, and drug-free environment.
2. Discussion was had regarding transportation for students from all of the Upshur County schools to attend SYC afterschool programming. There has been interest from 2 schools to have students attend the SYC afterschool programs. There are concerns and issues about drop offs from the BOE Bus Garage and students to SYC. Hodgesville, and Washington elementary schools have students interested in participating. It is believed that the afterschool opportunity and transportation to such afterschool are important and vital. After further discussion and upon,

Motion [Martin/Brady] to allow Mrs. Brockleman and the Mayor, to begin discussions and planning for the development of a process to facilitate Upshur County BOE, SYC, and Schools, for transportation to attend SYC Afterschool programs. Motion passed unanimously.

Old Business:

- Drill team participated in the many WV parades and events this summer with 83 participants. Mrs. Brockleman is very pleased with the team and its coordinator Mrs. Rowan. The attitude and enthusiasm has changed much more for the positive in scope and direction.
- Mayor, Amby, and Jerry Arnold are researching and evaluating the costs to have the stone parking area paved and 8 spaces added. Cost estimate of 10-30k. Would like to complete by the end of the 2016 construction season.

STREET COMMISSIONER'S OPINION OF PROBABLE PROJECT COSTS
Stockert Youth Center Parking Lot Paving

Total Project Cost	\$39,864.50
Materials	\$29,525.00
Labor (City of Buckhannon)	\$9,930.00

City Labor In Kind					
Line	Quantity	Unit	Item Description	Price	Extended
1	20.00	CY	Unclassified Excavation	\$15.00	\$300.00
2	35.00	CY	Backfill	\$10.00	\$350.00
3	160.00	HR	Labor (City of Buckhannon)	\$28.00	\$4,480.00
4	120.00	HR	Equipment (City of Buckhannon)	\$40.00	\$4,800.00
					\$9,930.00

Parking Lot Materials					
Line	Quantity	Unit	Item Description	Price	Extended
1	20.00	tn	1 1/2" Crusher run (limestone)	\$20.00	\$400.00
2	295.00	tn	HMA (Asphalt)	\$72.00	\$21,240.00
3	1.00	ea	Misc. materials	\$100.00	\$100.00
4	1320.00	sq. ft.	Stabilization Fabric	\$0.05	\$66.00
					\$21,806.00

Sidewalk Improvements Along Building					
Line	Quantity	Unit	Item Description	Price	Extended
1	17.20	tn	1 1/2" Crusher run (limestone)	\$20.00	\$344.00
2	9.25	CY	4000 psi Concrete w/fiber	\$150.00	\$1,387.50
3	1.00	ea	Truncated Dome Mat	\$125.00	\$125.00
					\$1,856.50

Storm Drain					
Line	Quantity	Unit	Item Description	Price	Extended
1	50.00	LF	12" PVC Pipe	\$15.00	\$750.00
2	7.00	tn	#67 Limestone	\$21.00	\$147.00
3	1.00	ea	Box and Grate	\$700.00	\$700.00
4	1.00	ea	Fittings	\$200.00	\$200.00
					\$1,797.00

Sidewalk Improvements (Fire Dept. Turning)					
Line	Quantity	Unit	Item Description	Price	Extended
1	20.00	tn	1 1/2" Crusher Run	\$20.00	\$400.00
2	18.00	CY	4000 psi Concrete w/fiber	\$150.00	\$2,700.00
3	3.00	ea	Truncated Dome Mat	\$125.00	\$375.00
4	1.00	ea	Landscaping	\$1,000.00	\$1,000.00
					\$4,475.00

Board Comments:

- Mrs. Martin will explore the use of Retired Teachers Assoc. members to help in the SYC afterschool program. She will ask for volunteers.
- Mrs. Brown thanked Debora for her help and facilitation of the committee goals, and taking action on those objectives already resolved.
- Mr. Brady thanked Debora for her great work
- Mr. Edwards thanked Debora and Mrs. Brown on the committee and its plan of action to date.

Mayor Comments:

- Discussed the idea of window clings for SYC in fundraising. Discussed the capital campaign initiative. Spoke with Mr. Rich Clemens about the technology and computer lab. Need for updated computers are essential. Mr. Clemens believes he may be able to assist with upgrades, and grants for such goals.

With no further business and upon,

Motion [Brady/Martin] the meeting adjourned at 5:40pm.

Mayor David McCauley _____

City Recorder Richard Edwards _____

