



Senate Bill 62: Adjusting requirements for hiring school attendance directors

- Review job posting forms to reflect that applicants can hold either certification in attendance or professional administrative certificate
- Review hiring practices to ensure that human resources staff are aware of this change

Senate Bill 244: Specifying conditions for unlawful possession of firearm at school sponsored activities

- Review agreements for the rental or lease of property used for school-sponsored functions to ensure the prohibition of firearms or deadly weapons at the function (e.g. public venues used for athletics, the arts, field trips)
- Review field trip policies to determine if a rental or lease agreement is advisable (e.g. school is renting the movie theater)
- Ensure that appropriate staff members are aware that retired law enforcement officers may possess a firearm or other deadly weapon on school property with few restrictions, one being that it is carried in a concealed manner
- Update student handbooks, if necessary, to inform parents that students may not bring firearms or deadly weapons to school under the educational purpose exception
- Ensure appropriate staff members are aware of this provision

Senate Bill 283: Relating generally to procurement by state agencies

- Review/revise county policies, if any, to update definition of “construction project”
- Review bid documents, if any, to update definition of “construction project”
- Review/revise county policies, if any, to include new rules for alternates
- Review bid documents, if any, to include new rules for alternates
- Watch for state board of education updates and modifications to policy 8200
- Make policy changes necessitated by new law

Senate Bill 461: Extending time to file petition for motor fuel excise tax refund

- Ensure that appropriate staff in the transportation and finance departments are aware that the deadline to petition to file for the motor fuel excise tax is now December 31 for purchase of motor fuel made during the previous fiscal year ending June 30
- Ensure that your county is, in fact, filing a petition for this refund

Senate Bill 465: Relating to mandated reporting of child abuse and neglect

- Provide all current employees an amended written statement setting forth the statute's new requirements
- Update employee handbooks and/or any county website information
- Consider requiring all employees to sign a form (electronic or paper) acknowledging that they have received and understand the contents of the handbook
- Ensure that the county maintains employee signed forms acknowledging that they have received and understand the reporting requirement
 - This may be accomplished through the handbook acknowledgement form or separately
- Update new hire documents to include the required written statement and employee acknowledgement form
- Consider updating recordkeeping methods from paper to electronic

Senate Bill 561: Increasing minimum contract price requiring execution of bond with respect to building or repairing school property

- Review/revise county policies, if any, to update change in bond requirement
- Ensure that appropriate staff members are aware of this change in the law

House Bill 2546: Allowing replacement costs of employer provided property to be deducted from an employee's final paycheck if the property is not returned

- Consider adopting a board policy
- Prepare written agreements, to include mandatory language from the statute, whereby the employee agrees that the failure to return the specified item may result in the replacement cost being recovered from the employee's final wages
- Ensure that finance office personnel understand that employee wages may not be withheld unless the employee has signed the written agreement
- Update employee handbooks and county website information, if any, to inform employees of new law

House Bill 2655: Defining and establishing the crime of cyberbullying

- Update student handbooks to include new law
- Update employee handbooks to include new law
- Update county website information, if any, to include new law
- Ensure that staff members, SROs and students are aware of this new law

House Bill 3089: Relating to the adoption of instructional resources for use in the public schools

- Review/revise adoption of instructional resources policies prior to adopting instructional resources for the 2019-2020 school year
 - Policy must include specific requirements from the statute
- Ensure employees and parents understand that computer equipment required for homework is included in “free of charge”
- Update student handbooks
- Annually review the list of vendors approved by the state board
- Annually notify the state board of the instructional resources adopted by the county board

House Bill 4006: Revising the processes through which professional development is delivered for those who provide public education

- Ensure human resources staff are aware that applicants are ineligible for employment as a principal or assistant principal if they have not yet completed evaluation training
- Review/revise policy manual to remove any language from policies that references the Center for Professional Development (personnel, finance, instruction)
- Revise professional personnel evaluation policies to align with rules to be adopted by the state board before July 1, 2018
- Update employee handbooks and information on county websites, if needed
- Adopt and implement county-level comprehensive system of support for teachers and principals aligned with guidelines to be published before July 1, 2018, by the state board
 - Failure to do so results in ineligibility for state funding
- May revise policies/practices for filling positions of master teacher, mentor, academic coach, etc.
- Prepare for July 1, 2019: Notify professional staff of changes to prerequisites for administrative certification
- Prepare for July 1, 2019: Review/revise evaluation policies to include skills required by the new law

House Bill 4145: Increasing the annual salaries of members of the West Virginia State Police, public school teachers and school service personnel

- Ensure finance department staff understand and appropriately apply increases in salaries
- Update salary schedules
- Update employee handbooks to include new salary schedules
- Update information on county website, if any

House Bill 4402: Relating to the prevention of sexual abuse of children

Prepare for the 2019-2020 school year

- Watch for state board policy before December 31, 2018
- Prior to 2019-2020 school year, adopt a county policy that aligns with state board policy
- Update employee handbooks and any website information to reflect new requirements
- Prepare for training of all employees (four hours every two years, with a skills renewal every two years thereafter)
 - Training resources should be provided by state board
 - State board to provide certificates of satisfactory completion of the training to the employee and employer
- Consider updating to electronic record keeping
- By December 31, 2018, the state board may enact an emergency rule establishing standards for training employees to recognize and respond to suspected abuse and neglect
 - This rule may require immediate action by county boards

House Bill 4478: Authorizing public schools to distribute excess food to students

A policy guidance document was provided to counties in May 2018

- Prior to the start of 2018-2019 school year, using the information in the guidance document, develop a written policy or procedure for saving and sharing foods or beverages in schools
- Update student handbooks
- Update information on county websites