



West Virginia
Department of Education

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May 21, 2009

Dear Superintendents:

This is to notify you that the Step 7 project plans for the employment of personnel for the 2009-10 school year from the following listed school districts have been reviewed and approved, therefore, the listed districts are authorized to include the personnel projects in their Step 7 plans when the completed plans are submitted to the State Board for approval. A copy of the personnel summary schedule is attached for reference.

Barbour	Lewis	Pleasants
Boone	Lincoln	Pocahontas
Braxton	Logan	Preston
Brooke	Marion	Raleigh
Cabell	Marshall	Randolph
Calhoun	Mason	Roane
Clay	McDowell	Summers
Doddridge	Mercer	Taylor
Fayette	Mineral	Tucker
Gilmer	Mingo	Tyler
Greenbrier	Monongalia	Upshur
Hampshire	Monroe	Wayne
Hardy	Morgan	Webster
Jackson	Nicholas	Wirt
Jefferson	Ohio	Wyoming
Kanawha	Pendleton	

As a reminder, the completed Step 7 plans for the Improvement of Instructional Programs are due to the Office of School Finance by Monday, June 1, 2009. Please be certain to include the above approved personnel projects as Project Number 1 in the complete plan.

Meanwhile, if I can be of further assistance, or if you have any questions, please do not hesitate to call me or the Office of School Finance at 957-9833, Ext. 53428, 53429 or 53430.

Sincerely,

Steven L. Paine
 State Superintendent of Schools

SLP/jpp