

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: January 2, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 8, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve minutes of December 18, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of December 6, 2017 through January 2, 2018 at a total expenditure of \$171,923.89. – Enclosure B

AGENDA
January 8, 2018

2. Recommendation: Authorize the January 15, 2018 payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$40,000.00. (Refer to Enclosure B)
4. Recommendation: Approve final total of utility/copier bills in the amount of \$28,295.70. – Enclosure C
5. Recommendation: Approve 7th drawdown request for the County-Wide Energy Performance Contract financing through Freedom Bank. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Kasson Elem/Middle School (School) – projected revenue - \$200.00, \$500.00, \$750.00,
\$450.00, \$600.00

Philip Barbour High School (Class of 2019) – projected revenue - \$500.00

Philippi Middle School (Band) – projected revenue - \$2,000.00

7. Recommendation: Approve contract with Thinking Maps Inc. for Philippi Elementary School. – Enclosure F

Curriculum & Instruction –

8. Recommendation: Approve/Confirm curricular trips. – Enclosure G

Philip Barbour High School (10th Grade) – to Fred Eberle on January 24, 2018

Facilities & Maintenance –

9. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure H

Belington Middle School on Various dates in March 2018 and April 2018 – requested by
Debbie Schoonover for P.A.N.I.C. Now-Not Later

Philip Barbour High School Complex on January 13, 2018 – requested by Sissy Collins
for Middle School Lock-in

10. Recommendation: Approve the sale of the following schools.

Mount Vernon Elementary School

Volga-Century Elementary School

Food Service –

Policies –

Student Support –

AGENDA
January 8, 2018

Transportation –

11. Recommendation: Approve transportation travel requests. – Enclosure I

Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure J

Vocational –

13. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2017-2018 school year. – Enclosure K

Personnel –

14. Recommendation: Accept resignation of Marla Summerfield as a substitute cook, effective December 13, 2017. – Enclosure L
15. Recommendation: Accept resignation/retirement of Karen Shannon as a teacher at Philip Barbour High School Complex, effective at the end of the 2017-2018 school year. – Enclosure M
16. Recommendation: Employ the following personnel for the 2017-2018 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure N

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	1753: School Nurse - RN (half-time)
	PES, Itinerant	1754: PreK/Prek Special Needs Instructor (half-time)
	BES, Itinerant	1755: Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	County	1758: School Nutrition Director (half-time)
	PBHS	1760: Chemistry/Physics Instructor
	County	1751: Homebound Instructor/Virtual School Facilitator
Janet Kittle	County	1762: Bus Operator, Rt. 22
	PBHS	1761: French Instructor
	Junior/PMS	1764: Music Instructor (half-time)
	PBHS	1771: Instructor (Half) Choir,

AGENDA
January 8, 2018

		Theater, Music Appreciation
	PMS	1773: Elementary Education Instructor (5 th grade)

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	BES	1748: Long Term Sub. 4 th Grade Instructor
	BES, Itinerant	1756: Long Term Substitute Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	PES, Itinerant (HB)	1757: Long Term Substitute PreK/Prek Special Needs Instructor (halftime)
	PBHS	1763: Long Term Substitute French Instructor
Christine Savidge	Junior/PMS	1765: Long Term Substitute Music Instructor (half-time)
Tamma Borzotra	County	1767: Substitute Teacher(s)
	County	1768: Substitute Custodian(s)
	County	1769: Substitute Cook(s)
	Kasson, Itinerant	1770: Long Term Substitute Multi-Categorical w/Autism Instructor
	PBHS	1772: Instructor(Half time) Choir, theater, music
Laura Grose	County	1775: Substitute LPN/Aide(s)

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	Junior	1774: 1 Academic during school Tutor (Extra-Curricular)

17. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure N)

AGENDA
January 8, 2018

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure O
2. Other

Next board meetings:

January 22, 2018 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

AGENDA
January 8, 2018

ADDENDUM

Transportation –

18. Recommendation: Authorize the donation of an old school bus to New Vision Renewable Energy.

Vocational –

19. Recommendation: Authorize Philip Barbour High School Complex administration to research the possible offering of evening/weekend courses in collaboration with Pierpont Community and Technical College. – Enclosure #1

Personnel –

20. Recommendation: Employ the following personnel for the 2017-2018 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure #2

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
Lindsay Goudy	PBHS	1742: Volunteer Assistant Swim Coach