

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Jared Nestor  
Adam Starks  
Ron Phillips

**FROM: EDDIE VINCENT, SUPERINTENDENT**

**DATE: January 2, 2024**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 8, 2024**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve the minutes of the December 18, 2023 board meeting. – Enclosure A

**Recognitions –**

**Discussion –**

**School performance, student outcomes, academics –**

**Delegation(s) –**

**Reports –**

**AGENDA**  
**January 8, 2024**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure B
  - A. Philip Barbour High School
    1. (Model UN) - \$200.00
    2. (Model UN) - \$300.00
2. Recommendation: Approve regular payroll in the amount of \$541,095.74. – Enclosure C
3. Recommendation: Approve payment of bills in the amount of \$109,305.04. – Enclosure D
4. Recommendation: Approve the final total of utility/copier bills in the amount of \$68,462.56. – Enclosure E
5. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$2,423.56. – Enclosure F

**Curriculum & Instruction -**

**Facilities & Maintenance –**

6. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure G
  - A. Philip Barbour High School
    1. On January 13, 2024 – requested by Michael Loving for Annual retraining of Coal Miners
    2. On January 20, 2024 – requested by Michael Loving for Annual retraining of Coal Miners

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

**Travel –**

7. Recommendation: Approve/Confirm requests for professional leave. – Enclosure H

**AGENDA**  
**January 8, 2024**

**Vocational –**

**Personnel –**

8. Recommendation: Accept the resignation of Michael Morral as an assistant football coach at Philip Barbour High School effective December 14, 2023. – Enclosure I
9. Recommendation: Accept the resignation of Julia Feather as head cross country coach at Belington Middle School effective December 31, 2023. – Enclosure J
10. Recommendation: Approve leave of absence for a professional employee at Philippi Elementary School beginning approximately March 16, 2024, for 6 weeks. – Enclosure K
11. Recommendation: Approve the following new position to be created for the 2023-2024 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure L

Position	Location	Funding Source	FTE
Itinerant Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide	PBHS	County	1

12. Recommendation: Employ the following personnel for the 2023/2024 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 M

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
Engiba Hughes	Philippi Elementary School	JobID: 13751 2023Elementary Education Instructor
	Barbour Board Office	JobID: 13772 School Psychologist
	Philippi Middle School	JobID: 13774 Language Arts Instructor
	Philip Barbour High School	JobID: 13776 Counselor
	Philippi Middle School	JobID: 13777 Counselor (Itinerant)
	Philip Barbour High School	JobID: 13780 Itinerant Multi-Categorical w/Autism Instructor
	Kasson Elementary & Middle School	JobID: 13817 Itinerant Multi-Categorical w/Autism Instructor
	Philip Barbour High School	JobID: 13819 Itinerant Physical Education/Health/ParentingInstructor
	Barbour Board Office	JobID: 13822 Bus Operator, Route 24

**AGENDA**  
**January 8, 2024**

	Philip Barbour High School	JobID: 13824 Mathematics Instructor
	Philip Barbour High School	JobID: 13828 Mathematics Instructor
	Philip Barbour High School	JobID: 13831 Mathematics Instructor
	Philippi Middle School	JobID: 13842 Elementary Education Instructor
	Philippi Middle School	JobID: 13755 Special Needs Aide/Supervisory Aide/Transportation Aide
Vicky Waugaman	Philippi Middle School	JobID: 14513 Cafeteria Manager/Cook
	Philippi Middle School	JobID: 14534 Itinerant Multi-Categorical w/Autism Instructor
Chelsie Moats	Philip Barbour High School	JobID: 14612 Itinerant School Nurse – RN
Jessica Sanetrik (move will take place when current position is covered)	Kasson Elementary & Middle School	JobID: 14708 Elementary Education Instructor
	Philip Barbour High School	JobID: 14733 Itinerant Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide

**Substitute Employee Assignments 2023-24**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	Barbour Board Office	JobID: 13811 Substitute Custodian(s)
	Barbour Board Office	JobID: 13812 Substitute LPN/Aide(s)
	Barbour Board Office	JobID: 13813 Substitute School Nurse RN(s)
	Barbour Board Office	JobID: 13814 Substitute Cook(s)
	Barbour Board Office	JobID: 13815 Substitute Secretary(s)
	Barbour Board Office	JobID: 13254 Substitute Bus Operator(s)
Letha Uzenski	Philip Barbour High School	JobID: 13253 Long Term Substitute General Science/Biology Instructor
Elizabeth Sanetrik	Barbour Board Office	JobID: 13249 - Substitute Teacher(s)
	Barbour Board Office	JobID: 13250 - Restricted Short-Term Substitute Teacher(s)
	Philip Barbour	JobID: 14554 Long Term Substitute

**AGENDA**  
**January 8, 2024**

	High School	Itinerant Physical Education/Health/Parenting Instructor
	Kasson Elementary & Middle School	JobID: 14557 Long Term Substitute Itinerant Multi-Categorical w/Autism Instructor
Debra Johnson	Belington Elementary School	JobID: 14609 Long Term Substitute Elementary Education Instructor
John Hanna	Philippi Middle School	JobID: 14732 Long Term Substitute Mathematics Instructor

**Extra-Curricular Employee Assignments 2023-24**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	Philip Barbour High School	JobID: 14558 Athletic Trainer (Winter Sports)
Alicia Cutright	Philip Barbour High School	JobID: 14582 Volunteer Assistant Track Coach
	Belington Elementary School	JobID: 14592 (1) After School Tutor (Extra-curricular)
	Belington Middle School	JobID: 14596 After School STEM/Minecraft Enrichment Club Sponsor (Extra-Curricular)
Tamara Burner	Barbour Board Office	JobID: 14598 (Up to 3) Mentor Teacher(s) (Extra-Curricular)
Gunnar Coontz	Philip Barbour High School	JobID: 14605 Volunteer Assistant Boys Basketball Coach
Janet Poling	Philippi Elementary School	JobID: 14711 Special Education Designee (Extra-Curricular)
Mark Harris	Philip Barbour High School	JobID: 14712 Volunteer Assistant Baseball Coach

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

\_\_\_\_\_

**AGENDA**  
**January 8, 2024**

Items For Discussion, Consideration, and/or Possible Action –

1. Executive Session
2. Other

Next board meetings:

January 22, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session)(Belington Middle School Presentation)

**Adjournment**

**AGENDA**  
**January 8, 2024**

**ADDENDUM**

**Business & Finance –**

14. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1
  - A. Belington Middle School
    1. (7<sup>th</sup> Grade Team) - \$500.00

**Curriculum & Instruction -**

15. Recommendation: Approve/Confirm curricular trips. – Enclosure #2
  - A. Belington Middle School
    1. (Incentive) – to Snowshoe on January 11, 2024
  - B. Junior Elementary School
    2. (Whole School) – to Elkins on January 18, 2024