

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: January 4, 2012**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 9, 2012**, at the **Belington Middle School, Belington, WV 26250**.

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the December 19, 2011 meeting. – Enclosure A

**Delegation(s) –**

Jamie Carpenter, Middle School Softball

**Recognition (s) –**

**Reports –**

Belington Middle School Local School Improvement Presentation  
Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. - Enclosure B
2. Recommendation: Approve payment of bills for the period of December 14, 2011 through January 5, 2012 at a total expenditure of \$88,482.48. – Enclosure C

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3. Recommendation: Authorize the January 13, 2012 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure C)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$65,000.00. – (Refer to Enclosure C)
5. Recommendation: Approve final total of utility bills in the amount of \$41,871.88. - Enclosure D
6. Recommendation: Approve the final total of the December 15, 2011 payroll check and federal withholdings in the amount of \$413,370.61. – Enclosure E
7. Recommendation: Approve the final total of the December 23, 2011 payroll check and federal withholdings in the amount of \$881,819.80. – Enclosure F
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Belington Elementary School (5<sup>th</sup> Grade Class) – projected revenue - \$200.00, \$200.00  
Belington Middle School (8<sup>th</sup> Grade Class) – projected revenue - \$750.00  
Kasson Elem/Middle School (Band) – projected revenue - \$500.00; (Office) - \$500.00  
Philip Barbour High School (HOSA) – projected revenue - \$0.00

**Curriculum & Instruction –**

9. Recommendation: Approve/Confirm curricular trips. – Enclosure H

Philip Barbour High School (FFA) – to Cedar Lakes on January 14-15, 2012

**Facilities –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I

Philip Barbour High School on Various dates throughout the 2011/2012 school year – requested by Sheriff John W. Hawkins for Physical Training for Law Enforcement Officers

Philippi Middle School on January 22, 2012 – requested by Mike MacAdam and Jack Reger – for church dinner

11. Recommendation: Approve building/ground modifications. – Enclosure J

Philip Barbour High School (New Gym) – move existing state pictures up and install new state pictures

**Food Service –**

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**Policies –**

12. Recommendation: Review revised policy 8210, Attendance for first reading. – Enclosure K

**Student Support –**

**Transportation –**

**Travel –**

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure L

**Vocational –**

14. 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 2011-2012 school year. – Enclosure M

**Personnel –**

15. Recommendation: Employ the following personnel for the 2011/2012 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

Extra Curricular Assignments

- \_\_\_\_\_, Math Field Day Coach, Belington Elementary School  
\_\_\_\_\_, Math Field Day Coach, Junior Elementary School  
\_\_\_\_\_, Math Field Day Coach, Philippi Elementary School  
\_\_\_\_\_, Math Field Day Coach, Volga-Century Elementary School  
\_\_\_\_\_, Science Fair Coach, Belington Middle School  
\_\_\_\_\_, LPN/Aide: After School Tutoring, Philip Barbour High School (As tutoring is scheduled and student need exists for the remainder of the 2011/2012 school year)

16. Recommendation: Employ \_\_\_\_\_ as Long Term Substitute Secretary/Media aide at Junior Elementary School.(for the remainder of the 2011/2012 school year or until regular employee returns) – Enclosure O

17. Recommendation: Employ the following personnel for the 2012/2013 school year. – Enclosure P

Twila Smith, Social Studies Instructor, Philip Barbour High School  
Ardith Nelson, Classroom Instructor, Mt. Vernon Elementary School  
Amanda Maxwell, Title I Instructor, Philippi Elementary School (cannot move until the start of the 2012/2013 school year due to WV Code 18A-4-7a)  
Jamie Wright-Green, Itinerant Counselor, Philip Barbour High School/ALC  
Sally Hammack, Instructor, Philippi Elementary School  
Cheryl Bolton, Instructor, Philippi Elementary School

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18. Recommendation: Approve 2.5 (2 ½) no cause days and 2.5 (2 ½) unpaid leave for Karen Jones from January 30, 2012 through February 3, 2012 for a mission trip to Haiti.– Enclosure Q
19. Recommendation: Approve unpaid medical leave of absence for Pamela Frey on December 28, 2011 through approximately April 2, 2012. – Enclosure R
20. Recommendation: Approve Memorandum of Understanding with West Virginia University for a collaborative partnership for field-based and clinical experience. – Enclosure S
21. Recommendation: Approve student placements from West Virginia University for the 2012 Spring Semester. - Enclosure T
22. Recommendation: Employ Marty Waybright as a substitute bus operator for the 2011/2012 school year. – Enclosure U
23. Recommendation: Employ \_\_\_\_\_ as Itinerant Music Instructor, Philippi Middle School/Philip Barbour High School. **Employment is contingent upon proper certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure V
24. Recommendation: Approve mutual agreements of reassignment of professional/service personnel for school year 2012/2013. – Enclosure W

Jennifer Wolfe to 5<sup>th</sup> Grade Teacher, assigned to Philippi Elementary School  
Kristen Collier to 2<sup>nd</sup> Grade Teacher, assigned to Belington Elementary School  
Nancy Curkendall to Kindergarten Teacher/1<sup>st</sup> Grade Teacher, assigned to Mt. Vernon Elementary School  
Ellen Gould to 2<sup>nd</sup> Grade Teacher, assigned to Mt. Vernon Elementary School  
Kathy Halstead to Paraprofessional/Aide/Transportation Aide, assigned to Kindergarten/1<sup>st</sup> Grade at Mt. Vernon Elementary School

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

1. School Newsletters – Enclosure X
2. NewTech Network – Enclosure Y
3. Superintendent's Goals – Enclosure Z
4. Other

**Adjournment**

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**Revised Addendum**

**Personnel –**

25. Recommendation: Employ Janna Duckworth as a Supervisory Kindergarten Aide/Transportation Aide at Philippi Elementary School for the 2012/2013 school year. – Enclosure AA

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

5. Resignation from Board – David Everson