

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Doward Matlick
Joanne McConnell
David Strait
Bob Wilkins

FROM: JEFF KITTLE, ACTING SUPERINTENDENT

DATE: JANUARY 5, 2011

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 10, 2011**, at the **Belington Middle School, Belington, WV.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve Minutes of the December 20, 2010 meeting. – Enclosure A

Delegation(s) –

Reports –

Belington Middle School LSIC Report
Facilities Report
Budget Reports – Enclosure B

Superintendent's Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of December 16, 2010 through January 5, 2011 at a total expenditure of \$123,951.24.24. - Enclosure D

AGENDA
January 10, 2011

3. Recommendation: Authorize the January 14, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure D)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure D)
5. Recommendation: Approve the final total of the December 21, 2010 payroll check and federal withholdings in the amount of \$885,233.13. – Enclosure E
6. Recommendation: Approve final total of utility bills in the amount of \$37,609.32. – Enclosure F
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Junior Elementary School (5th Grade) – projected revenue - \$50.00; (PTO) - \$5.00
Kasson School (Office) – projected revenue - \$500.00, \$500.00
Philip Barbour High School (Band) – projected revenue - \$1,000.00; (PB Athletic Boosters) - \$1,000.00; (Swim team) - \$250.00; (Athletics) – \$600.00
Philippi Elementary School (Faculty Senate) – projected revenue - \$500.00
Philippi Middle School (Positive Behavior Support) – projected revenue - \$3,000.00

8. Recommendation: Allow Philip Barbour High School to move the funds for the George Byrer Scholarship from the schools account and allowing them to open a cd at local bank to allow the money to accrue interest during the year. – Enclosure H
9. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I

Belington Middle School on January 8, 2011 – requested by Tonya Cooper for Birthday party
Philip Barbour High School on March 26, 2011 – requested by Carol Malcolm-Parson for Science Field Day for KidREACH
Philippi Middle School on January 5, 2011 – requested by M. L. Bright for Safe Schools Information/Presentation

Curriculum & Instruction –

10. Recommendation: Approve graduation exercises for the Class of 2011 – Enclosure J

Commencement Exercises – Saturday, May 28, 2011, 2:00 p.m. at the Barbour County Fairgrounds

AGENDA
January 10, 2011

11. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Kasson Elem/Middle School & Philippi Middle School (Gifted) – to Philippi on January 20, 2011

Philip Barbour High School (FFA) – to Cedar Lakes on January 22-23, 2011

Facilities –

12. Recommendation: Approve building/ground modifications. – Enclosure L

Belington Elementary School (Handicapped bathroom in kindergarten annex) – remove wall between the toilet and shower stall.

Philip Barbour High School (Main Office) – install dry erase board

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

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 2010-2011 school year. – Enclosure N

Personnel –

15. Recommendation: Accept resignation of Mary Withers a Band and Choir Director at Philippi Middle School and Choir and Theater Director at Philip Barbour High School effective at the end of the business day on January 13, 2011. – Enclosure O

16. Recommendation: Accept resignation of Barbara Schonk as a substitute teacher effective January 5, 2011. – Enclosure P

17. Recommendation: Accept resignation of Tim McDaniel as assistant baseball coach at Philip Barbour High School effective January 3, 2011. – Enclosure Q

18. Recommendation: Appoint Jack Reger as Interim Treasurer through February 14, 2011.

AGENDA
January 10, 2011

19. Recommendation: Terminate the employment of the following substitute personnel for willful neglect of duty. – Enclosure R

Kimberly Marsh, Aide
Chad Hill, Bus Operator
Steven Robinson, Bus Operator
Richard Daugherty, Bus Operator
Carroll Dawn Herron, Custodian
Gerald Freeman, Custodian
Kris Jones, LPN/Aide
Amy Messenger, Nurse

20. Recommendation: Employ the following personnel for the 2011/2012 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure S

Janet Woodard, Counselor, Philip Barbour High School (203 days)
Tamela Corder, Instructor, Philippi Elementary School (200 days)

21. Recommendation: Employ _____ as Treasurer/Chief School Business Official, remainder of 260 day contract. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure T

22. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure U

Ashley Corley, Long Term Substitute Secretary at Central Office, beginning January 13, 2011 through the end of the 2010/2011 school year or until the regular employee returns.

_____, Coordinator of Services/Auditor/Receptionist-Switchboard Operator at Central Office (Remainder of 260 day contract)

_____, Itinerant LPN/Special Needs Aide/Transportation Aide initial home base at Philippi Middle School (Remainder of 200 day contract)

_____, Itinerant LPN/Special Needs Aide/Transportation Aide initial home base at Philippi Middle School, position will terminate at the end of the 2010/2011 school year (Remainder of 200 day contract)

_____, Technology Systems Specialist, Itinerant home based at Philip Barbour High School, position will terminate on June 30, 2011. **Summer days will be contracted separately until the end of grant period Sept. 30, 2011.**

AGENDA
January 10, 2011

23. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure V

Extra-curricular assignments

Chris Starkey, Volunteer Assistant Boy's Basketball Coach, Philip Barbour High School

David Hamrick II, Volunteer Assistant Girls Basketball Coach, Belington Middle School

Cheryl Blankenship, Volunteer Assistant Swim Coach, Philip Barbour High School

24. Recommendation: Employ the following substitute personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure W

Amber Price, School Nurse/RN

Mary Kate Kincaid, Aide

Sandra Stalnaker, Aide

Cathy Heller, Aide

AGENDA
January 10, 2011

Items For Discussion, Consideration and/or Possible Action -

1. School News Letters – Enclosure X
2. Exam Exemption Policy and Procedures – Enclosure Y
3. Other

Adjournment