

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Reggie Trefethen, Jr.

FROM: JOE SUPER, SUPERINTENDENT

DATE: January 6, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 12, 2015**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Recognition (s) –

Minutes -

Approve minutes of December 22, 2014 and December 23, 2014 meetings. – Enclosure A

Delegation(s) –

Reports –

Facilities Report

Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for In-county out-of-zone attendance for school year 2014-2015 contingent upon compliance with pupil-teacher ratio. – Enclosure B

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Business & Finance –

2. Recommendation: Approve payment of bills for the period of December 16, 2014 through January 6, 2015 at a total expenditure of \$126,802.70. – Enclosure C
3. Recommendation: Authorize the January 15, 2015 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 C)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure C)
5. Recommendation: Approve final total of utility bills in the amount of \$47,843.52. – Enclosure D
6. Recommendation: Approve the final total of the December 26, 2014 payroll check and federal withholdings in the amount of \$550,107.02. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Kasson Elem/Middle School (School) – projected revenue - \$5.00

8. Recommendation: Approve agreement with the West Virginia School Board Association to conduct search for a new superintendent.

Curriculum & Instruction –

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

Kasson Elem/Middle School (8th Grade) – to Washington DC on June 4, 2015; (School) – to Barbour Lanes on January 16, 2015

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10. Recommendation: Approve the following changes to the 2014/2015 School Calendar. – Enclosure H

WV Code §18-5-45 requires school systems to strive to achieve 180 days of instruction for students. As of Jan. 6th, 2015 two (2) days of instruction for have been canceled due to hazardous conditions.

The first day of cancellation was Nov. 18, 2014. The board previously approved February 13, 2015 (previously an OS Day) to be rescheduled as an instructional day.

The second day of instruction that was canceled was Jan. 6, 2015. The next day in the calendar that may be rescheduled as an instructional day is March 6, 2015. This day is currently scheduled as an OS Day.

It is my recommendation that March 6th be converted to an instructional day so that our school system stays on track to achieve the mandated 180 instructional days.

Facilities & Maintenance –

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

Belington Middle School on December 29-30, 2014 – requested by Gerald Furby for Boy Scout Lock In

Kasson Elem/Middle School on Saturdays in January 2015 and February 2015 – requested by Ron Jones for Indoor Girls Soccer

12. Recommendation: Allow the American Red Cross to survey each of our schools to assure that the information in the National Shelter System is up-to-date. – Enclosure J

13. Recommendation: Approve building/ground modifications. – Enclosure K

Belington Elementary School (Mrs. Bolton's room) – install wall bracket and large screen

Philip Barbour High School (CTE Room 1) – remove old smart board and install new smart board and projector; move white/dry erase board

Philippi Middle School (Library/Computer Lab) – install internet drops and power

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

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Vocational –

15. 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 2014-2015 school year. – Enclosure M

Personnel –

16. Recommendation: Ratify the suspension of a service employee at Junior Elementary School for three (3) days without pay.
17. Recommendation: Accept resignation of Carleen Scott as an Educational Interpreter/Sign Language Specialist/Aide/Transportation aide home based at Belington Elementary School effective January 2, 2015. – Enclosure N
18. Recommendation: Approve one (1) day of unpaid leave for Jonna Potoczny on January 28, 2015. – Enclosure O
19. Recommendation: Employ the following personnel for the 2014-2015 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 P

Extra Curricular Assignments

_____	Volunteer Assistant Boys Basketball Coach	PBHS
_____	Volunteer Assistant Girls Basketball Coach	KMS
_____	After School Bus Operator North	PBHS
_____	After School Bus Operator South	PBHS
_____	LPN/Aide/Transportation Aide for Girls	
_____	Basketball season as needed	PMS
_____	After School Supper Program Cook	PBHS

20. Recommendation: Employ the following personnel for the 2014-2015 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 Q

_____	Elementary Education Teacher	PES
_____	Chemistry/Physics Teacher	PBHS

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21. Recommendation: Employ the following personnel for the 2014-2015 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 R

_____	Substitute Switchboard Operator	
Kenneth Hickman	Substitute Custodian	
_____	Substitute Bus Operator	
_____	Long Term Substitute Language Arts	
	Instructor	PMS
_____	Long Term Substitute Heading Impaired/ Multi-Categorical instructor w/AU Home Base:	BES

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meeting:

January 26, 2015 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Personnel –

22. Recommendation: Accept resignation/retirement of Pamela Frey as a Second Grade Teacher at Kasson Elem/Middle School effective June 30, 2015. – Enclosure #1