

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: January 18, 2022

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 24, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

2022/2023 School Calendar Hearing

Minutes –

Approve the minutes of the January 10, 2022, meeting. – Enclosure A

Recognitions –

Delegation(s) –

Sarah Newcome/Janna Vaught – Social Work
Barbour Community Health Services

Reports –

Attendance/Enrollment Report – Enclosure B
December 2021 Financial Reports – Enclosure C

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of January 5, 2022, through January 18, 2022, at a total expenditure of \$72,506.69. – Enclosure E
3. Recommendation: Authorize January 28, 2022, 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 E)
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$50,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of January 14, 2022, payroll check, and federal withholdings in the amount of \$388,215.33. – Enclosure F
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$30,777.99. – Enclosure G
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Middle School (7th Grade class) – projected revenue - \$300.00
Philip Barbour High School (Class of 2024) – projected revenue - \$500.00
Philippi Middle School (Softball) – projected revenue - \$500.00, \$4,000.00

Curriculum & Instruction –

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

Belington Middle School (Incentive Earned Students) – to Elkins Cinema on January 20, 2022
Junior Elementary School (4th Grade) – to Canaan Valley February 11, 2022
Philip Barbour High School (ProStart & Business Class) – to Canaan Valley Resort February 23, 2022
Philippi Middle School (PBS Team) – to Elkins Cinema on January 26, 2022

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Facilities & Maintenance –

9. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure J
- Belington Middle School on Sundays in January, February, March and April 2022 – requested by Sarah Harris for Storm Baseball Practice
- Kasson Elementary/Middle School on April 9, 2022 – requested by Twila Matlick for Family Dinner
- Philippi Middle School on January 18, 2022 – requested by Frank Caputo and Stephanie Henthorne for AFT General membership meeting

Food Service –

Policies –

Student Support –

Transportation –

10. Recommendation: Approve transportation travel requests. – Enclosure K

Travel –

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

Vocational –

Personnel –

12. Recommendation: Accept the resignation of Jeffery Moss as a volunteer assistant girls softball coach at Philip Barbour High School effective January 13, 2022. – Enclosure M
13. Recommendation: Accept the resignation of Steven Carpenter as a substitute custodian effective January 13, 2022. – Enclosure N
14. Recommendation: Accept the resignation of Michael Ferguson as Director of Student Support Services effective February 25, 2022. – Enclosure O
15. Recommendation: Approve student teachers/interns from Alderson Broaddus University for the 2021/2022 School year. – Enclosure P
16. Recommendation: Employ the following personnel for the 2021/2022 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

Regular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
	PBHS	Job 3583: Mathematics Instructor

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	County	Job 3578: Groundsman/Custodian III/General Maintenance/Sanitation PlantOperator
Patricia Levesque Gosnell (starts next school year 22-23)	BMS	Job 3605: Language Arts Instructor
Olivia Grimes (starts next school year 22-23)	PBHS	Job 3591: Social Studies Instructor

Substitute Employee Assignments 2021-22

Name of Person	Location	Job ID: Position
Lora McElroy	PMS	Job 3619: Long Term Substitute Cook
McKenzie Moss	JES	Job 3644: Long Term Substitute Early Childhood Classroom AssistantTeacher/Kindergarten Aide/Supervisory Aide/Transportation Aide
	PMS	Job 3645: Volunteer Assistant Softball Coach

Extra-Curricular Employee Assignments 2021-22

Jeff Roy	PBHS	Job 3647: Head Strength Coach
	PBHS	Job 3640: Volunteer Assistant Swim Coach
Paulette Bailey	BES	Job 3641: Cook (Extra- Curricular)
Freda Cross	BMS	Job 3642: Cook (Extra- Curricular)
Deloris Phillips	JES	Job 3643: Cook (Extra- Curricular)

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

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

1. Other

Next board meetings:

February 14, 2022, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

18. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1

Philippi Middle School (PTO) – projected revenue - \$500.00, \$500.00

Facilities & Maintenance –

19. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure #2

Philip Barbour High School various dates in January and February 2022 – requested by Trevor Mouser for Middle School Baseball practice

Philippi Middle School on January 28, 2022 – requested by Teresa Williamson for Lock in; on February 11, 2022 – requested by Teresa Williamson for School Dane

Personnel –

20. Recommendation: Employ the following personnel for the 2021/2022 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 #3

Substitute Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
Joyce Barbe	JES	Job 3604: Long Term Substitute Secretary/Media Aide/Supervisory Aide

Extra-Curricular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
Raymond Hicks	PMS	Job 3610: Volunteer Head Softball Coach