

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: January 19, 2016

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 25, 2016**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve minutes of January 11, 2016 Special Session and January 11, 2016 regular meeting –
Enclosure A

Delegation(s) –

Reports –

December 2015 Financial Report – Enclosure B
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 2015-2016 contingent upon compliance with pupil-teacher ratio. – Enclosure C

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Business & Finance –

2. Recommendation: Approve budget adjustments. – Enclosure D
3. Recommendation: Approve payment of bills for the period of January 6, 2016 through January 19, 2016 at a total expenditure of \$270,336.93. – Enclosure E
4. Recommendation: Authorize the January 28, 2016 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)
5. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure E)
6. Recommendation: Approve the final total of the January 15, 2016 payroll check and federal withholdings in the amount of \$321,834.82. – Enclosure F
7. Recommendation: Approve revised FY2015 Financial Statements. – Enclosure G
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (Office) – projected revenue \$200.00
Belington Middle School (Volleyball) – projected revenue \$1,000.00
Junior Elementary School (Office) – projected revenue \$300.00
Kasson Elementary/Middle School (8th Grade) – projected revenue \$300.00; (Athletic Boosters) - \$350.00; (PTO) - \$1,000.00; (School) - \$300.00
Philip Barbour High School (Athletic Boosters) - projected revenue - \$4,000.00; (Cheerleading) - \$3,000.00, \$700.00; (FFA) - \$100.00, \$200.00, \$200.00, \$250.00, \$250.00, \$500.00
Philippi Middle School (Band) – projected revenue - \$500.00

Curriculum & Instruction –

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

Belington Middle School (Band) – to Buckhannon on February 26-27, 2016
Kasson Elementary/Middle School (Clay Center Project Students) – to Charleston on January 13, 2016; (Glenville Scholars Program Students) – to Glenville on March 10, 2016; (Selected Pages) – to Charleston on February 9, 2016
Philip Barbour High School (Chinese & Pro Start Classes) – to New York on May 8-9, 2016
10. Recommendation: Approve chaperones for Kasson Elementary/Middle School field trip to Glenville on March 10, 2016. – (Refer to Enclosure I)
11. Recommendation: Approve chaperones for Kasson Elementary/Middle School field trip to Charleston on February 9, 2016. – (Refer to Enclosure I)

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12. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure J
13. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure K
14. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure L
15. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure M
16. Recommendation: Approve the CSOs for the following elective courses at Philip Barbour High School. – Enclosure N

Library Technician I, Level Instrumental Guitar 1, 2, 3; Percussion Pedagogy I and II; Student Leadership/Student Council; Weight Lifting I and II; Lifetime Fitness I and II; SEE Reading; Keys to Intervention; Skills Development

17. Recommendation: Ratify the expulsion for student hearing (EXP 6-16) for the remainder of the 2015-2016 school year pending adherence to the agreement between the school system and the family. – Enclosure O
18. Recommendation: Ratify the expulsion for student hearing (EXP 7-16) for the remainder of the 2015-2016 school year pending adherence to the agreement between the school system and the family. (Refer to Enclosure O)

Facilities & Maintenance –

19. Recommendation: Approve Major Improvement Project (MIP) for FY16. – Enclosure P
20. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure Q

Mount Vernon Elementary School on January 16, 2016 – requested by Tonya Barker for Birthday Party
Volga-Century Elementary School on January 29, 2016 – requested by Debra Conover for employee retirement gathering

Food Service –

Policies –

21. Recommendation: Adopt revised policy 3390 (Also: 6620), Transportation Travel Allowance, on third reading. – Enclosure R

Student Support –

Transportation –

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Travel –

22. Recommendation: Approve/Confirm requests for professional leave. – Enclosure S

Vocational –

Personnel –

23. Recommendation: Accept resignation/retirement of Catherine Mahoney as an Itinerant Intervention Specialist effective at the end of the 2015-2016 school year. – Enclosure T
24. Recommendation: Accept resignation/retirement of Timothy McDaniel as a teacher at Philip Barbour High School effective at the end of the 2015-2016 school year. – Enclosure U
25. Recommendation: Employ Timothy McDaniel as a substitute teacher for the 2016-2017 school year. – (Refer to Enclosure U)
26. Recommendation: Approve leave of absence for Holly Talkington (primary care) beginning January 13, 2016 through the end of the 2015-2016 school year. – Enclosure V
27. Recommendation: Employ the following personnel for the 2015-2016 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 W

Regular Employee Assignments:		
Name	School/Location	Position
	Philip Barbour High School Complex	939-Multi-Categorical with Autism Instructor (closes 1-5-16)
	Philip Barbour High School Complex	961-Language Arts Instructor (closes 1-8-16)
	Philippi Middle School	963-Science/Social Studies Instructor (closes 1-21-16)
	Itinerant	964-Alternative Learning Center Instructor (closes 1-13-16)
	Belington Middle School	967-Hearing Impaired/Multi-Categorical Instructor (closes 1-21-16)

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28. Recommendation: Employ the following personnel for the 2015-2016 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) – (Refer to Enclosure W)**

<u>Substitute Assignments:</u>		
Name	School/Location	Position
Rochelle Nestor	County	973-Substitute Teacher (closes 1-08-16)
Robert Shelton	County	973-Substitute Teacher (closes 1-08-16)
Lisa Hamilton	County	973-Substitute Teacher (closes 1-08-16)
Trevor Mouser	County	973-Substitute Teacher (closes 1-08-16)
	County	974-Substitute Custodian
	Philippi Elementary School	962-Multi-Categorical with Autism Instructor (closes 1-21-16)
	County	969-Substitute RN
	Philippi Elementary School	970-Multi-Categorical with Autism Instructor (closes 1-21-16)

29. Recommendation: Employ the following personnel for the 2015-2016 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) – (Refer to Enclosure W)**

<u>Extra-Curricular Assignments:</u>		
Name	School/Location	Position
	County	968-Multi-Categorical Homebound Instructor (closes 1-21-16)

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

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters - Enclosure X
2. Consideration of Levy Call – Enclosure Y
3. Other

Next board meeting:

February 8, 2016 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment