

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: January 22, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 28, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

2019/2020 School Calendar Hearing

CTC Presentation

Minutes –

Approve minutes of January 14, 2019 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

Monthly Attendance-Enrollment Report – Enclosure B
December 2018 Financial Report – 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 9, 2019 through January 22, 2019 at a total expenditure of \$119,573.59. – Enclosure E
3. Recommendation: Authorize the January 28, 2019 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 next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the January 15, 2019 payroll check and federal withholdings in the amount of \$343,898.29. – Enclosure F
6. Recommendation: Approve final total of utility/copier bills in the amount of \$12,981.38. – Enclosure G
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (First Grade) – projected revenue - \$300.00
Kasson Elementary/Middle School (Robotics) – projected revenue - \$0.00
Philip Barbour High School (HOSA) – projected revenue - \$100.00; (Spanish) - \$500.00;
(Hall of Fame) - \$1,000.00
Philippi Middle School (PTO) – projected revenue - \$500.00, \$600.00; (Band) - \$500.00;
(8th Grade) - \$1,000.00

Curriculum & Instruction –

8. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. - Enclosure I
9. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. - Enclosure J
10. Recommendation: Approve educational leave request for a student at Philippi Elementary School. - Enclosure K

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

County (All County Music) – to Philip Barbour High School on March 12, 2019
Junior Elementary School (4th Grade) – to Charleston on May 17, 2019
Kasson Elem/Middle School (KidREACH/REACH.U) – to Beckley on May 28, 2019;
(KidREACH/REACH.U) – to Evansville on March 21, 2019

Facilities & Maintenance –

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure M

Kasson Elementary/Middle School on February 9, 2019 – requested by Mary Shaver for Baby Shower; on January 19, 2019 – requested by Jennifer Wolfe for Birthday party
Philip Barbour High School on March 2, 2019 – requested by Carol Malcolm-Parsons for Annual KidREACH STEM day; on January 18, 2020 – requested by John Stemple for Annual retraining of coal miners; on January 11, 2020 – requested by John Stemple for Annual retraining of coal miners; on March 12, 2019 – requested by Tonya Baker for All County Concert
Philippi Middle School on April 27, 2019 – requested by Brandi Workman for 8th Grade Dance; on February 15, 2019 – requested by Brandi Workman for Sweethearts Dance; on January 18, 2019 – requested by Jessica Crites for School Lock-in

Food Service –

Policies –

Student Support –

13. Recommendation: Approve contract with Interim Health to provide RN and LPN services for the 2018/2019 school year. – Enclosure N

Transportation –

14. Recommendation: Approve transportation travel requests. – Enclosure O

Travel –

15. Recommendation: Approve/Confirm requests for professional leave. – Enclosure P

Vocational –

Personnel –

16. Recommendation: Approve agreement with West Virginia University for Student Pre-service and/or Student Teachers. – Enclosure Q

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- 17. Recommendation: Approve student teachers from Alderson Broaddus University for the 2018/2019 School year. – Enclosure R
- 18. Recommendation: Approve leave of absence (Medical) for a service employee assigned to the Bus Garage through approximately March 4, 2019. – Enclosure S
- 19. Recommendation: Employ the following personnel for the 2018/2019 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 T

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 2173: Groundsman/Custodian III/General Maintenance

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 2168: Substitute Custodian(s)
	County	Job 2170: Substitute Cook(s)
Amanda Castro	County	Job 2186: Substitute Bus Operator(s)
	PBHS	Job 2187: Long Term Substitute Art Instructor
Selena Dennison	PMS	Job 2188: Long Term Substitute Social Studies Instructor

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

February 11, 2019 at 6:00 pm. at Board of Education Office – (Regular Session)

Adjournment

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ADDENDUM

Personnel –

21. Recommendation: Employ the following personnel for the 2018/2019 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 #1**

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Marsha Nestor	County	Job: Substitute School Nurse(s) (RN)