

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: February 6, 2024

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 12, 2024**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the January 22, 2024 board meeting. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –
Attendance/Enrollment Report – Enclosure B

Hearing regarding 2024-2025 School Calendar

Delegation(s) –

Reports –

Facilities Report – Enclosure C

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2023/2024 contingent upon compliance with pupil-teacher ratio. – Enclosure D

Business & Finance –

2. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E
 - A. Belington Elementary School
 1. (American Heart Association) - \$300.00
 - B. Philip Barbour High School
 1. (Boys Basketball) - \$1,000.00
 2. (Football) - \$1,000.00
 3. (Football) - \$2,000.00
 4. (Wrestling) - \$1,000.00
 - C. Philippi Elementary School
 1. (PreK-4th Grades) - \$500.00
 2. (PreK-4th Grades) - \$1,000.00
 3. (4th Grade) - \$1,000.00
 - D. Philippi Middle School
 1. (8th Grade Committee) - \$300.00
 2. (8th Grade Committee) - \$500.00
 3. (Student Council) - \$100.00
3. Recommendation: Approve regular payroll in the amount of \$529,439.40. – Enclosure F
4. Recommendation: Approve payment of bills in the amount of \$158,185.85. – Enclosure G
5. Recommendation: Approve payment of bills in the amount of \$78,239.76. – Enclosure H
6. Recommendation: Approve payment of bills in the amount of \$5,675.13. – Enclosure I
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$31,275.70. – Enclosure J
8. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$886.12. – Enclosure K

Curriculum & Instruction –

9. Recommendation: Review 2024-2025 School Calendar. – Enclosure L

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10. Recommendation: Approve an educational leave request for a student at Philippi Elementary School. – Enclosure M
11. Recommendation: Approve an educational leave request for a student at Philippi Elementary School. – Enclosure N
12. Recommendation: Approve/Confirm curricular trips. – Enclosure O
 - A. All Barbour County Schools
 1. (All-County Concert) – to Philip Barbour High School on March 18, 2024
 - B. Belington Elementary School
 1. (Entire School) – to Elkins, Cinema 8 on February 15, 2024
 2. (Preschool) – to Launch Pad on March 26, 2024
 3. (Special Needs Grades K-4) – to Morgantown on February 22, 2024
 - C. Belington Middle School
 1. (Band) – to Philip Barbour High School on February 23, 2024
 2. (8th Grade) – to Philip Barbour High School on March 20, 2024
 - D. Junior Elementary School
 1. (1st and 2nd Grade) – to Hovatter’s Wildlife Zoo on May 10, 2024
 2. (Third and Fourth Grade) – to Spark Imagination and Science Center on May 17, 2024
 - E. Kasson Elementary/Middle School
 1. (8th Grade) – to Philip Barbour High School on March 20, 2024
 - F. Philip Barbour High School
 1. (FBLA) – to Charleston, West Virginia on March 1, 2024
 2. (ProStart) – to Greenbrier Resort on February 25-27, 2024
 3. (Special Needs Class) – to Elkins, West Virginia on February 28, 2024
 - G. Philippi Middle School
 1. (8th Grade) – to Washington DC on May 3, 2024
 2. (8th Grade) – to Philip Barbour High School on March 20, 2024

Facilities & Maintenance –

13. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure P
 - A. Belington Middle School
 1. On various dates – requested by Sarah Harris/Kevin Shaffer/Crystal Winans for Belington Basketball 6th Grade Tournament team practice
 - B. Philip Barbour High School
 1. On March 18, 2024 – requested by Tonya Baker for All County Concert
14. Recommendation: Approve building/ground modifications. – Enclosure Q
 - A. Philip Barbour High School
 1. (Wall outside office in Commons) – hang display boards
 2. (I.S.S. Rooms) – install light switches on the outsides of the I.S.S. rooms

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15. Recommendation: Approve contract with Wendel WD Architecture, Engineering, Surveying & Landscape Architecture, P.C. for work on the Bus Garage Project. – Enclosure R

16. Recommendation: Approve agreement with Emergent 3. – Enclosure S

Food Service –

Policies –

17. Recommendation: Adopt revised policy 7600: Educational Purpose and Acceptable Use of Electronic Resources, Technologies and the Internet on second reading. – Enclosure T (<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)

Student Support –

Transportation –

Travel –

18. Recommendation: Approve/Confirm requests for professional leave. – Enclosure U

Vocational –

Personnel –

19. Recommendation: Accept the resignation of Genia Delauder as a substitute cook effective January 29, 2024. – Enclosure V
20. Recommendation: Accept the resignation of Will Gregory as Head Boys Soccer Coach at Philip Barbour High School effective February 1, 2024. – Enclosure W
21. Recommendation: Accept the resignation of Shawn Burner as a General Science Instructor at Philippi Middle School effective February 5, 2024. – Enclosure X
22. Recommendation: Accept the resignation/retirement of Jana Ruf as a Technology/Media Specialist at Belington Elementary School effective June 30, 2024. – Enclosure Y
23. Recommendation: Terminate the employment of the following substitute service personnel due to willful neglect of duty.

Michael Croston – Custodian
Delores Marsh – Cook
Julie Loftin - Secretary

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24. Recommendation: Employ the following personnel for the 2023/2024 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 Z**

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
	Kasson Elementary & Middle School	JobID: 15315 Language Arts/Art Instructor/Virtual School Facilitator
Amy Tacy	Philippi Middle School	JobID: 15478 Itinerant Special Needs Aide/Supervisory Aide/Transportation Aide
	Philip Barbour High School	JobID: 15560 Itinerant Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	Kasson Elementary & Middle School	JobID: 15746 Language Arts/Art Instructor/Virtual SchoolFacilitator
	Philip Barbour High School	JobID: 15749 Itinerant Multi-Categorical w/Autism Instructor
Genia Delauder	Kasson Elementary & Middle School	JobID: 15750 Itinerant LPN/Special Needs Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Barbour Board Office	JobID: 14587 Substitute Teacher(s)
	Barbour Board Office	JobID: 14589 Restricted Short-Term Substitute Teacher(s)
	Philippi Elementary School	JobID: 15521 Long Term Substitute Itinerant Preschool/Preschool Special Needs Instructor (half-time)
	Philip Barbour High School	JobID: 15524 Long Term Substitute Itinerant Physical Education/Health/Parenting Instructor
Charles Johnson	Barbour Board Office	JobID: 15497 Substitute Custodian(s)
	Barbour Board Office	JobID: 15527 Substitute Teacher(s)
	Barbour Board Office	JobID: 15528 Restricted Short-Term Substitute Teacher(s)

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Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Stephanie Bailey	Kasson Elementary & Middle School	JobID: 15907 LPN/Special Needs Aide for After-School Tutoring (Extra-Curricular)
Jonna Jones	Philippi Middle School	JobID: 15908 After School Yearbook Club Advisor 1 (Extra-Curricular)
Alexa Forbes	Philippi Middle School	JobID: 15909 After School Yearbook Club Advisor 2 (Extra-Curricular)
	Philip Barbour High School	JobID: 15912 After School Dungeon and Dragons Club Sponsor (Extra-Curricular)
Lisa Green	Philippi Middle School	JobID: 15913 After School Science Club Sponsor (Extra-Curricular)
	Philip Barbour High School	JobID: 15914 After School Book Club Sponsor (Extra-Curricular)
	Philip Barbour High School	JobID: 15920 Assistant Football Coach
	Belington Middle School	JobID: 15921 Head Cross Country Coach
	Philip Barbour High School	JobID: 15929 Head Boys Soccer Coach

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

Jeffrey Jellerson Christina Snyder Delane McDaniel
 Daniel Strahin _____

26. Recommendation: Employ the following personnel for the 2024/2025 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 Z)

Extra-Curricular Employee Assignments 2024-25		
Name of Person	Location	Job ID: Position
Gunnar Coontz	Philip Barbour High School	JobID: 15920 Assistant Football Coach
	Belington Middle School	JobID: 15921 Head Cross Country Coach
Courtney White	Philip Barbour High School	JobID: 15929 Head Boys Soccer Coach

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

1. Executive Session
2. Other

Next board meetings:

February 26, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

27. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1
- A. Philip Barbour High School
 - 1. (Girls Soccer) - \$500.00
 - 2. (Softball/Baseball) - \$1,000.00
 - B. Philippi Middle School
 - 1. (Nathan Linger's Students) - \$300.00

Curriculum & Instruction –

28. Recommendation: Approve/Confirm curricular trips. – Enclosure #2
- A. Philip Barbour High School
 - 1. (ProStart) – to Charleston, West Virginia on February 20-22, 2024

Facilities & Maintenance –

29. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure #3
- A. Belington Middle School
 - 1. On February 25, 2024 – requested by Rachel Short for Birthday Party
 - B. Kasson Elementary/Middle School
 - 1. On March 24, 2024 – requested by Twila Matlick for a Family Dinner
 - C. Philip Barbour High School
 - 1. As needed – requested by Sabrina Holbert for Middle School softball practice
 - D. Philippi Middle School
 - 1. As needed – requested by Sabrina Holbert for Middle School softball practice

Personnel –

30. Recommendation: Accept the resignation of Gunnar Coontz as a Volunteer Assistant Football Coach at Philip Barbour High School effective February 7, 2024. – Enclosure #4
31. Recommendation: Accept the resignation of Charles Johnson as a Custodian at Kasson Elementary/Middle School effective February 13, 2024. – Enclosure #5