

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

Doward Matlick  
Joanne McConnell  
David Strait  
Michael Talbott  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: February 8, 2012**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 13, 2012**, at the **Philippi Middle School, Philippi, WV 26416**.

**Call to Order**

**Pledge to Flag**

**Invocation**

Oath of Office, Michael W. Talbott, new board member

**Minutes -**

Approve Minutes of the January 23, 2012 and January 25, 2012 meetings. – Enclosure A

Nominations to fill the Fred Eberle committee appointment

**Delegation(s) –**

**Recognition (s) –**

**Reports –**

Philippi Middle School Local School Improvement Presentation  
Facilities Report  
Levy and Budget Calendar for 2012-2013 school year – Enclosure B

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for school year 2011-2012 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 19, 2012 through February 7, 2012 at a total expenditure of \$116,362.40. – Enclosure E
4. Recommendation: Authorize the February 15, 2012 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure E)
5. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure E)
6. Recommendation: Approve final total of utility/travel bills in the amount of \$43,503.11. - Enclosure F
7. Recommendation: Approve the final total of the January 25, 2012 payroll check and federal withholdings in the amount of \$868,642.92. – 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 (2<sup>nd</sup> Grade) – projected revenue - \$400.00; (PTA) - \$100.00  
Belington Middle School (7<sup>th</sup> Grade) – projected revenue - \$1,500.00, \$100.00; (6<sup>th</sup> Grade) - \$1,280.00; (8<sup>th</sup> Grade) - \$650.00  
Junior Elementary School (Faculty Senate) – projected revenue - \$500.00; (PTO) - \$500.00, \$200.00, \$250.00  
Kasson Elem/Middle School (Athletic Boosters) – projected revenue - \$300.00, \$300.00; (School) - \$500.00  
Philip Barbour High School (Band) – projected revenue - \$3,000.00, \$1,000.00; (FBLA) - \$1,500.00; (Football) - \$1,500.00; (Track) - \$400.00, \$200.00; (TSA) - \$1,000.00; (Class of 2012) - \$100.00  
Philippi Elementary School (Faculty Senate) – projected revenue - \$3,500.00; (PTO) - \$1,000.00, \$100.00; (PreK) - \$500.00  
Philippi Middle School (Athletic Boosters) – projected revenue - \$200.00, \$300.00  
Volga-Century Elementary School (PTO/5<sup>th</sup> Grade) – projected revenue - \$250.00

**Curriculum & Instruction –**

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

Belington Elementary School (4<sup>th</sup> Grade) – to Charleston on May 25, 2012  
Philip Barbour High School (FFA) – to Harrison County on February 22, 2012; to Morgantown on March 1-3, 2012; to Jackson's Mill on March 17, 2012; (Pro Start) – to Mt. Vernon Elementary School on February 14, 2012; (Student Council) – to Fairmont State on February 17-18, 2012; (Hidden Promise Scholarship) – to Glenville State College on March 28, 2012  
All County Music – to Philip Barbour High School on April 12-13, 2012

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**Facilities –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure J
- Belington Middle School on March 3, 2012 – requested by Erica Weese for Birthday Party; on March 10, 2012 – requested by Courtney Davis for Birthday Party; on February 4, 2012 – requested by Jenny Leonard for Birthday Party; on January 21, 2012 requested by Lori Skidmore for Birthday Party
  - Junior Elementary School on every Monday and Thursday from February 13, 2012 through May 10, 2012 – requested by Theresa Evans for Girls on the Run
  - Kasson Elem/Middle School on March 20, 2012 – requested by Lucille Kines for Athletic Banquet - Ruritans
  - Mt. Vernon Elementary School on Every Monday – requested by Vanessa Short for First Place 4 Health; on January 21, 2012 – requested by Randy Montgomery for Funeral Dinner
  - Philip Barbour High School on March 2, 2012 – requested by Gerald Furby for FBLA Fundraiser; on February 25, 2012 – requested by Curtis Bodkins for Mens Basketball Tournament for PBHS Football; on March 24-25, 2012 – requested by Tammy Martin for Basketball Tournament; on February 26, 2012 – requested by Heather Halfin for Birthday Party

**Food Service –**

**Policies –**

**Student Support –**

11. Recommendation: Approve contract with Best Life Therapy to provide Speech Therapy Services from January 30, 2012 through December 31, 2012. – Enclosure K

**Transportation –**

12. Recommendation: Approve transportation travel requests. – Enclosure L

**Travel –**

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure M

**Vocational –**

14. 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 2011-2012 school year. – Enclosure N
15. Recommendation: Approve agreements for the Health Occupations program students to attend Broaddus Hospital and Barbour County Good Samaritan Center for clinical. – Enclosure O

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**Personnel –**

16. Recommendation: Approve No Cause days for Jennifer Wolfe on January 30, 2012 through February 3, 2012. – Enclosure P
17. Recommendation: Allow Emma Yohn a student from West Virginia University act as a student teacher at Philip Barbour Career Technical center from January 30, 2012 through March 16, 2012. – Enclosure Q
18. Recommendation: Approve a medical leave of absence (maternity) for Sarah Harris to begin approximately June 1, 2012 for approximately six weeks. – Enclosure R
19. Recommendation: Approve a medical leave of absence (maternity) for Lacey Daugherty to begin approximately May 2, 2012 for approximately six weeks. – Enclosure S
20. Recommendation: Approve a medical leave of absence (family) for Marsha Nestor to begin on February 10, 2012 through approximately March 13, 2012. – Enclosure T
21. Recommendation: Approve a medical leave of absence (family) for Deborah Walsh to begin on approximately February 18, 2012 for a week. – Enclosure U
22. Recommendation: Approve No Cause days for Julie Bibey on May 4, 2012 through May 9 2012. – Enclosure V
23. Recommendation: Employ the following personnel for the 2011/2012 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

Extra Curricular Assignments

Whitni Reger, Tutor, Belington Middle School (1day per week for Identified student(s) as needed for the 2011/2012 school year

Angel McCullough, Head Softball Coach, Philip Barbour High School

Jonathan Carpenter, Assistant Baseball Coach, Philip Barbour High School

Willis Freeman, Bus Operator for Health Occupations, Philip Barbour High School (as needed for the 2011/12 school year)

24. Recommendation: Employ the following substitute personnel for the 2011/2012 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 X

Charles Anderson, Mechanic

Michael Wanstreet, Mechanic

25. Recommendation: Employ the following personnel for the 2012/2013 school year. – Enclosure Y

Susan Marsh, Itinerant Multi-Categorical Instructor w/Autism home based at, Philippi Middle School

Sheryl Bolton, Instructor, Belington Elementary School

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26. Recommendation: Allow Shannon Gibson to complete 100 hours of field experience at Belington Middle School and Philip Barbour High School. – Enclosure Z
27. Recommendation: Allow Elizabeth Henry to complete 50 hours of field experience at Philippi Middle School. – Enclosure AA
28. Recommendation: Accept resignation of Michelle Louk as a substitute cook effective February 7, 2012. – Enclosure BB
29. Recommendation: Accept resignation of Adam Cheeseman as a Multi-Categorical Instructor home based at Philippi Middle School effective February 27, 2012. – Enclosure CC
30. Recommendation: Approve settlement agreement with a service employee. – Enclosure DD
31. Recommendation: Accept resignation of James Lawrence as a Bus Operator/Mechanic Assistant effective February 13, 2012. – Enclosure EE

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

1. School Newsletters – Enclosure FF
2. Other

**Adjournment**