

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: February 7, 2020

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Thursday, February 13, 2020**, at the **Junior Elementary School, 49 West 1st Street, Junior, WV 26275.**

Call to Order

Pledge to Flag

Invocation

Junior Elementary School - Presentation

Minutes –

Approve minutes of January 27, 2020 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Belington Public Library

Reports –

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county to out-of-county attendance for school year 2019/2020 contingent upon compliance with pupil-teacher ratio. – Enclosure B

Business & Finance –

2. Recommendation: Approve payment of bills for the period of January 21, 2020, through February 7, 2020, at a total expenditure of \$242,966.34. – Enclosure C
3. Recommendation: Authorize February 28, 2020, 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 C)
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 C)
5. Recommendation: Approve the final total of January 28, 2020, payroll check and federal withholdings in the amount of \$500,240.43. – Enclosure D
6. Recommendation: Approve the final total of February 14, 2020, payroll check and federal withholdings in the amount of \$379,351.07. – Enclosure E
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$45,307.08. – Enclosure F
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G
 - Belington Middle School (Student Council) – projected revenue - \$500.00; (Robotics) - \$1,500.00
 - Philip Barbour High School (Math Dept.) – projected revenue - \$1,000.00, \$300.00; (Athletics) - \$500.00; (Golf Team) - \$1,000.00; (Softball) - \$1,000.00; (Skills USA) - \$500.00, \$500.00; (Theatre) - \$500.00
 - Philippi Middle School (5th Grade) – projected revenue - \$1,000.00; (PTO) - \$500.00, \$500.00; (8th Grade) - \$500.00, \$500.00, \$1,000.00; (8th Grade Trip) - \$500.00
9. Recommendation: Approve agreement with Kagan Professional Development to provide Kagan coaching on February 17-28, 2020 at Philippi Middle School. – Enclosure H
10. Recommendation: Approve a contract with Heritage SchoolHouse. – Enclosure I
11. Recommendation: Approve a contract with KEV Group Inc. for School Cash Online/Cash Management Solution. – Enclosure J

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12. Recommendation: Approve a Retirement Plus Employer adoption agreement with the State Treasurer's Office. – Enclosure K

Curriculum & Instruction –

13. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure L
14. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure M
15. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure N
16. Recommendation: Approve Memorandum of Understanding with the West Virginia Department of Education in response to West Virginia Graduation 20/20. – Enclosure O
17. Recommendation: Approve/Confirm curricular trips. – Enclosure P

County Elementary Schools (Pk-4th Grade) – to Philip Barbour High School on March 3, 2020

County Middle Schools (8th Grade) – to Philip Barbour High School on March 11, 2020

Belington Middle School (School) – to Charleston on April 15, 2020; (Youth & Government 8th Grade) – to Charleston on February 24-26, 2020

Junior Elementary School (3rd Grade) – to Morgantown on April 15, 2020; (PreK/Kindergarten) – to WVU Farms on April 23, 2020; (PreK/Kindergarten) – to Hovatters Zoo on May 14, 2020; (1st Grade) – to Smokehole Caverns on May 8, 2020

Kasson Elementary/Middle School (4-8 Grades) – to Fairmont State on February 20, 2020

Philip Barbour High School (Career Tech Students) – to Audra State Park on April 15, 2020; (FFA) – to Taylor County on February 22, 2020; (9th Grade) – to Fred Eberle Technical Center on February 26, 2020

Philippi Elementary School (3rd Grade) – to Charleston on May 19, 2020

Philippi Middle School (Theatre/8th Grade Honors ELA) – to Fairmont State on February 20, 2020; (5th Grade) – to Philippi on February 20, 2020; (PBIS) – to Charleston on April 15, 2020

18. Recommendation: Approve Ashley Justice a chaperone for Junior Elementary Schools All-County Concert on March 17, 2020. – Enclosure Q

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Facilities & Maintenance –

19. Recommendation: Approve building/ground modifications. – Enclosure R

Belington Middle School (Gymnasium) – install speakers
Junior Elementary School (Playground) – install Gaga Pit
Kasson Elementary/Middle School (2nd Grade) – install a projector; (Foyer) – move Honor Society Plaques; (Room 114 & 135) – move smart board in room 114 to room 135
Philip Barbour High School (Old Gym) – install holes for volleyball courts

20. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure S

Belington Middle School on February 22, 2020 – requested by Samantha Miller for Birthday Party; on March 27, 2020 – requested by Samantha Miller for Activity Night; on Sundays in February through May 2020 – requested by Teddy Edison for Girls Basketball practice; various days in February through May 2020 – requested by Tyler & Sheena Kline for Basketball practice
Junior Elementary School on July 13-17, 2020 – requested by Gracie Simmons for Summer Education Camp
Philip Barbour High School on March 28, 2020 – requested by Carol Malcolm-Parsons for Annual KidREACH STEM Day; on March 21, 2020 – requested by Tammy Martin Zimmerman for Men’s Basketball Tournament; on April 17-18, 2020 – requested by Megan Ruppert for Theatre Production; on April 30, 2020 – requested by Megan Rupper for Spring Choir Concert; on January 9, 2021, January 16, 2021, and January 23, 2021 – requested by Joseph Runyon for Annual retraining of coal miners
Philippi Middle School on March 27, 2020 – requested by Jessica Crites for Lock-In; on March 13, 2020 – requested by Jessica Crites for PI Day; on February 7, 2020 – requested by Jessica Crites for Valentine’s Day Dance; on April 17, 2020 – requested by Jessica Crites for After School Lock-IN

Food Service –

Policies –

Student Support –

Transportation –

Travel –

21. Recommendation: Approve/Confirm requests for professional leave. – Enclosure T

Vocational –

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Personnel –

- 22. Recommendation: Accept the resignation of Brittany McNemar as a Long Term Substitute 1st Grade Teacher at Philippi Elementary School effective January 27, 2020. – Enclosure U
- 23. Recommendation: Approve student teachers from Alderson Broaddus University for the 2019/2020 School year. – Enclosure V
- 24. Recommendation: Accept the resignation of Jonathan Talkington as a Groundsman/Custodian III/General Maintenance effective at the end of the day on February 14, 2020. – Enclosure W
- 25. Recommendation: Accept the resignation of Tracey Lantz as a substitute cook effective February 1, 2020. – Enclosure X
- 26. Recommendation: Accept resignation/retirement of Larry Poling as a bus operator effective June 30, 2020. – Enclosure Y
- 27. Recommendation: Approve leave of absence (maternity) for a professional employee at Junior Elementary School beginning approximately March 27, 2020, for approximately 6 weeks. – Enclosure Z
- 28. Recommendation: Employ the following personnel for the 2019/2020 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 AA

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Herbert Croston	County	Job 2633: Groundsman/Custodian III/General Maintenance
	Kasson, Itinerant	Job 2613: Hearing Impaired/Multi-Categorical Instructor
	PBHS	Job 2614: Language Arts/Library-Media Instructor

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	PBHS	Job 2624: Long Term Substitute Mathematics/Project Lead the Way/Option Pathway Instructor
Richard Clark	County	Job 2611: Substitute Teacher(s)
Rochelle Pingley	PMS, Itinerant	Job 2629: Long Term Substitute Special Needs

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		Aide/Supervisory Aide/Transportation Aide
Debra Johnson	PES	Job 2631: Long Term Substitute 4th Grade Teacher
	County	Job 2615: Substitute LPN/Aide(s)
	County	Job 2616: Substitute Cook(s)
	County	Job 2617: Substitute Custodian(s)

Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Sebastian Swartz	PBHS	Job 2609: Head Boys Track Coach
Erlo Kennedy	County	Job 2632: Accompanist (Extra-Curricular)

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

February 24, 2020, at 6:00 p.m. at Board of Education Office (Regular Session)
March 9, 2020, at 6:00 p.m. at Philippi Elementary School (Regular Session)

Adjournment

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ADDENDUM

Personnel –

30. Recommendation: Rescind the employment of Diana Bibey as an extra-curricular Academic Tutor at Junior Elementary School (Job 2605), which was approved at the January 13, 2020 board meeting. – Enclosure #1