

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: February 8, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 14, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

2022/2023 School Calendar Hearing

Minutes –

Approve the minutes of January 24, 2022, meeting. – Enclosure A

Recognitions –

Delegation(s) –

Judy Buckner Larry/Philippi Public Library - funding

Reports –

Superintendents Recommendations –

1. Recommendation: The wearing of face masks will be optional effective February 28, 2022.

Attendance –

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Business & Finance –

2. Recommendation: Approve payment of bills for the period of January 19, 2022, through February 8, 2022, at a total expenditure of \$276,702.52. – Enclosure B
3. Recommendation: Authorize February 15, 2022, 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 B)
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 B)
5. Recommendation: Approve the final total of January 28, 2022, payroll check, and federal withholdings in the amount of \$501,047.68. – Enclosure C
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$49,060.11. – Enclosure D
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Elementary School (Blue & Gray 5K) – projected revenue - \$1,000.00; (PTA) - \$250.00

Belington Middle School (6th Grade) – projected revenue - \$1,000.00, \$500.00; (8th Grade) - \$300.00

Kasson Elementary/Middle School (Front Office) – projected revenue - \$500.00; (Office) - \$500.00

Philip Barbour High School (Baseball) – projected revenue - \$500.00, \$500.00, \$300.00, \$1,000.00, \$800.00; (Boys Basketball) - \$1,500.00; (PB Admin) - \$5,000.00; (Library) - \$1,000.00; (Suckers) - \$400.00

Philippi Elementary School (PTO) – projected revenue - \$2,000.00

Philippi Middle School (PTO) – projected revenue - \$1,000.00; (School) - \$1,500.00

8. Recommendation: Approve agreement with World Vision for After School Snack for the 2021/2022 School year. – Enclosure F
9. Recommendation: Approve District by Design Agreement for Capturing Kids’ Hearts. – Enclosure G

Curriculum & Instruction –

10. Recommendation: Approve agreement with Educational Testing Service for delivery of high school equivalency examination. – Enclosure H

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

Junior Elementary School (PreK & Kindergarten) – to Morgantown on March 14, 2022
Kasson Elementary/Middle School (School) – to White Hall on March 17, 2022
Philip Barbour High School (FFA) – to South Harrison High School on February 26, 2022; (AP Government Students) – to Charleston, West Virginia on February 11, 2022; (ProStart) – to Greenbrier Resort on February 26-28, 2022
Philippi Middle School (8th Grade) – to Fred Eberle on February 17, 2022

Facilities & Maintenance –

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

Philip Barbour High School on Various dates – requested by Jonathon Carpenter for Flex Baseball Practices; on Various dates – requested by Jamie & Rochelle Carpenter for Barbour Elite Volleyball Practices; on March 12, 2022 and March 26, 2022 – requested by John Hawkins for Leer Mining Annual Training
Philippi Middle School on March 19, 2022 – requested by Teresa Williamson for Bingo

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

14. Recommendation: Accept the resignation of Trista Dalton as a High School Math Support Teacher at Philip Barbour High School effective January 3, 2022. – Enclosure L
15. Recommendation; Approve leave of absence for a professional employee at Philippi Elementary School beginning approximately May 15, 2022, through approximately August 8, 2022. – Enclosure M
16. Recommendation: Approve Memorandum of Understanding with Western Governors University for student teachers. – Enclosure N

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17. Recommendation: Employ the following personnel for the 2021/2022 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 O**

Regular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 3620: 2022Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 3621: Visually Impaired/Multi-Categorical Instructor
	PES, Itinerant	Job 3622: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 3623: Gifted/Multi-Categorical Instructor (half-time)
	PES, Itinerant	Job 3624: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PMS	Job 3625: Mathematics Instructor
	PES, itinerant	Job 3626: Multi-Categorical w/Autism Instructor
	PBHS	Job 3627: Language Arts Instructor
	KEMS, itinerant	Job 3628: Hearing Impaired/Multi-Categorical Instructor
	PMS, Itinerant	Job 3629: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	BES	Job 3639: Elementary Education Instructor
	PES	Job 3646: Title I Reading/Math Instructor
	BMS	Job 3648: Language Arts Instructor
Julie Bibey	County	Job 3649: Director of Student Services

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Substitute Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
Latosha Dumire	County	Job 3630: Substitute Aide(s)
	County	Job 3631: Substitute Custodian(s)
	County	Job 3632: Substitute LPN/Aide(s)
	County	Job 3633: Substitute School Nurse RN(s)
Joyce Barbe	County	Job 3634: Substitute Secretary(s)
	County	Job 3635: Substitute Cook(s)
	County	Job 3636: Substitute Bus Operator(s)
	County	Job 3637: Substitute Teacher(s)
Casey Puffenbarger	BMS	Job 3650: Long Term Substitute Language Arts Instructor
Ryan Freeman	PBHS	Job 3651: Long Term Substitute Social Studies Instructor

Extra-Curricular Employee Assignments 2021-22		
Amanda McDaniel	PBHS	Job 3638: Volunteer Assistant Softball Coach
Allyson Green	PES	Job 3652: (1) After School Title I Kindergarten Tutor (Extra-Curricular)

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

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

1. Ratify Superintendent's contract – Enclosure P
2. Other

Next board meetings:

February 28, 2022, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

19. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1

Philip Barbour High School (Student Council) – projected revenue - \$1,000.00

Curriculum & Instruction –

20. Recommendation: Approve/Confirm curricular trips. – Enclosure #2

All Schools (All-County Music Festival) – to Philip Barbour High School on March 14, 2022

Facilities & Maintenance –

21. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure #3

Philip Barbour High School on March 14, 2022 – requested by Tonya Baker for All-County Music Festival

Personnel –

22. Recommendation: Extend FMLA leave request for a service employee at Belington Elementary School, through May 1, 2022. – Enclosure #4