

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
Eric Ruf
Dana Stemple
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: February 20, 2013

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 25, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Work Session –

Middle School Sports/Summer Agriculture Education

Minutes -

Approve Minutes of the January 29, 2013 and February 11, 2013 meetings. – Enclosure A

Delegation(s) –

Gene Hovatter/Philip Barbour FFA
Jesse Moats/Agriculture Experiences
Tammy Smith/Belington Public Library

Recognition (s) –

AGENDA
February 25, 2013

Reports –

January 2013 Financial Report – Enclosure B
Energy Program Report – Enclosure C
Facilities Report
Monthly Attendance-Enrollment Report for Month Ending: February 8, 2013 – Enclosure D

Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for school year 2012-2013 contingent upon compliance with pupil-teacher ratio. – Enclosure E
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2012-2013. – Enclosure F

Business & Finance –

3. Recommendation: Approve budget adjustments. – Enclosure G
4. Recommendation: Approve payment of bills for the period of February 7, 2013 through February 20, 2013 at a total expenditure of \$385,465.32. – Enclosure H
5. Recommendation: Authorize the February 28, 2013 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 H)
6. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure H)
7. Recommendation: Approve the final total of the February 15, 2013 payroll check and federal withholdings in the amount of \$372,904.30. – Enclosure I
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure J

Belington Middle School (Band) – projected revenue - \$600.00
Junior Elementary School (Faculty) – projected revenue - \$6,000.00
Kasson Elementary/Middle School (Science Dept.) – projected revenue - \$800.00
Mt. Vernon Elementary School (Office) – projected revenue - \$100.00
Philip Barbour High School (Baseball) – projected revenue - \$800.00; (S3 Team) - \$2,500.00
Philippi Elementary School (Book Fair) – projected revenue - \$500.00; (PTO) – projected revenue - \$500.00
Philippi Middle School (Band) – projected revenue - \$300.00, \$500.00

AGENDA
February 25, 2013

Curriculum & Instruction –

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

Junior Elementary School (5th Grade) – to Riverbend Park, Elkins, West Virginia on May 31, 2013

Philip Barbour High School (Junior Class) – to Barbour Lanes on March 1, 2013; (Girls Softball) – Myrtle Beach, South Carolina on April 1-3, 2013; (HOSA) to Marshall University on March 1-2, 2013; (Math Field Day Regional Participants) – to Robert C. Byrd High School on March 2, 2013; (Quiz Team) – to Vienna, WV on March 22, 2013; (RAZE crew) – to Charleston on February 22, 2013

10. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure L

Facilities –

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

Belington Middle School on February 14, 21, 28, 2013 and March 16, 17, 2013 – requested by Frank Shahan for Cub Scouts; on February 23, 2013 – requested by Misty Lawrence for Birthday Party

Mt. Vernon Elementary School on March 16, 2013 – requested by Violet Bressler for Baby Shower; on February 23, 2013 – requested by Anne Cain for Birthday Party; on March 2, 2013 – requested by Daniele Hawkinberry for Baby Shower

Philip Barbour High School on February 24, 2013 – requested by Angel McCullough for Harlem Superstars Fundraiser for PB Softball; on March 5, 2013 – requested by Tonya Ferguson for Parent Support Group (Families affected by Hearing Loss); on March 9, 2013 – requested by Jonathon Carpenter for Men's Basketball Tournament; on February 11, 2013 – requested by Shelly Starkey for Barbour County Reading Council Monthly Meeting; on the 3rd Thursday of each month – requested by Barb Wolfe for 4-H Teen Meetings; on March 16, 2013 – requested by Teresa Marsh for Birthday Party

Food Service –

Policies –

Student Support –

12. Recommendation: Approve Memorandum of Understanding with YouthReady In-School Youth program for the 2013-2014 school year. – Enclosure N

Transportation –

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

AGENDA
February 25, 2013

Travel –

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

Vocational –

15. 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 2012-2013 school year. – Enclosure Q

Personnel –

16. Recommendation: Accept resignation of Terry Baughman as Head Girls Basketball Coach at Philippi Middle School effective February 13, 2013. – Enclosure R
17. Recommendation: Accept resignation of Della Colantone as a Long Term Substitute English Teacher at Philippi Middle School effective February 15, 2013. – Enclosure S
18. Recommendation: Employ Judy McDaniel as a substitute teacher for the 2013-2014 school year. – Enclosure T
19. Recommendation: Employ the following personnel for the 2013-2014 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 U

Melinda Karlin, Cafeteria Manager/Cook, Philippi Elementary School
Bradley Davis, Custodian, Kasson Elem/Middle School
Kim Burnett, Middle School Literacy Coach, home based at Philippi Middle School

20. Recommendation: Employ the following personnel for the 2012-2013 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 V

Amber Haller, Long Term Substitute Multi-Categorical Instructor at Philippi Middle School (Beginning March 4, 2013 through the end of the 2013 school year)
Position will terminate at the end of the 2012-2013 school year
Marty Waybright, Long Term Substitute Bus Operator, Route 3 (Beginning February 27, 2013 and continuing until employee returns or at the end of the 2013 school year
Deborah O'Brien, Cook (1/2 time), Philippi Elementary School

21. Recommendation: Approve 5 days of unpaid leave for Shannon Goshert beginning February 18, 2013 through February 22, 2013. – Enclosure W
22. Recommendation: Approve the following volunteer musicians for the Barbour County Schools All County Concert on April 12, 2013. – Enclosure X

Judy Hodgkinson, Accompanist
Eddie Poling, Choral Director

AGENDA

February 25, 2013

23. Recommendation: Approve mutual agreements of reassignment of professional/service personnel for school year 2013/2014. – Enclosure Y

Tammy Martin to GED Option/Credit Recovery Instructor assigned to Philip Barbour High School Complex and Child Nutrition Director
James Poling to Science/Math Teacher, assigned to Philip Barbour High School Complex

24. Recommendation: Pursuant to West Virginia Code §18-9A-2, adjusted enrollment allocations, eliminate the following personnel positions effective June 30, 2013. – Enclosure Z

.5 fte Mathematics Teacher – Philip Barbour High School Complex
.5 fte Secretary/Switch Board Operator-Receptionist – Board Office

AGENDA
February 25, 2013

Tabled Items from February 11, 2013

Personnel –

Need Clarification on items 18 and 20

18. Recommendation: Terminate the following extracurricular contracts at the end of the 2012/2013 school year due to either the lack of funding and/or need.

Paula Townsend	SAT Chair	BES
Ashley McCauley	Co-SAT Chair	BMS
Ladonna Davis	Co-SAT Chair	BMS
Melody Faulkner	SAT Chair	MVES
Kim Burnett	SAT Chair	KEMS
Linda Eddy	SAT Chair	PES
Carla Knotts	SAT Chair	PMS
Rita Streets	SAT Chair	VCES
Judith Freeman	Math Field Day Coach	PMS
Diana Bibey	Math Field Day Coach	BES
Susan Anglin	Math Field Day Coach	KEMS
Ellen Gould	Math Field Day Coach	MVES
June Collins	Math Field Day Coordinator	County
Angela McDaniel	Science Fair Coordinator	KEMS
Kathleen Prusa	Science Fair Coordinator	PMS
Terri Riffle	Science Fair Coordinator	BMS
Ashley Clifton	Assistant Girls Basketball Coach	PMS
Gregory Murphy	Head Wrestling Coach	PMS
James Carpenter	Head Girls Basketball Coach	BMS
Julia Feather	Cross Country Coach	BMS
Robert Benavides	Volunteer Assistant Football Coach	PMS
Robert Kelly	Assistant Boys Basketball Coach	BMS
Rochelle Carpenter	Volunteer Assistant Volleyball Coach	BMS
Samantha Rexrode	Volleyball Coach	PMS
Stephanie Reed	Volunteer Assistant Boys Basketball Coach	KEMS
Stephanie Reed	Head Girls Basketball Coach	KEMS
Stephanie Reed	Head Volleyball Coach	KEMS
Terrence Boyd	Volunteer Assistant Football Coach	PMS
Terry Baughman	Head Football Coach	BMS
Terry Baughman	Head Girls Basketball Coach	PMS
Thomas Short	Assistant Boys Basketball Coach	PMS
Carla Knotts	Head Cheerleading Coach	PMS
Curtis Bodkins	Head Strength Coach	PBHS
David Taylor	Volunteer Assistant Volleyball Coach	KEMS
David Taylor	Volunteer Cross Country Coach	KEMS
David Taylor	Head Boys Basketball Coach	KEMS
M. Douglas Row	Assistant Strength Coach	PBHS
Gerald Furby	Head Boys Basketball Coach	BMS
Gina Wolfe	Volleyball Coach	BMS

AGENDA
February 25, 2013

James Kirkpatrick	Head Boys Basketball Coach	PMS
J. Leo Roe	Board of Education Art Display	
Richard Daugherty	Assistant Football Coach	BMS
Sandra Taylor	Cheerleading Coach	KEMS
Traci Hoffman	Head Cheerleading Coach	BMS
Freda Cross	Cook – Kid Reach	PMS
Gary Marsh	Bus Operator – Project Isaac	PES
Jennifer Mayle	Cook – Fresh Fruit	PES
Julie Ware	Cook – Kid Reach	JES
C. Kent Phillips	Bus Operator – Project Isaac	PES
Jimmy Runion	Bus Operator – Alternative Learning Center	

19. Recommendation: Terminate the following extracurricular contracts at the end of the 2012/2013 school year due to lack of funding.

Gene Hovatter	25 summer days of Agriculture Education	PBHS
Nicholas Mayle	Head Football Coach	PMS
Marcus Johnson	Assistant Football Coach	PMS

20. Recommendation: Eliminate the following extracurricular positions at the end of the 2012/2013 school year due to either the lack of funding and/or need.

SAT Chair	BES
Co-SAT Chair	BMS
Co-SAT Chair	BMS
SAT Chair	MVES
SAT Chair	KEMS
SAT Chair	PES
SAT Chair	PMS
SAT Chair	VCES
Math Field Day Coach	PMS
Math Field Day Coach	BES
Math Field Day Coach	KEMS
Math Field Day Coach	MVES
Math Field Day Coordinator	County
Science Fair Coordinator	KEMS
Science Fair Coordinator	PMS
Science Fair Coordinator	BMS
Assistant Girls Basketball Coach	PMS
Head Wrestling Coach	PMS
Head Girls Basketball Coach	BMS
Cross Country Coach	BMS
Volunteer Assistant Football Coach	PMS
Assistant Boys Basketball Coach	BMS
Volunteer Assistant Volleyball Coach	BMS
Volleyball Coach	PMS

AGENDA
February 25, 2013

Volunteer Assistant Boys Basketball Coach	KEMS
Head Girls Basketball Coach	KEMS
Head Volleyball Coach	KEMS
Volunteer Assistant Football Coach	PMS
Head Football Coach	BMS
Head Girls Basketball Coach	PMS
Assistant Boys Basketball Coach	PMS
Head Cheerleading Coach	PMS
Head Strength Coach	PBHS
Volunteer Assistant Volleyball Coach	KEMS
Volunteer Cross Country Coach	KEMS
Head Boys Basketball Coach	KEMS
Assistant Strength Coach	PBHS
Head Boys Basketball Coach	BMS
Volleyball Coach	BMS
Head Boys Basketball Coach	PMS
Board of Education Art Display	
Assistant Football Coach	BMS
Cheerleading Coach	KEMS
Head Cheerleading Coach	BMS
Cook – Kid Reach	PMS
Bus Operator – Project Isaac	PES
Cook – Fresh Fruit	PES
Cook – Kid Reach	JES
Bus Operator – Project Isaac	PES
Bus Operator – Alternative Learning Center	

AGENDA
February 25, 2013

Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meeting regular session on March 11, 2013 – 6:00 p.m. at Board of Education Office

Adjournment