

**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 19, 2019**

**RE: REVISED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 25, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve minutes of February 11, 2019 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

**Reports –**

Monthly Attendance-Enrollment Report – Enclosure B  
January 2019 Financial Report – Enclosure C

**Superintendents Recommendations –**

**Attendance –**

**AGENDA**  
**February 25, 2019**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of February 6, 2019 through February 19, 2019 at a total expenditure of \$224,432.36. – Enclosure E
3. Recommendation: Authorize the February 28, 2019 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 E)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the February 15, 2019 payroll check and federal withholdings in the amount of \$359,848.48. – Enclosure F
6. Recommendation: Approve final total of utility/copier bills in the amount of \$611.14. – Enclosure G
7. 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 - \$1,000.00
  - Junior Elementary School (Office) – projected revenue - \$500.00, (Honor Roll) - \$100.00
  - Kasson Elementary/Middle School (Builders Club) – projected revenue - \$50.00
  - Philip Barbour High School (National Honor Society) – projected revenue - \$250.00;  
(Hall of Fame) - \$1,000.00; (FBLA) - \$750.00, \$500.00; (Volleyball) - \$500.00,  
\$750.00, \$1,500.00
  - Philippi Middle School (8<sup>th</sup> Grade) – projected revenue - \$500.00; (School) - \$2,500.00
8. Recommendation: Approve contract with Solution Tree to provide onsite professional development on June 18-19, 2019 and June 24, 2019. – Enclosure I

**Curriculum & Instruction –**

9. Recommendation: Adopt Calendar for the 2019/2020 school year. – Enclosure J

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

County (8<sup>th</sup> Grade students) – to Philip Barbour High School on March 21, 2019  
Belington Elementary School (2<sup>nd</sup> Grade) – to Blennerhassett Island on May 2, 2019  
Junior Elementary School (2<sup>nd</sup> Grade) – to Prickett’s Fort on April 23, 2019; (3<sup>rd</sup> Grade) – to Morgantown on March 14, 2019  
Kasson Elementary/Middle School (Robotics Team) – to Fairmont State on February 23, 2019; (8<sup>th</sup> Grade) – to Washington DC on May 14-15, 2019; (KidREACH) – to Morgantown on May 2, 2019  
Philip Barbour High School (HOSA) – to Marshall University on March 7-9, 2019; (FFA) – to Morgantown on March 8-9, 2019; (Student Council) – to Fairmont on March 22, 2019

**Facilities & Maintenance –**

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

Belington Middle School every Wednesday and Friday through April – requested by Tyler & Sheena Kline for Youth Basketball Practice; on February 12, 2019 – requested by Ruston Seaman for Community Meeting; on May 9, 2019 – requested by Ruston Seaman for Community Meeting  
Kasson Elementary/Middle School on April 11, 2019 – requested by Ruston Seaman for Community Meeting; on June 11, 2019 - requested by Ruston Seaman for Community Meeting; on March 15, 2109 – requested by Teresa Marsh for Party “Lock-in”  
Philip Barbour High School on Sundays – requested by Theodore Edison for Girls’ Basketball; on March 30, 2019 – requested by Tammy Martin Zimmerman for Men’s Basketball Tournament

12. Recommendation: Approve building/ground modifications. – Enclosure M

Junior Elementary School (Gym Office) – remove shelving and install bike racks

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

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

**Travel –**

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

**Vocational –**

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**Personnel –**

15. Recommendation: Accept resignation/retirement of Dorothy Talbott as a Cafeteria Manager/Cook at Belington Elementary School effective June 30, 2019. – Enclosure R
16. Recommendation: Accept resignation Tina Shriver as Head Boys Basketball Coach at Belington Middle School effective at the end of the 2018-2019 basketball season. – Enclosure S
17. Recommendation: Ratify 2 day suspension without pay for a professional employee at Philippi Middle School.
18. Recommendation: Approve leave of absence (medical) for a professional employee at Philippi Middle School beginning February 7, 2019 through March 8, 2019. – Enclosure T
19. Recommendation: Employ the following personnel for the 2018/2019 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

<b>Regular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	KEMS	Job 2189: Elementary Education Instructor
	PES, Itinerant	Job 2190: Multi-Categorical w/Autism Instructor
	PBHS, Itinerant	Job 2191: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PES, Itinerant	Job 2192: PreK/Prek Special Needs Instructor (half-time)
	PBHS	Job 2193: Option Pathway Instructor/Mathematics Instructor
	PES, Itinerant	Job 2198: Multi-Categorical w/Autism Instructor
	PMS, Itinerant	Job 2199: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 2200: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	Bus Garage/County	Job 2201: Mechanic/Bus Operator
	BMS, Itinerant	Job 2203: Hearing Impaired/Multi-Categorical Instructor

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<b>Substitute Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 2195: Substitute LPN/Aide(s)
	PES, Itinerant	Job 2196: Long Term Substitute PreK/Prek Special Needs Instructor (halftime)
	PES, Itinerant	Job 2197: Long Term Substitute Multi-Categorical w/Autism Instructor
	County	Job 2180: Substitute Secretary(s)
	PBHS	Job 2210: Long Term Substitute Art Instructor

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PMS, Itinerant	Job 2202: English Language Learner Instructor (Extra-Curricular)
Gabrielle Kyle	PBHS	Job 2220: Volunteer Assistant Track Coach
Linda Long	PES	Job 2224: One (1) Supervisory Employee prior to/after School (Extra-Curricular)
Jessica Crites	PMS	Job 2225: One (1) Supervisory Employee prior to/after School (Extra-Curricular)

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

March 11, 2019 at 6:00 pm. at Board of Education Office – (Regular Session)

**Adjournment**