

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 20, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 26, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

2018/2019 School Calendar Hearing

CTE Center presentation

Minutes -

Approve minutes of February 8, 2018 and February 12, 2018 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

January 2018 Financial Report – Enclosure B

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of February 7, 2018 through February 20, 2018 at a total expenditure of \$425,248.27. – Enclosure D
3. Recommendation: Authorize the February 28, 2018 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 D)
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 D)
5. Recommendation: Approve the final total of the February 15, 2018 payroll check and federal withholdings in the amount of \$350,518.22. – Enclosure E
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Elementary School (3rd Grade) – projected revenue - \$200.00

Junior Elementary School (1st Grade) – projected revenue - \$200.00

Philip Barbour High School (Student Council) – projected revenue - \$500.00; (Library) - \$300.00; (FBLA) - \$1,000.00; (Friends & Family of Softball) - \$1,500.00, \$800.00, \$600.00, \$1,000.00; (Cheerleading) - \$500.00

Philippi Elementary School (Office) – projected revenue - \$500.00; (4th Grade) - \$1,500.00

Curriculum & Instruction –

7. Recommendation: Approve/Confirm curricular trips. – Enclosure G

Junior Elementary School (4th Grade) – to Blackwater Falls on either February 22, 2018 or March 1, 2018

Kasson Elem/Middle School (Math Field Day team) – to Philip Barbour High School on February 28, 2018

Philip Barbour High School (HOSA) – to Huntington on March 8-10, 2018; (Early Childhood Education Classes) – to Philippi Elementary School on March 7, 2018; (Early Childhood Education Classes) – to Clarksburg on April 13, 2018; (Educators Rising) – to Canaan Valley on March 20-21, 2018

Philippi Middle School (8th Grade) – to Washington DC on April 20, 2018; (PBS Team/School Incentive Activity) – to Blackwater Falls on March 6, 2018; (Sixth/Seventh Grade Female Science Students) – to Fairmont on April 11, 2018

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8. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure H
9. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure I

Facilities & Maintenance –

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure J
 - Belington Elementary School beginning March 2018 through November 2018 – requested by Kelly Hawkins for Barbour County Youth Soccer practice
 - Belington Middle School on February 25, 2018 – requested by Samantha Miller for Birthday Party
 - Kasson Elementary/Middle School on when school is in session – requested by Noah Shaffer for After school fitness program
 - Philip Barbour High School on March 10, 2018 – requested by Sissy Collins for RESA 7 Regional Math Field Day; on March 24, 2018 – requested by Patricia Levesque for Library fundraiser; on April 28, 2018 - requested by Ray Freeman for FFA Public Dinner Meeting; on May 6, 2018 – requested by Allyson McNaboe for Honors Banquet; on April 15, 2018 – requested by Tammy Zimmerman for Baby Shower; on March 21, 2018 – requested by Gerald Furby for Jostens Renaissance
 - Philippi Middle School on June 17-23, 2018 – requested by Heart and Hand House Inc. for Church Work Camp; on July 15-21, 2018 – requested by Heart and Hand House Inc. for Church Work Camp

11. Recommendation: Approve building/ground modifications. – Enclosure K
 - Belington Middle School (Room 28) – install new whiteboard
 - Philip Barbour High School (New Gym) – mount the two new state champ pictures to the wall; (Weight room) – remove two non-weight barring walls in center of weight room and treadmill room

12. Recommendation: Approve MIP submittal for Philippi Elementary School early childhood wing. – Enclosure L

Food Service –

Policies –

13. Recommendation: Adopt revised policy 7300, Requirements for Graduation on third reading. – Enclosure M
14. Recommendation: Adopt revised policy 7200, Student Grading System on second reading. – Enclosure N

Student Support –

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Transportation –

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

Travel –

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

Vocational –

17. 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 2017-2018 school year. – Enclosure Q

Personnel –

18. Recommendation: Approve leave of absence (maternity leave) for a professional employee at Philippi Middle School to begin approximately April 12, 2018 and continue through the end of the 2017-2018 school year. – Enclosure R
19. Recommendation: Accept resignation of Noah Shaffer as an Assistant Boys’ Basketball Coach at Kasson Elem/Middle School effective February 14, 2018. – Enclosure S
20. Recommendation: Accept resignation of Sherri Mullens as a substitute bus operator effective February 19, 2018. – Enclosure T
21. Recommendation: Approve the payment of timesheets for Ray Freeman for hours that were worked outside of his extra-curricular job posting. – Enclosure U
22. Recommendation: Employ the following personnel for the 2017-2018 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

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	County	Job 1803: Bus Operator, Route 24
	PMS/PES Itinerant	Job 1805: ECAT/PreK Special Needs Aide/Special Needs Aide/Supervisory Aide/Transportation Aide

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	PBHS	Job 1806: Assistant Softball Coach

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure W
2. Other

Next board meetings:

March 12, 2018 at 6:00 p.m. at Board of Education Office

Adjournment