

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
David Strait
Michael Talbott
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: February 22, 2012

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 27, 2012**, at the **Philip Barbour High School, Philippi, WV 26416**.

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve Minutes of the February 13, 2012 meeting. – Enclosure A

Delegation(s) –

Traci Mallow
Public Libraries
Barbour County WVU Extension Service

Recognition (s) –

Chinese Program at Philip Barbour High School

Reports –

Philip Barbour High School Local School Improvement Presentation
Expenditure Report – Enclosure B
Facilities Report
Math Changes
SmartFind Express

Superintendents Recommendations –

Attendance –

AGENDA
February 27, 2012

Business & Finance –

1. Recommendation: Approve budget adjustments. - Enclosure C
2. Recommendation: Approve payment of bills for the period of February 8, 2012 through February 20, 2012 at a total expenditure of \$247,479.04. – Enclosure D
3. Recommendation: Authorize the February 28, 2012 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure D)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure D)
5. Recommendation: Approve final total of utility/travel bills in the amount of \$18,182.83. - Enclosure E
6. Recommendation: Approve the final total of the February 15, 2012 payroll check and federal withholdings in the amount of \$456,643.32. – Enclosure F
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Belington Middle School (7th Grade) – projected revenue - \$100.00; (Band) - \$400.00
Junior Elementary School (5th Grade) – projected revenue - \$100.00; (Faculty) - \$6,000.00
Kasson Elem/Middle School (Office) – projected revenue - \$500.00; (Science) - \$500.00
Mt. Vernon Elementary School (Office) – projected revenue - \$200.00
Philippi Middle School (Football) – projected revenue - \$4,000.00; (Dog Pound) - \$1,000.00; (Yearbook) – \$300.00
Volga-Century Elementary School (PTO) – projected revenue - \$1,000.00, \$1,000.00

Curriculum & Instruction –

8. Recommendation: Approve/Confirm curricular trips. – Enclosure H

Kasson Elem./Middle School (8th Grade) – to Washington DC and Maryland on May 30-31, 2012
Philip Barbour High School (HOSA) – to Huntington on March 1-3, 2012
9. Recommendation: Approve chaperones for Philippi Middle School's Cheerleading trip to Charleston on February 18, 2012. – Enclosure I

AGENDA
February 27, 2012

Facilities –

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure J
- Belington Middle School on February 25, 2012 – requested by Julie Haught for Basketball
 - Kasson Elem/Middle School on every Saturday Evening – requested by Kim Neff for Rehearsal (Praise Team)
 - Mt. Vernon Elementary School on February 26, 2012 – requested by Sherri Farris for Birthday Party; on February 18, 2012 – requested by Brianna Goodell for Birthday Party
 - Philip Barbour High School on February 28, 2012 – requested by Reg Trefethen/Gene Hovatter for Community Building Meeting
 - Volga-Century Elementary School on April 14, 2012 – requested by Brandi Workman for School Carnival; on March 2, 2012 – requested by Brandi Workman for Family Fun Movie Night

11. Recommendation: Approve building/ground modifications – Enclosure K

- Belington Elementary School (front of building) – install new sign; (area beside kindergarten/kitchen) – install 220 volt exterior outlet
- Kasson Elem/Middle School (Gymnasium) – install picture
- Philippi Elementary School (Kindergarten wing) – install 50 amp receptacle

Food Service –

Policies –

12. Recommendation: Review revised policy 6710, Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage, for first reading. – Enclosure L

Student Support –

Transportation –

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

Travel –

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

Vocational –

Personnel –

15. Recommendation: Accept resignation of Stacey Shahan as a substitute teacher effective March 1, 2012 – Enclosure O
16. Recommendation: Accept resignation of Catherine Heller as a substitute aide effective February 13, 2012. – Enclosure P

AGENDA
February 27, 2012

17. Recommendation: Accept resignation/retirement of Rita Kennedy as a Kindergarten/Transportation Aide at Philippi Elementary School effective at the end of the day on February 29, 2012. – Enclosure Q
18. Recommendation: Employ the following personnel for the 2011/2012 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 R

Extra Curricular Assignments

Amanda Maxwell, Volunteer Assistant Track Coach, Philip Barbour High School

Dennis McNaboe, Tennis Coach, Philip Barbour High School

Joseph Kaiser III, Assistant Softball Coach, Philip Barbour High School

19. Recommendation: Employ Wendy Phillips as a substitute teacher for the 2011/2012 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 S
20. Recommendation: Employ the following substitute personnel for the 2011/2012 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 T

_____, LPN/Aide

_____, LPN/Aide

21. Recommendation: Employ the following personnel for the 2012/2013 school year. – Enclosure U
- Nancy Ware, Supervisory Kindergarten Aide/Transportation Aide, Belington Elementary School
- Janna Duckworth, Supervisory Pre-K/Pre-K Special Needs Aide/Transportation Aide, Belington Elementary School
- Gina Layhew, Multi-Categorical Instructor w/Autism, Belington Elementary School
- Miranda Zickefoose, Instructor, Philippi Elementary School
22. Recommendation: Employ Traci Lucente as LPN Aide/Transportation Aide at Philippi Middle School beginning March 6, 2012 for the 2011/2012 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
23. Recommendation: Accept resignation of Brandy Werner as Secretary/Media Aide at Junior Elementary School effective February 20, 2012. - Enclosure W
24. Recommendation: Ratify the February 6, 2012 suspension of a coach at Kasson Elem/Middle School to extend for the remainder of the 2011/2012 athletic season.
25. Recommendation: Approve No Cause days for Linda Long on March 8, 9 & 12, 2012. - Enclosure X

AGENDA

February 27, 2012

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure Y
2. Young Writers' Celebration on March 27th at Philip Barbour High School at 6:00 p.m.
3. Board Meeting Dates in May, change from 14th and 28th to May 7th and May 21st
4. Other

Adjournment