

**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 21, 2017

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 27, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

**Philippi Middle School LSIC Presentation
2017-2018 School Calendar Hearing**

Minutes -

Approve minutes of February 13, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

January 2017 Financial Report – Enclosure B
Attendance Report/Enrollment Report – Enclosure B.1

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of February 8, 2017 through February 21, 2017 at a total expenditure of \$271,057.20. – Enclosure D
3. Recommendation: Authorize the February 28, 2017 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, 2017 payroll check and federal withholdings in the amount of \$354,779.55. – 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 - \$300.00
Junior Elementary School (Staff) – projected revenue - \$2,000.00
Kasson Elem/Middle School (PTO) – projected revenue - \$300.00, \$400.00, \$500.00
Philip Barbour High School (Choir) – projected revenue - \$1,000.00; (HOSA) - \$50.00;
(PE) - \$2,000.00; (Theatre) - \$2,000.00
Philippi Middle School (8th Grade) – projected revenue - \$3,000.00; (Band/Choir) -
\$1,500.00, \$2,000.00

Curriculum & Instruction –

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

Junior Elementary School (2nd & 4th Grades) – to Good Samaritan Center on March 17, 2017; (School) – to Carnegie Science Center on May 2, 2017
Mount Vernon Elementary School (School) – Canaan Valley on March 10, 2017
Philip Barbour High School (Clinical Specialty Class) – to Good Samaritan Center on various dates beginning February 27, 2017 through April 18, 2017; (Early Childhood Education Classes) – to Cubbys Childcare Center and Little Feet Childcare Center on April 5, 2017; (Educators Rising) – to Canaan Valley on March 21-22, 2017; (FBLA) – to Charleston on April 24-25, 2017; (HOSA) – to Huntington on March 9-11, 2017

Facilities & Maintenance –

8. Recommendation: Approve building/ground modifications. – Enclosure H

Philip Barbour High School (New Gym) – install student section sign

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9. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I

Kasson Elementary/Middle School on March 10, 2017 – requested by Teresa Marsh for Family Movie Night; on March 17, 2017 – requested by Teresa Marsh for Endangered/Rescued Bird Presentation; on March 17, 2017 – requested by Teresa Marsh for Sports Banquet; on April 8-9, 2017 – requested by Teresa Marsh for School Beautification; on May 20, 2017 – requested by Teresa Marsh for Spring Dance

Philip Barbour High School on December 15-16, 2017 – requested by Nina Norris for Wedding Reception; on October 21, 2017 – requested by Sarah Harris for Volleyball Tournament

Philippi Middle School on April 2, 2017 – requested by Carla Knotts for Baby Shower; on April 23, 2017 – requested by Carla Knotts for Birthday Party; on May 21, 2017 – requested by Carla Knotts for Graduation Party; on April 12-13, 2017 – requested by Jeff Walters for Active Shooter Class

Food Service –

Policies –

Student Support –

10. Recommendation: Approve contract with Elaine Benson to provide Educational and Preschool evaluation services for the remainder of the 2016/2017 school year. – Enclosure J

Transportation –

11. Recommendation: Approve transportation travel requests. – Enclosure K

Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure L

Vocational –

Personnel –

13. Recommendation: Ratify the 3 day suspension without pay for a professional employee at Philip Barbour High School Complex.
14. Recommendation: Accept resignation of Brandy Bennett as a substitute secretary effective March 1, 2017. – Enclosure M
15. Recommendation: Accept resignation of Gina Wolfe as Head Volleyball Coach at Belington Middle School effective February 16, 2017. – Enclosure N
16. Recommendation: Accept resignation of Joshua Halfin as an Assistant Football coach at Philip Barbour High School effective February 15, 2017. – Enclosure O

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17. Recommendation: Employ the following personnel for the 2016-2017 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 P**

Regular Employee Assignments 2016-2017		
Name of Person	Location	Position
	Philippi Middle	Job 1399 Multi-cat w/ autism instructor (Half time)
	Itinerant, Mt Vernon Home Based	Job 1398 Multi-Cat W Autism (Half time)
Amber Haller	PBHS	Job 1388 Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
Robin Poling	Philippi Elementary	Job 1414 Cook, half time (Position terminates at end of school year.)

Substitute Employee Assignments 2016-2017		
Name of Person	Location	Position
Travis Delauder	County	Job 1413 Substitute Custodian
Charlene DeBarr	County	Job 1410 Long Term Substitute Bus operator, Rt 20.

Extra-Curricular Employee Assignments 2016-2017		
Name of Person	Location	Position
Terri Riffle	Junior Elem.	Job 1404 Academic Afterschool Tutoring
Amy Bolyard	Junior Elem.	Job 1400 Tutor (Extra Curricular)
Richard Mouser	PBHS Complex	Job 1415 Volunteer Assistant Baseball Coach
Trevor Mouser	PBHS Complex	Job 1416 Volunteer Assistant Baseball Coach
Stephanie Henthorne	PBHS Complex	Job 1422 Head Girls Track Coach

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure Q
2. Other

Next board meetings:

March 13, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Attendance –

18. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2016-2017 contingent upon compliance with pupil-teacher ratio. – Enclosure #1

Facilities & Maintenance –

19. Recommendation: Accept bid from Rich's Refrigeration A/C Heating & Plumbing Service Inc. to replace and install new makeup air at Philip Barbour High School in the amount of \$27,261.00. – Enclosure #2
20. Recommendation: Accept bid from MF Athletic to provide hurdles to Philip Barbour High School in the amount of \$9,270.00. – Enclosure #3
21. Recommendation: Accept bid from WAE Balancing to provide HVAC Balancing for the SBA project in the amount of \$60,700.00. (Pending SBA approval) – Enclosure #4

Food Service –

22. Recommendation: Accept bid from Gordon Foods to provide food and non-food items for the 2017-2018 school year. – Enclosure #5

Personnel –

23. Recommendation: Approve revised schedule of supplemental pay for professionals for the fiscal year beginning July 1, 2017. – Enclosure #6