

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: March 3, 2020

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 9, 2020**, at the **Philippi Elementary School, 547 Cherry Hill Road, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Philippi Elementary School - Presentation

Minutes –

Approve minutes of February 24, 2020 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2019/2020 contingent upon compliance with pupil-teacher ratio. – Enclosure B

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Business & Finance –

2. Recommendation: Approve payment of bills for the period of February 19, 2020, through March 3 2020, at a total expenditure of \$244,973.49. – Enclosure C
3. Recommendation: Authorize March 13, 2020, 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 C)
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$50,000.00. (Refer to Enclosure C)
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$9,367.51. – Enclosure D
6. Recommendation: Approve the final total of February 28, 2020, payroll check and federal withholdings in the amount of \$499,711.56. – Enclosure E
7. Recommendation: Approve the Annual Memorandum of Agreement with the West Virginia University Cooperative Extension Service in the amount of \$18,000.00 for FY '21. – Enclosure F
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Kasson Elementary/Middle School (Youth & Government) – projected revenue - \$150.00;
(Kasson School Garden) - \$300.00
Philip Barbour High School (FBLA) – projected revenue - \$500.00; (Softball) - \$100.00,
\$50.00; (Baseball) - \$400.00, \$400.00, \$200.00, \$150.00; (ProStart/The Barbour
Grill) - \$500.00, \$1,000.00
Philippi Elementary School (Media) – projected revenue - \$500.00
Philippi Middle School (School) – projected revenue - \$500.00; (Band & Choir) -
\$500.00; (Band) - \$1,800.00

9. Recommendation: Approve proposed levy rates for FY '21 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure H

Curriculum & Instruction –

10. Recommendation: Adopt Calendar for the 2020/2021 school year. – Enclosure I
11. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure J
12. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure K

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13. Recommendation: Approve/Confirm curricular trips. – Enclosure L

Belington Elementary School (Kindergarten) – to Pittsburgh on May 8, 2020; (3rd Grade) – to Belington Public Library on March 19, 2020; (Special Needs) – to Elkins on May 8, 2020; (Honor Roll) – to Morgantown on May 21, 2020; (1st Grade) – to Smoke Hole Caverns on May 7, 2020

Belington Middle School (8th Grade) – to Fred Eberle on March 31, 2020

Junior Elementary School (PreK-4) – to Morgantown on May 18, 2020; (Kindergarten/First Grade) – to Smoke Hole Caverns on May 8, 2020; (Robotics Team) – to Fairmont on March 8, 2020

Philip Barbour High School (Student Council) – to Marietta, Ohio on March 31, 2020

Facilities & Maintenance –

14. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University regarding the use of County facilities. – Enclosure M

15. Recommendation: Approve building/ground modifications. – Enclosure N

Belington Middle School (Room 12) – remove wall fixtures and repaint walls
Kasson Elementary/Middle School (Office) – hang letter board

16. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure O

Kasson Elementary/Middle School on April 5, 2020 – requested by Twila Matlick for Dinner

Philip Barbour High School on March 20, 2020 – requested by Christina Waybright for PB Idol Competition

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

18. Recommendation: Accept the resignation/retirement of Kimberly Fetter as a Special Needs teacher at Belington Elementary School effective at the end of the 2019-2020 school year. – Enclosure Q

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19. Recommendation: Accept the resignation of Tracey Chenoweth as an English Language Arts teacher at Philippi Middle School effective at the end of the 2019-2020 school year. – Enclosure R
20. Recommendation: Accept the resignation of Kimberly Burnett as a Volunteer Assistant Swim Coach at Philip Barbour High School effective February 24, 2020. – Enclosure S
21. Recommendation: Accept the resignation of Joan Sturm as a substitute teacher effective February 26, 2020. – Enclosure T
22. Recommendation: Ratify the paid suspension of a service employee assigned to the Bus Garage.
23. Recommendation: Ratify the unpaid suspension of a service employee assigned to Philippi Middle School.
24. Recommendation: Terminate the employment of a service employee assigned to Philippi Middle School due to willful neglect of duty and insubordination.
25. Recommendation: Employ the following personnel for the 2019/2020 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

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	PMS	Job 2625: Science Instructor
	PBHS, Itinerant	Job 2641: Physical Education/Health/Parenting Instructor
	PMS, Itinerant	Job 2628: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	PES, Itinerant	Job 2626: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, Itinerant	Job 2627: Long Term Substitute Multi-Categorical w/Autism Instructor
	County	Job 2630: Substitute Bus Operator(s)
	PBHS	Job 2634: Long Term Substitute Mathematics /Project Lead the Way/Option Pathway Instructor

26. 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 23, 2020, at 6:00 p.m. at Board of Education Office (Regular Session)

Recess the meeting until the 3rd Tuesday in April which is April 21, 2020

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ADDENDUM

Business & Finance –

27. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1

Belington Middle School (5th Grade) – projected revenue - \$300.00
Philip Barbour High School (Boys Basketball) – projected revenue - \$500.00
Philippi Elementary School (2nd Grade) – projected revenue - \$500.00

28. Recommendation: Approve an increase in funding for the Belington Public Library and Philippi Library in the amount of \$500.00 starting with fiscal year 20/21.

Facilities & Maintenance –

29. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure #2

Philip Barbour High School on March 23, 2020 – requested by Jody Carpenter/Sabrina Beal for 4-H Visual Presentation Contest

Personnel –

30. Recommendation: Accept the resignation of Vernon Woods as a bus operator effective March 5, 2020. – Enclosure #3
31. Recommendation: Approve the following list of new positions to be created for the 2020-2021 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure #4

Position	Location	Funding Source	FTE
3 rd Grade	KEMS	County	1
2 nd Grade	PES	County	1