

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
Eric Ruf
Dana Stemple
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: March 5, 2014

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 10, 2014**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Recognition (s) –

Minutes -

Approve minutes of February 24, 2014 meeting. – Enclosure A

Delegation(s) –

Judy Larry – Philippi Public Library/Tammy Smith – Belington Public Library
Vanessa Short – Student issue

Reports –

AppliTrack system
Monthly Attendance – Enrollment Report for Month Ending February 14, 2014 – Enclosure B
Facilities Report

Superintendents Recommendations –

Attendance –

AGENDA
March 10, 2014

Business & Finance –

1. Recommendation: Approve payment of bills for the period of February 19, 2014 through March 4, 2014 at a total expenditure of \$477,925.35. – Enclosure C
2. Recommendation: Authorize the March 14, 2014 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)
3. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure C)
4. Recommendation: Approve the final total of the February 28, 2014 payroll check and federal withholdings in the amount of \$540,950.33. – Enclosure D
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Elementary School (School) – projected revenue - \$2,000.00

Belington Middle School (Literacy Coach) - projected revenue – free books; (School) - \$1,500.00

Junior Elementary School (Faculty) – projected revenue - \$4,000.00

Kasson Elem/Middle School (PTO) – projected revenue - \$1,500.00, \$1,500.00, \$7,000.00, \$1,000.00; (8th Grade) – projected revenue - \$3,000.00

Philip Barbour High School (School) – projected revenue - \$1,000.00; (Golf) - \$2,000.00

Philippi Elementary School (Media) – projected revenue - \$200.00

Philippi Middle School (PE Department) – projected revenue - \$800.00

6. Recommendation: Enter into a Demand Response – Energy Management Agreement with EnerNOC, Inc. – Enclosure F
7. Recommendation: Adopt amendment to resolution adopting measurement periods for determining full-time employee status under the affordable care act. – Enclosure G
8. Recommendation: Approve lease agreement with Pitney Bowes for postage machine model DM125. – Enclosure H

Curriculum & Instruction –

9. Recommendation: Approve/Confirm curricular trips. – Enclosure I

Kasson Elem/Middle School (8th Grade) – to Washington DC on June 5-6, 2014

Philip Barbour High School (Selected Students) – to Musselman High School on March 20-21, 2014; (FBLA) – to Charleston on March 31-April 1, 2014; (Careers in Education Class) – to Philippi Elementary School on selected dates in March and April 2014

AGENDA

March 10, 2014

10. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure J
11. Recommendation: Approve educational leave request for a student at Junior Elementary School. – Enclosure K
12. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure L
13. Recommendation: Approve chaperones for Philip Barbour High Schools Chinese language/Pro Start Field Trips. – Enclosure M
14. Recommendation: Approve the creation of an after school strength and conditioning program at Kasson Elem/Middle School. – Enclosure N

Facilities & Maintenance –

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

Philip Barbour High School (Room 309) – install two bulletin boards
16. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure P

Belington Middle School on March 3, 10, 17, 24, 31 and April 7, 2014 – requested by Debbie Schoonover for P.A.N.I.C. Now – Not Later community exercise program; on June 15-21, 2014 – requested by Heart and Hand for Work Team; on March 7, 2014 – requested by Heather George for Birthday Party
Mount Vernon Elementary School on March 16, 2014 – requested by Kathern Arbogast for Baby Shower; on March 30, 2014 requested by Joni Martin for Birthday Party
Philip Barbour High School on March 14, 2014 – requested by Gerald Furby for PB Idol
Philippi Elementary School on June 12-August 1, 2014 – requested by Barbara Wolfe for Energy Express
17. Recommendation: Award mowing and trimming bids for 2014. – Enclosure Q
18. Recommendation: Approve response to annual fire marshal inspections. – Enclosure R
19. Recommendation: Approve response to annual School Building Authority inspections. – Enclosure S

Food Service –

Policies –

Student Support –

Transportation –

AGENDA
March 10, 2014

Travel –

20. Recommendation: Approve/Confirm requests for professional leave. – Enclosure T

Vocational –

Personnel –

21. Recommendation: Accept resignation of Helen Mouser as a substitute custodian effective February 28, 2014. – Enclosure U
22. Recommendation: Accept resignation of Leia Weaver as a substitute cook effective February 23, 2014. – Enclosure V
23. Recommendation: Approve medical leave of absence for Leslie Sandridge beginning March 11, 2014 for approximately 4 to 6 weeks. – Enclosure W
24. Recommendation: The following BOE personnel action of February 10, 2014 be rescinded for the 2014/2015 school year. – Enclosure X

_____ Rescind February 10, 2014 BOE action to place potential RIF teacher into 5th Grade at Belington Middle School for the 2014/2015 school.

25. Recommendation: Employ the following personnel for the 2013-2014 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 Y

_____ Substitute School Nurse
_____ Substitute School Nurse

26. Recommendation: Employ the following personnel for the 2013-2014 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 Z

Jennifer Carpenter Substitute Teacher

27. Recommendation: Employ the following personnel for the 2013-2014 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 AA

_____ Multi-Categorical/Severe Profound Teacher
With AU BMS
Employee will not move into position until
2014/15 as per WV Code 18A-4-7a
_____ Multi-Categorical Teacher with AU PBHS

AGENDA
March 10, 2014

28. Recommendation: Employ the following personnel for the 2013-2014 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 BB

_____ Long Term Substitute 4th Grade Teacher PES
Remainder of a 200 day contract for the
2013/14 school year

29. Recommendation: Employ the following personnel for the 2014-2015 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 CC

_____ First Grade Teacher BES

AGENDA
March 10, 2014

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure DD
2. Apprenticeship Agreement – Enclosure EE
3. Community Use of School Facilities Policy
4. Other

Next board meeting:

March 24, 2014 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment