

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 5, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 11, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of February 25, 2019 meeting. – Enclosure A

Recognitions -

Delegation(s) –

WV State Auditor John B. McCuskey
Tammy Smith/Belington Public Library - funding

Reports –

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve payment of bills for the period of February 20, 2019 through March 5, 2019 at a total expenditure of \$274,964.92. – Enclosure B
2. Recommendation: Authorize the March 15, 2019 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 B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the February 28, 2019 payroll check and federal withholdings in the amount of \$475,865.45. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$25,058.71. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Elementary School (Preschool) – projected revenue - \$200.00
Junior Elementary School (Strawberry) – projected revenue - \$300.00
Kasson Elem/Middle School (Band) – projected revenue - \$400.00
Philip Barbour High School (Tennis) – projected revenue - \$300.00; (FFA) - \$300.00,
\$500.00; (Volleyball) - \$500.00, \$750.00, \$1,500.00
Philippi Elementary School (2nd Grade) – projected revenue - \$400.00
Philippi Middle School (Office/SLT) – projected revenue - \$2,500.00; (SLT) - \$300.00

7. Recommendation: Approve proposed levy rates for FY '20 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure F

Curriculum & Instruction –

8. Recommendation: Approve the following changes to the 2018/2019 School calendar. – Enclosure G

<u>Date of Lost Instructional Day</u>	<u>Date to be Rescheduled as Instructional Day</u>
February 1, 2019	March 15, 2019 (previously an OS Day);
February 19, 2019	April 15, 2019 (previously an OS Day);
February 20, 2019	April 16, 2019 (previously an OS Day);
March 4, 2019	Snow Pack Day #1 (No Make-up Required).

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

Belington Elementary School (Kindergarten) – to Wheeling on May 14, 2019;
(Preschool/Student Council) – to Morgantown on April 8, 2019; (3rd Grade) – to
Carnegie Science Center on May 20, 2019

Belington Middle School (Robotics Team) – to Fairmont on February 23, 2019; (Band) –
to Kennywood on May 15, 2019

Junior Elementary School (Preschool/Kindergarten) – to Hovatter’s Zoo on May 16, 2019

Philip Barbour High School (FFA) – to Jackson’s Mill on April 12, 2019; (Prostart) – to
Morgantown on March 4-5, 2019

Philippi Middle School (8th Grade) – to Fred Eberle on April 2, 2019

Facilities & Maintenance –

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

Kasson Elem/Middle School on April 14, 2019 – requested by Twila Matlick for Family
Dinner

Philip Barbour High School on March 25, 2019 – requested by Beryl Curkendall for 4-H
Visual Presentation/Public Speaking Contest; on Sundays in February to April –
requested by Rochelle Carpenter and Sissy Collins for Club Volleyball Practice;
on March 22, 2019 – requested by Toby Poling for Young Life Lock-in; on May
10, 2019 – requested by Toby Poling for Young Life Lock-in; on Tuesdays and
Thursdays – requested by Jamie Carpenter for Off-season Basketball; March 1,
2019 through October 1, 2019 – requested by Randy Shriver for Off season
conditioning program

Philippi Middle School on Mondays, Wednesdays and Thursdays in March to May –
requested by Amanda McDaniel for Strength & Conditioning; on April 15, 2019 –
requested by Lisa Heinbaugh for School Lock In; on April 4, 2019 – requested by
Lisa Heinbaugh for Bingo; on various dates in March – requested by Lisa
Heinbaugh for Hunter’s Safety Course

11. Recommendation: Approve Comprehensive Educational Facilities Plan Amendment for Philippi
Elementary School. – Enclosure J

12. Recommendation: Approve MIP submittal for Philippi Elementary School. – Enclosure K

13. Recommendation: Approve Omni Associates Architectural/Engineering professional to
assist with the preparation of the digital Comprehensive Educational Facilities Plan. – Enclosure L

Food Service –

Policies –

Student Support –

14. Recommendation: Approve contract with Best Life Therapy to provide physical therapy services
for the remainder of the 2018/2019 school year. – Enclosure M

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Transportation –

Travel –

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

Vocational –

- 16. Recommendation: Approve contract with Mountain State Educational Services Cooperative to provide TASC Examiner services for the 2018/2019 School year. – Enclosure O

Personnel –

- 17. Recommendation: Accept resignation/retirement of Diana Bibey as Elementary Education Instructor Interventionist at Junior Elementary School effective at the end of the 2018/2019 school year. – Enclosure P
- 18. Recommendation: Accept resignation/retirement of Twila Smith as a Social Studies Instructor at Philip Barbour High School effective June 30, 2019. – Enclosure Q
- 19. Recommendation: Accept resignation/retirement of James Stuart as a Custodian at Belington Middle School effective at the end of the 2018/2019 school year. – Enclosure R
- 20. Recommendation: Accept resignation of Danielle Gray as an Itinerant Physical Education/Parenting Instructor effective at the end of the 2018/2019 school year. – Enclosure S
- 21. Recommendation: Approve leave of absence (medical) for a service employee at Kasson Elementary Middle School beginning February 15, 2019 through April 30, 2019. – Enclosure T
- 22. Recommendation: Approve leave of absence (maternity) for a service employee at Kasson Elementary Middle School beginning February 27, 2019 for approximately 6 weeks. – Enclosure U
- 23. Recommendation: Employ the following personnel for the 2018/2019 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 2018-19		
Name of Person	Location	Job ID: Position
	PBHS	Job 2214: Mathematics Instructor
	PMS, Itinerant	Job 2222: Visually Impaired/SLD Instructor
Danielle Vild	PBHS, Itinerant	Job 2194: School Nurse – RN(Half Time)

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Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 2215: Substitute Cook(s)
Brent Bouscher	County	Job 2216: Substitute Custodian(s)
Laura Saporito	County	Job 2217: Substitute Teacher(s)
	County	Job 2218: Substitute Bus Operator(s)
	County	Job 2219: Substitute School Nurse RN(s)
	County	Job 2221: Substitute Secretary(s)
Jessica Summerfield	Kasson	Job 2237: Long Term Substitute Cafeteria Manager/Cook
Tracey Lantz	Kasson	Job 2238: Long Term Substitute Cook (half-time)

Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Thomas Short	PBHS	Job 2236: Volunteer Assistant Baseball Coach

24. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure V)

April McCauley _____

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

March 25, 2019 at 6:00 pm. at Board of Education Office – (Regular Session)

Recess the meeting until the 3rd Tuesday in April which is April 16, 2019