

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Jared Nestor  
Adam Starks  
Ron Phillips

**FROM: EDDIE VINCENT, SUPERINTENDENT**

**DATE: March 5, 2024**

**RE: REVISED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 11, 2024**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve the minutes of the February 26, 2024 board meeting. – Enclosure A

**Recognitions –**

**Discussion –**

**School performance, student outcomes, academics –**

Career Technical Education Center Presentation – Enclosure B  
Obtaining a Therapy Dog

**Delegation(s) –**

Philippi Public Library – library budget  
Belington Public Library – library budget  
Jody Carpenter (Extension Service) – Extension Service budget request

**AGENDA**  
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**Reports –**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure C
  - A. Belington Middle School
    1. (7<sup>th</sup> Grade Team) - \$1,000.00
  - B. Philippi Middle School
    1. (Schoolwide) - \$3,125.00
2. Recommendation: Approve regular payroll in the amount of \$532,330.99. – Enclosure D
3. Recommendation: Approve payment of bills in the amount of \$125,424.04. – Enclosure E
4. Recommendation: Approve the final total of utility/copier bills in the amount of \$44,157.83. – Enclosure F
5. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$2,011.15. – Enclosure G

**Curriculum & Instruction –**

6. Recommendation: Authorize World Vision to apply for a new round (5-year) of 21<sup>st</sup> CCLC funding to serve students at Philippi Elementary School, Philippi Middle School, and Junior Elementary School. – Enclosure H
7. Recommendation: Authorize Philip Barbour High School to host their prom off-site at Outpost in Buckhannon. – Enclosure I
8. Recommendation: Approve an educational leave request for a student at Junior Elementary School. – Enclosure J
9. Recommendation: Approve an educational leave request for a student at Junior Elementary School. – Enclosure K

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10. Recommendation: Approve/Confirm curricular trips. – Enclosure L
- A. Belington Middle School
    - 1. (8<sup>th</sup> Grade) – to Hershey Park on May 23, 2024
  - B. Junior Elementary School
    - 1. (1<sup>st</sup>-4<sup>th</sup> Grade) – to Swartz Farm on May 20, 2024
    - 2. (KidReach) – to Glenville State College on April 15, 2024
    - 3. (KidReach) – to Jackson’s Mill on April 25, 2024
  - C. Kasson Elementary/Middle School
    - 1. (PreK, K, 1) – to Morgantown on May 15, 2024
    - 2. (Community Service Class -8<sup>th</sup> Grade) – to Heart and Hand on March 18, 2024
    - 3. (Whole School) – Tygart Valley Cinemas on March 14, 2024
  - D. Philip Barbour High School
    - 1. (FBLA State Winners) – to Charleston, WV on April 10, 2024

**Facilities & Maintenance –**

11. Recommendation: Approve the contract with McKinley Architecture and Engineering for the roof replacement project at Philippi Elementary School. – Enclosure M
12. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure N
- A. Philip Barbour High School
    - 1. On July 14-17, 2024- requested by Carol Malcolm-Parsons for World Vision Camp Appalachia Day Camp
    - 2. As needed – requested by Ray Freeman for Barbour County Middle School Baseball
    - 3. March 10, 2024 through June 30, 2024 – requested by Marcus Johnson for High School Girls Basketball
    - 4. On March 25, 2024 – requested by Ian Tallman for Dodgeball Tourney
  - B. Philippi Middle School
    - 1. On March 23, 2024 – requested by Karen Clifton for Basketball Games
    - 2. March 6, 2024, through March 25, 2024 – requested by Marija Ilic for County All-Star Basketball Team

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

- A. Belington Middle School
  - 1. (Outside of Room 14) – mount whiteboard

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

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**Travel –**

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

**Vocational –**

**Personnel –**

15. Recommendation: Accept the resignation/retirement of David Neff as Director of Personnel/Attendance Director/Manager of Secondary School Improve/WEVIS County Contact effective at the end of the 2023-2024 school year. – Enclosure Q
16. Recommendation: Accept the resignation of Anna Davis as a teacher at Philippi Middle School effective at the end of the 2023-2024 School year. – Enclosure R
17. Recommendation: Accept the resignation of Joseph Lynn Barcus as a substitute Cook effective March 4, 2024. – Enclosure S
18. Recommendation: Accept the resignation of Jamie Kittle as a Language Arts Instructor at Belington Middle School effective at the end of the day on March 11, 2024. – Enclosure T
19. Recommendation: Authorize payment of \$200.00 to Jaiden Morris for Philip Barbour High School Football post-season.
20. Recommendation: Employ the following personnel for the 2023/2024 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

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Philippi Elementary School	JobID: 15917 Long Term Substitute Itinerant Preschool/Preschool Special Needs Instructor (half-time)
Jamie Kittle, Daniel Mullens, Barbara Losh, Kyle Perry	Barbour Board Office	JobID: 16388 Substitute Teacher(s)

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Katie Wolpert	Belington Middle School	JobID: 16401 Head Cross Country Coach
	Philip Barbour High School	JobID: 16396 After School Dungeon and Dragons Club Sponsor(Extra-Curricular)
	Philip Barbour High School	JobID: 16397 After School Book Club Sponsor (Extra-Curricular)

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Lori McGee	Philippi Middle School	JobID: 16819 Volunteer Assistant Softball Coach
	Philip Barbour High School	JobID: 16780 (1)Bus Operator - Philippi Area
	Philip Barbour High School	JobID: 16780 (1) Bus Operator - Belington Area
	Belington Middle School	JobID: 16762 Volunteer Assistant Baseball Coach
Raymond Hicks	Belington Middle School	JobID: 16763 Volunteer Assistant Baseball Coach
Lisa Hamilton	Philippi Middle School	JobID: 16764 After School Dungeon and Dragons Club Sponsor(Extra-Curricular)
James Poling, June Collins	Philip Barbour High School	JobID: 16771 (2)Credit Recovery Instructor(s) (Extra-Curricular)
Kevin Snider	Philip Barbour High School	JobID: 16772 (1)Custodian III (half-time) (Extra-Curricular)
	Philip Barbour High School	JobID: 16773 (1)Cook (Extra-Curricular)

21. 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. Executive Session
2. Other

Next board meetings:

March 25, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session) (Kasson  
Elementary/Middle School Presentation)

**Adjournment**

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**ADDENDUM**

**Curriculum & Instruction –**

22. Recommendation: Approve/Confirm curricular trips. – Enclosure #1

A. Belington Elementary School

1. (First and Second Grade Classes) – to Stewartstown Road Farm on April 24, 2024
2. (Preschool and Kindergarten) – to Hovatter’s Zoo on May 8, 2024

B. Philippi Elementary School

1. (3<sup>rd</sup> Grade) – to Alley 304 Clarksburg on May 16, 2024

**Personnel –**

23. Recommendation: Employ the following personnel for the 2023/2024 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 #2

<b>Regular Employee Assignments 2023-24 (FY24)</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Kris Wiseman	Belington Elementary School	JobID: 16329 Secretary

<b>Substitute Employee Assignments 2023-24</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Saige Cline	Barbour Board Office	JobID: 15528 Restricted Short-Term Substitute Teacher(s)

24. Recommendation: Eliminate the following professional positions for the 2024-2025 school year.

<b>Position</b>	<b>Location</b>	<b>Funding Source</b>	<b>FTE</b>
Elementary Education Teacher 1 <sup>st</sup> grade	BES	State Aid/County	1
Elementary Education Teacher 3 <sup>rd</sup> grade	BES	State Aid/County	1
Elementary Education Teacher 5 <sup>th</sup> grade	PMS	State Aid/County	1
Elementary Education Teacher Kindergarten	BES	State Aid/County	1
Special Education Teacher	PBHS	State Aid/County	1
Special Education HI Teacher	Itinerant/County	State Aid/County	1

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25. Recommendation: Eliminate the following service positions for the 2024-2025 school year.

<b>Position</b>	<b>Location</b>	<b>Funding Source</b>	<b>FTE</b>
Itinerant Cook	PBHS, Itinerant	State Aid/County	1
Special Needs Aide	PMS	State Aid/County	1
Special Needs Aide	PMS	State Aid/County	1
1 <sup>st</sup> Grade Aide	BES	State Aid/County	1

26. Recommendation: Approve the following list of new positions to be created for the 2024-2025 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations.

<b>Position</b>	<b>Location</b>	<b>Funding Source</b>	<b>FTE</b>
LPN/Special Needs Aide/Transportation Aide/Supervisory	PMS	State Aid/County	1
2 <sup>nd</sup> Grade Elementary Education Teacher	BES	State Aid/County	1
4 <sup>th</sup> Grade Elementary Education Teacher	PES	State Aid/County	1
2 <sup>nd</sup> Grade Aides/Supervisory	JES	State Aid/County	1
2 <sup>nd</sup> Grade Aides/Supervisory	KEMS	State Aid/County	1
2 <sup>nd</sup> Grade Aides/Supervisory	BES	State Aid/County	3
2 <sup>nd</sup> Grade Aides/Supervisory	PES	State Aid/County	3
Special Needs Aide/Supervisory Aide/Transportation Aide	PBHS	State Aid/County	1

27. Recommendation: Approve mutual agreements with the following employees who are to be placed on transfer into specific assignment for the 2024-2025 school year. – Enclosure #3

<b>Employee</b>	<b>Assignment</b>
Madoleen Grim	2 <sup>nd</sup> Grade - BES