

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JEFF KITTLE, INTERIM SUPERINTENDENT**

**DATE: MARCH 9, 2011**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 14, 2011**, at the **Philippi Middle School, Philippi, WV.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the February 28, 2011 meeting. – Enclosure A

**Delegation(s) –**

Belington Public Library (Tammy Smith)  
Philippi Public Library (Judy Larry)  
Michael Cross – Eagle Scout Project

**Recognitions –**

County Math Field Day

**Reports –**

Philippi Middle School LSIC Report  
Facilities Report

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure B

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2. Recommendation: Approve payment of bills for the period of February 24, 2011 through March 9, 2011 at a total expenditure of \$131,495.61. - Enclosure C
3. Recommendation: Authorize the March 15, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure C)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$15,000.00. – (Refer to Enclosure C)
5. Recommendation: Approve the final total of the February 28, 2011 payroll check and federal withholdings in the amount of \$850,953.19. – Enclosure D
6. Recommendation: Approve final total of utility bills in the amount of \$68,725.78. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure F

Belington Middle School (6<sup>th</sup> Grade) – projected revenue \$500.00, \$720.00; (8<sup>th</sup> Grade) - \$1,000.00; (Office) - \$500.00  
Junior Elementary School (School) – projected revenue - \$50.00  
Kasson School (PTO) – projected revenue - \$1,000  
Philip Barbour High School (Physical Education) - projected revenue - \$800.00;

8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure G

Belington Middle School on April 2, 2011 – requested by Lori Skidmore for Birthday Party  
Junior Elementary School on March 12, 2011 – requested by Laura Shelton for Baby Shower  
Kasson School on April 23, 2011 – requested by Melissa Price for Birthday party  
Philip Barbour High School on September 2, 2011 – requested by Tonya Ferguson for tour of facility for PB Class of 1991 reunion; on March 25-27, 2011 – requested by Tammy Martin for Basketball Tournament; on March 2011 through May 2011 – requested by Mark Long for practice for AU 8<sup>th</sup> grade boys basketball team  
Philippi Middle School on March 6, 2011 – requested by Carla Knotts for Birthday Party

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**Curriculum & Instruction –**

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

Math Field Day Winners – to East Fairmont on March 5, 2011  
Belington Elementary School (4<sup>th</sup> Grade) – to Charleston on April 6, 2011  
Belington Middle School (6<sup>th</sup> Grade) – to Pennsylvania on April 4, 2011  
Kasson School (8<sup>th</sup> Grade) – to Washington, DC and Upper Marlboro, MD on June 2-3, 2011; (Grades 4-8) – to Charleston on March 10, 2011; (Grades K-3) – to Charleston on March 11, 2011  
Philip Barbour High School (FFA) – to Charleston on March 14, 2011; (FFA) – to Jackson's Mill on March 26, 2011; (FFA) – to Flatwoods on April 28-29, 2011; (FBLA) – to Charleston on March 28-29, 2011  
Philippi Middle School (Science Fair) – to Davis & Elkins College on March 25, 2011  
Volga-Century Elementary School (5<sup>th</sup> Grade) – to Pittsburgh Zoo on May 27, 2011

**Facilities –**

10. Recommendation: Award mowing and trimming bids for 2011. – Enclosure I

11. Recommendation: Approve building/ground modifications. - Enclosure J

Kasson School (Gymnasium) – install 4 new banners on the wall in gymnasium  
Philippi Elementary School (sidewalk area between kitchen and music door) – placement of 2 composters; (grassy area next to sign at entrance) – install square foot garden (gutter on back of school K-wing) – placement of rain barrel

**Food Service –**

**Policies –**

12. Recommendation: Adopt revised Policy 6710, Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage on first reading. – Enclosure K

**Student Support –**

**Transportation –**

13. Recommendation: Approve transportation travel requests. – Enclosure L

**Travel –**

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

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**Vocational –**

15. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2010-2011 school year. – Enclosure N

**Personnel –**

16. Recommendation: Employ professional educators and auxiliary and service personnel and grant **probationary contract status** for school year 2011/2012. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure O
17. Recommendation: Employ professional educators and auxiliary and service personnel and grant **tenure (continuing contract status)** for school year 2011/2012. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure P
18. Recommendation: Accept resignation of Reta Taylor as a Substitute Teacher effective March 7, 2011. – Enclosure Q
19. Recommendation: Accept resignation of Bryan Ervin as Itinerant LPN/Special Needs Classroom Aide/Transportation Aide home based at Philippi Middle School effective March 2, 2011. – Enclosure R
20. Recommendation: Employ the following extra-curricular personnel for the 2010/2011 school year. **Employment is contingent upon clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure S

Extra Curricular Assignment

Marty Waybright, Volunteer Assistant Track Coach, Philip Barbour High School  
Randall Stuart, Volunteer Assistant Softball Coach, Philip Barbour High School  
Susan Anglin, Math Field Day Coach, Kasson School  
Ashley Bowman, Math Field Day Coach, Kasson School

21. Recommendation: Employ the following Ceclia Davis as a substitute registered nurse for the 2010/2011 school year. **Employment is contingent upon clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure T

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22. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure U

Seth Stalnaker, Substitute Teacher

Alyssa Carpenter, Substitute Teacher

Chad Sinsel, Substitute Mechanic

Chad Sinsel, Long term substitute Bus Operator Route 5/Mechanic Assistant, effective March 16, 2011 through the remainder of the 2010/2011 school year or when the employee returns

Charles Ervin, Long term substitute itinerant Music Teacher, home based at Junior Elementary School beginning approximately April 1, 2011 and terminating when the regular employee returns or the end of the 2010/2011 school year

23. Recommendation: Appoint Ellen Ball as Treasurer effective March 15, 2011 for the 2010/2011 school year.

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**Items For Discussion, Consideration and/or Possible Action -**

1. School Newsletters – Enclosure V
2. Superintendent Posting/Application
3. Other

**Adjournment**