

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Ron Phillips

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: March 8, 2016**

**RE: AMENDED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 14, 2016**, at the **Philippi Middle School, 611 Cherry Hill Road, Philippi, WV 26416**.

**Call to Order**

**Pledge to Flag**

**Invocation**

**Philippi Middle School – LSIC Presentation**

2016-2017 School Calendar Hearing

**Minutes -**

Approve minutes of February 15, 2016 and February 22, 2016 meetings. – Enclosure A

**Delegation(s) –**

Jan Woodard – regarding administering AP tests off campus

**Reports –**

Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**AGENDA**  
**March 14, 2016**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of February 17, 2016 through March 8, 2016 at a total expenditure of \$125,900.04. – Enclosure B
2. Recommendation: Authorize the March 15, 2016 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 \$150,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the February 28, 2016 payroll check and federal withholdings in the amount of \$472,973.85. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$37,363.25. – 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 (3<sup>rd</sup> Grade) – projected revenue - \$250.00; (4<sup>th</sup> Grade) – \$400.00; (PTA) - \$100.00  
Belington Middle School (Office) – projected revenue - \$1,500.00  
Junior Elementary School (School) – projected revenue - \$3,000.00  
Kasson Elementary/Middle School (School) – projected revenue - \$0.00, \$0.00; (Office) - \$400.00  
Mount Vernon Elementary School (4<sup>th</sup> Grade/PTO) – projected revenue - \$1,000.00  
Philip Barbour High School (Boys Basketball) – projected revenue - \$1,000.00; (Cheerleading) - \$1,000.00; (Choir) - \$500.00; (Class of 2018) - \$3,000.00; (FBLA) - \$1,500.00; (Softball) - \$1,000.00, \$1,000.00, \$1,200.00, \$500.00, \$600.00; (Tennis) - \$500.00  
Philippi Elementary School (Faculty Senate) – projected revenue - \$500.00; (Staff) - \$25.00  
Philippi Middle School (8<sup>th</sup> Grade) – projected revenue - \$500.00; (Band) - \$1,200.00, \$2,000.00  
Volga-Century Elementary School (School) – projected revenue - \$50.00

7. Recommendation: Approve proposed levy rates for FY '17 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure F
8. Recommendation: Approve agreement with Promise Foundation of Barbour County, Inc. – Enclosure G

**AGENDA**  
**March 14, 2016**

**Curriculum & Instruction –**

9. Recommendation: Approve/Confirm curricular trips. – Enclosure H
  - Middle Schools (8<sup>th</sup> Grade) – to Philip Barbour High School on March 23, 2016
  - Belington Elementary School (4<sup>th</sup> Grade) – to Charleston, West Virginia on May 19, 2016
  - Belington Middle School (8<sup>th</sup> Grade) – to Hershey Park on June 2, 2016; (Good Behavior students) – to Elkins on March 29, 2016
  - Junior Elementary School (PreK-4<sup>th</sup> Grade) – to Elkins on March 17, 2016
  - Kasson Elementary/Middle School (Band) – to Pittsburgh on May 20, 2016; (School) – to Blennerhasset Island on May 12, 2016 or May 13, 2016
  - Mount Vernon Elementary School (4<sup>th</sup> Grade) – to Cincinnati, Ohio on June 3, 2016
  - Philip Barbour High School (FBLA) – to Charleston, West Virginia on April 11-12, 2016; (Student Council) – to Fairmont on March 22, 2016; (TSA) – to Ripley, West Virginia on March 31-April 2, 2016
  - Philippi Middle School (8<sup>th</sup> Grade) – to Washington DC on April 8, 2016
10. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools curricular field trip to Glenville State College on March 10, 2016. - Enclosure I
11. Recommendation: Approve chaperones for Philippi Middle Schools 5<sup>th</sup> grade field trip to Charleston, West Virginia on March 18, 2016. – Enclosure J
12. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure K
13. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure L
14. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure M
15. Recommendation: Ratify the expulsion for student hearing (EXP 9-16) for the remainder of the 2015-2016 school year pending adherence to the agreement between the school system and the family. - Enclosure N
16. Recommendation: Ratify the expulsion for student hearing (EXP 10-16) for the remainder of the 2015-2016 school year pending adherence to the agreement between the school system and the family. - Enclosure O
17. Recommendation: Ratify the expulsion for student hearing (EXP 11-16) for the remainder of the 2015-2016 school year pending adherence to the agreement between the school system and the family. - Enclosure P

**AGENDA**  
**March 14, 2016**

**Facilities & Maintenance –**

18. Recommendation: Approve building/ground modifications. – Enclosure Q

Belington Elementary School (Entry & Exit) – install reflectors; (Outside) – install horn  
Belington Middle School (Room 13) – install smartboard & projector; (Room 14) – install smartboard & projector; (Room 22) – install smartboard & projector; (Room 27) – install smartboard & projector;  
Kasson Elementary/Middle School (Garden) – install fence; (Glass doors to back of school) – hang sign; (Preschool/Kindergarten playground) – install storage building and slide

19. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure R

Belington Elementary School on March 18, 2016 – requested by Paula Townsend for Movie Night  
Belington Middle School from March 2016 to June 2016 – requested by Nick Wolfe and Tina Shriver for Youth Basketball  
Kasson Elem/Middle School on March 4, 2016 – requested by Teresa Marsh for Family Night; on March 7, 2016 – requested by Teresa Marsh for Garden Clean-up day  
Philip Barbour High School on February 2, 17, 18, 2016 – requested by Gerald Furby for PB Idol; on April 16, 2016 – requested by Jacob Summerfield for Basketball Tournament; on March 20, 2016 – requested by Lori Wetzel for Craft Show; on April 22-24, 2016 – requested by Marcus Johnson for Youth Basketball Tournament; on April 13, 2016 – requested by Washington & Davis Streets for Political Debate; on April 28, 2016 – requested by Barbour Co. Chamber of Commerce for Candidates Forum  
Philippi Middle School on July 17-23, 2016 – requested by Heart & Hand for Community Work Group

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

20. Recommendation: Approve Transportation travel requests. – Enclosure S

**Travel –**

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

**Vocational –**

**AGENDA**  
**March 14, 2016**

**Personnel –**

- 22. Recommendation: Approve leave of absence for Dyanna Auvil (medical) from March 7, 2016 to March 16, 2016. – Enclosure U
- 23. Recommendation: Accept resignation of Holly Talkington as an LPN/Aide at Philippi Middle school effective February 9, 2016. – Enclosure V
- 24. Recommendation: Accept resignation of Susan Mitchell as a half time Itinerant School Nurse effective at the end of the day on March 18, 2016. – Enclosure W
- 25. Recommendation: Employ the following personnel for the 2015-2016 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 X

<b><u>Regular Employee Assignments:</u></b>		
<b>Name</b>	<b>School/Location</b>	<b>Position</b>
	MVES	Job ID 980-Head Teacher
<b><u>Substitute Assignments:</u></b>		
<b>Name</b>	<b>School/Location</b>	<b>Position</b>
	County	Job ID 979-Substitute Custodian
	County	Job ID 986-Substitute Teacher
	County	Job ID 986-Substitute Teacher
	County	Job ID 986-Substitute Teacher
<b><u>Extra-Curricular Assignments:</u></b>		
<b>Name</b>	<b>School/Location</b>	<b>Position</b>
	PBHS	Job ID 981-Bus Operator (extra-curricular)

**AGENDA**  
**March 14, 2016**

Items For Discussion, Consideration and/or Possible Action –

1. Request to Administer AP Tests off campus – Enclosure Y
2. School Newsletters – Enclosure Z
3. Other

Next board meeting:

March 28, 2016 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

**Recess the meeting until the 3<sup>rd</sup> Tuesday in April which is April 19, 2016**