

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: March 8, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **5:00 p.m.** on **Monday, March 14, 2022**, at the **Philip Barbour High School Complex (LGI Room), 99 Horseshoe Drive, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the February 28, 2022, meeting. – Enclosure A

Recognitions –

Delegation(s) –

Jody Carpenter/Sabrina Beal – WVU Extension Service

Reports –

Superintendents Recommendations –

Attendance –

AGENDA
March 14, 2022

Business & Finance –

1. Recommendation: Approve payment of bills for the period of February 23, 2022, through March 8, 2022, at a total expenditure of \$238,564.84. – Enclosure B
2. Recommendation: Authorize March 15, 2022, 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 the next board meeting not to exceed \$50,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of February 28, 2022, payroll check, and federal withholdings in the amount of \$510,353.56. – Enclosure C
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$59,473.33. – Enclosure D
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Elementary School (PTA) – projected revenue - \$1,000.00

Belington Middle School (ReachU) – projected revenue - \$300.00; (5th Grade) - \$1,000.00

Junior Elementary School (Strawberry/PreK/Kindergarten) – projected revenue - \$1,000.00; (Office) - \$50.00; (Strawberry) - \$500.00, \$500.00; (Honor Roll/Office/4th Grade) - \$300.00, \$400.00; (Honor Roll/PreK/Kindergarten) - \$500.00; (PreK/Kindergarten) - \$175.00; (Office/Honor Roll/1st Grade/2nd Grade/3rd Grade/4th Grade) - \$400.00; (PreK/Kindergarten/1st Grade/2nd Grade/3rd Grade/4th Grade/Honor Roll) - \$500.00; (Office/Honor Roll/1st Grade/2nd Grade/3rd Grade/4th Grade) - \$375.00; (Amanda Sweets Class/4th Grade/Honor Roll) - \$500.00

Philip Barbour High School (Football) – projected revenue - \$500.00; (Softball) - \$2,000.00; (Girls Basketball) - \$1,000.00

Philippi Middle School (School) – projected revenue \$4,000.00; (8th Grade) - \$1,000.00; (Softball) - \$400.00; (Yearbook) - \$500.00

7. Recommendation: Approve proposed levy rates for FY '23 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure F

AGENDA
March 14, 2022

Curriculum & Instruction –

8. Recommendation: Approve/Confirm curricular trips. – Enclosure G

Belington Elementary School (Special Needs) – to Morgantown on March 17, 2022
Junior Elementary School (3rd Grade/4th Grade) – to Morgantown on May 23, 2022; (1st Grade-4th Grade) – to Swartz Pond on April 27, 2022
Kasson Elementary/Middle School (PreK/Kindergarten/First Grade) – to Hovatter’s Zoo on May 5, 2022; (2nd Grade/3rd Grade/4th Grade) – to Carnegie Science Center on May 4, 2022
Philip Barbour High School (FBLA) – to Marshall University on March 13-15, 2022; (FFA) – to Jackson’s Mill on April 8, 2022; (Counselors/Juniors/Seniors) – to Fairmont State University on March 16, 2022
Philippi Middle School (8th Grade Incentive Trip) – to Hershey Park on May 26, 2022; (School) – to Carnegie Science Center on April 20, 2022 and April 21, 2022

Facilities & Maintenance –

9. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure H

Philip Barbour High School on June 4, 2022 – requested by Cheri Cooper for Dance Recital; on various dates – requested by Marcus Johnson for High School/Middle School Girls basketball practice; on April 30, 2022 – requested by Nicholas Mayle for Mother’s Day Dinner; on July 11-22, 2022 – requested by James Poling for HSTA Summer Camp
Philippi Middle School on May 22, 2022 – requested by Carla Boylen for Graduation Dinner; on March 13, 2022 – requested by Carla Boylen for Birthday Party; on March 14-25, 2022 – requested by Robin Humphreys for Basketball Practice; on April 9, 2022 – requested by Teresa Williamson for Paint Party

10. Recommendation: Approve agreement with Cincinnati Floor Company to refinish Philip Barbour High School’s main gym floor. – Enclosure I

Food Service –

Policies –

Student Support –

Transportation –

Travel –

11. Recommendation: Approve/Confirm requests for professional leave. – Enclosure J

Vocational –

AGENDA
March 14, 2022

Personnel –

12. Recommendation: Approve leave of absence for a professional employee at Philippi Middle School beginning March 2, 2022 through approximately April 4, 2022. – Enclosure K
13. Recommendation: Approve leave of absence for a service employee at Belington Elementary School beginning March 3, 2022 through approximately April 14, 2022. – Enclosure L
14. Recommendation; Accept the resignation of David Hendershot as a Science Instructor at Philippi Middle School effective March 7, 2022. – Enclosure M
15. Recommendation; Accept the resignation of Kaitlyn Boot as a Language Arts Instructor at Philippi Middle School effective March 7, 2022. – Enclosure N
16. Recommendation: Accept the resignation/retirement of Carla Boylen as Multi-Categorical Instructor at Philippi Middle School effective at the end of the 2021/2022 school year.. – Enclosure O
17. Recommendation: Accept the resignation/retirement of David Taylor as a 5th Grade Instructor at Kasson Elementary/Middle School effective June 30, 2022. – Enclosure P
18. Recommendation: Accept the resignation/retirement of Janet Woodard as a Counselor at Philip Barbour High School effective June 30, 2022. – Enclosure Q
19. Recommendation: Employ the following personnel for the 2021/2022 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 R

Regular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
	County	Job 3653: Groundsman/Custodian III/General Maintenance/Sanitation Plant Operator

Substitute Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
Charles Johnson	County	Job 3631: Substitute Custodian(s)

20. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure R)
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21. Recommendation: Reduce in Force and terminate the contracts of the following list of professional employees and subsequently place them on the PREFERRED RECALL list for the 2022-2023 school year. – Enclosure S

AGENDA
March 14, 2022

22. Recommendation: Eliminate the following professional positions for the 2022-2023 school year. – Enclosure T
23. Recommendation: Terminate the employment of the following long-term substitute employees at the end of the 2021-2022 school year and eliminate the positions for the 2022-2023 school year. – Enclosure U
24. Recommendation: Eliminate the following service positions for the 2022-2023 school year. – Enclosure V
25. Recommendation: Approve the following list of new positions to be created for the 2022-2023 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure W
26. Recommendation: Approve mutual agreements with the following employees who are to be placed on transfer into specific assignment for the 2022-2023 school year. – Enclosure X

AGENDA
March 14, 2022

Items For Discussion, Consideration, and/or Possible Action –

1. Kasson Elementary/Middle School Newsletter – Enclosure Y
2. Other

Next board meetings:

March 21, 2022, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

AGENDA
March 14, 2022

ADDENDUM

Business & Finance –

27. Recommendation: Approve District by Design Agreement for Capturing Kids' Hearts. –
Enclosure # 1