

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Reggie Trefethen, Jr.

FROM: JOE SUPER, SUPERINTENDENT

DATE: March 17, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 23, 2015**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

2015/2016 School Calendar Hearing

Recognition (s) –

Minutes -

Approve minutes of February 17, 2015, February 19, 2015, February 23, 2015, February 26, 2015 and March 9, 2015 meetings. – Enclosure A

Delegation(s) –

Reports –

February 2015 Financial Report – Enclosure B
Monthly Attendance – Enrollment Report for the month ending March 6, 2015 – Enclosure C
Facilities Report

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2014-2015 contingent upon compliance with pupil-teacher ratio. – Enclosure D

Business & Finance –

2. Recommendation: Approve budget adjustments. – Enclosure E
3. Recommendation: Approve payment of bills for the period of March 4, 2015 through March 17, 2015 at a total expenditure of \$183,143.76. – Enclosure F
4. Recommendation: Authorize the March 28, 2015 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 F)
5. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure F)
6. Recommendation: Approve the final total of the March 13, 2015 payroll check and federal withholdings in the amount of \$389,588.20. – Enclosure G
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (PTA) – projected revenue - \$500.00, \$500.00
Belington Middle School (Band) – projected revenue - \$1,000.00; (General Fund) - \$2,500.00
Junior Elementary School (4th Grade) – projected revenue - \$100.00
Kasson Elem/Middle School (Builders Club) – projected revenue – \$1,000.00
Philip Barbour High School (Boys’ Basketball) – projected revenue - \$500.00; (Class of 2016) - \$1,000.00; (FFA) - \$500.00; (Softball) - \$1,000.00

8. Recommendation: Approve proposed levy rates for FY '16 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure I
9. Recommendation: Approve contract with Frontier Communications to continue providing our data line service. – Enclosure J

Curriculum & Instruction –

10. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure K

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11. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure L
12. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure M
13. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure N
14. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure O
15. Recommendation: Approve the following changes to the 2014/2015 School Calendar. – Enclosure P

In an effort to find time to train teachers on the General Summative Assessment Security Measures and Administration Methods, I am recommending a two (2) hour early release on April 13, 2015. Currently, we have enough accrued minutes to accomplish this.

16. Recommendation: Approve/Confirm curricular trips. – Enclosure Q

Belington Elementary School (PK-4th Grade) – to Elkins on April 9, 2015

Junior Elementary School (3rd-4th Grades) – to Valley Worlds of Fun on May 22, 2015; (4th Grade) – to Belington Middle School on June 10, 2015; (4th Grade) – to Massanutten, Virginia on June 12, 2015; (PreK) – to WVU Farm on April 30, 2015; (PreK-2nd Grades) – to Hovatter’s Zoo on May 21, 2015

Kasson Elem/Middle School (Band) – to Grafton on May 25, 2015; (Band) – to Kennywood on June 12, 2015

Philip Barbour High School (FBLA) – to Charleston on April 20-21, 2015; (FFA) – to Flatwoods on April 16-17, 2015; (FFA) – to Jackson’s Mill on April 10, 2015; (FFA) – to Potomac State College on April 18, 2015; (Key Club) – to Morgantown on March 20-22, 2014; (PROM) – to Bridgeport on May 2, 2015; (Softball) – to Myrtle Beach on April 5-8, 2015; (TSA) – to Ripley, West Virginia on March 26-28, 2015

Volga-Century Elementary School (School) – to Idlewild and Soak Zone on June 5, 2015

17. Recommendation: Approve bus chaperone list for Philip Barbour High Schools Chinese Language/Pro Start New York City field trip on March 23, 2015. – Enclosure R

Facilities & Maintenance –

18. Recommendation: Approve The Thrasher Group to provide the engineering services that are required for the construction of the Safe Routes to Schools, Sidewalk Safety to Mount Vernon project. – Enclosure S

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19. Recommendation: Approve building/ground modifications. – Enclosure T

Belington Elementary School (Ms. Golden's 4th Grade room) – install projection screen
Philip Barbour High School (Boys' Varsity Locker Room) – paint stripes on wall with PB Logo; (Boys' Varsity Locker Room) – install metal door in place of gate; (Softball Field) – run electricity to concession stand

20. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure U

Belington Elementary School on April 10, 2015 – requested by Paula Townsend for School Spring Dance; Beginning March 2015 through the end of summer – requested by William King for Youth Baseball & Softball

Belington Middle School on April 2, 2015 – requested by DJ Stout for School Lock-In

Junior Elementary School on April 10, 2015 – requested by Teresa Marsh for School Strawberry Fundraiser

Kasson Elem/Middle School on May 16, 2015 – requested by Angela McDaniel for School Dance; on April 21, 2015 – requested by Sandra Taylor for School Athletic Banquet

Mount Vernon Elementary School on March 29, 2015 – requested by Joni Martin for Birthday Party

Philip Barbour High School on April 25, 2015 – requested by Carol Malcolm-Parsons for Math and Science Field Day; on March 26, 2015 – requested by Michael Cvechko for What's Next Barbour Co.; on April 11, 2015 – requested by Shelby Dettinger for Community Engagement Day; on March 2015 through July 2015 – requested by William King for Youth Baseball and Softball; on April 10-12, 2015 – requested by Sissy Collins for Basketball Tournament Fundraiser for Class of 2016

Food Service –

Policies –

21. Recommendation: Review revised policy 6330, Leave Donation Program on first reading. – Enclosure V

22. Recommendation: Adopt new policy 7230, Embedded Credit, on first reading (Waive reading). – Enclosure W

Student Support –

Transportation –

Travel –

23. Recommendation: Approve/Confirm requests for professional leave. – Enclosure X

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Vocational –

24. 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 2014-2015 school year. – Enclosure Y

Personnel –

25. Recommendation: Approve Memorandum of Understanding with Broaddus Hospital for clinical observations. – Enclosure Z
26. Recommendation: Accept resignation/retirement of Elaine Benson as Director of Personnel/Secondary School Improvement/Assessment effective June 30, 2015. – Enclosure AA
27. Recommendation: Employ Elaine Benson as a substitute administrator for the 2015-2016 school year. – (Refer to Enclosure AA)
28. Recommendation: Employ the following personnel for the 2014-2015 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 BB

_____ After School Tutor JES
As grant funds exist for 2014/15 school year

29. 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 CC

The following persons were subject to be released from employment with Barbour County Schools because they were being displaced by teachers with more seniority and/or their position was no longer needed. I recommend that the teachers, subject to release listed below, are placed on the transfer list and placed in a vacancy known to exist on or before February 15, 2015. The procedures and criteria outlined in WV Policy 5000 were used in recommending the placement of the teachers in the known vacancies. Therefore, I recommend that the following teachers be placed the following vacancies known to exist by February 15, 2015 for the 2015-16 school year.

Jonna Potoczny	5th grade	Belington Middle School
Samantha Golden	4th grade	Belington Elementary School
Lauren Celender	3rd grade	Belington Elementary School

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure DD
2. Other

Next board meeting:

April 13, 2015 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

Recess the meeting until the 3rd Tuesday in April which is April 21, 2015