

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

Doward Matlick  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: March 19, 2014**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 24, 2014**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Work Session –**

FY 14-15 Budget

**Recognition (s) –**

**Minutes -**

Approve minutes of March 10, 2014 meeting. – Enclosure A

**Delegation(s) –**

WVU Extension Service

**Reports –**

February 2014 Financial Report – Enclosure B

Monthly Attendance – Enrollment Report for Month Ending March 19, 2014 – Enclosure C

Facilities Report

**AGENDA**  
**March 24, 2014**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of March 5, 2014 through March 19, 2014 at a total expenditure of \$152,576.40 – Enclosure E
3. Recommendation: Authorize the March 28, 2014 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 E)
4. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the March 14, 2014 payroll check and federal withholdings in the amount of \$362,278.39. – Enclosure F
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G
  - Belington Elementary School (2<sup>nd</sup> Grade) – projected revenue - \$300.00
  - Belington Middle School (Science Dept.) – projected revenue - \$200.00
  - Junior Elementary School (PTA) – projected revenue - \$1,500.00, \$3,000.00; (Jump Rope for Heart) - \$100.00
  - Kasson Elem/Middle School (Science Dept.) – projected revenue - \$500.00
  - Philip Barbour High School (Boys' Soccer) – projected revenue - \$1,600.00 (Senior Class) – \$250.00; (Cheerleading) - \$600.00; (Athletics) - \$1,000.00; (Softball) - \$1,000.00, \$500.00
  - Philippi Middle School (Athletic Boosters) – projected revenue - \$1,000.00
  - Volga-Century Elementary School (PTO) – projected revenue - \$1,000.00, \$1,000.00
7. Recommendation: Approve proposed levy rates for FY '15 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure H

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**Curriculum & Instruction –**

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

Belington Elementary School (5<sup>th</sup> Grade) – to Kennywood on June 6, 2014; (2<sup>nd</sup> Grade) – to Blennerhassett Island on May 9, 2014; (PreK-5th) – to Elkins Cinema on April 17, 2014; (2013 WesTest Reward Students) – to AB University on March 27, 2014  
Belington Middle School (8<sup>th</sup> Grade) – to Hershey Park on June 11, 2014  
Kasson Elem/Middle School (7<sup>th</sup> & 8<sup>th</sup> Grades) – to D&E College on April 4, 2014; (2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Grades) – to Oglebay Zoo on June 3, 2014; (5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Grades) – to Seneca Caverns on June 9, 2014  
Philip Barbour High School (Early Childhood/Careers in Education Classes) – to Cubbies Child Care Center and Wee Train Child Care Center on May 15, 2014; (FFA) – to Potomac State College on April 26, 2014; (Key Club) – to Charleston on March 28-30, 2014; (FFA) – to Jackson's Mill on April 11, 2014; (Health Science Education Clinicals) – to Mansfield Place on selected dates in April through May 2014 for Clinicals; (TSA) – to Ripley, West Virginia on March 27-29, 2014  
Philippi Middle School (6<sup>th</sup> Grade) – to Seneca Caverns and Seneca Rocks on June 4, 2014; (7<sup>th</sup> Grade) – to Grafton Dam and Hovatter's Zoo on June 5, 2014; (8<sup>th</sup> Grade) – to Kennywood on June 6, 2014

9. Recommendation: Approve educational leave request for a student at Mount Vernon Elementary School. – Enclosure J

**Facilities & Maintenance –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K

Belington Elementary School on March 2014 through June 30, 2014 – requested by Blake Williams for Barbour Co. Youth Soccer  
Junior Elementary School on May 10, 2014, May 24, 2014, June 7, 2014, June 17, 2014, June 19, 2014, September 20, 2014, October 11, 2014 and November 8, 2014 – requested by Cindy Wilmoth for EIPA written test  
Philip Barbour High School on March 29-30, 2014 – requested by Tammy Martin for AB Men's Basketball Tournament; on March 29, 2014 – requested by Samantha Hollen for Birthday party; on March 2014 through May 2014 – requested by Randy Shriver for traveling basketball team  
Philippi Elementary School on March 11, 2014 – requested by Philippi Planning Commission for Public Hearing to collect information for the Comprehensive Plan  
Philippi Middle School on July 13-19, 2014 – requested by Heart and Hand for Community Work Team

**Food Service –**

**Policies –**

11. Recommendation: Review Revised Policy 4200, Wellness for first reading. – Enclosure L

**AGENDA**  
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**Student Support –**

**Transportation –**

12. Recommendation: Approve transportation travel requests. – Enclosure M

**Travel –**

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure N

**Vocational –**

**Personnel –**

14. Recommendation: Approve unpaid medical leave of absence for Sandy Thorne through approximately March 24, 2014. – Enclosure O
15. Recommendation: Accept resignation of Jessica Streets as a substitute teacher effective March 21, 2014. – Enclosure P
16. Recommendation: Rescind the March 10, 2014 board action to place Gina Wolfe into a Multi-Categorical/Severe Profound with Autism Teaching position at Belington Middle School for the 2014/2015 school year and allowing her to remain in the 5<sup>th</sup> Grade Teaching position a Belington Middle School for the 2014/2015 school year. – Enclosure Q
17. Recommendation: Employ the following personnel for the 2013-2014 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

Robin Poling	Substitute Cook
Virginia Linger	Substitute Cook

18. Recommendation: Employ the following personnel for the 2013-2014 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 S

_____	Itinerant Special Education Aide/Pre-K Special Needs Aide/Supervisory Aide/Transportation Aide
_____	Philippi Elementary School
_____	Special Education Aide/Supervisory Aide/Transportation Aide
_____	Philip Barbour High School

19. 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 T

Jodi Devores	Substitute Teacher
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20. Recommendation: Employ the following personnel for the 2013-2014 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

Daniel Mouser	Custodian	PMS
	2:00-9:30 pm	

21. Recommendation: Employ the following personnel for the 2013-2014 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 V

Extra Curricular Assignments

_____	Bus operator: March 18-April 10 (Selected Dates)	
	Foundation of Education Class Clinicals	PBHS
_____	Bus Operator: April 2-May 2 (Selected Dates)	
	Health Occupations Class Clinicals	PBHS
Thomas Scott Kittle	Bus Operator: PES to Home for Selected special needs Students as student need warrants 4-5X per week at 12:00 PM	
_____	Head Strength Coach	PBHS
	March 26-May 12 (5 xs per week)	
_____	Academic After School Tutor	PBHS
	Tuesday & Thursday; April 1-May 29	
	As grant funds and student need exists	
Jennifer Francis	Volunteer Assistant Girls Softball Coach	PBHS

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

1. School Newsletters – Enclosure W
2. FY13 Audited Financial Statements – Enclosure X
3. Oil & Gas lease
4. Other

Next board meeting:

April 14, 2014 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 15, 2014**