

**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 20, 2013

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 25, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Work Session –

FY 13-14 Budget

Minutes -

Approve Minutes of the February 21, 2013, February 25, 2013, February 26, 2013 and March 11, 2013 meetings. – Enclosure A

Delegation(s) –

Ruston Seamon – New Vision mentoring activities

Recognition (s) –

Reports –

February 2013 Financial Report – Enclosure B
Monthly Attendance-Enrollment Report for Month Ending: March 8, 2013 – Enclosure C
Facilities Report

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of March 6, 2013 through March 20, 2013 at a total expenditure of \$182,673.93. – Enclosure E
3. Recommendation: Authorize the March 28, 2013 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 15, 2013 payroll check and federal withholdings in the amount of \$378,617.19. – Enclosure F
6. Recommendation: Approve proposed levy rates for FY '14 for submission to the State Auditor's Office and the WV Department of Education. - 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 (2nd Grade) – projected revenue - \$500.00; (Spring Fundraiser) - \$300.00; (1st Grade) – projected revenue - \$200.00
Belington Middle (Reading Dept.) – projected revenue – Free Books (\$250.00); (Science Dept.) - \$200.00
Kasson Elem/Middle School (PTO) – projected revenue - \$2,000.00
Philip Barbour High School (Golf Team) – projected revenue - \$1,000.00; (Track Team) - \$500.00, \$500.00; (Softball) - \$1,500.00; (Jr. Class) - \$800.00
Philippi Elementary School (Preschool) – projected revenue - \$1,000.00
Volga-Century Elementary School (Library) – projected revenue – Free Books

8. Recommendation: Approve agreement with ComDoc to provide printers and copiers county wide to all of the schools. – Enclosure I

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Curriculum & Instruction –

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

All Schools (Choir/Band) – to Philip Barbour High School on April 12, 2013
Belington Elementary School (Fifth Grade) – to Idlewild on May 24, 2013; (Third Grade)
– to Green Bank Observatory on May 24, 2013
Belington Middle School (Honor Roll/Good Attendees) – to Charleston on May 29, 2013
Junior Elementary School (Fifth Grade) – to Pittsburgh, PA on June 3, 2013
Philip Barbour High School (Hidden Promise Scholars) – to Glenville State College on
April 10, 2013; (New Tech) – to Philippi Middle/Belington Middle/Kasson
Elem/Middle School on March 26, 2013; (Selected Students) – to Randolph Co.
Courthouse on April 9, 2013; (Students earning incentive) – to Upshur Cinemas
and WV Wesleyan College on March 29, 2013
Philippi Elementary School (3rd/4th/5th Grades) – to Philippi City Pool on May 28, 2013

Facilities –

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

Belington Middle School on March 20-24, 2013 – requested by Lori Wetzel for Basketball
Tournament; on June 9-15, 2013 – requested by Heart & Hand for Ingomar United
Methodist Church Work Teams; on March 30, 2013 – requested by J.R. Smith for
Birthday Party
Kasson Middle School on April 20, 2013 – requested by Melissa Price for Birthday party
Mt. Vernon Elementary School on May 26, 2013 – requested by Linda McCord for Family
reunion; on March 23, 2013 – requested by Mendy Moats for Birthday party; on
March 31, 2013 – requested by Nancy Seese for Easter Dinner and Egg Hunt
Philip Barbour High School on April 13, 2013 – requested by World Vision for Kid
REACH Afterschool Program; on March 30, 2013 requested by Brianna Waybright
for Senior Project/Middle School Running Camp
Philippi Middle School on July 14-20, 2013 – requested by Heart & Hand for Asbury
Methodist Church Work Teams

11. Recommendation: Approve building/ground modifications. – Enclosure L

Philip Barbour High School (LMTC) – Install handicap accessible door opener

12. Recommendation: Award mowing and trimming bids for 2013. – Enclosure M

Belington Elementary & Middle Schools – Custer Cuts, \$375.00
Junior Elementary School – Custer Cuts, \$130.00
Kasson School – Lawn in Order, \$475.00
Mount Vernon Elementary School – Custer Cuts, \$170.00
Philippi Elementary School – Custer Cuts, \$200.00
Philippi Middle School – Custer Cuts, \$175.00
Volga-Century Elementary School – Custer Cuts, \$175.00

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Food Service –

13. Recommendation: Approve contract with General Recovery Services of West Virginia INC. to provide debt recovery services. – Enclosure N

Policies –

14. Recommendation: Review revised policy 2200: Lateral Transfer Policy, for first reading. – Enclosure O
15. Recommendation: Review revised policy 8400: Expected Behaviors in Safe and Supportive Schools, for first reading. – Enclosure P

Student Support –

Transportation –

16. Recommendation: Approve transportation travel requests. – Enclosure Q

Travel –

17. Recommendation: Approve/Confirm requests for professional leave. – Enclosure R

Vocational –

18. 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 2012-2013 school year. – Enclosure S

Personnel –

19. Recommendation: Accept resignation of Jonathon Carpenter as an Assistant Boys Basketball Coach at Philip Barbour High School effective March 14, 2013. – Enclosure T
20. Recommendation: Approve trained volunteers as per Board of Education policy. **Contingent upon clearance of criminal convictions.** – Enclosure U
21. Recommendation: Employ the following personnel for the 2012-2013 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

David Anderson, Substitute Teacher

22. Recommendation: Rescind the reduction-in-force of Joshua Ashby for the 2013-2014 school year action that was approved on February 26, 2013 since the reason for the action on February 26, 2013 no longer exists. – Enclosure W

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23. Recommendation: Employ the following personnel for the 2012-2013 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

_____, Cook (1/2 time), Kasson Elem/Middle School beginning March 27, 2013 (remainder of a 200 day contract)

_____, Long Term Substitute Cook, Philip Barbour High School beginning March 27, 2013 through April 30, 2013 or until regular employee returns (position will terminate when regular returns or at the end of the 2012-2013 school year whichever occurs first)

_____, Critical Skills Need Instructor, Belington Middle School beginning April 8, 2013 (remainder of a 200 day contract) (position will terminate at the end of the 2012-2013 school year)

_____, Multi-categorical Instructor w/Autism, Philippi Middle School (remainder of a 200 day contract)

24. 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 Y

Wendy Phillips, Mathematics Instructor (1/2 time), Philip Barbour High School (200 day contract)

Amanda Sweet, Instructor, Volga-Century Elementary School (200 day contract)

_____, Cook, Philip Barbour High School (200 day contract)

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure Z
2. Request permission from the board to research the possible cost savings from closing Mt. Vernon Elementary School and Volga-Century Elementary School.
3. Bomb dog – Enclosure AA
4. Other

Next board meeting regular session on April 8, 2013 – 6:00 p.m. at Board of Education Office

Recess the meeting until the 3rd Tuesday in April which is April 16, 2013