

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Eric Ruf  
Adam Starks  
Ron Phillips

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: March 19, 2019**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 25, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

**Recognitions -**

**Delegation(s) –**

**Reports –**

Math 4 Life Campaign  
Monthly Attendance-Enrollment Report – Enclosure A  
February 2019 Financial Report – Enclosure B

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2018-2019 contingent upon compliance with pupil-teacher ratio. – Enclosure C

**AGENDA**  
**March 25, 2019**

**Business & Finance –**

2. Recommendation: Approve budget adjustments. – Enclosure D
3. Recommendation: Approve payment of bills for the period of March 6, 2019 through March 19, 2019 at a total expenditure of \$163,752.70. – Enclosure E
4. Recommendation: Authorize the March 28, 2019 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)
5. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
6. Recommendation: Approve the final total of the March 15, 2019 payroll check and federal withholdings in the amount of \$358,143.38. – Enclosure F
7. Recommendation: Approve final total of utility/copier bills in the amount of \$558.24. – Enclosure G
8. Recommendation: Approve of the participation in the wvcheckbook.gov through the West Virginia State Auditor's Office.
9. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Middle School (Youth Basketball) – projected revenue - \$500.00; (8<sup>th</sup> Grade) - \$300.00, \$800.00

Kasson Elementary/Middle School (8<sup>th</sup> Grade) – projected revenue - \$300.00; (Band) - \$400.00; (Student Council) – projected revenue - \$100.00, \$150.00; (Youth & Government) - \$150.00

Philip Barbour High School (FFA) – projected revenue - \$500.00, \$500.00; (Boys Basketball) - \$700.00; (Athletics) - \$1,000.00; (Junior Class) - \$500.00; (Soccer) - \$1,500.00; (Softball) - \$500.00; (Spanish Club) - \$500.00

Philippi Elementary School (Kindergarten/Preschool) – projected revenue - \$1,000.00

Philippi Middle School (Choir) – projected revenue - \$1,000.00

**Curriculum & Instruction –**

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

Belington Middle School (School) – to Elkins on April 5, 2019; (Reach-U) – to WVU on April 10, 2019; (8<sup>th</sup> Grade) – to Washington DC and Six Flags on May 16-17, 2019; (Robotics) – to Ripley on March 29-30, 2019

Junior Elementary School (1<sup>st</sup> Grade) – to Smoke Hole Caverns on May 10, 2019

Philip Barbour High School (10<sup>th</sup> Grade) – to Fred Eberle on April 4, 2019

Philippi Elementary School (3<sup>rd</sup> Grade) – to Charleston on May 23, 2019

**AGENDA**  
**March 25, 2019**

11. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – 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 Kasson Elementary/Middle School. – Enclosure L
14. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure M
15. Recommendation: Ratify the expulsion agreement for a student at Philip Barbour High School. – Enclosure N

**Facilities & Maintenance –**

16. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure O
  - Belington Elementary School on March 17, 2019 through November 8, 2019 – requested by Kelly Hawkins for Barbour County Youth Soccer
  - Belington Middle School on April 27, 2019 – requested by Sheena Kline for Basketball for youth; on April 24, 2019 and April 26, 2019 – requested by Sheena Kline for Basketball practice; on April 12, 2019 – requested by Sarah Harris for Game Night
  - Kasson Elementary/Middle School on April 5, 2019 – requested by Dr. Marsh for Lock-In
  - Philip Barbour High School on July 29, 2019 through August 1, 2019 – requested by TJ Dalton for Band Camp; on May 5, 2019 – requested by Allyson McNaboe for 2019 Honor Banquet; on January through April – requested by Cori Carpenter for Barbour Elite Club Volleyball Practice; on March 22-23, 2019 – requested by Nick Mayle for Basketball Tournament
17. Recommendation: Approve building/ground modifications. – Enclosure P
  - Belington Elementary School (Gym) – install projector screen; (Boskovic Room) – move bulletin board and install SmartBoard
  - Philippi Middle School (Playground) – install 9 square in the air game

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

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

**AGENDA**  
**March 25, 2019**

**Travel –**

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

**Vocational –**

**Personnel –**

20. Recommendation: Accept resignation of Eric Eisenbrey as a Science Teacher at Belington Middle School effective at the end of the 2018/2019 school year. – Enclosure S
21. Recommendation: Accept resignation of Jordan Haines as a Mathematics Teacher at Philippi Middle School effective at the end of the 2018/2019 school year. – Enclosure T
22. Recommendation: Accept resignation of Willis Ray Freeman Jr. as an Extra-curricular Agriculture Education Instructor effective June 30, 2019. – Enclosure U
23. Recommendation: Accept resignation of Gene Hovatter as an Extra-curricular Agriculture Education Instructor effective June 30, 2019. – Enclosure V
24. Recommendation: Approve student teachers from Alderson Broaddus University for the 2018/2019 School year. – Enclosure W
25. Recommendation: Employ the following personnel for the 2018/2019 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>Regular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	Kasson, Itinerant	Job 2223: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 2228: PreK/Prek Special Needs Instructor (half-time)
	PES, Itinerant	Job 2230: Multi-Categorical w/Autism Instructor
	PMS, Itinerant	Job 2231: Gifted/Multi-Categorical Instructor (half-time)
	PBHS, Itinerant	Job 2232: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	BMS, Itinerant	Job 2234: Hearing Impaired/Multi-Categorical Instructor

**AGENDA**  
**March 25, 2019**

<b>Substitute Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 2229: Substitute LPN/Aide(s)

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Donna Anglin, Joe Freeman, Greg Louk, Carl Kent Phillips	PMS	Job 2242: 4 Bus Operator's for Afterschool Tutoring (Extra-Curricular)
	PMS, Itinerant	Job 2233: English Language Learner Instructor (Extra-Curricular)

26. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure X)

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**AGENDA**  
**March 25, 2019**

Items For Discussion, Consideration and/or Possible Action –

1. Moving the April 23, 2019 regular board meeting to April 29, 2019
2. Other

Next board meetings:

April 8, 2019 at 6:00 pm. at Board of Education Office – (Regular Session)

**Adjournment**

**AGENDA**  
**March 25, 2019**

**ADDENDUM**

**Facilities & Maintenance –**

27. Recommendation: Approve contract with Omni Associates for the preparation of the digital Comprehensive Educational Facilities Plan. – Enclosure #1
28. Recommendation: Approve building/ground modifications. – Enclosure #2

Belington Middle School (Band room/Room 28/Room 27/Room 26/Room 23/Room 17/Room 15/Room 13/Room 19/Room 37) – remove old whiteboard and install new whiteboard; (Office/Room 25/Room 14/Room 39/Gym – install whiteboard; (Room 21) – remove corkboard and install new white board/remove channel 1 tv; (Room 22) – remove old whiteboard/remount smart board/install new whiteboard/remove channel 1 tv; (Room 33) – remove bulletin board and install whiteboard; (Gym/Athletic Hallway/Band room Hallway/Art room Hallway/Back Cafeteria Hallway/Lobby) – install intercom speakers

**Transportation –**

29. Recommendation: Authorize the sale of the following vehicles.

Bus 24

**Personnel –**

30. Recommendation: Accept resignation of Wilson Harvey as a Counselor at Philip Barbour High School effective at the end of the 2018/2019 school year. – Enclosure #3
31. Recommendation: Terminate the employment of substitute service personnel for willful neglect of duty. – Enclosure #4