

BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: March 19, 2024

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 25, 2024**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the March 5, 2024, and March 11, 2024 board meetings. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –
Kasson Elementary/Middle School Presentation – Enclosure B
Attendance/Enrollment Report – Enclosure C

Delegation(s) –

Reports –

Summer Child Nutrition Program
February 2024 Financial Report - Enclosure D

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure E
2. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F
 - A. Belington Middle School
 1. (Band) - \$1,000.00
 - B. Philip Barbour High School
 1. (Athletics) - \$3,000.00
 2. (Cheerleading) - \$1,000.00
 3. (Cheerleading) - \$1,000.00
 4. (Class of 2026) - \$1,000.00
 5. (FBLA) - \$1,000.00
 6. (FBLA) - \$1,000.00
 7. (FBLA) - \$1,000.00
 8. (FBLA) - \$1,000.00
 9. (FBLA) - \$1,000.00
 10. (FBLA) - \$1,000.00
 11. (FBLA) - \$1,000.00
 12. (FBLA) - \$3,000.00
 13. (FBLA) - \$5,000.00
 14. (Track) - \$500.00
 15. (Track) - \$3,000.00
 16. (Volleyball) - \$500.00
 - C. Philippi Middle School
 1. (8th Grade) - \$200.00
 2. (Student Council) - \$150.00
3. Recommendation: Approve regular payroll in the amount of \$440,000.27. – Enclosure G
4. Recommendation: Approve payment of bills in the amount of \$330,875.59. – Enclosure H
5. Recommendation: Approve payment of bills in the amount of \$51,914.06. – Enclosure I
6. Recommendation: Approve payment of bills in the amount of \$58,061.21. – Enclosure J
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$51,240.87. – Enclosure K
8. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$1,756.53. – Enclosure L

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9. Recommendation: Approve the Annual Memorandum of Agreement with West Virginia University Cooperative Extension Service in the amount of \$21,000.00 for FY '25. – Enclosure M
10. Recommendation: Approve proposed levy rates for FY '25 for submission to the State Auditor's Office and the WV Department of Education. - Enclosure N

Curriculum & Instruction –

11. Recommendation: Approve content standards for the dual credit course at Philip Barbour High School: Paralegal Interviewing and Investigations. – Enclosure O
12. Recommendation: Approve content standards for the dual credit course at Philip Barbour High School: Introduction to Psychology. – Enclosure P
13. Recommendation: Approve content standards for the dual credit course at Philip Barbour High School: General Science. – Enclosure Q
14. Recommendation: Approve an educational leave request for a student at Philip Barbour High School. – Enclosure R
15. Recommendation: Approve an educational leave request for a student at Philip Barbour High School. – Enclosure S
16. Recommendation: Approve an educational leave request for a student at Philip Barbour High School. – Enclosure T
17. Recommendation: Approve/Confirm curricular trips. – Enclosure U
 - A. Philip Barbour High School
 1. (Business Students) – to Morgantown on March 23, 2024
 2. (Class of 2024) – to Barbour County Fairgrounds on April 25, 2024
 3. (FFA) – to Jackson's Mill on April 12, 2024
 4. (Football) – to Battlers Knob on August 4, 2024 to August 9, 2024
 5. (HSTA) – to Preston County High School on April 26, 2024
 6. (ProStart) – to Fairmont on April 19, 2024
 - B. Philippi Elementary School
 1. (Kindergarten and First Grade) – to West Virginia University's Animal Science Farm on April 23, 2024
 2. (PreSchool) – to Hovatter's Zoo on May 6, 2024
 - C. Philippi Middle School
 1. (5th Grade) – to Smokehole Caverns on May 16, 2024

Facilities & Maintenance –

18. Recommendation: Approve the agreement with Terracon regarding the geotechnical engineering core sampling for the CTE Addition Project. – Enclosure V

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19. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure W

- A. Junior Elementary School
 - 1. On March 30, 2024 – requested by the Junior Lion’s Club for an Easter Egg Hunt
- B. Philip Barbour High School
 - 1. On Tuesdays and Thursdays (March 26, 2024 – March 26, 2025) – requested by Randy and Tina Shriver for Basketball Skills
 - 2. On April 16, 2024 – requested by Ron Phillips for Meet the Candidates Night
- C. Philippi Middle School
 - 1. On April 26-27, 2024 – requested by Elizabeth Rebrook for Winnie-The-Pooh Performances
 - 2. On April 27, 2024 – requested by Alexa Forbes for 8th Grade Dance

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

- 21. Recommendation: Accept the resignation of Rick Mouser as an Assistant Boys Soccer Coach at Philip Barbour County School effective March 12, 2024. – Enclosure Y
- 22. Recommendation: Employ the following personnel for the 2023/2024 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 Z

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 16346 Counselor
	Junior Elementary School	JobID: 16349 Music Instructor (half-time)
	Philippi Middle School	JobID: 16353 Language Arts Instructor
	Kasson Elementary & Middle School	JobID: 16374 Itinerant Multi-Categorical w/Autism Instructor

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	Philip Barbour High School	JobID: 16376 Itinerant Physical Education/Health/Parenting Instructor
	Philippi Middle School	JobID: 16383 Elementary Education Instructor (5th Grade)
	Philippi Middle School	JobID: 16384 Itinerant Multi-Categorical w/Autism Instructor
	Philippi Middle School	JobID: 16386 Itinerant Multi-Categorical w/Autism Instructor
	Philippi Elementary School	JobID: 16392 Itinerant Preschool/Preschool Special Needs Instructor (half-time)
	Philip Barbour High School	JobID: 16393 Itinerant Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	Kasson Elementary & Middle School	JobID: 16394 Language Arts/Art Instructor/Virtual School Facilitator
	Philip Barbour High School	JobID: 16395 Itinerant Multi-Categorical w/Autism Instructor
	Philip Barbour High School	JobID: 16739 Itinerant Cook (Position terminates at end of year)
	Philippi Middle School	JobID: 16760 Science Instructor
	Belington Middle School	JobID: 17410 Language Arts Instructor

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Philippi Elementary School	JobID: 15917 Long Term Substitute Itinerant Preschool/Preschool Special Needs Instructor (half-time)
	Barbour Board Office	JobID: 16369 Substitute Custodian(s)
	Barbour Board Office	JobID: 16370 Substitute LPN/Aide(s)
	Barbour Board Office	JobID: 16371 Substitute School Nurse RN(s)
	Barbour Board Office	JobID: 16372 Substitute Cook(s)
Gina Riccio	Barbour Board Office	JobID: 16373 Substitute Secretary(s)
	Philip Barbour High School	JobID: 16385 Long Term Substitute Itinerant Physical Education/Health/Parenting

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		Instructor
	Barbour Board Office	JobID: 16388 Substitute Teacher(s)
	Barbour Board Office	JobID: 16389 Restricted Short-Term Substitute Teacher(s)
Shawnae McLean	Barbour Board Office	JobID: 16391 Substitute Bus Operator(s)
	Kasson Elementary & Middle School	JobID: 16738 Long Term Substitute Itinerant Multi-Categorical w/Autism Instructor

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 16780 (1)Bus Operator - Philippi Area
	Philip Barbour High School	JobID: 16820 (1) Bus Operator - Belington Area

23. Recommendation: Employ the following personnel for the 2024/2025 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) – (Refer to Enclosure Z)**

Regular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Philippi Elementary School	JobID: 17416 Elementary Education Instructor (4th Grade)
	Philippi Middle School	JobID: 17417 Itinerant LPN/Special Needs Aide/ Supervisory Aide/ Transportation Aide
Samantha Daugherty	Belington Elementary School	JobID: 17418 2nd Grade Instructional Aide/Supervisory Aide
Latosha Dumire	Belington Elementary School	JobID: 17419 2nd Grade Instructional Aide/Supervisory Aide
Loretta Talbott	Belington Elementary School	JobID: 17420 2nd Grade Instructional Aide/Supervisory Aide
Phillis Tarley	Junior Elementary School	JobID: 17421 2nd Grade Instructional Aide/Supervisory Aide
Kristy Gum	Kasson Elementary & Middle School	JobID: 17422 2nd Grade Instructional Aide/Supervisory Aide
Leslie Sandridge	Philippi Elementary	JobID: 17423 2nd Grade Instructional Aide/Supervisory

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	School	Aide
Tiffany Davis	Philippi Elementary School	JobID: 17424 2nd Grade Instructional Aide/Supervisory Aide
Kelsey Linn	Philippi Elementary School	JobID: 17425 2nd Grade Instructional Aide/Supervisory Aide
	Philippi Middle School	JobID: 17426 Itinerant Multi-Categorical w/Autism Instructor

Extra-Curricular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
Caleb Shipley	Philip Barbour High School	JobID: 17412 Assistant Boys Soccer Coach
Jason Ward	Philip Barbour High School	JobID: 17413 Volunteer Assistant Girls Soccer Coach
	Belington Middle School	JobID: 17414 Volunteer Assistant Cross Country Coach
	Philippi Middle School	JobID: 17415 Head Girls Basketball Coach

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

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

1. FY23 BCBOE Audited Financial Statements – Enclosure AA
2. Executive Session
3. Other

Next board meetings:

April 8, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session) (Junior Elementary School Presentation)

Recess the meeting until the 3rd Tuesday in April which is April 16, 2024