

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
David Strait
Michael Talbott
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: March 21, 2012

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 26, 2012**, at the **Philippi Elementary School, Philippi, WV.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve Minutes of the March 13, 2012 meeting. – Enclosure A

Delegation(s) –

Margy Burns – Youth Health Services

Recognition (s) –

Reports –

Philippi Elementary School Local School Improvement Presentation
Expenditure Report - Enclosure B
Monthly Attendance – Enrollment Report for month ending March 7, 2012 – Enclosure C
Facilities Report

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. - Enclosure D
2. Recommendation: Approve payment of bills for the period of March 7, 2012 through March 21, 2012 at a total expenditure of \$139,520.61. – Enclosure E
3. Recommendation: Authorize the March 28, 2012 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure E)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure E)
5. Recommendation: Approve the final total of the March 15, 2012 payroll check and federal withholdings in the amount of \$526,403.10. – Enclosure F
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Belington Middle School (8th Grade) – projected revenue - \$500.00

Philip Barbour High School (Janessa Jack for relay for life) – projected revenue - \$500.00

Philippi Elementary School (Book Fair) – projected revenue - \$200.00; (Students/Staff) - \$50.00; (PreK) - \$500.00

Curriculum & Instruction –

7. Recommendation: Approve/Confirm curricular trips. – Enclosure H
 - Belington Elementary and Belington Middle School (Special Needs) – to AB College on April 12, 2012
 - Belington Elementary School (Kindergarten) – to WV Wildlife Center on May 24, 2012
 - Philip Barbour High School (Gear UP - Seniors) – to Fairmont State College on March 26, 2012; (FFA) – to Buckhannon on April 7, 2012; (Mr. Moats' Honors US studies/AP US history classes, Mrs. Barkley's AP psychology class, Mrs. Halfin's/Ms. Hodge's/Dr. Marsh's English 10 classes, eligible After-School Book Club members) – to Elkins on March 27, 2012; (Travel WV/Pro Start) – to Charleston on April 18, 2012; (TSA) – to Ripley, WV on March 22-24, 2012
8. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure I

Facilities –

9. Recommendation: Award mowing and trimming bids for 2012. – Enclosure J

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10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K
- Belington Middle School on March 22, 2012 – requested by Frank Shahan for Cub Scouts; on April 12 and 26, 2012 – requested by Frank Shahan for Cub Scouts; on May 10 and 24, 2012 – requested by Frank Shahan for Cub Scouts; on April 14, 2012 – requested by Brandy Ketchem for Birthday Party
 - Kasson Elem/Middle School on June 10, 2012 – requested by Tonda Wilfong for Family Reunion
 - Mt. Vernon Elementary School on May 27, 2012 – requested by Linda McCord for Family Reunion; on March 25, 2012 – requested by Joni Martin for Birthday Party; on April 1, 2012 – requested by Vanessa Short for Easter Egg Hunt; on April 8, 2012 requested by Nancy Seese for Easter Dinner & Egg hunt
 - Philip Barbour High School on March 17, 2012 – requested by Cheryl Anglin for Birthday Party; on April 19, 2012 – requested by Charla Reger for Autism Support Group
 - Philippi Middle School on March 17, 2012 – requested by Beldine Mayle for Baby Shower; on March 24, 2012 – requested by Doug Fisher for Breakfast
11. Recommendation: Approve contract amendment for broadband service with Stratus Wave Communications.– Enclosure L

Food Service –

Policies –

Student Support –

Transportation –

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

Travel –

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

Vocational –

14. 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 2011-2012 school year. – Enclosure O

Personnel –

15. Recommendation: Approve leave of absence for Arretta Beck for the remainder of the 2011/2012 school year. – Enclosure P
16. Recommendation: Accept resignation of Gerald Furby as Assistant Football Coach at Belington Middle School effective March 12, 2012. – Enclosure Q

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17. Recommendation: Approve medical leave of absence for Teresa Marsh for approximately 6 weeks beginning approximately April 19, 2012. – Enclosure R
18. Recommendation: Accept resignation of Janet Kittle as a substitute cook effective March 18, 2012. – Enclosure S
19. Recommendation: Accept resignation of Karen Leach as a substitute aide effective March 12, 2012. – Enclosure T
20. 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 U

Susan Mitchell, LPN/Special Needs Aide/Transportation Aide, Kasson Elem/Middle School

21. Recommendation: Employ the following personnel for the 2011/2012 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

_____, Payroll Supervisor/Coordinator of Services Payroll and Benefits/Auditor, Central Office (remainder of 260 day contract for the 2011/2012 school year)
William Cather, Bus Operator, Rt. 17 (Special Needs) (remainder of 200 day contract for the 2011/2012 school year **this position will terminate at the end of the 2011/2012 school year**)

22. Recommendation: Approve David Wilson to enter the bus operator training program provided by Barbour County Schools – Enclosure W
23. Recommendation: Rescind the employment of Janna Duckworth as a Supervisory Pre-K/Pre-K Special Needs Aide/Transportation Aide at Belington Elementary School for the 2012/2013 school year that was approved on March 12, 2012.
24. Recommendation: Employ Debra Bolyard as a Supervisory Pre-K/Pre-K Special Needs Aide/Transportation Aide at Belington Elementary School for the 2012/2013 school year.

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure X
2. Review WVSBA – Board Effectiveness Standards proposal
3. Other

Adjournment