

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: March 21, 2023

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 27, 2023**, at the **Kasson Elementary/Middle School, 19 Kasson Road, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the February 27, 2023, and March 7, 2023 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 –

February 2023 Financial Report – Enclosure D

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure E
2. Recommendation: Approve payment of bills for the period of March 8, 2023, through March 21, 2023, at a total expenditure of \$165,427.67. – Enclosure F
3. Recommendation: Authorize March 28, 2023, 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 F)
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure F)
5. Recommendation: Approve the final total of March 15, 2023, payroll check, and federal withholdings in the amount of \$402,087.69. – Enclosure G
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$62,441.69. – Enclosure H
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I
 - A. Belington Middle School
 1. (6th Grade Team) – \$200.00
 2. (6th Grade Team) - \$1,000.00
 3. (6th Grade Team) - \$1,200.00
 4. (Band) - \$1,000.00
 - B. Junior Elementary School
 1. (Strawberry fund) - \$90.00
 - C. Kasson Elementary/Middle School
 1. (PTO) – \$300.00
 2. (Front Office) - \$500.00
 - D. Philip Barbour High School
 1. (Class of 2024) – \$500.00
 2. (Track) - \$1,500.00
 3. (Track) - \$4,500.00
 4. (Football) - \$200.00
 5. (Cheer) - \$500.00
 6. (Cheer) - \$1,000.00
8. Recommendation: Approve contract with the Southern Regional Education Board for Mathematics Professional Development and Coaching at Philippi Elementary School in the amount of \$25,960.00. – Enclosure J

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Curriculum & Instruction –

9. Recommendation: Review draft memorandum of understanding with Pierpont Community & Technical College. – Enclosure K
10. Recommendation: Approve/Confirm curricular trips. – Enclosure L

Belington Elementary School (4th Grade) – to Tygart Lake State Park on May 23, 2023;
(3rd Grade) to Edge Sports Facility and Belington City park on May 15, 2023
Junior Elementary School (1st-4th Grade) – to Swartz Farm Pond on May 1, 2023
Philip Barbour High School (Counseling Complex) – to Pierpont Campuses on March 29,
2023; (FFA) – to Jackson’s Mill on April 7, 2023
Philippi Elementary School (2nd Grade) – to WOW Factory and Krepps Park,
Morgantown, WV on May 11, 2023

Facilities & Maintenance –

11. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure M
 - A. Belington Middle School
 1. on April 27, 2023 – requested by Trista Dalton to Paint & Sip (Parent Engagement)
 2. on April 1, 2023 – requested BMS 6th Grade for Craft Show
 3. on March 18, 2023-August 2023 - requested by Joshua Watson for Basketball
 - B. Philip Barbour High School
 1. on April 16, 2023 – requested by Christina Holbrook for Paint Party

12. Recommendation: Approve building/ground modifications. – Enclosure N

Philippi Elementary School (Preschool Playground) – install outdoor building

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

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Personnel –

14. Recommendation: Accept the resignation of Gina Kelley as a Mathematics Instructor at Philippi Middle School effective June 6, 2023. – Enclosure P
15. Recommendation: Accept the change in the resignation/retirement date of Jeffrey P. Woofter as Superintendent of Schools, from July 31, 2023 to June 30, 2023. – Enclosure Q
16. Recommendation: Accept the resignation of Jocelyn Humpe as Accounts Payable Supervisor, effective April 7, 2023. – Enclosure R
17. Recommendation: Extend leave of absence for a service employee at Belington Elementary School through September 14, 2023. – Enclosure S
18. Recommendation: Eliminate the following professional positions for the 2023-2024 school year. – Enclosure T
19. Recommendation: Approve the following list of new positions to be created for the 2023-2024 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – (Refer to Enclosure T)
20. Recommendation: Eliminate the following service positions for the 2023-2024 school year. – Enclosure U
21. Recommendation: Approve the following list of new positions to be created for the 2023-2024 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – (Refer to Enclosure U)
22. Recommendation: Employ the following personnel for the 2022/2023 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 Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
Casey Tichnell	PBHS	Job 4306: Volunteer Assistant Track Coach
Alicia Cutright	PBHS	Job 4307: Volunteer Assistant Track Coach

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

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

1. Superintendent search
2. Other

Next board meetings:

March 23, 2023, at 6:00 p.m. at the Board of Education Office (Special Session)
March 28, 2023, at 6:00 p.m. at the Board of Education Office (Special Session)
April 10, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment