

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: March 22, 2016

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, March 28, 2016**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Recognitions -

Belington Middle School History Bowl team members
Belington Middle School Golden Horseshoe Winners

Delegation(s) –

Philippi Public Library

Reports –

February 2016 Financial report – Enclosure A
Monthly Attendance – Enrollment reports – Enclosure B
Facilities Report

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of March 9, 2016 through March 22, 2016 at a total expenditure of \$463,866.66. – Enclosure D
3. Recommendation: Authorize the March 28, 2016 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 D)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure D)
5. Recommendation: Approve the final total of the March 15, 2016 payroll check and federal withholdings in the amount of \$391,262.34. – Enclosure E
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Kasson Elementary/Middle School (PTO) – projected revenue - \$1,500.00, \$600.00;
(Relay Team) - \$0.00; (School) - \$3,000.00

Philip Barbour High School (Class of 2017) – projected revenue - \$1,000.00

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

7. Recommendation: Approve agreement between the Board of Education and Promise Foundation for the transfer of funds collected by the Friends of George Byrer Field to the Promise Foundation. – Enclosure G

Curriculum & Instruction –

8. Recommendation: Approve/Confirm curricular trips. – Enclosure H

Belington Elementary School (3rd Grade) – to Fairmont on May 9, 2016; (Kindergarten) – to WV Wildlife Center on May 6, 2016

Belington Middle School (Band) – to Kennywood on May 18, 2016; (Band) – to Philip Barbour High School on April 9, 2016

Philip Barbour High School (Ag/FFA) – to Jackson’s Mill on April 8, 2016; (Clinical Specialty) – to Good Samaritan on March 31, 2016 to April 22, 2016; (FFA) – to Webster Springs on April 21-22, 2016

Volga-Century Elementary School (School) – to Meadowbrook Mall on March 22, 2016

9. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure I

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Facilities & Maintenance –

10. Recommendation: Approve building/ground modifications. – Enclosure J

Belington Elementary School (Room 106) – remove dry/erase board and install smart board; install outlet

Philippi Elementary School (Room 103) – remove chalk board and install white board; install 2 glass dry erase boards; (Room 122) – install white board

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

Junior Elementary School on March 26, 2016 – requested by Jeff Burnett for Easter Egg Hunt

Kasson Elem/Middle School on April 5, 2016 – requested by Teresa Marsh for Family Science Night

Philip Barbour High School on April 25, 2016 – requested by Barb Wolfe for 4-H Visual Presentations; on October 22, 2016 – requested by Gina Wolfe for Volleyball Tournament; on April 30, 2016 – requested by Sissy Collins for Basketball Tournament; on April 14, 2016 – requested by Wendy Phillips for Harlem Superstars

Philippi Middle School on April 22, 2016 to April 24, 2016 – requested by Marcus Johnson for Basketball Tournament

12. Recommendation: Approve Gas Line right-of-way with Lois Wilson. – Enclosure L

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

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Personnel –

- 14. Recommendation: Approve unpaid leave for Jennifer Wolfe on April 15, 2016. – Enclosure N
- 15. Recommendation: Employ the following personnel for the 2015-2016 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 O

<u>Regular Employee Assignments:</u>		
Name	School/Location	Position
	PMS	Job ID 1012-LPN Aide (closes 3-23-16)
	MVES VCES	Job ID 987-Custodian/ Sanitation Plant Operator (closes 3-23-16)
	BES	Job ID 988-Elementary Instructor (closes 3-23-16)
<u>Substitute Assignments:</u>		
Name	School/Location	Position
	County	Job ID 979-Substitute Custodian (Closes 3-11-16)
Greg Kepner	County	Job ID 986-Substitute Teacher (closes 3-4-16)
Justin Suder	County	Job ID 986-Substitute Teacher (closes 3-4-16)
	BMS	Job ID 1007-Substitute Math teacher (closes 3-23-16)
	County	Job ID 1008-Substitute Custodian (closes 3-23-16)
	County	Job ID 1009-Substitute Cook (closes 3-23-16)
	BES	Job ID 1010-Substitute Custodian (closes 3-23-16)
	PMS	Job ID 1011-Substitute Cook (closes 3-23-16)
Name	School/Location	Position
	PBHS	Job ID 1006-Bus Operator/ extra-curricular (closes 3-23-16)

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16. Recommendation: Place the following professional employees who are on the Transfer for subsequent assignment list directly into a position for the beginning of the 2016-2017 school year. Enclosure P

Employee **Assignment for 2016-2017**

Carol Harris	PE at Kasson Elementary/Middle School
Joseph Ferguson	Elementary Instructor at Volga-Century Elementary School
Jennifer Swift	Social Studies Instructor at Philippi Middle School (0.5 FTE)
Lindsay Goudy	Music Instructor at Belington Middle School
Rachel Mayle	Grade 5 Instructor at Philippi Middle School
Jennifer Weyendt	Grade 5 Instructor at Belington Middle School
Samantha Butler	ELA Instructor at PMS
Shanda Ross	Elementary Instructor at Mount Vernon Elementary School (0.5 FTE)
Julia Scott	ELA Instructor at Philippi Middle School
Tammy White	PE/Health Instructor at Belington Middle School
Jennifer Francis	Mathematics Instructor at Philippi Middle School

17. Recommendation: Eliminate the following professional positions due to lack of need and/or lack of finances to support positions. – Enclosure Q

<u>Position</u>	<u>Location</u>	<u>Funding Source</u>
Title 1 Instructor	BMS	3-Title 1
Math required/ELA preferred		

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Items For Discussion, Consideration and/or Possible Action –

1. FY15 School Audits and corrective action plans – Enclosure R
2. School Newsletters – Enclosure S
3. National 4-H Land and Homesite Judging Contest – Enclosure T
4. Other

Next board meeting:

April 11, 2016 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment