

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: April 2, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 8, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Recognitions –

Highmark Foundation - \$500.00 grant for each school for medical supplies.

Delegation(s) –

Amanda Johnson/Extension Service – regarding Extension Service budget

Reports –

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of March 20, 2019 through April 2, 2019 at a total expenditure of \$361,720.44. – Enclosure A

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2. Recommendation: Authorize the April 15, 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 A)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$60,000.00. (Refer to Enclosure A)
4. Recommendation: Approve the final total of the March 28, 2019 payroll check and federal withholdings in the amount of \$490,283.73. – Enclosure B
5. Recommendation: Approve final total of utility/copier bills in the amount of \$13,601.74. – Enclosure C
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure D

Belington Middle School (Band) – projected revenue - \$2,000.00

Junior Elementary School (4th Grade) – projected revenue - \$200.00

Kasson Elementary/Middle School (School) – projected revenue - \$0.00; (Garden) - \$250.00

Philip Barbour High School (Class of 2021) –projected revenue - \$1,000.00; (Athletics) - \$1,000.00

Curriculum & Instruction –

7. Recommendation: Approve/Confirm curricular trips. – Enclosure E
 - Belington Elementary School (Special Needs) – to Grafton on May 23, 2019; (1st Grade) – to Smoke Hole Caverns on May 14, 2019; (PreK-2nd Grade) – to Hovatter’s Zoo on April 29, 2019; (3rd Grade-4th Grade) – to Charleston on May 13, 2019; (Honor Roll) – to Weston on May 22, 2019
 - Junior Elementary School (PreK/K) – to Elkins on April 9, 2019; (PreK/K) – to Hovatter’s Zoo on May 14, 2019; (School) – to Swartz Pond on May 22, 2019; (KidReach) – to Charleston on May 9, 2019
 - Kasson Elementary/Middle School (8th Grade) – to Washington D.C. on May 14-15, 2019; (Band) – to Kennywood on May 17, 2019; (School) – to Pittsburgh on May 8, 2019
 - Philippi Elementary School (4th Grade) – to Idlewild Park on May 24, 2019
 - Philippi Middle School (School) – to Elkins on April 9, 2019; (5th Grade) – to Smoke Hole Caverns on May 15, 2019
8. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure F
9. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure G
10. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure H

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11. Recommendation: Approve Math4Life resolution. – Enclosure I

Facilities & Maintenance –

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure J

Philippi Middle School on June 16-22, 2019 – requested by Heart and Hand House for Work Team; on July 21-27, 2019 – requested by Heart and Hand House for Work Team

13. Recommendation: Approve building/ground modifications. – Enclosure K

Junior Elementary School (Walking Trail) – install pavilion in middle of walking trail
Kasson Elementary/Middle School (Pre-K Playground) – install handicapped swing;
(Gym) – hang robotics banner

Food Service –

Policies –

Student Support –

Transportation –

14. Recommendation: Approve transportation travel requests. – Enclosure L

Travel –

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

Vocational –

Personnel –

16. Recommendation: Accept resignation of Mykal Hoffman as an assistant cheerleading coach at Philip Barbour High School effective March 26, 2019. – Enclosure N
17. Recommendation: Accept resignation of Jacob Coleman as a Long Term Substitute Mathematics Teacher at Philip Barbour High School effective at the end of the day on April 12, 2019. – Enclosure O
18. Recommendation: Approve extension of leave of absence (medical) for a professional employee at Philippi Middle School through July 31, 2019. – Enclosure P

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19. 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 Q

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	Kasson	Job 2251: Elementary Education Instructor
	PBHS	Job 2240: Option Pathway Instructor/Mathematics Instructor
	County	Job 2241: Mechanic/Bus Operator

20. Recommendation: Employ the following personnel for the 2019/2020 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 Q)

Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Gene Hovatter, Willis Freeman	PBHS	Job 2252: 2 Agriculture Education Instructor(s) (Extra-Curricular)

21. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure Q)
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22. Recommendation: Reduce in Force and terminate the contracts of the following list of professional employees and subsequently place them on the PREFERRED RECALL list for the 2019-2020 school year. – Enclosure R
23. Recommendation: Terminate the employment of the following long-term substitute employees at the end of the 2018-2019 school year and eliminate the positions for the 2019-2020 school year. – Enclosure S
24. Recommendation: Place the following professional employees on the transfer for specific assignment list and assign them directly to the listed position for the 2019-2020 school year. – Enclosure T
25. Recommendation: Eliminate the following professional positions for the 2019-2020 school year. – Enclosure U
26. Recommendation: Reduce in Force and terminate the contracts of the following list of service employees and subsequently place them on the Preferred Recall list for the 2019-2020 school year. – Enclosure V

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27. Recommendation: Place the following service employees on the transfer for subsequent assignment list for the 2019-2020 school year. – Enclosure W
28. Recommendation: Eliminate the following service positions due to lack of need for the 2019-2020 school year. – Enclosure X
29. Recommendation: Reduce in Force and terminate the contracts of the following list of extra-curricular/extra-duty employees for the 2019-2020 school year. – Enclosure Y
30. Recommendation: Approve the following list of new positions to be created for the 2019-2020 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure Z

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

April 16, 2019 at 6:00 p.m. at Board of Education Office (reconvene March 11, 2019 meeting)

April 16, 2019 at 6:10 p.m. at Board of Education Office – (Special Session)

April 29, 2019 at 6:00 p.m. at Board of Education Office – (Regular Session)

Adjournment