

**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 4, 2017**

**RE: Revised - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 10, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve minutes of March 27, 2017 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

Hannah Fincham/WVU Extension Service

**Reports –**

**Superintendents Recommendations –**

**Attendance –**

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**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of March 22, 2017 through April 4, 2017 at a total expenditure of \$163,595.30. – Enclosure B
2. Recommendation: Authorize the April 15, 2017 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 B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the March 28, 2017 payroll check and federal withholdings in the amount of \$530,920.60. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$16,949.65. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Junior Elementary School (Kindergarten & PreK) – projected revenue - \$200.00  
Kasson Elem/Middle School (Band) - \$200.00, \$250.00  
Philip Barbour High School (Educators Rising) – projected revenue - \$50.00, \$200.00,  
\$200.00, \$200.00, \$200.00; (Volleyball) - \$200.00, \$250.00, \$500.00, \$500.00  
Philippi Middle School (8<sup>th</sup> Grade) – projected revenue - \$2,500.00

**Curriculum & Instruction –**

7. Recommendation: Approve/Confirm curricular trips. – Enclosure F  

Belington Middle School (8<sup>th</sup> Grade) – to Pittsburgh on May 18, 2017  
Junior Elementary School (4<sup>th</sup> Grade) – Belington Middle School on April 25, 2017  
Kasson Elem/Middle School (Robotics Team) – to Barbour County Fairgrounds on  
September 1, 2017  
Mount Vernon Elementary School (School) – to Morgantown on April 10, 2017  
Philip Barbour High School (Educators Rising) – to Phoenix, Arizona on June 23-26,  
2017; (Junior & Seniors) – to Fairmont on April 28, 2017

8. Recommendation: Adopt Calendar for the 2017/2018 school year. – Enclosure G

**Facilities & Maintenance –**

9. Recommendation: Approve building/ground modifications. – Enclosure H  

Philippi Middle School (Band Room) – install ceiling mount projector

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10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I

Belington Middle School on August 5, 2017 – requested by Christine Hicks for Family Reunion; on Tuesdays – requested by Jamie Carpenter for Youth Basketball Practice; April 3, 2017 to June 1, 2017 – requested by Jared Nestor for Youth Baseball Tutoring/Practice; on June 3-8, 2017 – requested by Mary Beth Hovatter for Recoating Gym Floor

Junior Elementary School on May 5, 2017 – requested by Delores Bonnell & Christy Weese for Lularoe Sale

Kasson Elem/Middle School on April 8, 2017 – requested by Crystal Gray for Birthday party

Philip Barbour High School on April 11, 2017 – requested by Educators rising for School Carnival; on June 28, 2017 – requested by Heather Halfin for Summer Volleyball Tournament; on Thursdays – requested by Jamie Carpenter for Youth Basketball; on April 6, 2017 – requested by Rachel Propst for Documentary/Discussion

**Food Service –**

**Policies –**

11. Recommendation: Review revised policy 9100, Parent Involvement for first reading. – Enclosure J

**Student Support –**

**Transportation –**

12. Recommendation: Approve transportation requests. – Enclosure K

**Travel –**

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

**Vocational –**

**Personnel –**

14. Recommendation: Accept resignation of Philip G. Cross as Chief Mechanic/Bus Operator effective April 14, 2017. – Enclosure M

15. Recommendation: Accept resignation of Brandon Antion as Head Football Coach at Belington Middle School effective March 22, 2017. – Enclosure N

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16. Recommendation: Employ the following personnel for the 2016-2017 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**

<b>Regular Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
	Bus Garage	Job 1453 Chief Mechanic/Bus Operator

<b>Substitute Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Mariah Jennings	County	Job 1431 Substitute Teacher
	County	Job 1412 Substitute Secretary
	Philippi Elementary	Job 1417 Long Term Substitute PreK/Prek Special Needs Teacher
Jessica Summerfield	County	Job 1419 Substitute Cook

<b>Extra-Curricular Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Cheryl Hawkins	Kasson	Job 1427 Special Education Designee (extra curricular)

17. Recommendation: Employ the following personnel for the 2017-2018 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 O)**

<b>Regular Employee Assignments 2017-18</b> (These positions start at the beginning of the 2017-18 school year.)		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
	Itinerant/ PMS-BMS	Job 1438 Assistant Principal
	PES	Job 1439 Elementary Education Instructor
	PES	Job 1440 Elementary Education Instructor
	Itinerant/PMS Home base	Job 1441 Multi-categorical W/Autism Instructor
	PES	Job 1442 Title I Reading/Math instructor (half-time)
Diana Bibey	Junior Elementary	Job 1443 Elementary Education Instructor Interventionist
Mark Lamb	Itinerant County	Job 1444 Assistant Attendance Officer
	PES	Job 1445 Elementary Education Instructor
	Kasson	Job 1446 Math/Social Studies Instructor

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	Kasson	Job 1447 Science Instructor
	Kasson	Job 1448 Physical Education/Health Instructor
	Itinerant/PBHS Home-based	Job 1449 Multi-cat w/Autism Instructor
	PES	Job 1450 Elementary Education Instructor
	PBHS	Job 1451 Art Instructor
	BES	Job 1452 Elementary Education Instructor

<b>Extra-Curricular Employee Assignments 2017-2018</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
George Collett	PBHS	Job 1424. Head Football Coach

18. Recommendation: Terminate the extra-curricular contracts of the following employees at the end of the 2016-2017 school year. – Enclosure P
19. Recommendation: Eliminate the following extra-curricular positions at the end of the 2016-2017 school year. – (Refer to Enclosure P)
20. Recommendation: Place the following service employees on the transfer for subsequent assignment list for the 2017-2018 school year. – (Refer to Enclosure P)
21. Recommendation: Employ professional educators and auxiliary and service personnel and grant probationary contract status for school year 2017/2018. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure Q
22. Recommendation: Employ professional educators and auxiliary and service personnel and grant tenure (continuing contract status) for school year 2017/2018. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure R

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Items For Discussion, Consideration and/or Possible Action –

1. FY16 Audited Financial Statements – Enclosure S
2. Kasson Elem/Middle Schools Robotics Team Funding Request – Enclosure T
3. School Newsletters – Enclosure U
4. Other

Next board meetings:

April 18, 2017 at 5:00 p.m. at Board of Education Office (reconvene March 13, 2017 meeting)

April 18, 2017 at 5:30 p.m. at Board of Education Office (Special Session – Personnel Hearings)

April 24, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**