

**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: April 4, 2023

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 10, 2023**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**

Call to Order

Pledge to Flag

Invocation

Minutes –

Recognitions –

Discussion –

School performance, student outcomes, academics –

Delegation(s) –

Reports –

AGENDA
April 10, 2023

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of March 22, 2023, through April 4, 2023, at a total expenditure of \$304,228.52. – Enclosure A
2. Recommendation: Authorize April 14, 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 A)
3. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$70,000.00. - (Refer to Enclosure A)
4. Recommendation: Approve the final total of March 28, 2023, payroll check, and federal withholdings in the amount of \$504,633.29. – Enclosure B
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$7,352.50. – Enclosure C
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure D
 - A. Philip Barbour High School
 1. (FBLA) - \$200.00
 2. (FBLA) - \$500.00
 3. (FBLA) - \$500.00
 4. (FBLA) - \$500.00
 5. (FBLA) - \$2,000.00
 6. (FBLA) - \$2,000.00
 7. (FBLA) - \$4,800.00
 8. (Track) - \$100.00
 9. (Track) - \$1,500.00
 - B. Philippi Middle School
 1. (Yearbook) - \$1,000.00
7. Recommendation: Approve contract with the Southern Regional Education Board for Mathematics Professional Development and Coaching at Philippi Elementary School (August 14, 2023-July 31, 2024) in the amount of \$44,000.00. – Enclosure E
8. Recommendation: Approve contract with the Southern Regional Education Board for Mathematics Professional Development and Coaching at Philippi Middle School (August 14, 2023-July 31, 2024) in the amount of \$220,000.00. – Enclosure F

AGENDA
April 10, 2023

Curriculum & Instruction –

9. Recommendation: Approve a memorandum of understanding with Pierpont Community & Technical College. – Enclosure G
10. Recommendation: Approve chaperones for Belington Middle School's 8th grade field trip to Hershey Park on May 25-26, 2023. – Enclosure H
11. Recommendation: Approve/Confirm curricular trips. – Enclosure I

Belington Elementary School (Second Grade) – to Spark Imagination Science Center & WOW Factory

Kasson Elementary/Middle School (PreK-1st Grade) – to The Bridge Sports Complex on May 10, 2023

Philippi Middle School (Responsible Student) – to Splash Zone on May 31, 2023; (5th Grade) – to Carnegie Science Center on May 18, 2023; (8th Grade) – to Hershey Park on June 12, 2023

Facilities & Maintenance –

12. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure J
 - A. Philip Barbour High School
 1. on April 2023-June 2023 – requested by Tammy Martin-Zimmerman for Instructing Basketball
 2. on April 1, 2023 – requested by John Hawkins for Mine Rescue Activities
 - B. Philippi Middle School
 1. On May 21, 2023 – requested by Carla Knotts-Boylen for Graduation Luncheon

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

14. Recommendation: Fund an additional \$36,450.00 to re-implement the Ham, Bacon, and Egg program at the Career Technical Education Center. – Enclosure L

AGENDA
April 10, 2023

Personnel –

15. Recommendation: Accept the resignation/retirement date of Donald Ware as a Bus Operator effective April 7, 2023. – Enclosure M
16. Recommendation: Approve leave of absence for a service employee at Junior Elementary School through July 6, 2023. – Enclosure N
17. 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 O

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	BES, Itinerant	Job 4280: Elementary Education Instructor
	PBHS, Itinerant	Job 4282: School Nurse - RN (half-time)
	JES	Job 4283: Music Instructor (half-time)
	Central Office	Job 4284: School Psychologist
	KEMS	Job 4285: Mathematics/Social Studies Instructor
	PBHS, Itinerant	Job 4287: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 4288: Physical Education/Health Instructor
	PBHS, Itinerant	Job 4289: Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	PBHS	Job 4290: Counselor
	PES, Itinerant	Job 4291: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 4292: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 4293: Mathematics Instructor
	PBHS	Job 4300: Mathematics Instructor
	BMS, Itinerant	Job 4301: Multi-Categorical w/Autism Instructor

AGENDA
April 10, 2023

	PBHS, Itinerant	Job 4302: Multi-Categorical w/Autism Instructor
	Board Office	Job 513: Accounts Payable Supervisor
Kenneth Hickman	County	Job 517: Bus Operator, Rt. 2

Substitute Employee Assignments 2022-23

Name of Person	Location	Job ID: Position
	BES, Itinerant	Job 4281: Long Term Substitute School Nurse – RN
	PES, Itinerant	Job 4286: Long Term Substitute Multi-Categorical/ Severely Profoundly Impaired Instructor w/Autism
	County	Job 4294: Substitute Custodian(s)
	County	Job 4295: Substitute LPN/Aide(s)
	County	Job 4296: Substitute School Nurse RN(s)
	County	Job 4297: Substitute Cook(s)
	County	Job 4298: Substitute Bus Operator(s)
Casey Edmond	County	Job 4299: Substitute Teacher(s)
	County	Job 4305: Restricted Short- Term Substitute Teacher(s)
	PMS	Job 4248: Long Term Substitute Music Instructor
Olive Zinn	BES	Job 519: Long Term Substitute Kindergarten Aide/Supervisory Aide/Transportation Aide
	JES	Job 530: Long Term Substitute Cafeteria Manager/Cook

Extra-Curricular Employee Assignments 2022-23

Name of Person	Location	Job ID: Position
	County	Job 4303: Homebound Instructor

AGENDA
April 10, 2023

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

19. Recommendation: Employ the following personnel for the 2023/2024 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)

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
McKenzie Moss	KEMS	Job 609: Itinerant Special Needs Aide/Supervisory Aide/Transportation Aide
Tammy Austin	PES	Job 608: Cook (half-time)
Samantha Streets	PES	Job 601: Custodian
	PES	Job 605: Elementary Education Instructor
	BES	Job 606: Elementary Education Instructor
	PMS	Job 603: Language Arts Instructor
	PMS	Job 602: Mathematics Instructor
	PMS	Job 604: Mathematics Instructor
	PMS, Itinerant	Job 607: Itinerant LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	Board office/Itinerant	Job 620: Itinerant Virtual School/Dual Credit Facilitator
	Board Office	Job 619: School Nutrition Director (half-time)
Myranda McDaniel	BMS, Itinerant	Job 617: Itinerant Special Needs Aide/Supervisory Aide/Transportation Aide
	KEMS	Job 610: Itinerant Multi-Categorical w/Autism Instructor
	PBHS	Job 618: Counselor

AGENDA
April 10, 2023

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

1. Other

Next board meetings:

April 13, 2023, at 6:00 p.m. at the Board of Education Office (Special Session – Personnel Hearing)

April 15, 2023, at 2:00 p.m. at the Board of Education Office (Special Session – Superintendent Interviews)

April 18, 2023, at 6:00 p.m. at the Board of Education Office (reconvene March 13, 2023 meeting)

April 24, 2023, at 6:00 p.m. at the Belington Elementary School (BES Presentation)(Regular Session)

Adjournment