

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Reggie Trefethen, Jr.

FROM: JOE SUPER, SUPERINTENDENT

DATE: April 7, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 13, 2015**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Recognition (s) –

Meng Chen – Guest Chinese Teacher

Minutes -

Delegation(s) –

Reports –

Facilities Report

Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2014-2015 contingent upon compliance with pupil-teacher ratio. – Enclosure A

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Business & Finance –

2. Recommendation: Approve payment of bills for the period of March 18, 2015 through April 7, 2015 at a total expenditure of \$267,530.43. – Enclosure B
3. Recommendation: Authorize the April 15, 2015 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)
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 B)
5. Recommendation: Approve the final total of the March 27, 2015 payroll check and federal withholdings in the amount of \$520,965.62. – Enclosure C
6. Recommendation: Approve final total of utility bills in the amount of \$16,278.09. – Enclosure D
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Elementary School (2nd Grade) – projected revenue - \$300.00; (Office) - \$300.00
Philip Barbour High School (Class of 2017) – projected revenue - \$200.00; (Class of 2018) - \$1,000.00
Philippi Elementary School (Preschool) – projected revenue - \$1,000.00
Philippi Middle School (Band) – projected revenue - \$1,000.00

8. Recommendation: Adopt amended Affordable Care Act Resolution. - Enclosure F

Curriculum & Instruction –

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 Kasson Elem/Middle School. – Enclosure H
11. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure I
12. Recommendation: Approve the 2015/2016 School Calendar. – Enclosure J

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13. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Belington Middle School (School) – to Elkins on April 24, 2015
Junior Elementary School (K) – to WVU Farm on April 30, 2015
Mount Vernon Elementary School (3rd-4th Grades) – to AB University on April 22, 2015
and May 4, 2015
Philip Barbour High School (Chinese Language-ProStart) – to Morgantown on May 5,
2015; (Early Childhood-Careers in Ed) – to Morgantown on April 17, 2015; (Early
Childhood-Foundations in Ed) – to Philippi Elementary School on April 15, 2015
to May 6, 2015; (ProStart-Travel WV) – to Beckley/Charleston on April 24, 2015;
(Class of 2015) – to Cedar Point on May 20, 2015
14. Recommendation: Approve renewal of the Guest Chinese Teacher program at Philip Barbour High School for the 2015/2016 School year. – Enclosure L
15. Recommendation: Approve the creation of an after-school Science Club at Junior Elementary School. – Enclosure M
16. Recommendation: Approve chaperones for Kasson Elem/Middle Schools 8th Grade trip on June 4-5, 2015. – Enclosure N
17. Recommendation: Allow students from the Foundations in Education and Early Childhood IV classes drive to Philippi Elementary School for clinical. – Enclosure O
18. Recommendation: Approve chaperones for Philip Barbour High Schools FBLA trip on April 20-21, 2015. – Enclosure P
19. Recommendation: Approve chaperones for Volga-Century Elementary School field trips. – Enclosure Q
20. Recommendation: Approve Memorandum of Understanding with Glenville State College for Hidden Promise. – Enclosure R

Facilities & Maintenance –

21. Recommendation: Approve Memorandum of Understanding with RESA 7 for the annual Regional Math Field Day during the school years 2015-2016 and 2016-2017. – Enclosure S
22. Recommendation: Approve continuation of the service agreement with Johnson Controls for the maintenance of the HVAC Control Systems at Belington Elementary School, Kasson Elementary/Middle School and Philippi Elementary School. – Enclosure T

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23. Recommendation: Approve building/ground modifications. – Enclosure U

Philip Barbour High School (Baseball Field – Batting Cage) – replace metal posts with wooden posts

Volga-Century Elementary School (Cafeteria/Gym, Library, School Sign) – replace ceiling tiles in Cafeteria/Gym; re-carpet library floor with indoor/outdoor carpet; re-paint the sign in front of the school

24. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure V

Philip Barbour High School on May 9, 2015 – requested by Carol Malcolm-Parsons for Math and Science Field Day; on May 19, 2015 – requested by Mike Cutright for Fred Eberle Graduation

Food Service –

Policies –

25. Recommendation: Adopt revised policy 6330, Leave Donation Program on second reading. – Enclosure W

26. Recommendation: Review revised policy 6710, Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage Policy, for first reading. – Enclosure X

Student Support –

Transportation –

27. Recommendation: Approve transportation travel requests. – Enclosure Y

Travel –

28. Recommendation: Approve/Confirm requests for professional leave. – Enclosure Z

Vocational –

29. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2014-2015 school year. – Enclosure AA

Personnel –

30. Recommendation: Accept resignation of Danny Bennett as a substitute bus operator effective March 25, 2015. – Enclosure BB

31. Recommendation: Accept resignation of David Poling as a substitute custodian effective March 18, 2015. – Enclosure CC

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- 32. Recommendation: Employ H. Moke post as a substitute teacher and as a substitute administrator for the 2015-2016 school year. – Enclosure DD
- 33. Recommendation: Approve medical leave of absence for David Shelton through May 7, 2015. – Enclosure EE
- 34. Recommendation: Employ the following personnel for the 2014-2015 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 FF

Extra Curricular Assignments

_____	Volunteer Assistant Softball Coach	PBHS
_____	Volunteer Assistant Softball Coach	PBHS
_____	Volunteer Assistant Baseball Coach	PBHS
_____	Volunteer Assistant Baseball Coach	PBHS

- 35. Recommendation: Approve listed persons to enter the bus operator training program provided by Barbour County Schools. – Enclosure GG

- 36. Recommendation: Approve volunteers at Kasson Elem/Middle School. **Approval is contingent upon clearance of criminal conviction.** – Enclosure HH
- 37. Recommendation: Employ professional educators and auxiliary and service personnel and grant probationary contract status for school year 2015/2016. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure II
- 38. Recommendation: Employ professional educators and auxiliary and service personnel and grant tenure (continuing contract status) for school year 2015/2016. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure JJ

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Items For Discussion, Consideration and/or Possible Action –

1. Student Handbooks for Belington Elementary School, Junior Elementary School, Philippi Elementary School and Volga-Century Elementary School for the 2015/2016 School Year– Enclosure KK
2. FY 2014 Audited Financial Statements – Enclosure LL
3. Other

Next board meeting:

Reconvene the March 23, 2015 meeting on April 21, 2015 at 6:00 p.m.
April 27, 2015 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

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ADDENDUM

Curriculum & Instruction –

39. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure #1
40. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure #2
41. Recommendation: Approve/Confirm curricular trips. – Enclosure #3

Belington Middle School (Band) – to Philippi on April 18, 2015; (Band) – to Buckhannon on May 14, 2015; (Band) – to Grafton on May 25, 2015; (Band) – to Philippi on May 29, 2015

Facilities & Maintenance –

42. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure #4

Philippi Middle School on April 27, 2015 – requested by Barb Wolfe for 4-H Visual Presentations

Personnel –

43. Recommendation: Accept resignation of David Anderson as a substitute teacher effective April 9, 2015. – Enclosure #5
44. Recommendation: Allow the West Virginia University Extension Service to approach teachers in pre-K to see if they would like to participate in the Healthy West Virginia Children Project. – Enclosure #6

Items For Discussion, Consideration and/or Possible Action –

4. Response to Fire Marshall. – Enclosure #7