

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
Eric Ruf
Dana Stemple
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: April 17, 2013

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 22, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Work Session –

FY 13-14 Budget

Minutes -

Approve Minutes of the March 25, 2013 and April 8, 2013 meetings. – Enclosure A

Delegation(s) –

Frank Caputo – AFTWV

Recognition (s) –

Regional Social Studies Fair Winners from Belington Elementary School
Golden Horseshoe Winners

Reports –

8th Month Attendance Report – Enclosure B
Facilities Report
March 2013 Financial Report – Enclosure C
FY12 Audited Financial Statements – Enclosure D

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure E
2. Recommendation: Approve payment of bills for the period of April 4, 2013 through April 17, 2013 at a total expenditure of \$245,648.48. – Enclosure F
3. Recommendation: Authorize the April 28, 2013 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 F)
4. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure F)
5. Recommendation: Approve the final total of the April 15, 2013 payroll check and federal withholdings in the amount of \$353,909.04. – Enclosure G
6. Recommendation: Approve final total of utility bills in the amount of \$23,679.19. - Enclosure H
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure I

Philip Barbour High School (TSA) – projected revenue - \$500.00, \$500.00, \$500.00, \$500.00; (Key Club) – \$500.00

Curriculum & Instruction –

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

Mt. Vernon Elementary School (5th Grade) – to Blue & Gray Kids Day on May 31, 2013
Philip Barbour High School (FFA) – to Potomac State College on April 27, 2013; (Careers in Education Completers) – to Philippi Elementary School on April 24-26, 2013; (Selected Students) – to Stafford, Virginia on April 26, 2013; (Chinese Club) – to Philippi Elementary School on April 24, 2013; (Pro Start) – to Mt. Vernon Elementary School on May 1, 2013
Volga-Century Elementary School (K – 5th Grade) – to Hovatters Zoo on June 3, 2013

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Facilities –

9. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K
- Junior Elementary School on May, 4, 2013, May 18, 2013, June 1, 2013, June 8, 2013 and June 26, 2013 – requested by Cindy Wilmoth for EIPA Written Test
- Philip Barbour High School and Middle Schools during the Fall and Spring terms for 2013-2014 school year – requested by Jeffrey Dupree (AB College) for Undergraduate Classes held in school sites
- Philippi Middle School on June 22, 2013 – requested by Marcus Johnson for Birthday Party

Food Service –

Policies –

10. Recommendation: Adopt revised policy 9100, Parent Involvement on first reading. – Enclosure L
11. Recommendation: Adopt revised policy 2200: Lateral Transfer Policy, on second reading. – **Refer to Minutes of March 25, 2013**
12. Recommendation: Adopt revised policy 8400: Expected Behaviors in Safe and Supportive Schools, on second reading to be effective July 1, 2013. – **Refer to Minutes of March 25, 2013**

Student Support –

Transportation –

13. Recommendation: Approve transportation travel requests. – Enclosure M
14. Recommendation: Approve the sale of the following vehicles by sealed bid. – Enclosure N
- One 1998 Blue Bird 84 passenger bus
- One 2000 Freightliner 25 passenger bus
- One 1997 Blue Bird 68 passenger bus
- One 2001 Freightliner 77 passenger bus

Travel –

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

Vocational –

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Personnel –

16. Recommendation: Appoint Annette Hughart as Treasurer for 2013-2014 school year.
17. Recommendation: Employ the following personnel for the 2012-2013 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 P

_____, Substitute Cook

_____, Substitute Cook

18. Recommendation: Employ the following personnel for the 2013-2014 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

_____, Itinerant Multi-Categorical Instructor w/Autism home based at Kasson Elementary/Middle School

_____, Multi-Categorical Instructor w/Autism, Kasson Elementary/Middle School

Jennifer Mayle, Itinerant Cook/Cafeteria Manager, half home based at Philippi Middle School/half at Volga-Century Elementary School

19. Recommendation: Employ the following personnel for the 2012-2013 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 R

Extra-Curricular Assignment

Donna Anglin, Extra Run Bus Operator to transport special needs student(s) to/from home to Philippi Elementary School for 3 to 5 days a week as student need warrants. This position will terminate at the end of the 2012/2013 school year.

20. Recommendation: Approve Memorandum of Understanding with Fairmont State University for Teacher Candidates and Student Teachers for the 2013-2014 school year. – Enclosure S

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure T
2. Optical and Dental Insurance for the 2013/2014 School year (Action Required)
3. Other

Next board meeting regular session on May 13, 2013 – 6:00 p.m. at Board of Education Office

Adjournment