

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: April 16, 2024

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 22, 2024**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the March 25, 2024, and April 8, 2024 board meetings. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –

Philippi Middle School Presentation – Enclosure B

Community In Schools

- Philip Barbour High School – Paula Daniels
- Philippi Middle School – Mindy Hicks

Delegation(s) –

Reports –

March 2024 Financial Report – Enclosure C
Facilities Report

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E
 - A. Philip Barbour High School
 1. (Athletics) - \$300.00
 2. (Athletics) - \$500.00
 3. (FBLA) - \$1,000.00
 4. (Football) - \$500.00
 5. (Football) - \$2,000.00
 6. (Volleyball) - \$500.00
3. Recommendation: Approve regular payroll in the amount of \$416,003.74. – Enclosure F
4. Recommendation: Approve payment of bills in the amount of \$180,479.16. – Enclosure G
5. Recommendation: Approve payment of bills in the amount of \$97,270.05. – Enclosure H
6. Recommendation: Approve payment of bills in the amount of \$41,646.15. – Enclosure I
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$29,986.66. Enclosure J
8. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$2,176.77. Enclosure K

Curriculum & Instruction –

9. Recommendation: Approve/Confirm curricular trips. – Enclosure L
 - A. Belington Elementary School
 1. (2nd Grade) – to Laurel Caverns, Farmington, PA on May 21, 2024
 - B. Belington Middle School
 1. (Students earning incentive) – to The Bridge on May 16, 2024
 2. (5th Grade) – to Green Bank Observatory on May 15, 2024
 - C. Kasson Elementary/Middle School
 1. (Grades 5-8) – to Launch Pad on May 16, 2024
 - D. Philippi Elementary School
 1. (First Grade) – to Gandy Dancer Theatre on May 22, 2024
10. Recommendation: Approve chaperones for Philip Barbour High School prom. – Enclosure M

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11. Recommendation: Approve a Memorandum of Understanding with World Vision, Inc. for KidREACH. – Enclosure N

Facilities & Maintenance –

12. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure O
 - A. Philip Barbour High School
 1. On April 23, 2024 - requested by Carol Malcolm-Parsons for World Vision KidREACH/REACH.U Theater Event

Food Service –

Policies –

13. Recommendation: Review revised policy 7520: Comprehensive School Counseling Program for first reading. – Enclosure P
(<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)
14. Recommendation: Adopt revised policy 6710: Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage on first reading. – Enclosure Q
(<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

16. Recommendation: Accept the resignation of Gina Wolf as the Head Girls' Basketball Coach at Belington Middle School and as a Volunteer Assistant Volleyball Coach at Belington Middle School effective April 7, 2024. – Enclosure S
17. Recommendation: Rescind the employment of Johnna Upton as a Secretary/Media Aide/Supervisory Aide at Junior Elementary School for the 2024/2025 school year that took place at the April 8, 2024 board meeting and allow her to resume her duties as a Secretary at Philippi Middle School for the 2024/2025 School year. – Enclosure T
18. Recommendation: Rescind the employment of Justin Carter as the Head Boys' Basketball Coach at Philippi Middle School that took place at the April 8, 2024 board meeting. – Enclosure U

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19. Recommendation: Accept the resignation of Casey Edmond as a Long Term Substitute 5th Grade Instructor at Philippi Middle School effective at the end of the day on April 12, 2024. – Enclosure V
20. Recommendation: Approve 5 additional days of supplemental employment for all custodians to be used between June 6-14, 2024, and June 24-28, 2024, and an additional 5 days of supplemental employment for all custodians to be used between July 8, 2024, and August 7, 2024.
21. Recommendation: Employ professional educators and auxiliary, and service personnel and grant probationary contract status for school year 2024/2025. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure W
22. Recommendation: Employ professional educators and auxiliary, and service personnel and grant tenure (continuing contract status) for school year 2024/2025. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure X
23. 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)** – Enclosure Y

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
Megan Jennings	Barbour Board Office	JobID: 16744 School Psychologist
	Belington Elementary School	JobID: 16756 Elementary Education Instructor (Kindergarten)
	Philippi Middle School	JobID: 16760 Science Instructor
	Belington Middle School	JobID: 17410 Language Arts Instructor
	Barbour Board Office	JobID: 18170 Bus Operator, Route 24
Robin Delaney	Philip Barbour High School	JobID: 18174 Therapeutic Services Instructor

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Gina Riccio, Sheri McDaniel, Angela Everson	Barbour Board Office	JobID: 16761 Substitute Aide(s)
	Philippi Elementary School	JobID: 16826 Long Term Substitute Itinerant Preschool/Preschool Special Needs Instructor (half-time)
	Barbour Board Office	JobID: 16369 Substitute Custodian(s)
Angela Everson	Barbour Board Office	JobID: 16372 Substitute Cook(s)

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Simone Geogorian	Barbour Board Office	JobID: 16388 Substitute Teacher(s)
Christina Snyder	Barbour Board Office	JobID: 18149 Substitute Bus Operator(s)

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Carl Phillips	Philip Barbour High School	JobID: 19617 (1)Bus Operator - Philippi Area
Matthew Kittle	Philip Barbour High School	JobID: 19618 (1) Bus Operator - Belington Area
Crystal Sanders	Philip Barbour High School	JobID: 19632 Kindergarten Summer Learning Instructor

24. Recommendation: Employ the following personnel for the 2024/2025 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 Y)**

Regular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 18121 Information Technology/Business EducationInstructor
Jennifer Young	Belington Elementary School	JobID: 18111 1st Grade Instructional Aide/Supervisory Aide
	Junior Elementary School	JobID: 18112 Secretary/Media Aide/Supervisory Aide
Alyciann Simons	Kasson Elementary & Middle School	JobID: 18113 Itinerant Special Needs Aide/Supervisory Aide/Transportation Aide
Angela Everson	Philip Barbour High School	JobID: 19649 Cook
	Kasson Elementary & Middle School	JobID: 19652 Elementary Education Instructor (5th Grade)
	Belington Elementary School	JobID: 17677 Librarian/Media Specialist - Itinerant
Joy Poe	Belington Elementary School	JobID: 19646 2nd Grade Instructional Aide/Supervisory Aide

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Extra-Curricular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Belington Middle School	JobID: 18116 Volunteer Assistant Cross Country Coach
	Philippi Middle School	JobID: 18117 Head Girls Basketball Coach
Justin Carter	Philip Barbour High School	JobID: 18122 Assistant Girls Soccer Coach
	Belington Middle School	JobID: 18124 Head Girls Soccer Coach

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

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

1. Executive Session
2. Other

Next board meetings:

May 13, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

26. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1
- A. Belington Middle School
 - 1. (7th Grade) - \$800.00
 - 2. (Cheer) - \$500.00
 - 3. (Schoolwide) - \$500.00
 - 4. (Student Council) - \$500.00
 - 5. (Student Council) - \$1,500.00
 - B. Kasson Elementary/Middle School
 - 1. (Band) - \$1,000.00

Curriculum & Instruction –

27. Recommendation: Approve/Confirm curricular trips. – Enclosure #2
- A. Kasson Elementary/Middle School
 - 1. (2nd, 3rd, and 4th Grades) – Deep Creek Fun Zone on May 16, 2024
 - B. Philippi Middle School
 - 1. (Environmental Careers Students) – to Jacksons Mill on April 24, 2024

Policies –

28. Recommendation: Review revised policy 6120: Drug-Free Workplace for first reading. – Enclosure #3
(<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)