

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JEFF KITTLE, INTERIM SUPERINTENDENT**

**DATE: APRIL 20, 2011**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 25, 2011**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the April 11, 2011 meeting. – Enclosure A

**Delegation(s) –**

**Recognitions –**

**Reports –**

Monthly Attendance – Enrollment Report for Month Ending April 8, 2011 – Enclosure B

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of April 7, 2011 through April 20, 2011 at a total expenditure of \$142,398.91. - Enclosure D
3. Recommendation: Authorize the April 28, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure D)

## **AGENDA**

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4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure D)
5. Recommendation: Approve final total of utility bills in the amount of \$17,718.53. – Enclosure E
6. Recommendation: Approve the final total of the April 15, 2011 payroll check and federal withholdings in the amount of \$797,225.81. – Enclosure F
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Belington Elementary School (1<sup>st</sup> Grade) – projected revenue - \$400.00

Philip Barbour High School (HOSA) - projected revenue - \$50.00; (TSA) - \$250.00, \$100.00, \$1,000.00, \$1,000.00, \$1,000.00; (Band) - \$3,000.00

Philippi Middle School (Dog Pound Fitness Club) – projected revenue - \$500.00; (School) - \$1,200.00; (Student Council) - \$250.00; (Football) – projected revenue \$500.00

8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure H

Kasson School on June 12, 2011 – requested by Tonda Wilfong for Family Reunion

Philip Barbour High School on April 19, 2011 – requested by Charla Reger for Autism Support Group

Philippi Middle School on April 12, 19, 26, 2011 – requested by Shelley Short for Baseball Practice; on May 14, 2011 – requested by Robin Stuart for Birthday Party

### **Curriculum & Instruction –**

9. Recommendation: Approve/Confirm curricular trips. – Enclosure I

Belington Elementary School (5<sup>th</sup> Grade) – to Buckhannon on May 23, 2011; (1<sup>st</sup> Grade) – to Hovatter's Zoo on May 26, 2011

Junior Elementary School (5<sup>th</sup> Grade) – to Elkins on May 27, 2011

Kasson Elementary School (Varsity Band) – to Pittsburgh on May 23, 2011; (5<sup>th</sup> Grade) – to Fairmont on May 31, 2011

Philip Barbour High School (FFA) – to Mason, WV on April 27, 2011; (Art Students) – to Charleston on April 29, 2011

Philippi Elementary School (Kindergarten & 1<sup>st</sup> Grade) – to Fairmont on May 27, 2011

### **Facilities –**

10. Recommendation: Approve contract with Thrasher Engineering as the Architect for the CEFP.

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11. Recommendation: Approve building/ground modifications. - Enclosure J

Belington Elementary School (Classrooms) – install white boards  
Philip Barbour High School (New Gym) – install picture of Girls’ State winner cross country  
Philippi Elementary School (Room 101) – remove chalk board and install white board;  
(Room 103) – install white board; (PK Playground) – install gazebo

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

12. Recommendation: Approve transportation travel requests. – Enclosure K

**Travel –**

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

**Vocational –**

**Personnel –**

14. Recommendation: In accordance with WV Code 18-9-6 appoint Ellen Ball as Treasurer/Chief School Business Official of the Barbour County Board of Education for the 2011/2012 school year.
15. Recommendation: Employ the following personnel for the 2011/2012 school year. – Enclosure M

Linda Eddy, Head Teacher/Special Education Teacher at Philippi Elementary School  
Alyssa Carpenter, Pre-K/Pre-K Special Needs Teacher at Philippi Elementary School  
Ardith Jada Nelson, Reading Interventionist at Belington Middle School  
Miranda Zickefoose, Reading Interventionist at Philippi Middle School

16. Recommendation: Employ the following substitute Switchboard Operator/Receptionist for the 2010/2011 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 N

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**AGENDA**  
**April 25, 2011**

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

1. School Newsletters - Enclosure O
2. OEPA Visit to Philip Barbour High School and Mt. Vernon Elementary School
3. Other

**Adjournment**