

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: April 23, 2019

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, April 29, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

FY 2020 Budget Hearing

Minutes –

Approve minutes of March 11, 2019, March 25, 2019, April 8, 2019 and April 16, 2019 meetings.
– Enclosure A

Recognitions –

Delegation(s) –

Carol Malcolm-Parsons/Shelby Dettinger (World Vision)

Reports –

Attendance/Enrollment Report – Enclosure B
March 2019 Financial Report – Enclosure C

Superintendents Recommendations –

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Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of April 3, 2019 through April 25, 2019 at a total expenditure of \$188,643.65. – Enclosure E
3. Recommendation: Authorize the April 26, 2019 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 E)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the April 15, 2019 payroll check and federal withholdings in the amount of \$367,654.32. – Enclosure F
6. Recommendation: Approve final total of utility/copier bills in the amount of \$28,469.99. – Enclosure G
7. Recommendation: Approve Annual Memorandum of Agreement with the WVU Extension Service for fiscal year beginning July 1, 2019. – Enclosure H
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I
 - Belington Middle School (Volleyball) – projected revenue - \$2,000.00
 - Philip Barbour High School (Athletics) – projected revenue - \$1,000.00, \$500.00; (All Career Tech Programs) - \$100.00; (Softball) - \$800.00; (FBLA) - \$750.00, \$800.00
 - Philippi Middle School (Athletics) –projected revenue - \$600.00
9. Recommendation: Approve agreement with Kagan Professional Development to provide Onsite Professional Development at Philip Barbour High School on August 9, 2019. – Enclosure J
10. Recommendation: Approve agreement with Kagan Professional Development to provide Onsite Professional Development at Board Office on August 9, 2019. – Enclosure K

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Curriculum & Instruction –

11. Recommendation: Approve/Confirm curricular trips. – Enclosure L
 - Belington Middle School (Medical Detectives PLTW) – to Fairmont on May 6, 2019
 - Kasson Elementary/Middle School (KidREACH/REACH.U) – to Philippi on April 30, 2019
 - Philip Barbour High School (Career Tech Students) – to Audra State Park on May 22, 2019; (Class of 2019) – to Cedar Point on May 14, 2019; (PLTW Students) – to WVU on May 7, 2019
 - Philippi Elementary School (2nd Grade) – to Hovatter’s Zoo on May 17, 2019; (1st Grade) – to Belington on May 15, 2019; (Kindergarten/Preschool) – to Hovatter’s Zoo on May 15, 2019
12. Recommendation: Approve chaperones for Belington Middle Schools 8th Grade trip to Washington D.C. on May 16-17, 2019. – Enclosure M
13. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure N
14. Recommendation: Ratify the expulsion agreement for a student at Philippi Middle School. – Enclosure O
15. Recommendation: Ratify the expulsion agreement for a student at Philip Barbour High School. – Enclosure P

Facilities & Maintenance –

16. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure Q
 - Junior Elementary School on September 2019 through May 14, 2020 – requested by Shelby Dettinger for KidREACH
 - Philip Barbour High School on June 1, 2019 – requested by Cheri Cooper for Cheri’s Dance Studio; on May 7, 2019 – requested by Gene Hovatter for FFA Banquet; on June 11, 2019 – requested by Cheryl Wolfe for Barbour County Pitch Contest
 - Philippi Elementary School on September 3, 2019 through May 14, 2020 – requested by Carol Malcolm-Parsons for KidREACH

Food Service –

Policies –

17. Recommendation: Review revised policy 7200, Student Grading System for first reading. – Enclosure R
18. Recommendation: Review revised policy 8220, Early entrance into Kindergarten for first reading. – Enclosure S

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- 19. Recommendation: Review revised policy 8210, Attendance for first reading. – Enclosure T
- 20. Recommendation: Review revised policy 2200, Lateral Transfer for first reading. – Enclosure U

Student Support –

Transportation –

Travel –

- 21. Recommendation: Approve/Confirm requests for professional leave. – Enclosure V

Vocational –

Personnel –

- 22. Recommendation: Approve the payment of timesheets for Ray Freeman for hours that were worked outside of his extra-curricular job posting. – Enclosure W
- 23. Recommendation: Employ the following personnel for the 2018/2019 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 X

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	PBHS	Job 2243: Mathematics Instructor
	PMS, Itinerant	Job 2249: Visually Impaired/SLD Instructor
Craig Cross	Bus Garage/County	Job 2241: Mechanic/Bus Operator

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Rebecca Moyer, Tricia Bradley	County	Job 2244: Substitute Cook(s)
	County	Job 2245: Substitute Custodian(s)
Brianna Burger, Jessica Sanetrik	County	Job 2246: Substitute Teacher(s)
	County	Job 2247: Substitute Bus Operator(s)
Brittany Carroll	County	Job 2248: Substitute School Nurse RN(s)
	PMS	Job 2260: Long Term Substitute Language Arts Instructor

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Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 2299: Special Education Teacher for School Age Students – Home Based
Stephanie Moss	County	Job 2300: Preschool Special Needs/Special Education Teacher for School Age Students - Home Based
Charla Reger	County	Job 2301: Special Education Specialist

24. Recommendation: Employ the following personnel for the 2019/2020 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 X)**

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Greg Murphy	PBHS, itinerant	Job 2271: Multi-Categorical Instructor w/Autism
	PBHS, Itinerant	Job 2272: Physical Education/Health/Parenting Instructor
Tammy White	PBHS	Job 2273: Physical Education/Health Instructor
	Kasson	Job 2274: Language Arts/Art Instructor
Laura Morrison	Junior	Job 2275: Elementary Education Instructor
Amanda Sweet	Junior	Job 2276: Elementary Education Instructor
	Kasson	Job 2277: Elementary Education Instructor
Jonathan Carpenter	PBHS	Job 2278: Social Studies Instructor
	PBHS	Job 2279: Counselor
Briana Pudsell	PBHS	Job 2280: Music/Theatre Instructor
Kim Neff	JES	Job 2281: Music Instructor (half-time)
	PMS	Job 2282: Mathematics Instructor
	PMS	Job 2283: Science/Mathematics Instructor
Marc Smith	BMS	Job 2284: Science Instructor
Kim Swick	BES	Job 2285: Cafeteria Manager/Cook

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Robin Poling	PBHS	Job 2286: Cook
Aaron Grose	BMS	Job 2287: Custodian
Olive Zinn	JES	Job 2288: Early Childhood Classroom Assistant Teacher/Kindergarten Aide/Supervisory Aide/Transportation Aide
Connie Mayle	PMS	Job 2289: Special Education Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2019-20

Name of Person	Location	Job ID: Position
	County	Job 2290: Substitute LPN/Aide(s)
	County	Job 2291: Substitute Cook(s)
	County	Job 2292: Substitute Custodian(s)
	County	Job 2293: Substitute Teacher(s)
	County	Job 2294: Substitute Bus Operator(s)
	County	Job 2295: Substitute School Nurse RN(s)
	County	Job 2296: Substitute Secretary(s)

Extra-Curricular Employee Assignments 2019-20

Name of Person	Location	Job ID: Position
Kim Burnett	PBHS	Job 2264: Volunteer Assistant Swim Coach
Trevor Mouser	BMS	Job 2265: Head Boys Basketball Coach
Noah Shaffer	PBHS	Job 2266: Assistant Football Coach
	BMS	Job 2267: Assistant Girls Basketball Coach
	BMS	Job 2268: Head Cheerleading Coach
Elizabeth Poling	PBHS	Job 2269: Assistant Cheerleading Coach
	PBHS	Job 2270: Athletic Trainer (Fall Sports)
David Taylor, Debra Daugherty, Charla Reger, Ashley Poling, Jason Stutler, Paula Townsend, Sandra Wilmoth, Tonya Baker	County	Job 2297: (15-20) Mentor Teacher(s) (Extra-Curricular)

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

Ruston Seaman _____

26. Recommendation: Employ the following personnel for the 2019/2020 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 2019-20		
Name of Person	Location	Job ID: Position
	PMS, itinerant	Job 2302: Visually Impaired/Multi-Categorical Instructor
Christopher Halterman	PMS, itinerant	Job 2303: Physical Education/Health Instructor
Kaela Harris	JES	Job 2304: Elementary Education Instructor
Eddie Poling	KEMS	Job 2305: Music Instructor
Debra Carey	PMS	Job 2306: Cafeteria Manager/Cook

27. Recommendation: Rescind the board action to direct transfer Robin Reed to another position at Philippi Elementary School for the 2019/2020 school year which took place at the April 8, 2019 board meeting and allow her to resume her respective duties for the 2019/2020 school year. – Enclosure Z
28. Recommendation: Rescind the board action to terminate the employment of Andrea Lee that was to take place at the end of the 2018/2019 school which took place at the April 8, 2019 board meeting and allow her to resume her respective duties for the 2019/2020 school year. – Enclosure AA
29. Recommendation: Employ professional educators and auxiliary and service personnel and grant probationary contract status for school year 2019/2020. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure BB
30. Recommendation: Employ professional educators and auxiliary and service personnel and grant tenure (continuing contract status) for school year 2019/2020. Teacher employment is contingent upon receipt and maintenance of valid certification. – Enclosure CC

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Items For Discussion, Consideration and/or Possible Action –

1. FY18 school audits and corrective action plans – Enclosure DD
2. Other

Next board meetings:

May 13, 2019 at 6:00 p.m. at Board of Education Office – (Regular Session)

Adjournment