

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
David Strait
Michael Talbott
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: May 2, 2012

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, May 7, 2012**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve Minutes of the March 12, 2012, April 17, 2012, April 23, 2012 and April 26, 2012 meetings. – Enclosure A

Delegation(s) –

AFT-WV (Frank Caputo) - Policy

Recognition (s) –

Reports –

Elaine Benson – Job duties
Jack Reger – Job duties
Jeff Kittle – Job duties
Facilities Report

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. - Enclosure B
2. Recommendation: Approve payment of bills for the period of April 18, 2012 through May 2, 2012 at a total expenditure of \$118,134.39. – Enclosure C
3. Recommendation: Authorize the May 15, 2012 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure C)
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 C)
5. Recommendation: Approve the final total of the April 27, 2012 payroll check and federal withholdings in the amount of \$860,396.23. – Enclosure D
6. Recommendation: Approve final total of utility/travel bills in the amount of \$20,281.89. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure F

Philip Barbour High School (Class of 2015) - projected revenue – \$1,000.00; (Boy's Soccer) - \$1,000.00

Philippi Middle School (School) – projected revenue - \$300.00

Curriculum & Instruction –

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

Kasson Elementary/Middle School (Band) – to Valley Worlds of Fun on May 18, 2012
Philip Barbour High School (PAES) – to Elkins on May 11, 2012; (Child Development Specialist/Careers in Education Classes) – to Clarksburg on May 7, 2012
9. Recommendation: Approve chaperones for Philippi Middle School's end of year field trips. – Enclosure H

Facilities –

10. Recommendation: Approve building/ground modifications. – Enclosure I

Philip Barbour High School (Room 218) – install projector

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11. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure J

Belington Middle School on July 14, 2012 – requested by Lana Fowler and Dollie Cross for Harris Family Reunion

Mt. Vernon Elementary School on May 19, 2012 – requested by Brenda McCallister for Birthday Party; on July 29, 2012 – requested by Julie Montgomery for Baby Shower

Philip Barbour High School on July 20-21, 2012 – requested by Lisa Lepsch for K9 Training for Law Enforcement; on various dates in May to July – requested by Terry Baughman for Babe Ruth Baseball

Philippi Middle School on May 6, 2012 – requested by Mike MacAdam for Church Dinner

Volga-Century Elementary School on July 21, 2012 – requested by Amber Swick for Wedding reception

Food Service –

Policies –

12. Recommendation: Adopt revised policy 9100, Title I Parental Involvement Policy on first reading. – Enclosure K
13. Recommendation: Adopt revised policy 7510, Multicultural Policy on third reading. – **(Refer to minutes of April 23, 2012)**

Student Support –

Transportation –

14. Recommendation: Approve transportation travel requests. – Enclosure L

Travel –

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

Vocational –

16. 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 2011-2012 school year. – Enclosure N

Personnel –

17. Recommendation: Approve a medical leave of absence for Kayla Bouscher beginning April 25, 2012 through June 1, 2012. – Enclosure O
18. Recommendation: Accept resignation/retirement of Thomas Kittle as a bus operator effective March 1, 2012. – Enclosure P

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19. Recommendation: Accept resignation of Beth Dillon as itinerant speech-language pathologist (home-based at Philippi Middle School) effective August 1, 2012. – Enclosure Q
20. Recommendation: Employ the Christine Weese as a substitute teacher for the 2012/2013 school year. – Enclosure R
21. Recommendation: Employ the following substitute personnel for the 2011/2012 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 S

Steven Wilson, Custodian
Stephen Ravis, Custodian

22. Recommendation: Employ the following personnel for the 2011/2012 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 T

Stephen Maxson, Itinerant Technology Systems Specialist home based at Philip Barbour High School

Marjorie George, Bus Operator Route 23

_____, Itinerant Sign Language Specialist/Aide/Transportation Aide home based at Belington Elementary School (Employment to begin with the 2012/2013 school year and is contingent upon receipt of WVDE Paraprofessional Certificate; Educational Interpreter and passage of EIPA test)

Extra Curricular Assignments

Jessica Jones, Elementary Homebound Instructor

23. 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 U

Rebecca Bartlett, Mathematics thru Algebra I Instructor, Belington Middle School

Dawn Kennedy, Supervisory Kindergarten Aide/Transportation Aide, Philippi Elementary School

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure V
2. Student – Military Leave
3. BC Fair and Soil Judging Team excused absences – not counting against exemption policy
4. Superintendent's contract resolution
5. Student handbook's – Enclosure W
6. Other

Adjournment

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ADDENDUM

Policies –

24. Recommendation: Review revised policy 7300, Requirements for Graduation for first reading. –
Enclosure 1