

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: May 2, 2023

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, May 8, 2023**, 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 April 24, 2023 meeting. – Enclosure A

Recognitions –

Golden Horseshoe Winners

Discussion –

School performance, student outcomes, academics –

Delegation(s) –

Jennifer Morral/World Vision – regarding KidREACH Grant

FY 2024 Budget Hearing

Reports –

AGENDA
May 8, 2023

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of April 19, 2023, through May 2, 2023, at a total expenditure of \$_____. – Enclosure B
2. Recommendation: Authorize May 15, 2023, 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 B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$70,000.00. - (Refer to Enclosure B)
4. Recommendation: Approve the final total of April 28, 2023, payroll check, and federal withholdings in the amount of \$_____. – Enclosure C
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$_____. – Enclosure D
6. Recommendation: Approve Memorandum of Understanding with Harrison County Schools for WVEIS Specialist Services for the 2022/2023 school year. – Enclosure E
7. Recommendation: Approve copier agreement with Hart Office Solutions. – Enclosure F
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

A. Belington Middle School

1. (Student Council) - \$250.00
2. (School wide) - \$2,000.00

B. Philip Barbour High School

1. (Band) - \$2,000.00
2. (Band) - \$3,000.00
3. (Class of 2024) - \$500.00
4. (Class of 2024) - \$500.00
5. (Class of 2024) - \$500.00
6. (Girls & Boys Soccer) - \$1,500.00
7. (Girls & Boys Soccer) - \$400.00

C. Philippi Elementary School

1. (3rd Grade) - \$1,000.00
2. (3rd Grade) - \$300.00
3. (PTO) - \$5,000.00
4. (PTO) - \$100.00

AGENDA
May 8, 2023

Curriculum & Instruction –

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

Belington Middle School (Band) – to Kennywood on May 20, 2023; (5th Grade) – to Morgantown on May 19, 2023
Philip Barbour High School (FBLA) – to Philippi on May 12, 2023
Philippi Elementary School (Kindergarten-4th Grades) – to Tygart Valley Cinemas on May 12, 2023 and May 15, 2023
Philippi Middle School (Responsible Student) – to Splash Zone on May 31, 2023; (5th Grade) – to Smoke Hole Caverns on May 17, 2023

Facilities & Maintenance –

10. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure I

A. Philip Barbour High School

1. on May 20, 2023 – requested by Ray Freeman for FFA Banquet
2. on June 10, 2023 – requested by Nick Mayle for Barbour County Football Coaches Clinic

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

Belington Middle School (Softball Field area) – install GaGa Ball Pit, install Volleyball post, install 9 square court
Kasson Elementary/Middle School (Cafeteria) – mount soundbar

Food Service –

12. Recommendation: Extend the current contracts with the following vendors for the 2023/2024 school year: – Enclosure K

Ehrlich – for Pest Management services
United Dairy – for milk and juice products
Mister Vend Inc. – for products supplied per WVDE Policy 4321 for vending machines
Snuffers Fire and Safety – for fire inspection and services
Pepsi Beverages Company – for water, juice, and soft drinks per WVDE Policy 4321 for vending machines

Policies –

Student Support –

Transportation –

AGENDA
May 8, 2023

Travel –

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

Vocational –

Personnel –

14. Recommendation: Accept the resignation of Jamie McGee as a Science Teacher at Philippi Middle School effective June 7, 2023. – Enclosure M
15. Recommendation: Accept the resignation of Ashley Workman as Principal/Teacher at Junior Elementary School effective June 30, 2023. – Enclosure N
16. Recommendation: Accept the resignation of Ashley Poling as an English Language Arts Teacher at Belington Middle School effective at the end of the 2022/2023 school year. – Enclosure O
17. Recommendation: Accept the resignation of Kurt Humphreys as an Assistant Boys Basketball Coach at Philippi Middle School effective April 19, 2023. – Enclosure P
18. Recommendation: Accept the resignation/retirement of Paulette Bailey as a cook at Belington Elementary School effective June 7, 2023. – Enclosure Q
19. Recommendation: Accept the resignation/retirement of Cheryl Hawkins as a Prek Teacher at Kasson Elementary/Middle School effective June 30, 2023. – Enclosure R
20. Recommendation: Employ the following personnel for the 2022/2023 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

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
Pennie Roueche	Board Office	Job 915: Coordinator of Accounts Payable/Accounts Payable Supervisor/Auditor
Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
James Poling	PBHS	Job 1088: Credit Recovery Instructor (Extra-Curricular) - Posting
Kevin Snider	PBHS	Job 1091: Custodian (half-time) (Extra-Curricular)
	PBHS	Job 1092: Cook (half-time) (Extra-Curricular)
	County	Job 1147: Homebound Instructor (Extra-Curricular)
	County	Job 1148: Homebound Instructor (Extra-Curricular)

AGENDA
May 8, 2023

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

22. 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)** – (Refer to Enclosure S)

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
	PMS	Job 735: Mathematics Instructor
	PMS	Job 736: Language Arts Instructor
	PMS	Job 737: Mathematics Instructor
	PMS	Job 738: Itinerant LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	KEMS	Job 739: Itinerant Multi-Categorical w/Autism Instructor
Lori Woods	Board Office	Job 740: 2023 School Nutrition Director (half-time)
	PBHS	Job 1094: Itinerant School Nurse - RN (half-time)
	JES	Job 1096: Music Instructor (half-time)
	PMS	Job 1097: Itinerant Physical Education/Health Instructor
	PBHS	Job 1098: Itinerant Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
Teresa Williamson	PBHS	Job 1104: Counselor
Lori Woods	PES, Itinerant	Job 1109: Itinerant Preschool/Preschool Special Needs Instructor (half-time)
	PMS	Job 1111: Itinerant Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 1112: Mathematics Instructor
	PBHS	Job 1114: Mathematics Instructor
	BMS, Itinerant	Job 1115: Itinerant Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 1117: Itinerant Multi-Categorical w/Autism Instructor

AGENDA
May 8, 2023

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	County	Job 1118: Substitute Custodian(s)
	County	Job 1121: Substitute LPN/Aide(s)
	County	Job 1124: Substitute School Nurse RN(s)
	County	Job 1125: Substitute Cook(s)
	County	Job 1126: Substitute Bus Operator(s)
	County	Job 1128: Substitute Teacher(s)
	County	Job 1130: Substitute Secretary(s)

AGENDA
May 8, 2023

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

1. Approve contract with Clarence E. Vincent as Superintendent of Schools beginning July 1, 2023 and ending June 30, 2025. – Enclosure T
2. Other

Next board meetings:

May 22, 2023, at 6:00 p.m. at the Junior Elementary School – (JES Presentation)(Regular Session)

Adjournment

AGENDA
May 8, 2023

ADDENDUM

Curriculum & Instruction –

23. Recommendation: Approve/Confirm curricular trips. – Enclosure #1

Belington Elementary School (Student reward) – to The Edge on May 24, 2023
Kasson Elementary/Middle School (5th-8th Grades) – to Mylan Aquatic Center/Coopers
Rock on May 15, 2023
Philip Barbour High School (PLTW Students) – to Extreme Endeavors on May 19, 2023

Facilities & Maintenance –

24. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure #2

A. Kasson Elementary/Middle School
1. on May 12, 2023 – requested by Terry Pancake for Birthday Party

Personnel –

25. Recommendation: Accept the resignation of Leah Propst Morehead as a Second Grade Teacher at Philippi Elementary School effective June 6, 2023. – Enclosure #3
26. Recommendation: Accept the resignation/retirement of Joe Freeman as a Bus Operator effective June 30, 2023. – Enclosure #4