

**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: May 6, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, May 13, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of April 29, 2019 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of April 26, 2019 through May 7, 2019 at a total expenditure of \$203,164.03. – Enclosure B

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2. Recommendation: Authorize the May 15, 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 B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the April 26, 2019 payroll check and federal withholdings in the amount of \$505,953.94. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$12,153.04. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Middle School (School/PE Dept.) - projected revenue - \$500.00; (Student Council) - \$500.00; (School) - \$1,500.00

Junior Elementary School (Pre-K/Kindergarten) – projected revenue - \$1,000.00, \$500.00; (Strawberry) - \$5,000.00, \$1,000.00, \$1,000.00, \$500.00; (4th Grade) - \$500.00, \$500.00, \$500.00; (Honor Roll) - \$500.00; (Office) - \$1,000.00, \$500.00

Philip Barbour High School (Robotics/STEM/PLTW) – projected revenue - \$500.00; (Library) - \$100.00

Curriculum & Instruction –

7. Recommendation: Approve/Confirm curricular trips. – Enclosure F

Junior Elementary School (3rd/4th Grades) – to Junior River Road on May 23, 2019
Kasson Elementary/Middle School (Band) – to Kennywood on May 17, 2019
Philip Barbour High School (11th/12th Grades) – to Philippi on May 6, 2019
8. Recommendation: Approve chaperones for Belington Elementary Schools 3rd/4th Grades trip to Charleston on May 13, 2019. – Enclosure G
9. Recommendation: Approve chaperones for Philip Barbour High Schools Class of 2019 trip to Cedar Point on May 21, 2019. – Enclosure H
10. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools School trip Pittsburgh on May 8, 2019. – Enclosure I
11. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure J

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Facilities & Maintenance –

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K
- Belington Middle School on August 11, 2019 – requested by Tina Shriver for Birthday party
 - Kasson Elementary/Middle School on August 1, 2019 – June 1, 2020 – requested by Teresa Marsh for KidREACH/REACH.U; on April 28, 2019 – requested by Teresa Pancake for Birthday party
 - Philip Barbour High School on May 17, 2019 – requested by Gerald Furby for Spaghetti Dinner; on May 19, 2019 – requested by Gerald Furby for Fashion Show; on June 7-8, 2019 – requested by Gerald Furby for County Talent Contest
 - Philippi Middle School on August 19, 2019 – June 01, 2020 – requested by Carol Malcolm-Parsons for KidREACH/REACH.U

Food Service –

13. Recommendation: Approve standard operating procedures for Share Tables. – Enclosure L

Policies –

14. Recommendation: Review revised policy 7200, Student Grading System for second reading. – Enclosure M
15. Recommendation: Adopt revised policy 8220, Early entrance into Kindergarten on second reading. – Enclosure N
16. Recommendation: Review revised policy 8210, Attendance for second reading. – Enclosure O
17. Recommendation: Adopt revised policy 2200, Lateral Transfer on second reading. – Enclosure P

Student Support –

Transportation –

18. Recommendation: Approve transportation travel requests. – Enclosure Q

Travel –

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

Vocational –

Personnel –

20. Recommendation: Approve 5 additional days of supplemental employment for all custodians to be used between May 31, 2019 and June 30, 2019.

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21. Recommendation: Accept resignation of Heather Echard as a Multi-Categorical Instructor at Philippi Elementary School effective at the end of the 2018-2019 school year. – Enclosure S
22. 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 T

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	PES	Job 2253: PreK/Prek Special Needs Instructor (half-time)
	PMS, itinerant	Job 2254: Gifted/Multi-Categorical Instructor (half-time)
Greg Murphy	PBHS, Itinerant	Job 2255: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	BMS, Itinerant	Job 2257: Hearing Impaired/Multi-Categorical Instructor
	PBHS, Itinerant	Job 2258: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PBHS	Job 2261: Option Pathway Instructor/Mathematics Instructor
Janet Poling	PES, Itinerant	Job 2262: Multi-Categorical w/Autism Instructor
	Kasson	Job 2263: Elementary Education Instructor
	PBHS	Job 2326: Mathematics Instructor

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	PBHS	Job 2259: Long Term Substitute Art Instructor
	PMS	Job 2260: Long Term Substitute Language Arts Instructor
Shawn Kelley	County	Job 2245: Substitute Custodian(s)

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Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	PMS, Itinerant	Job 2256: English Language Learner Instructor (Extra-Curricular)
Deloris Phillips	PMS	Job 2343: Cook - Summer Work Camp
Kevin Snider	PMS	Job 2344: Custodian - Summer Work Camp
Jeff Moss	JES	Job 2322: Custodian (half-time) (extra curricular)
Kim Swick	PMS	Job 2323: Cook – summer camp
Kevin Snider		Job 2324: Custodian (Half time) Summer work camp
James Poling	PBHS	Job 2319: Credit Recovery Instructor
Kevin Snider	PBHS	Job 2320: Custodian (Half time) summer school
Tracey Lantz	PBHS	Job 2321: Cook (Half time) Summer Feeding Programs
	PBHS	Job 2325: BMS Band Camp Cook (half time)

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

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 T)

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Alice Wagler	KEMS	Job 2309: Elementary Education Instructor
Selena Dennison	PMS	Job 2314: Social Studies Instructor
Joseph Bowen	PMS	Job 2316: Music Instructor
Loretta Talbott	PES	Job 2317: Cook

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Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	County	Job 2310: Substitute LPN/Aide(s)
	County	Job 2311: Substitute Custodian(s)
	County	Job 2312: Substitute School Nurse RN(s)
Brittany Carroll	County	Job 2295: Substitute School Nurse RN(s)

Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	BMS	Job 2307: Assistant Girls Basketball Coach
	BMS	Job 2308: Head Cheerleading Coach
Delores Bonnell	County	Job 2313: (6-12) Mentor Teacher(s) (Extra-Curricular)
	PMS	Job 2315: Head Cheerleading Coach
	BMS	Job 2340: Assistant Boys Basketball Coach

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

May 28, 2019 at 6:00 p.m. at Board of Education Office – (Regular Session)

Adjournment