

**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 16, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **5:00 p.m.** on **Monday, May 22, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

5:00 p.m. Personnel Hearing

Minutes -

Approve minutes of May 8, 2018 meeting. – Enclosure A

Recognitions -

CTE state competition winners in Educators Rising, FBLA and TSA

Delegation(s) –

Reports –

April 2017 Financial Report – Enclosure B

Superintendents Recommendations –

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Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve FY2018 Budget. – Enclosure D
3. Recommendation: Approve payment of bills for the period of May 3, 2017 through May 16, 2017 at a total expenditure of \$216,948.92. – Enclosure E
4. Recommendation: Authorize the May 26, 2017 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)
5. 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)
6. Recommendation: Approve the final total of the May 15, 2017 payroll check and federal withholdings in the amount of \$341,568.20. – Enclosure G
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Philip Barbour High School (TSA) – projected revenue - \$500.00; (FBLA) - \$150.00,
\$1,000.00, \$750.00, \$2,500.00, \$4,000.00
Philippi Middle School (Athletics) – projected revenue - \$5,000.00

Curriculum & Instruction –

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

Belington Elementary School (Student Council) – to Fairmont on May 15, 2017

Facilities & Maintenance –

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

Kasson Elem/Middle School (Parking Lot) – Seal and repaint; (Gym, Cafeteria,
Restrooms & Front Lawn) – paint and landscaping

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

Junior Elementary School on July 10-14, 2017 – requested by Ashley Workman for
Summer Camp; on July 17-20, 2017 – requested by Charla Reger for STEM Camp
Kasson Elem/Middle School on July 10-14, 2017 – requested by Ben Williams for
Painting and landscaping

Food Service –

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Policies –

Student Support –

Transportation –

11. Recommendation: Approve contract with Transfinder for the Routefinder Pro software system. – Enclosure L
12. Recommendation: Approve transportation travel requests. – Enclosure M

Travel –

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

Vocational –

14. 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 2016-2017 school year. – Enclosure O

Personnel –

15. Recommendation: Ratify the 3 day suspension without pay for a service employee assigned to the bus garage.
16. Recommendation: Ratify the 3 day suspension without pay for a professional employee assigned to Philip Barbour High School.
17. Recommendation: Accept resignation of David Shelton as a Bus Operator effective July 1, 2017. – Enclosure P
18. Recommendation: Accept resignation of Thomas Wegener as a teacher at Belington Middle School effective May 5, 2017. – Enclosure Q
19. Recommendation: Accept resignation of Carla Knotts as an Assistant Softball Coach at Philip Barbour High School effective at the end of the 2016-2017 school year. – Enclosure R
20. Recommendation: Accept resignation of Rachel Mayle as a Third Grade Teacher at Belington Elementary School effective at the end of the 2016-2017 school year. – Enclosure S
21. Recommendation: Accept resignation of Peter Starnes as a Chemistry/Physics Instructor at Philip Barbour High School effective May 14, 2017. – Enclosure T
22. Recommendation: Accept resignation of Rachel Propst as a Library/Media Technology Specialist at Philip Barbour High School effective at the end of the 2016-2017 school year. – Enclosure U

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- 23. Recommendation: Approve resignation of Kimberly Swick as a Volunteer Assistant Tennis Coach at Philip Barbour High School effective at the end of the 2016-2017 school year. – Enclosure V
- 24. Recommendation: Approve the payment of timesheets for Gene Hovatter and Ray Freeman for hours that were worked outside of their extra-curricular job postings. – Enclosure W
- 25. Recommendation: Accept resignation of Sarah Harris as a Volunteer Assistant Volleyball Coach at Belington Middle School effective May 7, 2017. – Enclosure X
- 26. Recommendation: Approve leave of absence (maternity) for a professional employee at Belington Middle School beginning approximately August 17, 2017 for approximately 10 weeks. – Enclosure Y
- 27. Recommendation: Employ the following personnel for the 2016-2017 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 Z

Regular Employee Assignments 2016-2017		
Name of Person	Location	Position
Jessica Robertson	BMS	1468: Language Arts Instructor

- 28. Recommendation: Employ the following personnel for the 2017-2018 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 Z)

Regular Employee Assignments 2017-2018		
Name of Person	Location	Position
	Junior/PMS Itinerant	1503: Music Instructor (half-time)
Rochelle Price	PES	1504: Title I Reading/Math Instructor (half-time)
Kayla Rose	PMS	1501: Elementary Education Instructor (5 th grade)
Morgan Balducci	BES	1502: Elementary Education Instructor

Extra-Curricular Employee Assignments 2017-2018		
Name of Person	Location	Position
Kerri Snider	PBHS	1505: Athletic Trainer (Winter Sports)
Kerri Snider	PBHS	1506: Athletic Trainer (Fall Sports)
Joe Kaiser	PBHS	1507: Head Golf Coach
Melinda Karlen	PBHS	1508: Cook - Summer Feeding Programs
Dannielle McDowell	Kasson	1486: Volunteer Assistant Volleyball Coach

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

June 12, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment