

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 22, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Tuesday, May 29, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of May 14, 2018 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

April 2018 Financial Report – Enclosure B
Monthly Attendance – Enrollment Report – Enclosure C

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve FY2019 Budget. – Enclosure E
3. Recommendation: Approve payment of bills for the period of May 8, 2018 through May 22, 2018 at a total expenditure of \$ 284,975.14. – Enclosure F
4. Recommendation: Authorize the May 25, 2018 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 F)
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 F)
6. Recommendation: Approve the final total of the May 15, 2018 payroll check and federal withholdings in the amount of \$ 388,187.29. – 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 (FBLA) – projected revenue - \$1,000.00, \$3,500.00, \$800.00

Curriculum & Instruction –

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

Philip Barbour High School (FBLA) – to Baltimore Maryland on June 27, 2018 to July 1, 2018; (CTE Students) – to Audra State Park on June 1, 2018
9. Recommendation: Approve Billie Jean Hunt as a chaperone for Philip Barbour High Schools FBLA trip to Baltimore Maryland on June 27, 2018 to July 1, 2018. – Enclosure J

Facilities & Maintenance –

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

Philip Barbour High School on July 14, 2018 – requested by Kaley Martin for Baby Shower
Philippi Middle School on June 16, 2018 – requested by Marcus Johnson for Birthday Party
11. Recommendation: Approve building/ground modifications. – Enclosure L

Belington Elementary School (Golden Classroom) – install projector
Belington Middle School (Room 25) – install smartboard; (Room 28) – install smartboard

Food Service –

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Policies –

Student Support –

Transportation –

- 12. Recommendation: Approve transportation travel requests. – Enclosure M
- 13. Recommendation: Approve Memorandum of Understanding with Southern Educational Services Cooperative for Bus Operator Training Services for the 2018-2019 school year. – Enclosure N

Travel –

- 14. Recommendation: Approve/Confirm requests for professional leave. – Enclosure O

Vocational –

Personnel –

- 15. Recommendation: Accept resignation/retirement of Philip Bowers as a Social Studies instructor at Philip Barbour High School effective August 20, 2018. – Enclosure P
- 16. Recommendation: Accept resignation of Sarah Hoxie as a Science Instructor at Kasson Elem/Middle School effective at the end of the 2017-2018 school year. – Enclosure Q
- 17. Recommendation: Accept resignation of Whitney Moran as a Biology Instructor at Philip Barbour High School effective June 30, 2018. – Enclosure R
- 18. Recommendation: Accept resignation of Susan DeLong as a substitute teacher effective May 7, 2018. – Enclosure S
- 19. 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)** – Enclosure T

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PBHS	Job 1871: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	County	Job 1861: Substitute LPN/Aide(s)

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Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	PES	Job 1873: English Language Learner Instructor (Extra-Curricular)
Kevin Snider	PBHS	Job 1883: Summer School Custodian half time
Delores Phillips	PMS	Job 1884: Cook – Summer Work Camp
Kevin Snider	PMS	Job 1885: Custodian – Summer Work Camp
Kim Swick	PMS	Job 1886: Cook – Summer Work Camp
Kevin Snider	PMS	Custodian – Summer Work Camp

20. 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) – (Refer to Enclosure T)**

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Jonathan Talkington	County	Job 1880: Groundsman/Custodian III/General Maintenance
Diana Upton	PMS	Job 1882: Language Arts Instructor
	County	Job: 1888: School Nurse - RN (half-time)
	PES, Itinerant	Job 1889: PreK/Prek Special Needs Instructor (half-time)
	PBHS	Job 1890: Chemistry/Physics Instructor
	BMS, Itinerant	Job 1891: Hearing Impaired/Multi-Categorical Instructor
	PBHS	Job 1896: Option Pathway Instructor/Mathematics Instructor
Marsha Mayle	PMS, Itinerant	Job 1898: ECAT/PreK Special Needs Aide/Special Needs Aide/Supervisory Aide/Transportation Aide
	PBHS	Job 1899: General Science/Biology Instructor
Tami Wilt	PMS	Job 1901: Elementary

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		Education Instructor
Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Jeff Bartlett	BMS	Job 1892: Assistant Football Coach
Elizabeth Poling	PMS	Job 1893: Head Cheerleading Coach
	PBHS	Job 1894: Assistant Boys Soccer Coach
	PBHS	Job 1895: Assistant Girls Basketball Coach
Dannielle McDowell	Kasson	Job 1897: Head Volleyball Coach
Carla Knotts	PMS	Job 1900: Volunteer Assistant Cheerleading Coach

Tabled items from May 14, 2018

Curriculum & Instruction –

16. Recommendation: Authorize Philip Barbour High School to move from a senior project to a senior portfolio.

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

June 11, 2018 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment