

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Reggie Trefethen, Jr.

FROM: JOE SUPER, SUPERINTENDENT

DATE: June 2, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 8, 2015**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

Call to Order

Pledge to Flag

Invocation

Reception and recognition of retiree's

Minutes -

Approve minutes of May 18, 2015 and May 26, 2015 meetings. – Enclosure A

Delegation(s) –

Reports –

Facilities Report

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of May 20, 2015 through June 2, 2015 at a total expenditure of \$133,512.68. – Enclosure B

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2. Recommendation: Authorize the June 15, 2015 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 \$150,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the May 28, 2015 payroll check and federal withholdings in the amount of \$558,050.84. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$2,171.34. – Enclosure D
6. Recommendation: Approve gas well agreement. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Middle School (Yearbook) – projected revenue - \$2,016.00

Philippi Middle School (School) – projected revenue - \$1,500.00

8. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for school year 2015-2016 at an all-inclusive fee of \$16,800.00. – Enclosure G

Curriculum & Instruction –

9. Recommendation: Approve/Confirm curricular trips. – Enclosure H
 - Kasson Elementary/Middle School Band) – to Kennywood on June 12, 2015; (PreK) – to Sickler Farm on June 12, 2015
 - Philip Barbour High School (FBLA) – to Chicago, Illinois on June 28, 2015 to July 3, 2015; (TSA) – to Dallas, Texas on June 28, 2015 to July 2, 2015
 - Philippi Middle School (Science Club) – to Bridgeport/Morgantown on June 1, 2015
10. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure I
11. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure J
12. Recommendation: Approve chaperones for Junior Elementary Schools 4th grade trip on June 12, 2015. – Enclosure K
13. Recommendation: Approve chaperones for Kasson Elem/Middle Schools 8th grade trip to Washington DC on June 4-5, 2015. – Enclosure L
14. Recommendation: Approve chaperone for Philip Barbour High Schools FBLA trip to Chicago on June 28, 2015 to July 3, 2015. – Enclosure M

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15. Recommendation: Approve chaperones for Philip Barbour High Schools TSA trip to Dallas, Texas on June 28, 2015 to July 2, 2015. – Enclosure N

Facilities & Maintenance –

16. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure O
- Mount Vernon Elementary School on July 6-10, 2015 – requested by Tammy Tucker for Building Improvement and Summer Camp; on every Tuesday from June 23-August 4, 2015 – requested by Angie Thomas for Summer learning packets

17. Recommendation: Approve building/ground modifications. – Enclosure P

Belington Middle School (gymnasium) – install 3 phase outlet

Food Service –

18. Recommendation: Accept bid from Coca-Cola Bottling Company for beverages for vending machines through June 30, 2016. – Enclosure Q
19. Recommendation: Accept bid from ACE Exterminators for pest management services beginning July 1, 2015 through June 30, 2016. – Enclosure R
20. Recommendation: Accept bid from J.T. Martin Fire and Safety to provide fire suppression and hood cleaning for the 2015-2016 School year. – Enclosure S
21. Recommendation: Extend current contract with Mister Vend Inc. to provide snack items for county school vending machines for the 2015-2016 school year. – Enclosure T

Policies –

22. Recommendation: Review revised policy 6300, Personal Leave and Other Absences policy for first reading. – Enclosure U

Student Support –

23. Recommendation: Approve contract with Amy Cox to provide Physical Therapy Evaluations and Services from August 1, 2015 through July 31, 2016. – Enclosure V

Transportation –

Travel –

24. Recommendation: Approve/Confirm requests for professional leave. – Enclosure W

Vocational –

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31. Recommendation: Employ the following personnel for the 2015-2016 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 DD

Extra Curricular Assignments

_____	Athletic Trainer (Fall Sports)	PBHS
_____	Athletic Trainer (Winter Sports)	PBHS
_____	Volunteer Assistant Golf Coach	PBHS
_____	Assistant Football Coach	BMS
_____	Assistant Girls Basketball Coach	BMS
_____	Head Girls Basketball Coach	BMS
_____	Head Football Coach	BMS
_____	Head Swim Coach	PBHS
_____	Assistant Volleyball Coach	PBHS

32. Recommendation: Employ the following personnel for the 2015-2016 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 EE

Summer Employment

Kevin Snider	Itinerant Custodian (July 6- August 6)	
Matthew Edge	Custodian (July 6-August 6)	PBHS
Barbara Harvey	Bus Operator Project Isaac (July 6-31)	PMS
Eddie Malcolm	.5 Custodian Project Isaac (July 6-31)	PMS
Kim Swick	Cook-Summer Work Camp (July 12-18)	PMS
Beldine Mayle	Custodian-Summer Camp (July 12-18)	PMS

ESY Summer Program (June 29, 30, July 1,2,6-9,13-16,20-23) PES

_____	Special Education Teacher Center/Home Based
_____	Pre-K Special Needs/Special Education
_____	Teacher Center/Home Based
_____	LPN/Aide/Transportation Aide
_____	Special Education Aide/Transportation Aide
_____	Bus Operator
_____	Special Education Specialist

33. Recommendation: Employ the following personnel for the 2014-2015 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 FF

Summer Employment

_____	Cook-Summer Feeding Program	PMS
	June 22-July 31 (excluding holidays and as student need warrants)	

34. Recommendation: Approve revised schedule of annual supplemental pay for service personnel for the fiscal year beginning July 1, 2015. – Enclosure GG

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Items For Discussion, Consideration and/or Possible Action –

1. Addendum to Philippi Middle Schools 5th Grade trip – Enclosure HH
2. Summer Board Office Hours – Starting June 22, 2015 and ending July 31, 2015 the Board office will be working 4 ten hour days on Monday-Thursday with the office being closed on Fridays.
3. Student Handbook for Philip Barbour High School for the 2015/2016 School Year – Enclosure II
4. Other

Next board meeting:

June 22, 2015 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

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Addendum

Facilities & Maintenance –

35. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure #1
- Mount Vernon Elementary School on June 27, 2015 – requested by Lorrie Mayle for a baby shower
- Philip Barbour High School on June 12, 2015 – requested by Roberta Carpenter for a Church Lock-In

Student Support –

36. Recommendation: Approve the Barbour County Community Collaborative Preschool Memorandum of Understanding. – Enclosure #2

Travel –

37. Recommendation: Approve/Confirm requests for professional leave. – Enclosure #3

Personnel –

38. Recommendation: Accept resignation/retirement of Julie Ware as Cafeteria Manager/Cook at Junior Elementary School effective June 3, 2015. – Enclosure #4
39. Recommendation: Rescind the February 17, 2015 board action to terminate April Paugh's employment at the end of the 2014-2015 and allow her to resume the duties as an Itinerant Special Education Aide/Supervisory Aide/Transportation Aide for the 2015/2016 school year. – Enclosure #5
40. Recommendation: Employ the following personnel for the 2015-2016 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 #6

_____ Half Time Music Teacher

PMS