

**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: June 6, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 12, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve minutes of May 22, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Shelby Dettinger/World Vision

Reports –

Superintendents Recommendations –

Attendance –

AGENDA
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Business & Finance –

1. Recommendation: Approve payment of bills for the period of May 17, 2017 through June 6, 2017 at a total expenditure of \$897,279.78. – Enclosure B
2. Recommendation: Authorize the June 15, 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 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 May 28, 2017 payroll check and federal withholdings in the amount of \$586,676.47. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$23,535.04. – Enclosure D
6. Recommendation: Approve Erie Insurance for FY2018 Worker's Compensation Insurance effective from July 1, 2017 to June 30, 2018. – Enclosure E
7. Recommendation: Approve 2nd drawdown request for the County-Wide Energy Performance Contract financing through Freedom Bank. – Enclosure F
8. Recommendation: Approve agreement with Online School Management Systems, Inc. to be able to accept school payments electronically. – Enclosure G
9. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H
 - Philip Barbour High School (Hall of Fame) – projected revenue - \$3,000.00; (TSA) - \$500.00; (Science Dept.) - \$1,000.00; (Class of 2018) - \$500.00; (Cheerleading) - \$1,500.00, \$1,000.00, \$2,000.00
 - Philippi Middle School (Yearbook) – projected revenue - \$500.00; (Counseling) - \$250.00; (School) - \$7,000.00
10. Recommendation: Approve contract with Solution Tree to provide PLC Coaching Academy. – Enclosure I
11. Recommendation: Approve contract with Solution Tree to provide Onsite Professional Development. – Enclosure J

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Curriculum & Instruction –

12. Recommendation: Approve/Confirm curricular trips. – Enclosure K
- Junior Elementary School (K-4 Summer Camp) – to either Audra State Park on June 23, 2017 or to Elkins Armory on June 30, 2017
 - Kasson Elem/Middle School (PreK-4th Grade) – to Kasson School Area on September 27, 2017; (Elementary School Students) – to WV Wildlife Center on October 16, 2017; (Middle School Students) – to WV Wildlife Center on October 17, 2017
 - Philip Barbour High School (FBLA) – to Anaheim, California on June 27-July 3, 2017; (TSA) – to Orlando, Florida on June 20-25, 2017; (Band) – to Orlando, Florida on March 24-30, 2018
13. Recommendation: Approve Traci Furby as a chaperone for Philip Barbour High Schools FBLA trip to Anaheim, California on June 27-July 3, 2017. – Enclosure L
14. Recommendation: Approve Faith Ware as a chaperone for Philip Barbour High Schools TSA trip to Orlando, Florida on June 20-25, 2017. – Enclosure M
15. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure N
16. Recommendation: Approve ½ general credit for students completing iCounts summer program through World Vision. - Enclosure O

Facilities & Maintenance –

17. Recommendation: Approve building/ground modifications. – Enclosure P
- Junior Elementary School (Gym) – replace old wall gym mats; (Parking lot) – seal and paint; (Workroom) – build wall shelving; (Outside windows) – repaint area above & below windows
 - Kasson Elem/Middle School (Front Porch Wall) – Installation of metal sign
 - Philip Barbour High School (old concession stand by wellness center) – turn old concession stand into office
18. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure Q
- Philip Barbour High School on June 26, 2017 to July 21, 2017 – requested by Carol Malcolm-Parsons for Summer Math and Theater Camps; on July 28, 2017 – requested by Ron Keener for Hall of Fame Bingo fund raiser; on July 15, 2017 – requested by James Poling for Class of 1987 30 year reunion tour

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Food Service –

19. Recommendation: Accept bid from J.T. Martin Fire and Safety to provide the following services for the 2017-2018 school year: - Enclosure R

Semi-annual inspection and maintenance service on hood fire suppression systems,
Replacement of fusible links,
Annual hood cleaning and inspection,
Fire extinguisher inspection and service
20. Recommendation: Accept bid from Brewer & Company to provide the following services for the 2017-2018 school year: - Refer to Enclosure T

Sprinkler system inspection (first riser),
Sprinkler system inspection (second riser),
Fire alarm inspection (annual),
Smoke detector testing/cleaning,
Back-flow inspection (first device),
Back-flow inspection (second device)
21. Recommendation: Accept bid from Ehrlich for Integrated Pest Management services for the 2017-2018 school year. – Enclosure T
22. Recommendation: Accept bid from Pepsico to provide water vending machines for the 2017-2018 school year. – Enclosure U
23. Recommendation: Accept bid from Coca-Cola to provide juice and soft drink vending machines for the 2017-2018 school year. – (Refer to Enclosure U)

Policies –

Student Support –

24. Recommendation: Approve contract with Kimberly Waggy to provide Psychological Services for the 2017-2018 school year. – Enclosure V

Transportation –

25. Recommendation: Approve transportation travel requests. – Enclosure W

Travel –

26. Recommendation: Approve/Confirm requests for professional leave. – Enclosure X

Vocational –

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Personnel –

- 27. Recommendation: Accept resignation of Kennedy Kabiru as an Assistant Girls Soccer Coach at Philip Barbour High School effective May 26, 2017. – Enclosure Y
- 28. Recommendation: Accept resignation of Kennedy Kabiru as a Volunteer Assistant Boys Soccer Coach at Philip Barbour High School effective May 26, 2017. – (Refer to Enclosure Y)
- 29. Recommendation: Accept resignation of Rebecca Bartlett as Cheerleading Coach at Belington Middle School effective June 1, 2017. – Enclosure Z
- 30. Recommendation: Accept resignation of Danny Wagner as an Assistant Football Coach at Philip Barbour High School effective May 30, 2017. Enclosure AA
- 31. Recommendation: Approve mutual agreement with Brett Mick to modify current employment term from 247 days of employment to 260 days of employment retroactive to January 1, 2017. – Enclosure BB
- 32. Recommendation: Accept resignation/retirement of Eddie Malcolm as a custodian at Philippi Elementary School effective at the end of the 2016-2017 school year. – Enclosure CC
- 33. Recommendation: Approve leave of absence (paternity) for a professional employee at Philippi Elementary School beginning approximately August 9, 2017 for approximately 3 weeks. – Enclosure DD
- 34. Recommendation: Approve one additional day of employment for each teacher at Volga-Century Elementary School and Mt. Vernon Elementary School.
- 35. Recommendation: Approve 7 additional days of supplemental employment for all custodians to be used between June 1, 2017 and August 4, 2017.
- 36. Recommendation: Approve 12 additional days of supplemental employment for David Wilson to be used between June 12, 2017 and June 30, 2017.
- 37. 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 EE

Regular Employee Assignments 2016-17		
Name of Person	Location	Position
Roger Barcus	County	1521: Mechanic/Bus Operator

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38. 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 EE)**

Regular Employee Assignments 2017-18		
Name of Person	Location	Position
(repost)	County	1517: School Nutrition Director (half-time)
Melody Faulkner	BES	1514: Elementary Education Instructor
Tyler Rogers	Junior/PMS (Itinerant)	1519: Physical Education Instructor (half-time)
Pam Manista	PES	1515: One (1) Supervisory Employee prior to/after School (Extra-Curricular)
	BES (Itinerant)	1531: Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	Kasson	1532: Multi-Categorical w/Autism Instructor (half-time)
(repost)	BMS (itinerant)	1520: Visually Impaired/SLD Instructor
Jessica Boot	PMS	1522: Language Arts Instructor
Emily S. Isaacs	PMS	1523: Language Arts Instructor
	PES (Itinerant)	1533: PreK/Prek Special Needs Instructor (half-time)
(repost)	JES	1550: PreSchool Special Needs Instructor
Brent Jones	PBHS	1527: Chemistry/Physics Instructor
Patricia Levesque-Gosnell	PBHS	1528: Library/Media Technology Specialist (half-time)
Ron Edwards	County	1537: Bus Operator, Rt. 8
Vernon Woods	County	1538: Bus Operator, Rt. 15
Mike Wanstreet	County	1539: Bus Operator, Rt. 3
William Cather	County	1540: Bus Operator, Rt. 26
Thomas (Scott) Kittle	County	1541: Bus Operator, Rt. 13
Sherman Wilkinson	County	1542: Bus Operator, Rt. 22
Valarie Cross	County	1544: Bus Operator, Rt. 34/Mechanic Assistant
(repost)	BMS	1525: Multi-Categorical Instructor w/Autism
Marsha Mayle	JES	1549: ECAT/PreK Special Needs Aide/Supervisory Aide/Transportation Aide
April Paugh	BES	1551: ECAT/Kindergarten Aide/Supervisory

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		Aide/Transportation Aide
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Substitute Employee Assignments 2017-18		
Name of Person	Location	Position
Luella Saffle	County	1516: Substitute Aide(s)
Leticia Riddle	County	1516: Substitute Aide(s)
	County	1535: Substitute Bus Operator(s)
Eddie Malcolm	County	1530: Substitute Custodian(s)
	County	1530: Substitute Custodian(s)
Robin Poling	County	1536: Substitute Cook(s)
	County	1536: Substitute Cook(s)

Extra-Curricular Employee Assignments		
Name of Person	Location	Position
Toby Poling	BMS	1513: Head Football Coach
Rob Simon	PBHS	1526: Assistant Softball Coach
Betina Shriver	BMS	1529: Volunteer Assistant Volleyball Coach
	PBHS	1534: Volunteer Assistant Track Coach
Jeff Roy	PBHS	1552: Assistant Football Coach
Elizabeth Poling	BMS	1553: Head Cheerleading Coach

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

June 26, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment