

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Jared Nestor  
Adam Starks  
Ron Phillips

This meeting will be conducted through Zoom.

You can access the meeting at the link below.

Join Zoom Meeting

<https://us02web.zoom.us/j/84794843572?pwd=NXdwVTlJMIJsRWdYMIkzTOZLK0dOdz09>

Meeting ID: 847 9484 3572

Passcode: 3h0bp6

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: June 8, 2021**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 14, 2021**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve the minutes of the May 24, 2021, meeting. – Enclosure A

**Recognitions –**

**Delegation(s) –**

**Reports –**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of May 19, 2021, through June 8, 2021, at a total expenditure of \$168,278.47. – Enclosure B

**AGENDA**  
**June 14, 2021**

2. Recommendation: Authorize June 28, 2021, 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 the next board meeting not to exceed \$50,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of May 28, 2021, payroll check, and federal withholdings in the amount of \$498,217.36. – Enclosure C
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$25,514.37. – Enclosure D
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E
  - Philip Barbour High School (Girls Soccer) – projected revenue - \$500.00, \$1,500.00;  
(Basketball/Football) - \$1,000.00; (Football) - \$8,000.00; (Volleyball) - \$600.00;  
(Softball) - \$3,500.00
  - Philippi Elementary School (3<sup>rd</sup> Grade) – projected revenue - \$1,000.00, \$300.00, \$300.00
7. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work and staff development for Philippi Elementary School during the 2021/2022 school year. – Enclosure F
8. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work and staff development to the County for the 2021/2022 school year. – Enclosure G
9. Recommendation: Approve agreement with Samantha Heflin to provide planning, spending, and monitoring of ESSERF funding and set-up of SoftDocs during the 2021/2022 school year. – Enclosure H
10. Recommendation: Approve Memorandum of Understanding with Harrison County Schools for WVEIS Specialist Services for the 2021/2022 school year. – Enclosure I
11. Recommendation: Approve Travelers Insurance for FY2022 Workers' Compensation Insurance effective July 1, 2021, to June 30, 2022. – Enclosure J

**Curriculum & Instruction –**

**Facilities & Maintenance –**

12. Recommendation: Approve building/ground modifications. – Enclosure K
  - Philippi Elementary School (Room 120) – install whiteboard

**AGENDA**  
**June 14, 2021**

13. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure L

Philip Barbour High School on July 6-8, 2021 and July 12-15, 2021 – requested by Carol Malcolm-Parsons for World Vision Summer Programs  
Philippi Middle School on June 2-30, 2021 – requested by Carol Malcolm-Parsons for REACH.U Summer Minecraft Club

**Food Service –**

14. Recommendation: Accept a bid from Nickles Bakery to provide bread items for the 2021/2022 school year. – Enclosure M

**Policies –**

**Student Support –**

15. Recommendation: Approve K&K Insurance Group to provide student accident insurance for the 2021/2022 school year. – Enclosure N
16. Recommendation: Approve a contract with Kimberly Moss to provide Psychological Services for the 2021/2022 school year. – Enclosure O
17. Recommendation: Approve contract with Best LifeTherapy, LLC to provide occupational, physical, social work, and speech therapy services for the 2021/2022 school year. – Enclosure P

**Transportation –**

**Travel –**

18. Recommendation: Approve/Confirm requests for professional leave. – Enclosure Q

**Vocational –**

**Personnel –**

19. Recommendation: Accept the resignation of Elizabeth Poling as an Assistant Cheerleading Coach at Philip Barbour High School effective May 21, 2021. – Enclosure R
20. Recommendation: Approve 5 additional days of supplemental employment for all custodians to be used between July 1, 2021, and August 9, 2021.

**AGENDA**  
**June 14, 2021**

21. Recommendation: Employ the following personnel for the 2020/2021 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 S**

<b>Extra-Curricular Employee Assignments 2020-21</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Lisa Hart	County	Job 3231: School Nurse Summer School – Itinerant
	PMS	Job 3232: (1) Sign Language Interpreter/Special Needs/Supervisory Summer School Aide (Extra-Curricular)
	BES, Itinerant	Job 3233: (1) Special Needs/Supervisory Summer School Aide (Extra-Curricular)

22. Recommendation: Employ the following personnel for the 2021/2022 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 S)**

<b>Regular Employee Assignments 2021-22</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PBHS, Itinerant	Job 3199: Educational Interpreter/Sign Language Specialist/ Supervisory Aide/ Transportation Aide
	PMS, Itinerant	Job 3200: Visually Impaired/Multi-Categorical Instructor
Allison Byrne	PBHS, Itinerant	Job 3201: Multi-Categorical Instructor w/Autism
	PMS, Itinerant	Job 3202: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
Leah Moss	PES, Itinerant	Job 3227: Academic/Data Coach
Gregory Parker	BMS	Job 3228: Assistant Principal
Tammy Austin	PBHS	Job 3229: Cook (half-time)
	PBHS	Job 3230: Language Arts Instructor
Abigail Layman	PMS, Itinerant	Job 3235: 2021 Educational Interpreter/Sign Language Specialist/Supervisory

**AGENDA**  
**June 14, 2021**

		Aide/Transportation Aide
	County	Job 3241: 2021 Supervisor of Transportation/Bus Operator/Mechanic Assistant (Exempt Employee)

<b>Substitute Employee Assignments 2021-22</b>		
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Name of Person	Location	Job ID: Position
Wes Metheny	County	Job 3148: Substitute Bus Operator(s)

<b>Extra-Curricular Employee Assignments 2021-22</b>		
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Name of Person	Location	Job ID: Position
	PBHS	Job 3234: Assistant Cheerleading Coach
	KEMS	Job 3237: Head Girls Basketball Coach
	PMS	Job 3238: Assistant Girls Basketball Coach
	PMS	Job 3239: Head Girls Basketball Coach
	BMS	Job 3240: Assistant Boys Basketball Coach
	BMS	Job 3206: Head Boys Soccer Coach
	BMS	Job 3207: Volunteer Assistant Girls Soccer Coach

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

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**AGENDA**  
**June 14, 2021**

Items For Discussion, Consideration, and/or Possible Action –

1. Other

Next board meetings:

June 28, 2021, at 6:00 p.m. at Board of Education Office - Regular Session

**Adjournment**

**AGENDA**  
**June 14, 2021**

**ADDENDUM**

**Personnel –**

24. Recommendation: Accept the resignation of Jeffrey Roy as an Assistant Football Coach at Philip Barbour High School effective June 6, 2021. – Enclosure #1
25. Recommendation: Accept the resignation of Samantha Golden as an Elementary Education Teacher at Belington Elementary School effective June 9, 2021. – Enclosure #2
26. Recommendation: Employ the following personnel for the 2021/2022 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 #3

<b>Regular Employee Assignments 2021-22</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Angela McDaniel	PMS	Job 3208: Language Arts Instructor