

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

Martin Durst
David Everson
Joanne McConnell
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: June 16, 2025

RE: BOARD MEETING AGENDA

This meeting will be broadcast on Teams.

You can access the meeting at the link below.

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Meeting ID: 294 523 661 284

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The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 23, 2025**, 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 June 9, 2025, board meeting. – Enclosure A

Recognitions –

Philip Barbour High School Baseball
BOE Scholarship Winners

Discussion –

School performance, student outcomes, academics –

Delegation(s) –

Reports –

May 2025 Financial Report – Enclosure B

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Superintendents Recommendations –

Attendance –

Business & Finance

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve budget adjustments. – Enclosure D
3. Recommendation: Approve regular payroll in the amount of \$588,825.67. – Enclosure E
4. Recommendation: Approve payment of bills in the amount of \$226,925.90. – Enclosure F
5. Recommendation: Approve payment of bills in the amount of \$41,477.88. – Enclosure G
6. Recommendation: Approve payment of bills in the amount of \$78,994.11. – Enclosure H
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$16,499.12. – Enclosure I
8. Recommendation: Approve the final total of utility/copier bills in the amount of \$7,729.46. – Enclosure J
9. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$1,849.09. – Enclosure K
10. Recommendation: Approve contract with Neola, Inc. to provide policy revision services. – Enclosure L
11. Recommendation: Approve Encova Insurance for FY2026 Workers' Compensation Insurance effective from July 1, 2025, to June 30, 2026. – Enclosure M
12. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure N

- A. Philip Barbour High School
 1. (Track) - \$300.00
 2. (Track) - \$4,000.00

Curriculum & Instruction –

Facilities & Maintenance –

13. Recommendation: Approve the change orders for the CTE Addition/Renovation Project. - Enclosure O

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14. Recommendation: Approve contract/bid with Fink's Lawn Service, LLC to provide lawn mowing services at all locations for the 2025-2026 school year. - Enclosure P
15. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure Q
 - A. Philip Barbour High School
 1. On various dates – requested by Emily Dennison for Private One on One Volleyball lessons (Waive fee)
 2. On various dates – requested by Katie Kennedy for Volleyball Setting Lessons (Waive fee)

Food Service –

Policies –

Student Support –

16. Recommendation: Approve contract/bid with K&K Specialty Benefits, LLC to provide student insurance for the 2025-2026 school year. – Enclosure R
17. Recommendation: Approve contract with Best Life Therapy to provide multiple therapy services for the 2025-2026 school year. – Enclosure S

Transportation –

Travel –

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

Vocational –

Personnel –

19. Recommendation: Re-employ substitute service personnel for the 2025/2026 school year. – Enclosure U
20. Recommendation: Re-employ substitute teachers for the 2025/2026 school year. – Enclosure V
21. Recommendation: Re-employ substitute administrators for the 2025/2026 school year. – Enclosure W
22. Recommendation: Accept the resignation of Chris Halterman as a prior to/after School Supervisory Employee at Philippi Middle School, effective June 5, 2025. – Enclosure X
23. Recommendation: Accept the resignation of Trenten Schubert as an Assistant Boys Basketball Coach at Kasson Elementary/Middle School, effective June 13, 2025. – Enclosure Y

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24. Recommendation: Accept the resignation of Larry Bryan Kittle as Chief Mechanic/Bus Operator, effective June 30, 2025. – Enclosure Z
25. Recommendation: Employ the following personnel for the 2025/2026 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 AA

Regular Employee Assignments 2025-26 (FY26)		
Name of Person	Location	Job ID: Position
Amanda Sweet	Philippi Elementary School	JobID: 42890 Itinerant Multi-Categorical w/Autism Instructor
Randa Lawson	Philippi Middle School	JobID: 44273 Elementary Education Instructor (5 th Grade)
	Philip Barbour High School	JobID: 44333 Mathematics Instructor
	Philip Barbour High School	JobID: 44336 Mathematics Instructor
	Philippi Middle School	JobID: 44340 Itinerant Multi-Categorical w/Autism Instructor
Sarah Haddix	Belington Elementary School	JobID: 45340 3 rd Grade Instructional Aide/Supervisory Aide
Desiree Mayle	Kasson Elementary/Middle School	JobID: 45342 Itinerant Special Needs Aide/Supervisory Aide/Transportation Aide
Kimberly Lattea	Kasson Elementary/Middle School	JobID: 45344 Itinerant Multi-Categorical w/Autism Instructor
	Kasson Elementary/Middle School	JobID: 45347 Elementary Education Instructor (4 th Grade)
Philip Bowers	Philip Barbour High School	JobID: 45360 Social Studies Instructor
	Kasson Elementary/Middle School	JobID: 45362 Physical Education/Health Instructor
	Barbour Board Office	JobID: 45364 Mechanic/Bus Operator
	Barbour Board Office	JobID: 45373 General Academic Coach for Title I
	Barbour Board Office	JobID: 45385 General Academic Coach for Title I
	Barbour Board Office	JobID: 45391 General Academic Coach for Title I
	Barbour Board Office	JobID: 45393 General Academic Coach for Title I
	Barbour Board Office	JobID: 45394 General Academic Coach for Title I

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	Barbour Board Office	JobID: 45395 Middle School Academic Coach for Title I
	Barbour Board Office	JobID: 45403 Behavior Intervention Specialist

Extra-Curricular Employee Assignments 2025-26 (FY26)

Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 45311 Limited Sports Trainer
	Philippi Middle School	JobID: 45339 Head Volleyball Coach
	Kasson Elementary/Middle School	JobID: 45369 Volunteer Assistant Wrestling Coach
	Belington Middle School	JobID: 45348 Head Boys Soccer Coach
Desiree Mayle	Kasson Elementary/Middle School	JobID: 45351 Head Cheerleading Coach
Gerald Furby	Philip Barbour High School	JobID: 45353 Assistant Cross Country Coach
Melody Murphy	Philip Barbour High School	JobID: 45354 Volunteer Assistant Cross Country Coach
	Belington Middle School	JobID: 45355 Head Baseball Coach
Bailey Nestor	Kasson Elementary/Middle School	JobID: 45358 Head Boys Basketball Coach

Substitute Employee Assignments 2025-26 (FY26)

Name of Person	Location	Job ID: Position
Julia Scott, Cynthia Fitzwater	Barbour Board Office	JobID: 45314 Substitute Teacher(s)
	Barbour Board Office	JobID: 44391 Substitute Bus Operator(s)

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

1. 2025-2026 School year Board meeting dates – Enclosure BB
2. Executive Session
3. Other

Next board meetings:

July 14, 2025, at 6:00 p.m. at the Board of Education Office – (Regular Session)

Adjournment