

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 18, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 24, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of June 10, 2019 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

May 2019 Financial Report – Enclosure B

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve budget adjustments. – Enclosure D
3. Recommendation: Approve payment of bills for the period of June 4, 2019 through June 18, 2019 at a total expenditure of \$111,193.39. – Enclosure E
4. Recommendation: Authorize the June 28, 2019 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 E)
5. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
6. Recommendation: Approve the final total of the June 14, 2019 payroll check and federal withholdings in the amount of \$375,891.17. – Enclosure F
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$8,508.99. – Enclosure G
8. Recommendation: Authorize the payment to Hampshire County Schools in the amount of \$1,401.55 for the use of 3 Hampshire County School Buses to pick up and transport Barbour County students from Six Flags Amusement in Bowie, Maryland back to Hampshire County. – Enclosure H
9. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I

Philip Barbour High School (Baseball) – projected revenue - \$1,000.00

10. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for the school year 2019-2020 at an all-inclusive fee of \$18,800.00. – Enclosure J

Curriculum & Instruction –

Facilities & Maintenance –

Food Service –

11. Recommendation: Accept bid from Bimbo Bakeries to provide bread items for the 2019-2020 school year. – Enclosure K
12. Recommendation: Accept bid from United Dairy to provide milk and juice products for the 2019-2020 school year. – Enclosure L

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Policies –

13. Recommendation: Adopt revised policy 6710, Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage on first reading. – Enclosure M

Student Support –

14. Recommendation: Approve Memorandum of Understanding between Upshur County Board of Education and Barbour County Board of Education, Doddridge County Board of Education, Harrison County Board of Education, Lewis County Board of Education, Marion County Board of Education, Monongalia County Board of Education, Preston County Board of Education, Randolph County Board of Education, and Taylor County Boards of Education regarding Orientation and Mobility Specialist services. – Enclosure N

Transportation –

Travel –

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

Vocational –

Personnel –

16. Recommendation: Re-employ substitute service personnel for the school year 2019-2020. – Enclosure P
17. Recommendation: Re-employ substitute teachers for the school year 2019-2020. – Enclosure Q
18. Recommendation: Re-employ substitute administrators for the school year 2019-2020. – Enclosure R
19. Recommendation: Re-employ substitute school nurse/RN's for the school year 2019-2020. – Enclosure S
20. Recommendation: Accept the resignation/retirement of Debbie Johnson as a fifth-grade teacher at Belington Middle School effective September 1, 2019. – Enclosure T
21. Recommendation: Accept the resignation of Roberta Hatcher as head boys track coach at Philip Barbour High School effective June 14, 2019. – Enclosure U
22. Recommendation: Accept the resignation of Harry Olenick as a social studies teacher at Philip Barbour High School effective at the end of the 2018-2019 school year. – Enclosure V
23. Recommendation: Amend Teresa Williamson's contract from 200 days of employment to 203 days of employment per school year being retroactive starting with the FY 2018-2019 School year. – Enclosure W

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24. Recommendation: Authorize compensating Teresa Williamson for three days salary during 2015-16, three days during the 2016-17 and three days during the 2017-18 school years. – (refer to Enclosure W)
25. Recommendation: Employ the following personnel for the 2019/2020 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 X

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	BMS, itinerant	Job 2375: Hearing Impaired/Multi-Categorical Instructor
	PBHS, Itinerant	Job 2377: Multi-Categorical Instructor w/Autism
	PES, Itinerant	Job 2378: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, Itinerant	Job 2379: Multi-Categorical w/Autism Instructor
	PMS, itinerant	Job 2374: Gifted/Multi-Categorical Instructor (half-time)
	PES, itinerant	Job 2373: PreK/Prek Special Needs Instructor (half-time)
Kim Burnett	PBHS	Job 2371: Counselor
Patricia Levesque-Gosnell	KEMS	Job 2370: Language Arts/Art Instructor
	PBHS	Job 2376: Option Pathway Instructor/Mathematics Instructor
Mariah Murphy	KEMS	Job 2388: Multi-Categorical w/Autism Instructor
	PES	Job 2392: Elementary Education Instructor
	PBHS, Itinerant	Job 2393: School Nurse - RN (half-time)
	PBHS	Job 2398: Social Studies Instructor

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Amelia Wagner	County	Job 2366: Substitute Teacher(s)
Pamela Phillips	County	Job 2329: Substitute Cook(s)

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Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	County	Job 2380: Athletic Trainer (Fall Sports)

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

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Items For Discussion, Consideration and/or Possible Action –

1. 2019-2020 School year Board meeting dates – Enclosure Y
2. Other

Next board meetings:

July 8, 2019, at 6:00 p.m. at Board of Education Office – (Regular Session)

Adjournment

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ADDENDUM

Personnel –

27. Recommendation: Accept the resignation of Briana Pudsell as a Music/Theatre teacher a Philip Barbour High School effective June 18, 2019. – Enclosure #1