

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
David Strait
Michael Talbott
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: June 19, 2012

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 25, 2012**, at the **Career Technical Education Center on the Campus of Philip Barbour High School, 25 Horseshoe Drive, Philippi, WV.**

Call to Order

Pledge to Flag

Invocation

Recognition (s) –

G.E.D. Recognition

Minutes -

Approve Minutes of the June 11, 2012 meeting. – Enclosure A

Delegation(s) –

Reports –

Credit Recovery/Summer School Status

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. - Enclosure B
2. Recommendation: Approve payment of bills for the period of June 7, 2012 through June 19, 2012 at a total expenditure of \$164,872.08. – Enclosure C
3. Recommendation: Authorize the June 28, 2012 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 C)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$65,000.00. – (Refer to Enclosure C)
5. Recommendation: Approve the final total of the June 15, 2012 payroll check and federal withholdings in the amount of \$507,014.76. – Enclosure D
6. Recommendation: Approve final total of utility/travel bills in the amount of \$563.54. – Enclosure E
7. Recommendation: Approve Wells Fargo Insurance Services of West Virginia, Inc. as insurance representative and agent of record on all matters relating to and in connection with Workers' Compensation coverage. – Enclosure F

Curriculum & Instruction –

Facilities –

8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure G

Philip Barbour High School on July 2, 2012 – requested by Tammy Martin for Birthday Party; on July 30, 2012 – requested by Charla Reger for Autism Training

Food Service –

Policies –

9. Recommendation: Review revised policy 8400, Student Code of Conduct for first reading. – Enclosure H

Student Support –

Transportation –

10. Recommendation: Approve transportation travel requests. – Enclosure I

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Travel –

11. Recommendation: Approve/Confirm requests for professional leave. – Enclosure J

Vocational –

12. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2011-2012 school year.

Ruritan Club

New Beginnings Church

Personnel –

13. Recommendation: Employ Jill Schiefelbein as a substitute teacher for the 2012-2013 school year. – Enclosure K
14. Recommendation: Employ the following personnel for the 2012-2013 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 L

Extra Curricular Assignments

Gregory Murphy, Head Wrestling Coach, Philippi Middle School

Jonathon Carpenter, Head Baseball Coach, Philip Barbour High School

15. Recommendation: Employ the following personnel for the 2012-2013 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 M

Summer Positions

_____, Computer Operator/Secretary, BOE Office (2.5 days on July 25-27, 2012)

_____, Computer Operator/Secretary, BOE Office (5 days in July 2012 as scheduled by Transportation Supervisor)

_____, Summer Custodian, Philip Barbour High School (3.5 days between July 5-13, 2012 as scheduled time needed and 3.5 days between July 30-August 8, 2012 as scheduled time is needed)

_____, Summer Custodian, Mt. Vernon Elementary School (July 19-20, 2012)

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16. Recommendation: Employ the following personnel for the 2012-2013 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 N

_____, Math/Social Studies Instructor, Philippi Middle School
_____, Option Pathway Instructor/School Nutrition Director, Philip
Barbour High School (210 day contract)
_____, Chief Mechanic/Bus Operator, Bus Garage (247 day contract)

17. Recommendation: Employ the following personnel for the 2012-2013 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 O

_____, Music Instructor, Belington Elementary School
_____, English Instructor, Belington Middle School

18. Recommendation: Employ substitute service personnel for school year 2012-2013. – Enclosure P

19. Recommendation: Employ substitute teachers for school year 2012-2013. – Enclosure Q

20. Recommendation: Employ substitute administrators for school year 2012-2013. – Enclosure R

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Items For Discussion, Consideration and/or Possible Action –

1. Student handbook for Belington Middle School, Kasson Elem/Middle School and Philip Barbour High School - Enclosure S
2. Other

Adjournment