

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

Doward Matlick  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: June 18, 2013**

**RE: REVISED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Tuesday, June 25, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Recognition (s) –**

**Minutes -**

Approve Minutes of the June 10, 2013 meeting. – Enclosure A

**Delegation(s) –**

**Reports –**

May 2013 Financial Report – Enclosure B  
Monthly Attendance – Enrollment Report for Month Ending: June 7, 2013 – Enclosure C  
Facilities Report

**Superintendents Recommendations –**

**Attendance -**

**AGENDA**  
**June 25, 2013**

**Business & Finance –**

1. Recommendation: Approve budget adjustments – Enclosure D
2. Recommendation: Approve payment of bills for the period of June 5, 2013 through June 18, 2013 at a total expenditure of \$370,645.14. – Enclosure E
3. Recommendation: Authorize the June 28, 2013 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)
4. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the June 15, 2013 payroll check and federal withholdings in the amount of \$373,961.96. – Enclosure F
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Junior Elementary School (PTA) – projected revenue - \$100.00, \$500.00

7. Recommendation: Approve Memorandum of Understanding with World Vision. – Enclosure H
8. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for school year 2013-2014 at an all-inclusive fee of \$16,800.00. – Enclosure I

**Curriculum & Instruction –**

9. Recommendation: Approve/Confirm curricular trips. – Enclosure J

Philip Barbour High School (FFA) – to Cedar Lakes, West Virginia on July 10-13, 2013

**Facilities & Maintenance –**

10. Recommendation: Accept bid from J.T. Martin Fire & Safety to provide semi-annual inspection and maintenance service on hood fire suppression systems located in all kitchens, hood cleaning and inspection in all kitchens, fire extinguisher inspection and service, service calls, sprinkler system inspection, fire alarm inspection and annual inspection on domestic and sprinkler system lines for the 2013-2014 school year. – Enclosure K

**Food Service –**

11. Recommendation: Accept bid from Heiners Bakery to provide bread items for the 2013-2014 school year. – Enclosure L
12. Recommendation: Accept bid from United Dairy to provide dairy items for the 2013-2014 school year. – Enclosure M

**AGENDA**  
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**Policies –**

**Student Support –**

**Transportation –**

**Travel –**

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure N

**Vocational –**

**Personnel –**

14. Recommendation: Accept resignation/retirement Sally Collins as a cook/cafeteria manager effective June 18, 2013. – Enclosure O

15. Recommendation: Accept resignation of Tammy Martin as Head Girls Basketball Coach at Philip Barbour High School effective June 6, 2013. – Enclosure P

16. Recommendation: Accept resignation of Rose Greathouse as Assistant Girls Basketball Coach at Philip Barbour High School effective June 6, 2013. – Enclosure Q

17. Recommendation: Employ substitute service personnel for school year 2013-2014. – Enclosure R

18. Recommendation: Employ substitute teachers for school year 2013-2014. – Enclosure S

19. Recommendation: Employ substitute administrators for school year 2013-2014. – Enclosure T

20. Recommendation: Employ the following personnel for the 2013-2014 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 U

\_\_\_\_\_ Substitute Custodian  
Contingent on successful passage of required Custodian tests

21. Recommendation: Employ the following personnel for the 2013-2014 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 V

_____	CTE Director	PBHS (235 day contract)
_____	Bus Operator, Route 31	(200 day contract)
_____	Bus Operator, Route 20	(200 day contract)
_____	Custodian	PES (203 day contract)

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22. Recommendation: Employ the following personnel for the 2013-2014 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 W**

Extra- Curricular Assignments

Ron Jones	Head Boys' Soccer Coach	PBHS
William Vance	Volunteer Assistant Boys' Soccer Coach	PBHS
James Seaton	Assistant Cross Country Coach	PBHS
Stephanie Reed	head Volleyball Coach	KEMs
Stephanie Reed	Head Girls' Basketball Coach	KEMs
Robert Kelly	Assistant Boys' Basketball Coach	BMS
Samantha Rexrode	Head Volleyball Coach	PMS
Julie Feather	Cross Country Coach	BMS
Wendy Moats	Assistant Girls' Basketball Coach	PMS
	Contingent of successful completion of WVSSC Coach's certification	
Louj "J chlp""	Assistant Football Coach	PBHS
	Contingent on successful completion of WVSSAC Coach's certification	
Joanna Cragun	Assistant Girls' Soccer Coach	PBHS
	Contingent on successful completion of WVSSAC Coach's certification	
Bruce Blankenship	Head Swim Coach	PBHS
Cheryl Blankenship	Volunteer Assistant Swim Coach	PBHS

**AGENDA**  
**June 25, 2013**

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

1. Sport Schedules – Enclosure X
2. Moving the 5<sup>th</sup> grades from Mt. Vernon Elementary School, Volga-Century Elementary School, Philippi Elementary School, Belington Elementary School and Junior Elementary School to their respective Middle School for the 2014-2015 school year.
3. CEO Option
4. Philippi Middle School Cross Country
5. Other

Next board meeting on July 8, 2013 at Board of Education Office with **GED Graduation** beginning **at 5:30 p.m.** and regular session to begin at 6:00 p.m.

**Adjournment**