

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 19, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 25, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of June 11, 2018 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

May 2018 Financial Report – Enclosure B

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C

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2. Recommendation: Approve budget adjustments. – Enclosure D
3. Recommendation: Approve payment of bills for the period of June 6, 2018 through June 19, 2018 at a total expenditure of \$171,805.45. – Enclosure E
4. Recommendation: Authorize the June 28, 2018 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 next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
6. Recommendation: Approve the final total of the June 15, 2018 payroll check and federal withholdings in the amount of \$354,112.10. – Enclosure F
7. Recommendation: Approve final total of utility/copier bills in the amount of \$3,064.01. – Enclosure G
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (Special Needs) – projected revenue - \$200.00
Kasson Elem/Middle School (School) – projected revenue - \$500.00; (PTO) - \$13,000.00,
\$700.00, \$1,000.00, \$500.00, \$1,000.00, \$100.00
Philippi Elementary School (2nd Grade) – projected revenue - \$2,700.00
Philippi Middle School (Band/Music) – projected revenue - \$390.00; (Band) - \$25,000.00;
(Music) - \$550.00, \$300.00

9. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for school year 2017-2018 at an all-inclusive fee of \$18,800.00. – Enclosure I
10. Recommendation: Approve Erie Insurance for FY2019 Workers' Compensation Insurance effective from July 1, 2018 to June 30, 2019. – Enclosure J

Curriculum & Instruction –

11. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Kasson Elem/Middle School (PreK-4th Grades) – to Kasson School area on September 26, 2018
12. Recommendation: Approve Marcus Johnson as the FBLA adviser and as a chaperone for Philip Barbour High Schools FBLA National Conference field trip to Baltimore Maryland on June 27, 2018 through July 2, 2018. – Enclosure L

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Facilities & Maintenance –

13. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure M
- Belington Middle School on August 4, 2018 – requested by Christine Hicks for Reunion
 - Kasson Elem/Middle School on October 20, 2018 – requested by Teresa Marsh for School Carnival
 - Philip Barbour High School on July 9-25, 2018 – requested Carol Malcolm-Parsons for World Vision ActorAma Theater Day Camp; on August 5, 2018 – requested by Annie Smiles for Fund Raiser Bingo
14. Recommendation: Approve building/ground modifications. – Enclosure N
- Belington Elementary School (Room 139) – install projector mount
 - Junior Elementary School (7 classrooms) – install projector mounts
 - Kasson Elem/Middle School (Room 115) – remove old white boards and install new white boards
 - Philippi Elementary School (Room 101) – remove carpet and install tile
 - Philippi Middle School (Room 18) – hang bulletin board and hang white board over chalkboard; (Counselor’s office) – install telephone line

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

16. Recommendation: Re-employ substitute service personnel for school year 2018-2019. – Enclosure P
17. Recommendation: Re-employ substitute teachers for school year 2018-2019. – Enclosure Q
18. Recommendation: Re-employ substitute administrators for school year 2018-2019. – Enclosure R
19. Recommendation: Re-employ substitute school nurse/RN’s for school year 2018-2019. – Enclosure S

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- 20. Recommendation: Accept resignation of Danielle Sanson as a Teacher at Philippi Elementary School effective June 30, 2018. – Enclosure T
- 21. Recommendation: Accept resignation of Eric Eisenbrey as a Volunteer Assistant Cross Country Coach at Belington Middle School effective June 14, 2018. – Enclosure U
- 22. Recommendation: Accept resignation of Elizabeth Poling as Head Cheerleading Coach at Belington Middle School effective June 12, 2018. – Enclosure V
- 23. Recommendation: Accept resignation of Judith Freeman as a late bus supervisor at Philippi Middle School effective June 12, 2018. – Enclosure W
- 24. Recommendation: Accept resignation of Kerrie Snyder as a substitute teacher effective June 11, 2018. – Enclosure X
- 25. Recommendation: Accept resignation of Kerrie Snyder as an Athletic trainer at Philip Barbour High School effective June 11, 2018. – Enclosure Y
- 26. Recommendation: Accept resignation of Roger Barcus as a Mechanic/Bus Operator effective June 18, 2018. – Enclosure Z
- 27. Recommendation: Employ the following personnel for the 2018/2019 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 2018-19		
Name of Person	Location	Job ID: Position
Sebastian Swartz	PBHS	Job 1917: Chemistry/Physics Instructor
	BMS, Itinerant	Job 1918: Hearing Impaired/Multi-Categorical Instructor
	PBHS	Job 1920: Option Pathway Instructor/Mathematics Instructor
Greg Hoskins	PBHS	Job 1923: General Science/Biology Instructor
Cameron Phillips	PBHS	Job 1902: Mathematics Instructor
Monique Warner	PES	Job 1903: PreSchool/PreSchool Special Needs Instructor
Harry Olenick	PBHS	Job 1904: Social Studies Instructor
Andrea White	County	Job 1910: Academic/Data Coach
	PES, Itinerant	Job 1916: PreK/Prek Special Needs Instructor (half-time)

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Joseph Ferguson	PMS	Job 1925: Mathematics Instructor
Sandra Wilmoth	PES	Job 1933: Elementary Education Instructor

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 1938: Substitute Teacher(s)

Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	PBHS	Job 1921: Assistant Boys Soccer Coach
	PBHS	Job 1922: Assistant Girls Basketball Coach
	PBHS	Job 1929: Athletic Trainer (Winter Sports)
	PBHS	Job 1930: Athletic Trainer (Fall Sports)
	BMS	Job 1931: Head Cheerleading Coach
Mykal Hoffman	PBHS	Job 1932: Assistant Cheerleading Coach
	BMS	Job 1934: Head Boys Soccer Coach
	BMS	Job 1935: Head Girls Soccer Coach
	BMS	Job 1936: Volunteer Assistant Boys Soccer Coach
	BMS	Job 1937: Volunteer Assistant Girls Soccer Coach
	PMS/BMS	Job 1939: Volunteer Assistant Football Coach

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Items For Discussion, Consideration and/or Possible Action –

1. 2018-2019 School year Board meeting dates – Enclosure BB
2. WV Dept. of Environmental Protection's Youth Environmental Program – Enclosure CC
3. Other

Next board meetings:

July 2, 2018 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment