

**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 20, 2017**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 26, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve minutes of June 12, 2017 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

**Reports –**

May 2017 Financial Report – Enclosure B

**Superintendents Recommendations –**

**Attendance –**

**AGENDA**  
**June 26, 2017**

**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 7, 2017 through June 19, 2017 at a total expenditure of \$117,377.55. – Enclosure E
4. Recommendation: Authorize the June 28, 2017 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, 2017 payroll check and federal withholdings in the amount of \$356,704.65. – Enclosure F
7. Recommendation: Approve 3<sup>rd</sup> drawdown request for the County-Wide Energy Performance Contract financing through Freedom Bank. – Enclosure G
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Kasson Elementary/Middle School (Athletics) – projected revenue - \$217.00; (Middle School Students) - \$734.00

Philip Barbour High School (Girls Basketball) – projected revenue - \$500.00; (Volleyball) - \$500.00

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 \$16,800.00. – Enclosure I

**Curriculum & Instruction –**

**Facilities & Maintenance –**

10. Recommendation: Approve building/ground modifications. – Enclosure J

Belington Elementary School (Room 7) – install single-gang 120VAC service in existing ceiling mount

Kasson Elem/Middle School (Room 122) – Install new marker board; (Room 112) – remove chalkboard install marker board

**AGENDA**  
**June 26, 2017**

11. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K

Philip Barbour High School on April 30-May 13, 2018 – requested by Edward Poling for Spring Theatre Production; on April 24, 2018 – requested by Edward Poling for Spring Choir Concert; on December 21, 2017 – requested by Edward Poling for Winter Choir Concert; on November 17-December 10, 2017 – requested by Edward Poling for Winter Theatre Production; on July 17-20, 2017 and July 24-27, 2017 – requested by Edward Poling for Philippi Middle School Band Camp; on September 5-7, 2017 – requested by Edward Poling for Winter Theatre Auditions

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

12. Recommendation: Approve revised contract with Transfinder for the Routefinder Pro software system. – Enclosure L

**Travel –**

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

**Vocational –**

**Personnel –**

14. Recommendation: Re-employ substitute service personnel for school year 2017-2018. – Enclosure N
15. Recommendation: Re-employ substitute teachers for school year 2017-2018. – Enclosure O
16. Recommendation: Re-employ substitute administrators for school year 2017-2018. – Enclosure P
17. Recommendation: Accept resignation of Sandra Taylor as Cheerleading Coach at Kasson Elementary/Middle School effective June 6, 2017. – Enclosure Q
18. Recommendation: Accept resignation of David Taylor as Cross Country Coach at Kasson Elementary/Middle School effective June 6, 2017. – Enclosure R
19. Recommendation: Accept resignation of James Seaton as Cross Country Coach at Philippi Middle School effective June 7, 2017. – Enclosure S

**AGENDA**  
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20. Recommendation: Employ the following personnel for the 2017-2018 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 T**

<b>Regular Employee Assignments 2017-18</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
	Jr./PMS Itinerant	1524: Music Instructor (half-time)
	BMS Itinerant	1556: Multi-Categorical Instructor w/Autism

<b>Substitute Employee Assignments 2017-18</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
	County	1557: Substitute Teacher(s)

**AGENDA**  
**June 26, 2017**

Items For Discussion, Consideration and/or Possible Action –

1. 2017-2018 School year Board meeting dates – Enclosure U
2. Other

Next board meetings:

July 10, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**