

**BARBOUR COUNTY SCHOOLS**  
**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Jared Nestor  
Adam Starks  
Ron Phillips

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: June 21, 2022**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 27, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve the minutes of the June 13, 2022 meeting. – Enclosure A

**Recognitions –**

**Delegation(s) –**

**Reports –**

May 2022 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 8, 2022, through June 21, 2022, at a total expenditure of \$167,139.32. – Enclosure E
4. Recommendation: Authorize June 28, 2022, 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 \$60,000.00. - (Refer to Enclosure E)
6. Recommendation: Approve the final total of June 15, 2022, payroll check, and federal withholdings in the amount of \$392,547.98. – Enclosure F
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$29,975.68. – Enclosure G
8. Recommendation: Authorize payment(s) for the Used Car Co., building acquisition not to exceed \$400,000.00.
9. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H  

Philip Barbour High school Complex (Cheer Team) – projected revenue - \$500.00  
Philippi Elementary School (3<sup>rd</sup> Grade) – projected revenue - \$300.00, \$300.00, \$1,000.00
10. Recommendation: Approve Travelers Insurance for FY2023 Workers' Compensation Insurance effective from July 1, 2022, to June 30, 2023. – Enclosure I

**Curriculum & Instruction –**

11. Recommendation: Approve agreement with Martin Consulting to provide School improvement work for Belington Middle School during the 2022/2023 school year. – Enclosure J
12. Recommendation: Approve agreement with Susan's Solutions to provide School improvement work for Philippi Middle School during the 2022/2023 school year. – Enclosure K
13. Recommendation: Approve agreement with Insights to provide School improvement work for Philippi Middle School during the 2022/2023 school year. – Enclosure L
14. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work, and staff development for BCS Title 1 Schools during the 2022/2023 school year. – Enclosure M
15. Recommendation: Approve the 2022-2023 Option Pathway agreement with the West Virginia Department of Education. – Enclosure N

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16. Recommendation: Approve/Confirm curricular trips. – Enclosure O

Belington Middle School (Multiple middle and elementary school students) – to Barbour County Fair Grounds on July 12, 2022, to July 14, 2022

**Facilities & Maintenance –**

**Food Service –**

**Policies –**

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

**Student Support –**

18. Recommendation: Approve agreement with Interim HealthCare to provide Nursing Services during the 2022/2023 school year. – Enclosure Q

**Transportation –**

**Travel –**

19. Recommendation: Approve/Confirm requests for professional leave. – Enclosure R

**Vocational –**

**Personnel –**

20. Recommendation: Re-employ Brett Mick as an Energy Manager/Facility Inspector (extra-curricular/duty) for the 2022/2023 school year.
21. Recommendation: Re-employ substitute service personnel for the school year 2022-2023. – Enclosure S
22. Recommendation: Re-employ substitute teachers for the school year 2022-2023. – Enclosure T
23. Recommendation: Re-employ substitute administrators for the school year 2022-2023. – Enclosure U
24. Recommendation: Re-employ substitute school nurse/RN's for the school year 2022-2023. – Enclosure V
25. Recommendation: Approve mutual agreement of reassignment with Jessica Sanetrik to ELA/Virtual Art Facilitator and Social Studies instructor at Kasson Elementary/Middle School for the 2022-2023 school year. - Enclosure W
26. Recommendation: Approve the Clinical Teacher of Record Partnership agreement with Marshall University for the 2022-2023 school year. – Enclosure X

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27. Recommendation: Accept the resignation of Courtney Boot as Science Instructor at Philip Barbour High School Complex and as a volunteer assistant track coach at Philip Barbour High School Complex effective June 10, 2022. – Enclosure Y
28. Recommendation: Accept the resignation of Trevor Mouser as a Mathematics Instructor at Belington Middle School effective June 10, 2022. – Enclosure Z
29. Recommendation: Accept the resignation of Casey Mayle as Head Volleyball Coach at Kasson Elementary/Middle School effective June 20, 2022. – Enclosure AA
30. Recommendation: Accept the resignation of Royce Wrick as a custodian at Philip Barbour High School Complex effective July 1, 2022. – Enclosure BB
31. Recommendation: Accept the resignation of Kayla Bouscher as an Elementary Education Instructor at Belington Elementary School effective at the end of the day on June 30, 2022. – Enclosure CC
32. Recommendation: Accept the resignation/retirement of Betty McVicker as a cook at Philip Barbour High School Complex effective July 1, 2022. – Enclosure DD
33. Recommendation: Increase the number of employment days for all middle school and elementary school principals to 220 days and increase the number of employment days for all high school principals to 245 days.
34. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for July and August 2022 at an all-inclusive fee of \$3,140.00. – Enclosure EE
35. Recommendation: Approve the revised schedule of supplemental pay for coaches. **(changes will become effective July 1, 2022.)** – Enclosure FF
36. Recommendation: Approve the revised schedule of supplemental pay for professionals. **(changes will become effective July 1, 2022.)** – Enclosure GG
37. Recommendation: Approve the revised schedule of supplemental pay for service personnel. **(changes will become effective July 1, 2022.)** – Enclosure HH
38. Recommendation: Employ the following personnel for the 2022/2023 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 II

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	PBHS	Job 3825: Mathematics Instructor
	PES	Job 3826: Title I Reading/Math Instructor
	BMS, Itinerant	Job 3827: Multi-Categorical

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		w/Autism Instructor
	KEMS	Job 3828: Physical Education/Health Instructor
	PMS, Itinerant	Job 3855: Physical Education/Health Instructor
	PBHS, Itinerant	Job 3857: Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	BMS	Job 3858: Mathematics Instructor
Gordon Malhoyt	PBHS	Job 3859: Science Instructor
	KEMS	Job 3860: Mathematics Instructor
Penny Mayle	County	Job 3870: Bus Operator, Rt. 23
	County	Job 3871: Bus Operator, Rt. 1
	County	Job 3872: Bus Operator, Rt. 25

**Substitute Employee Assignments 2022-23**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 3798: Substitute Teacher(s)

**Extra-Curricular Employee Assignments 2022-23**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	BMS	Job 3829: Head Boys Basketball Coach
	PMS	Job 3830: Head Football Coach
	PBHS	Job 3850: Athletic Trainer (Winter Sports)
	PBHS	Job 3851: Athletic Trainer (Fall Sports)
Adam Bomer	PBHS	Job 3852: Limited Football Trainer
	PBHS	Job 3854: Volunteer Assistant Volleyball Coach

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

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

1. Discussion of Policy 2300 – Enclosure JJ
2. 2022-2023 School year Board meeting dates – Enclosure KK
3. Other

Next board meetings:

July 5, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)  
July 11, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)  
July 25, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

**Adjournment**