

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

This meeting will be conducted through Zoom.

You can access the meeting at the link below.

Join Zoom Meeting

<https://us02web.zoom.us/j/83699051197?pwd=cTBVeFFDV1pQc2dDSnhZK1BwQXdrcz09>

Meeting ID: 836 9905 1197

Passcode: 6s4bHR

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: June 22, 2021

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 28, 2021**, 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 14, 2021, meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

May 2021 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 9, 2021, through June 22, 2021, at a total expenditure of \$121,159.00. – Enclosure E
4. Recommendation: Authorize June 28, 2021, 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 \$50,000.00. (Refer to Enclosure E)
6. Recommendation: Approve the final total of June 15, 2021, payroll check, and federal withholdings in the amount of \$407,22.41. – Enclosure F
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Kasson Elementary/Middle School (PTO) – projected revenue - \$500.00, \$1,000.00,
\$7,000.00, \$500.00, \$0.00, \$700.00, \$300.00

Curriculum & Instruction –

Facilities & Maintenance –

8. Recommendation: Award bid to Brewer & Company to provide sprinkler system inspections, and back-flow inspections for the 2021-2022 school year. – Enclosure H
9. Recommendation: Award bid to Snouffer’s Fire & Safety to provide fire alarm inspections in all schools, smoke detector testing/cleaning and inspection, fire extinguisher inspection and service, semi-annual inspection and maintenance service on kitchen hoods and annual cleaning of all kitchen hoods for the 2021-2022 school year. – (Refer to Enclosure H)

Food Service –

Policies –

Student Support –

Transportation –

Travel –

Vocational –

Personnel –

10. Recommendation: Accept the resignation of Kaitlyn Boot as an English Language Arts Instructor at Belington Middle School effective June 18, 2021. – Enclosure I

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11. Recommendation: Accept the resignation of Kaitlyn Boot as an Assistant Girls Basketball Coach at Belington Middle School effective June 18, 2021. – (Refer to Enclosure I)
12. Recommendation: Accept the resignation of Justin Carter as Head Boys Basketball Coach at Belington Middle School effective June 16, 2021. – Enclosure J
13. Recommendation: Re-employ Brett Mick as an Energy Manager (extra-curricular/duty) for the 2021/2022 school year
14. Recommendation: Re-employ substitute service personnel for the school year 2021-2022. – Enclosure K
15. Recommendation: Re-employ substitute teachers for the school year 2021-2022. – Enclosure L
16. Recommendation: Re-employ substitute administrators for the school year 2021-2022. – Enclosure M
17. Recommendation: Re-employ substitute school nurse/RN’s for the school year 2021-2022. – Enclosure N
18. Recommendation: Employ the following personnel for the 2021/2022 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

| Regular Employee Assignments 2021-22 | | |
|--------------------------------------|-----------------|---|
| Name of Person | Location | Job ID: Position |
| Kayla Ketterman | PMS, Itinerant | Job 3202: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide |
| Brissa Marshall | PES | Job 3210: Elementary Education Instructor |
| | PBHS, Itinerant | Job 3249: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide |
| | PMS, Itinerant | Job 3250: Visually Impaired/Multi-Categorical Instructor |
| | PES, Itinerant | Job 3251: Multi-Categorical w/Autism Instructor |
| Casey Dye | PBHS | Job 3258: Language Arts Instructor |
| Leah Morehead | PES | Job 3263: Elementary Education Instructor |
| Ford Kropinak | PMS | Job 3264: Science Instructor |
| | BES | Job 3266: Elementary Education Instructor |

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| Substitute Employee Assignments 2021-22 | | |
|--|-----------------|---|
| Name of Person | Location | Job ID: Position |
| Jacqueline Bell-Nichols, Thomas Zachary Short | County | Job 3215: Substitute Teachers |
| | County | Job 3242: Substitute Bus Operator(s) |
| | County | Job 3243: Substitute Custodian(s) |
| | County | Job 3244: Substitute LPN/Aide(s) |
| | County | Job 3245: Substitute School Nurse RN(s) |
| | County | Job 3246: Substitute Secretary(s) |
| | County | Job 3247: Substitute Cook(s) |

| Extra-Curricular Employee Assignments 2021-22 | | |
|--|------|--|
| | PBHS | Job 3236: Assistant Wrestling Coach |
| Justin Carter | PMS | Job 3209: Head Boys Basketball Coach |
| | BMS | Job 3206: Head Boys Soccer Coach |
| | BMS | Job 3207: Volunteer Assistant Girls Soccer Coach |
| Adam Bomer | PBHS | Job 3265: Limited Football Trainer |
| Toby Poling | PBHS | Job 3267: Assistant Football Coach |
| Ashley Warner | PBHS | Job 3268: Assistant Cheerleading Coach |
| | PMS | Job 3269: Educational Interpreter/Sign Language Specialist/Aide (Extra-Curricular) |

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

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

1. Other

Next board meetings:

July 12, 2021, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

1. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for the school year 2021-2022 at an all-inclusive fee of \$18,800.00. – Enclosure #1

Personnel –

2. Recommendation: Accept the resignation/retirement of Matthew Edge as a Custodian at Philip Barbour High School effective June 23, 2021. – Enclosure #2