

**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 28, 2016**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Tuesday, July 5, 2016**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

**Call to Order**

**Pledge to Flag**

**Invocation**

**Oath of Office for newly elected board members**

**Reorganization of Board –**

Election of Officers

President  
Vice President

Appointment of Representative to RESA VII Advisory Council

Appointment of Representative to Fred Eberle Administrative Council

Appointment of Representative to WVU Extension Office

Appointment of Representative to 5 year Plan Committee

Appointment of CTE Advisory Council

Appointment of Barbour County Safety Committee

**AGENDA**  
**July 5, 2016**

**Minutes -**

Approve minutes of June 27, 2016 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

**Reports –**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve payment of bills at a total estimated expenditure of \$267,965.90. – Enclosure B
2. Recommendation: Authorize the July 14, 2016 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 B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$250,000.00. (Refer to Enclosure B)
4. Recommendation: Authorize a transfer in the amount of \$500,000.00 to open BC Bank account. – Enclosure C
5. Recommendation: Approve the final total of the June 28, 2016 payroll check and federal withholdings in the amount of \$528,804.28. – Enclosure D
6. Recommendation: Approve the final total of the July 14, 2016 summer payroll check and federal withholdings in the amount of \$266,423.30. – Enclosure E
7. Recommendation: Approve the final total of the July 28, 2016 summer payroll check and federal withholdings in the amount of \$352,159.28. – Enclosure F
8. Recommendation: Approve the final total of the August 15, 2016 summer payroll check and federal withholdings in the amount of \$266,487.24. – Enclosure G
9. Recommendation: Approve the final total of the August 26, 2016 summer payroll check and federal withholdings in the amount of \$420,443.55. – Enclosure H
10. Recommendation: Approve Erie Insurance for FY2017 Workers' Compensation Insurance effective from July 1, 2016 to June 30, 2017. – Enclosure I

**AGENDA  
July 5, 2016**

**Curriculum & Instruction –**

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

Kasson Elem/Middle School (Band) – to Philippi Pool on July 29, 2016

**Facilities & Maintenance –**

**Food Service –**

**Policies –**

**Student Support –**

12. Recommendation: Approve contract with Leading Unleashed LLC to provide school improvement work, administrative coaching and staff development for Junior Elementary School during the 2016-2017 school year. – Enclosure K

**Transportation –**

**Travel –**

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

**Vocational –**

**Personnel –**

14. Recommendation: Employ the following personnel for the 2016-2017 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 M

Regular Employee Assignments-2016-2017		
Name	Location	Position
	Itinerant, Home Base at KEMS	1179-Multi-Categorical w/Autism Instructor (closes 6-28-16)
	Itinerant, home-based JES	1153-Physical Education Instructor .5 (closes 6-23-16)

Extra-Curricular Assignments 2016-2017		
Name	Location	Position
	PBHS Complex	1178-Assistant Girls Basketball Coach (closes 6-28-16)
	PBHS Complex	1180-Head Swim Coach (closes 6-28-16)

**AGENDA**  
**July 5, 2016**

Substitute Assignments 2016-2017		
Name	Location	Position
	County	1181-Substitute Cook (closes 6-28-16)
	County	1182-Substitute LPN (closes 6-28-16)

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

Charlene DeBarr  
Charles Everson

**AGENDA**  
**July 5, 2016**

Items For Discussion, Consideration and/or Possible Action –

1. 2016-2017 School year Board meeting dates – Enclosure N
2. Selection of Architect
3. Other

Next board meetings:

July 18, 2016 at 9:00 a.m. in the Auditorium at Philip Barbour High School - Special Session (Public Hearing)

July 18, 2016 at 2:00 p.m. in the Auditorium at Philip Barbour High School - Special Session (Public Hearing)

July 19, 2016 at 9:00 a.m. in the Auditorium at Philip Barbour High School Special Session (Public Hearing) - if needed

July 19, 2016 at 2:00 p.m. in the Auditorium at Philip Barbour High School Special Session (Public Hearing) - if needed

July 25, 2016 at 6:00 p.m. at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**