

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

Martin Durst  
David Everson  
Joanne McConnell  
Adam Starks  
Ron Phillips

**FROM: EDDIE VINCENT, SUPERINTENDENT**

**DATE: July 1, 2024**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, July 8, 2024**, 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 24, 2024, and July 1, 2024 board meetings. – Enclosure A

**Recognitions –**

BOE Scholarship Winner: Gracie Bowen

**Discussion –**

**School performance, student outcomes, academics –**

**Delegation(s) –**

**Reports –**

Facilities Report

## **AGENDA**

### **July 8, 2024**

#### **Superintendents Recommendations –**

##### **Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2024/2025 contingent upon compliance with pupil-teacher ratio. – Enclosure B

##### **Business & Finance –**

2. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure C
  - A. Kasson Elementary/Middle School
    1. (PTO) - \$300.00
  - B. Philip Barbour High School
    1. (Boy's Soccer) - \$500.00
    2. (Boy's Soccer) - \$500.00
    3. (Boy's Soccer) - \$500.00

##### **Curriculum & Instruction –**

##### **Facilities & Maintenance –**

3. Recommendation: Award the Mowing contract to Fink's Lawn Service, LLC for the 2024/2025 school year. – Enclosure D

##### **Food Service –**

##### **Policies –**

4. Recommendation: Adopt revised policy 8100: Notice of Non-Discrimination Under Section 504/Title II/Title IX, on third reading. – Enclosure E  
(<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)

##### **Student Support –**

##### **Technology –**

##### **Transportation –**

##### **Travel –**

5. Recommendation: Approve/Confirm requests for professional leave. – Enclosure F

##### **Vocational –**

# AGENDA

## July 8, 2024

### Personnel –

6. Recommendation: Accept the resignation of Kendyl Taylor as a Fourth Grade Teacher at Junior Elementary School effective June 23, 2024. – Enclosure G
7. Recommendation: Accept the resignation of Michael Cvechko as an Assistant Girls Basketball Coach at Philip Barbour School effective June 21, 2024. – Enclosure H
8. Recommendation: Approve the following list of new positions to be created for the 2024-2025 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure I

Position	Location	Funding Source	FTE
Communities In Schools Coordinator	PES	School Improvement	1
Science/Social Studies Instructor	PMS – Itinerant	School Improvement	1

9. Recommendation: Employ the following personnel for the 2024/2025 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 J

Regular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Philippi Middle School	JobID: 23683 Itinerant Multi-Categorical w/Autism Instructor
	Kasson Elementary & Middle School	JobID: 24634 Preschool/Preschool Special Needs Instructor
Samantha Fultineer	Philip Barbour High School	JobID: 24617 Cook
Kaitlyn Collins	Kasson Elementary & Middle School	JobID: 24620 Itinerant Special Needs Aide/ Supervisory Aide /Transportation Aide
Debra Cline	Kasson Elementary & Middle School	JobID: 25123 Language Arts/Art Instructor/Virtual School Facilitator
	Philippi Middle School	JobID: 25129 Science Instructor
	Philip Barbour High School	JobID: 25130 Counselor
	Philip Barbour High School	JobID: 25131 Mathematics Instructor
	Philippi Middle School	JobID: 25119 Language Arts Instructor
	Kasson Elementary & Middle School	JobID: 25122 Mathematics/Social Studies Instructor

**AGENDA**  
**July 8, 2024**

	Junior Elementary School	JobID: 25652 Elementary Education Instructor (4 <sup>th</sup> Grade)
	Philippi Middle School	JobID: 25655 Assistant Principal
	Junior Elementary School	JobID: 25657 Secretary/Media Aide/Supervisory Aide
	Junior Elementary School	JobID: 25662 2 <sup>nd</sup> Grade Instructional Aide/Supervisory Aide
Penny Mayle	Barbour Board Office	JobID: 25669 Bus Operator, Route 15

<b>Extra-Curricular Employee Assignments 2024-25 (FY25)</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	Philip Barbour High School	JobID: 23688 Volunteer Assistant Boys Soccer Coach
Basil Wolfe	Philippi Middle School	JobID: 23692 Assistant Boys Basketball Coach
Ian Tallman	Philip Barbour High School	JobID: 25124 Volunteer Assistant Golf Coach
	Philippi Middle School	JobID: 25127 Head Girls Basketball Coach
James Carpenter	Philip Barbour High School	JobID: 25651 Assistant Girls Basketball Coach

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

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**AGENDA**  
**July 8, 2024**

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

1. Executive Session
2. Other

Next board meetings:

July 22, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session)

**Adjournment**

**AGENDA**  
**July 8, 2024**

**ADDENDUM**

**Business & Finance –**

11. Recommendation: Approve regular payroll in the amount of \$346,494.28. – Enclosure #1
12. Recommendation: Approve regular payroll in the amount of \$293,806.21. – Enclosure #2
13. Recommendation: Approve regular payroll in the amount of \$552,762.84. – Enclosure #3
14. Recommendation: Approve regular payroll in the amount of \$294,074.97. – Enclosure #4
15. Recommendation: Approve regular payroll in the amount of \$346,519.47. – Enclosure #5
16. Recommendation: Approve payment of bills in the amount of \$161,461.51. – Enclosure #6
17. Recommendation: Approve the final total of utility/copier bills in the amount of \$22,396.18. – Enclosure #7
18. Recommendation: Approve the final total of utility/copier bills in the amount of \$6,310.21. – Enclosure #8
19. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$1,217.49. - Enclosure #9

**Curriculum & Instruction –**

20. Recommendation: Approve a Memorandum of Understanding with North Central West Virginia Community Action Association, Inc. – Head Start Program for the 2024/2025 school year. – Enclosure #10

**Facilities & Maintenance –**

21. Recommendation: Approve building/ground modifications. – Enclosure #11
  - A. Kasson Elementary/Middle School
    1. (Front Lobby/Front Patio) – move trophy cases and install shelving; painting patio

**Personnel –**

22. Recommendation: Accept the resignation of Justin Crites as a Bus Operator effective July 31, 2024. – Enclosure #12