

**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: July 16, 2019**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, July 22, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve minutes of July 8, 2019 meeting. – Enclosure A

**Recognitions –**

**Delegation(s) –**

**Reports –**

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2019/2020. – Enclosure B
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2019/2020. – (Refer to Enclosure B)

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3. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2019/2020 contingent upon compliance with pupil-teacher ratio. – (Refer to Enclosure B)

**Business & Finance –**

4. Recommendation: Approve payment of bills for the period of July 3, 2019 through July 16, 2019 at a total expenditure of \$21,846.53. – Enclosure C
5. Recommendation: Authorize the July 26, 2019 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 C)
6. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$30,000.00. (Refer to Enclosure C)
7. Recommendation: Approve the final total of the July 15, 2019 payroll check and federal withholdings in the amount of \$58,515.86. – (Refer to Enclosure C)
8. Recommendation: Approve the final total of utility/copier bills in the amount of \$4,938.70. – Enclosure D
9. Recommendation: Approve Prevention Resource Officer Agreement for the 2019/2020 school year. – Enclosure E
10. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work and staff development to the County for the 2019/2020 school year. – Enclosure F
11. Recommendation: Approve agreement with Martin Consulting to provide School improvement work for Belington Middle School during the 2019/2020 school year. – Enclosure G
12. Recommendation: Approve agreement with Susan’s Consulting to provide School improvement work for Philippi Middle School during the 2019/2020 school year. – Enclosure H
13. Recommendation: Approve agreement with Leading Unleashed LLC to provide School Improvement work, administrative coaching and staff development for Junior Elementary School during the 2019/2020 school year. – Enclosure I
14. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work and staff development for Philippi Elementary School during the 2019/2020 school year. – Enclosure J
15. Recommendation: Award photography bids for the 2019/2020 school year. – Enclosure K

**Curriculum & Instruction –**

16. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure L

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**Facilities & Maintenance –**

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

**Travel –**

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

**Vocational –**

18. Recommendation: Approve contract with Mountain State ESC to provide TASC Examiner services for the 2019/2020 school year. – Enclosure N

**Personnel –**

19. Recommendation: Approve 2 additional days of supplemental employment for all custodians to be used between July 23, 2019 and August 6, 2019.
20. Recommendation: Re-employ Glenn Sweet as a Facilities Consultant (extra-curricular/duty) for the 2019/2020 school year.
21. Recommendation: Re-employ Brett Mick as a Energy Manager (extra-curricular/duty) for the 2019/2020 school year.
22. Recommendation: Approve the payment of timesheets for Gene Hovatter for hours that were worked outside of his extra-curricular job posting. – Enclosure O
23. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for the placement of teacher candidates and other school professionals for the 2019/2020 School year. – Enclosure P
24. Recommendation: Approve student teachers from Alderson Broaddus University for the 2019/2020 School year. – Enclosure Q
25. Recommendation: Approve leave of absence (maternity) for a service employee at Junior Elementary School beginning approximately August 4, 2019 for approximately 6-8 weeks. – Enclosure R
26. Recommendation: Accept the resignation of Aaron Grose as a custodian at Belington Middle School effective July 15, 2019. – Enclosure S

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27. Recommendation: Accept the resignation of Adam Lemon as an itinerant Physical Education/Health and Parenting Instructor effective July 8, 2019. – Enclosure T
28. Recommendation: Employ the following personnel for the 2019/2020 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 U

<b>Regular Employee Assignments 2019-20</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PBHS	Job 2397: Mathematics Instructor
	PBHS, Itinerant	Job 2412: School Nurse - RN (half-time)
Tracy Chenoweth	PMS	Job 2424: Language Arts Instructor
	PMS	Job 2425: Language Arts Instructor
	PMS	Job 2426: Elementary Education Instructor
Kammy Peacock	BMS	Job 2399: Elementary Education Instructor
	PBHS, Itinerant	Job 2427: Physical Education/Health/Parenting Instructor

<b>Substitute Employee Assignments 2019-20</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 2395: Substitute Secretary(s)
Debra Johnson, Robin Davis	County	Job 2396: Substitute Teacher(s)
	JES	Job 2429: Long Term Substitute Secretary/Media Aide/Supervisory Aide

<b>Extra-Curricular Employee Assignments 2019-20</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	BMS	Job 2390: Assistant Girls Basketball Coach
	BMS	Job 2391: Head Cheerleading Coach
	PBHS	Job 2414: Head Boys Track Coach
Greg Murphy	PBHS	Job 2422: Volunteer Assistant Cross Country Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. Administrative Attendance Transfers – Enclosure V
2. Denied Attendance Transfers – (Refer to Enclosure V)
3. Superintendent evaluation and goals
4. Other

Next board meetings:

August 12, 2019, at 6:00 p.m. at Board of Education Office – (Regular Session)

**Adjournment**