

**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 17, 2018**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, July 23, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve minutes of July 2, 2018 and July 12, 2018 meetings. – 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 2018-2019. – Enclosure B
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2018-2019 contingent upon compliance with pupil-teacher ratio. – Enclosure C

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**Business & Finance –**

3. Recommendation: Approve payment of bills for the period of July 1, 2018 through July 17, 2018 at a total expenditure of \$58,169.09. – Enclosure C.1
4. Recommendation: Authorize the July 27, 2018 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.1)
5. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure C.1)
6. Recommendation: Approve the final total of the July 13, 2018 payroll check and federal withholdings in the amount of \$42,797.64. – Enclosure D
7. Recommendation: Approve the final total of the July 28, 2018 summer payroll check and federal withholdings in the amount of \$307,386.32. – Enclosure E
8. Recommendation: Approve the final total of the August 15, 2018 summer payroll check and federal withholdings in the amount of \$274,072.79. – Enclosure F
9. Recommendation: Approve the final total of the August 28, 2018 summer payroll check and federal withholdings in the amount of \$306,580.77. – Enclosure G
10. Recommendation: Approve final total of utility/copier bills in the amount of \$47,257.57. – Enclosure H
11. Recommendation: Approve payment of bills for the period of June 27, 2018 through June 30, 2018 at a total expenditure of \$101,086.17. – Enclosure I
12. Recommendation: Approve agreement with Kagan Professional Development to provide Onsite Professional Development on August 10, 2018. – Enclosure J
13. Recommendation: Approve contract with Solution Tree to provide Onsite Professional Development on August 1-2, 2018. – Enclosure K
14. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work and staff development to the County for the 2018/2019 school year. – Enclosure L
15. Recommendation: Approve agreement with Dynamic Literacy LLC to provide School improvement work and staff development to Philippi Elementary School for the 2018/2019 school year. – Enclosure M
16. Recommendation: Approve agreement with Leading Unleashed LLC to provide School Improvement work, administrative coaching and staff development to Junior Elementary School for the 2018/2019 school year. – Enclosure N

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17. Recommendation: Approve an excess levy to be run during the election on November 6, 2018. – Enclosure O

**Curriculum & Instruction –**

**Facilities & Maintenance –**

**Food Service –**

**Policies –**

**Student Support –**

18. Recommendation: Approve contract with Best Life Therapy, LLC to provide Speech Therapy Services for the 2018/2019 school year. – Enclosure P
19. Recommendation: Approve contract with Best Life Therapy, LLC to provide Occupational Therapy Services for the 2018/2019 school year. – Enclosure Q
20. Recommendation: Approve contract with Kimberly Waggy to provide Psychological Services for the 2018/2019 school year. – Enclosure R

**Transportation –**

**Travel –**

21. Recommendation: Approve/Confirm requests for professional leave. – Enclosure S

**Vocational –**

**Personnel –**

22. Recommendation: Accept resignation of Jessica Robertson as a Language Arts Instructor at Belington Middle School effective July 14, 2018. – Enclosure T
23. Recommendation: Accept resignation of Cameron Phillips as a Mathematics Instructor at Philip Barbour High School effective June 28, 2018. – Enclosure U
24. Recommendation: Accept resignation of Michael Holman as a Pro Start Instructor at Philip Barbour High School effective July 5, 2018. – Enclosure V
25. Recommendation: Accept resignation of Patty Butler as a substitute teacher effective June 29, 2018. – Enclosure W
26. Recommendation: Accept resignation of Kenadee Taylor as an Itinerant Educational Interpreter/Sign Language Specialist/Aid/Transportation Aide home based at Belington Middle School effective June 10, 2018. – Enclosure X

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- 27. Recommendation: Approve the payment of timesheets for Gene Hovatter for hours that were worked outside of his extra-curricular job posting. – Enclosure Y
- 28. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for the placement of teacher candidates and other school professionals. – Enclosure Z
- 29. Recommendation: Employ the following personnel for the 2018/2019 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 AA

<b>Regular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PBHS, itinerant	Job 1927: School Nurse - RN (half-time)
Brianna Pudsell	PBHS, itinerant	Job 1945: Music/Theatre Instructor
	County	Job 1946: Mechanic/Bus Operator
	PBHS	Job 1957: Mathematics Instructor
	County (North)	Job 1942: Technology Systems Specialist (North)
Tami Wilt	PMS	Job 1944: Science Instructor

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	BMS	Job 1947: Volunteer Assistant Cross Country Coach
Justin Carter	BMS	Job 1950: Head Boys Soccer Coach
John Ward	BMS	Job 1951: Head Girls Soccer Coach
	BMS	Job 1952: Volunteer Assistant Boys Soccer Coach
	PMS	Job 1953: Volunteer Assistant Football Coach
Stacey Roy	PBHS	Job 1959: Limited Football Trainer

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Items For Discussion, Consideration and/or Possible Action –

1. Administrative Attendance Transfers – Enclosure BB
2. Denied Attendance Transfers – Enclosure CC
3. Other

Next board meetings:

August 13, 2018 at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**

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**ADDENDUM**

**Personnel –**

30. Recommendation: Accept resignation of Stephanie Burge as 5<sup>th</sup> Grade Teacher at Philippi Middle School effective July 18, 2018. – Enclosure #1
31. Recommendation: Accept resignation of Jennifer Weyandt as an Itinerant Multi-Categorical Instructor home based at Philippi Elementary School effective July 19, 2018. – Enclosure #2
32. Recommendation: Accept resignation of Erin Sellers as a Counselor at Philip Barbour High School effective July 19, 2018. – Enclosure #3
33. Recommendation: Approve changes to the schedule of supplemental pay for coaches effective July 1, 2018. – Enclosure #4