

**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 18, 2017**

**RE: REVISED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, July 24, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

Review Superintendent's Goal's and Evaluation

**Minutes -**

Approve minutes of July 10, 2017 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

**Reports –**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of July 5, 2017 through July 17, 2017 at a total expenditure of \$133,628.50. – Enclosure B

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2. Recommendation: Authorize the July 27, 2017 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 \$30,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the July 15, 2017 payroll check and federal withholdings in the amount of \$48,523.69. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$1,493.91. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Philippi Middle School (Band) – projected revenue - \$1,000.00, \$1,000.00, \$300.00,  
\$800.00, \$800.00  
Philip Barbour High School (Football & Basketball) – projected revenue - \$12,000.00

7. Recommendation: Approve contract with Solution Tree to provide Onsite Professional Development at Junior Elementary School. – Enclosure F
8. Recommendation: Approve the following contracts for contracted positions through RESA 7. – Enclosure G

Orientation and Mobility Specialty Services  
Audiological Services

**Curriculum & Instruction –**

9. Recommendation: Approve/Confirm curricular trips. – Enclosure H

Philip Barbour High School (FFA) – to Ripley, West Virginia on July 12-14, 2017

**Facilities & Maintenance –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I

Philippi Middle School on August 13, 2017 – requested by Carla Knotts for Baby Shower

11. Recommendation: Accept bid from Tate Communications to upgrade the door software and access readers at each school. – Enclosure J

**Food Service –**

**Policies –**

12. Recommendation: Review revised policy 6350, Vacation and Holidays for first reading. – Enclosure K

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**Student Support –**

- 13. Recommendation: Approve contract with Amy Cox-Honce, PT, LLC to provide Physical Therapy Services for the 2017/2018 school year. – Enclosure L

**Transportation –**

**Travel –**

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

**Vocational –**

**Personnel –**

- 15. Recommendation: Accept resignation of Rochelle Price as an Elementary Education Instructor at Philippi Elementary School effective July 18, 2017. – Enclosure N
- 16. Recommendation: Accept resignation of Brent Jones as a Chemistry/Physics Instructor at Philip Barbour High School effective July 14, 2017. – Enclosure O
- 17. Recommendation: Accept resignation of Debra Conover as Principal at Philippi Middle School effective July 17, 2017. – Enclosure P
- 18. Recommendation: Accept resignation of Michael Hackett as a French Instructor at Philip Barbour High School effective July 18, 2017. – Enclosure Q
- 19. Recommendation: Accept resignation/retirement of Sandra Haller as an Itinerant School Nurse home based at Philippi Elementary School effective August 1, 2017. – Enclosure R
- 20. Recommendation: Employ the following personnel for the 2017-2018 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 S

<b>Regular Employee Assignments 2017-18</b>			
<b>Name of Person</b>	<b>Location</b>	<b>Job ID</b>	<b>Position</b>
(Repost)	Itinerant, Home based at Philippi Elementary School	1564	PreK/Prek Special Needs Instructor (half-time)
(Repost)	Itinerant, home based at Kasson Elem/Middle School	1565	Multi-Categorical w/Autism Instructor (half-time)
(Repost)	Itinerant, home based at Belington Elementary	1566	Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor

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	School		
Pam Otto	Itinerant home based at Philippi Elementary School	1576	Academic/Data Coach
Daniel Mouser	PES	1585	Custodian
	County	1586	Bus Operator, Rt. 34/Mechanic Assistant
	PES	1588	Title I Reading/Math Instructor (half-time)
	PBHS	1590	Chemistry/Physics Instructor
Lisa Heinbaugh	Philippi Middle	1594	Principal
Susan Mitchell	Itinerant, home based at Philippi Elementary School	1595	School Nurse - RN

<b>Substitute Employee Assignments</b>			
<b>Name of Person</b>	<b>Location</b>	<b>Job ID</b>	<b>Position</b>
Kathryn Rinehart	County	1557	Substitute Teacher(s)
	County	1557	Substitute Teacher(s)
	County	1587	Substitute Teacher(s)
Sandra Haller	County	1592	Substitute School Nurse RN(s)

<b>Extra-Curricular Employee Assignments</b>			
<b>Name of Person</b>	<b>Location</b>	<b>Job ID</b>	<b>Position</b>
Apolonio Gonzales	PBHS	1573	Volunteer Assistant Football Coach
James Carpenter	PBHS	1574	Volunteer Assistant Football Coach
Frank Kyle	PBHS	1575	Volunteer Assistant Football Coach
William Gregory	PBHS	1559	Assistant Girls Soccer Coach
William Gregory	PBHS	1560	Volunteer Assistant Boys Soccer Coach
Crystal Gray	Kasson Elementary & Middle School	1567	Head Cross Country Coach
	Kasson Elementary & Middle School	1580	Head Cheerleading Coach
Angel Stull	Philippi Middle School	1570	Head Cross Country Coach
John Bolton	Belington Middle	1581	Volunteer Assistant Football Coach
Jeffrey Bartlett	Belington Middle	1582	Volunteer Assistant Football Coach
Clayton Poling	Belington Middle	1583	Volunteer Assistant Football Coach

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	Belington Middle	1584	Volunteer Assistant Football Coach
Melinda Karlen	PBHS	1589	Cook (1/2 time) - Summer Athletics
Stephanie Hickman	County	1593	(1-10) Mentor Teacher(s)
Sandra Lantz	County	1593	(1-10) Mentor Teacher(s)
Sandra Wilmoth	County	1593	(1-10) Mentor Teacher(s)
Debra Daugherty	County	1593	(1-10) Mentor Teacher(s)
Jason Stutler	County	1593	(1-10) Mentor Teacher(s)
	County	1593	(1-10) Mentor Teacher(s)
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Items For Discussion, Consideration and/or Possible Action –

1. Administrative Attendance Transfers – Enclosure T
2. Other

Next board meetings:

August 14, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**