

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: July 18, 2023

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, July 24, 2023**, 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 July 10, 2023 meeting. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –

Delegation(s) –

Reports –

Wellness/Child Nutrition
Facilities

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2023/2024 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. Philip Barbour High School, Belington Middle School, Kasson School, and Philippi Middle School
 1. (Athletics) - \$4,000.00
 - B. Philip Barbour High School
 1. (Athletics) - \$10,000.00
 2. (Band) - \$1,000.00
 3. (Band) - \$1,500.00
3. Recommendation: Approve the final total of the June 28, 2023, payroll check, and federal withholdings in the amount of \$542,341.17. – Enclosure D
4. Recommendation: Approve the final total of the July 14, 2023, summer payroll check and federal withholdings in the amount of \$280,673.92. – Enclosure E
5. Recommendation: Approve the final total of the July 14, 2023, regular payroll check, and federal withholdings in the amount of \$67,759.92. – Enclosure F
6. Recommendation: Approve the final total of the July 28, 2023 summer payroll check and federal withholdings in the amount of \$333,205.05. – Enclosure G
7. Recommendation: Approve the final total of the August 15, 2023 summer payroll check and federal withholdings in the amount of \$280,732.34. – Enclosure H
8. Recommendation: Approve the final total of the August 28, 2023 summer payroll check and federal withholdings in the amount of \$333,205.04. – Enclosure I

Curriculum & Instruction –

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

Philip Barbour High School (Football) – to Barbour County 4-H Camp on July 30-August 3, 2023

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Facilities & Maintenance –

10. Recommendation: Approve building/ground modifications. – Enclosure K
 - A. Philippi Elementary School
 1. (Teacher’s Lounge) – replace cabinets
 2. (Room 113 & Office area) – create new administrator office and install Mantrap
11. Recommendation: Award the Mowing contract to Mayles tree trimming & Lawn care for the 2023/2024 school year. – Enclosure L

Food Service –

Policies –

12. Recommendation: Review revised policy 4200, Wellness, on third reading. – Enclosure M (<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

14. Recommendation: Approve an Agreement with the West Virginia Department of Education for Communities In Schools. – Enclosure O
15. Recommendation: Approve an agreement with Glenville State University for student teachers for the 2023/2024 school year. – Enclosure P
16. Recommendation: Accept the resignation of Colton Weese as a Mathematics Teacher at Philip Barbour High School effective July 1, 2023. – Enclosure Q
17. Recommendation: Accept the resignation of Brissa Marshall as a 5th Grade Teacher at Philippi Middle School effective July 11, 2023. – Enclosure R
18. Recommendation: Accept the resignation of Brissa Marshall as Head Volleyball Coach at Philippi Middle School effective July 12, 2023. – Enclosure S

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19. Recommendation: Approve the following new position to be created for the 2023-2024 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure T

Position	Location	Funding Source	FTE
Classroom Teacher – Kindergarten	Belington Elementary	State Aid/County	1
Community in School Coordinator	Philip Barbour	Community in Schools State Grant	1
Community in School Coordinator	Philippi Middle School	Community in Schools State Grant	1
Community in School Coordinator	Kasson Elementary and Middle Schol	Community in Schools State Grant	1
Dean of Students	Philip Barbour High School	County Funds	1

20. Recommendation: Employ the following personnel for the 2023/2024 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

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
Charles Johnson	Kasson Elementary & Middle School	JobID: 3928 Custodian
Joshua Gain	Philippi Middle School	JobID: 3960 Custodian
Kelsey Wilson	Kasson Elementary & Middle School	JobID: 3962 LPN/ECCAT/Kindergarten Aide/SupervisoryAide/Transportation Aide
	Philip Barbour High School	JobID: 4790 Itinerant Multi-Categorical w/Autism Instructor
	Philippi Middle School	JobID: 4793 Itinerant Multi-Categorical w/Autism Instructor
	Philip Barbour High School	JobID: 4795 Mathematics Instructor
	Philippi Middle School	JobID: 4796 Elementary Education Instructor
Samantha Daugherty	Belington Elementary	JobID: 4798 Early Childhood Classroom Assistant

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	School	Teacher/Kindergarten Aide/Supervisory Aide/Transportation Aide
	Philippi Middle School	JobID: 4820 Language Arts Instructor
Tiffany Davis	Philippi Middle School	JobID: 4824 Special Needs Aide/Supervisory Aide/Transportation Aide
	Kasson Elementary & Middle School	JobID: 4828 Long Term Substitute Itinerant Multi-Categorical w/Autism Instructor
	Belington Elementary School	JobID: 5077 Elementary Education Instructor

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Mary Fox	County	Job 2538: Substitute Cook(s)
	County	Job 2542: Substitute Secretary(S)
Carla Boylen	Philip Barbour High School	JobID: 4808 Long Term Substitute Itinerant Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	Philippi Middle School	JobID: 4832 Long Term Substitute Mathematics Instructor
	Philippi Middle School	JobID: 4834 Long Term Substitute Language Arts Instructor
	Philippi Middle School	JobID: 4837 Long Term Substitute Mathematics Instructor
	Barbour Board Office	JobID: 4841 Substitute Aide(s)
	Kasson Elementary & Middle School	JobID: 4844 Long Term Substitute Mathematics/Social Studies Instructor
	Kasson Elementary & Middle School	JobID: 4846 Long Term Substitute Preschool/Preschool Special Needs Instructor
	Barbour Board Office	JobID: 4856 Substitute Teacher(s)
	Philippi Elementary School	JobID: 4858 Long Term Substitute Elementary Education Instructor
Amanda McDaniel	Philip Barbour High School	JobID: 4860 Long Term Substitute Mathematics Instructor

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Krystal Cantrell	Philip Barbour High School	JobID: 4862 Long Term Substitute Mathematics Instructor
	Belington Middle School	JobID: 4864 Long Term Substitute Mathematics/Social Studies Instructor
	Philippi Middle School	JobID: 4866 Long Term Substitute Elementary Education Instructor
	Belington Elementary School	JobID: 4868 Long Term Substitute Elementary Education Instructor

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Morgan Poling	Philip Barbour High School	JobID: 3942 Limited Sports Trainer

21. 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. Student Handbook for Belington Elementary School for the 2023/2024 School Year – Enclosure V
2. Student Handbook for Belington Middle School for the 2023/2024 School Year – Enclosure W
3. Student Handbook for Junior Elementary School for the 2023/2024 School Year – Enclosure X
4. Student Handbook for Kasson Elementary/Middle School for the 2023/2024 School Year – Enclosure Y
5. Student Handbook for Philip Barbour High School for the 2023/2024 School Year – Enclosure Z
6. Student Handbook for Philippi Elementary School for the 2023/2024 School Year – Enclosure AA
7. Student Handbook for Philippi Middle School for the 2023/2024 School Year – Enclosure BB
8. Other

Next board meetings:

August 14, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

22. Recommendation: Approve payment of bills for the period of June 20, 2023, through July 20, 2023, at a total expenditure of \$199,456.69. – Enclosure #1
23. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$70,000.00. - (Refer to Enclosure #1)
24. Recommendation: Approve the final total of utility/copier bills in the amount of \$39,096.72. – Enclosure #2

Personnel –

25. Recommendation: Accept the resignation of Crystal Bible as a Multi-Categorical Teacher at Belingotn Middle School effective July 16, 2023. – Enclosure #3