

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: July 20, 2011**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, July 25, 2011**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the July 5, 2011 and July 11, 2011 meetings. – Enclosure A

**Delegation(s) –**

**Recognition (s) –**

Junior Elementary School play ground grant.

**Reports –**

Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of July 7, 2011 through July 20, 2011 at a total expenditure of \$106,606.50. - Enclosure B
2. Recommendation: Authorize the July 28, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure B)

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3. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure B)
4. Recommendation: Approve the final total of the July 15, 2011 payroll check and federal withholdings in the amount of \$305,463.82. – Enclosure C
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure D

Philip Barbour High School (Athletics) - projected revenue - \$500.00, \$4,000.00, \$1,000.00, \$500.00, \$2,000.00; (Athletics and PB Boosters) - \$4,000.00; (FEA) - \$150.00, \$200.00  
Philippi Middle School (Cheerleading) – projected revenue - \$2,000.00, \$500.00

**Curriculum & Instruction –**

**Facilities –**

6. Recommendation: Approve response to fire marshal’s office. – Enclosure E
7. Recommendation: Approve Bleacher Contract and Addendum for the construction of bleachers at the George Byrer Football Field. – Enclosure F
8. Recommendation: Award the Belington Elementary School HVAC to Michel Inc. in the amount of \$263,670.00. – Enclosure G
9. Recommendation: Approve the HVAC Contract and addendum for the HVAC unit on Belington Elementary School. – Enclosure H

**Food Service –**

10. Recommendation: Award the bakery bid to Nickels Bakery for the 2011-2012 school year. – Enclosure I

**Policies –**

11. Recommendation: Review new policy 6910, Use of Federal Funds for Tuition Assistance and Employment of Highly Qualified Teachers for first reading. – Enclosure J
12. Recommendation: Review revised policy 1200, School Board Meetings for first reading. – Enclosure K

**Student Support –**

**Transportation –**

**Travel –**

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

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**Vocational –**

**Personnel –**

14. Recommendation: Employ Jennifer Stuart as a substitute teacher for the 2011-2012 school year. – Enclosure M
15. Recommendation: Employ Samantha Golden as a substitute teacher for the 2011-2012 school year. – Enclosure N
16. Recommendation: Accept resignation/retirement of Jude McConnell as a teacher at Philippi Middle School effective July 13, 2011. – Enclosure O
17. Recommendation: Accept resignation of Christopher Findley as a substitute teacher effective July 8, 2011. – Enclosure P
18. Recommendation: Accept resignation of Stacey Roy as LPN/Aide for the Extended School year program effective July 11, 2011. – Enclosure Q
19. Recommendation: Employ the listed work study students for the 2011/2012 school year. – Enclosure R
20. Recommendation: Employ the following substitute personnel for the 2011/2012 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

\_\_\_\_\_, Mechanic  
\_\_\_\_\_, Mechanic  
\_\_\_\_\_, Mechanic

21. Recommendation: Employ the following personnel for the 2011/2012 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 T

Extra Curricular Assignments

Aaron Stewart, Volunteer Assistant Boy's Soccer Coach, Philip Barbour High School

Kim Delauder, Volunteer Assistant Cheerleading Coach, Philippi Middle School

22. Recommendation: Employ \_\_\_\_\_ Limited Football Trainer at Philip Barbour High School (Extra Curricular) for the 2011/2012 school year. (Approximately 190 hours excluding service at sectional, regional or state competition) **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

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23. Recommendation: Employ the following personnel for the 2011/2012 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 V

Stephanie Hickman, Itinerant Middle School Literacy Coach, Home based at Philippi Middle School

\_\_\_\_\_, Itinerant half-time Pre-K Special Needs Instructor home based at Philippi Elementary School

\_\_\_\_\_, Itinerant Health/PE Instructor home based at Philippi Middle School

\_\_\_\_\_, Bus Operator, Rt. 20 (reconfigured)

\_\_\_\_\_, Bus Operator, Rt. 10 (reconfigured)

24. Recommendation: Accept resignation of Terri Riffle as a Supervisory Employee at Philippi Middle School effective July 19, 2011. – Enclosure W
25. Recommendation: Accept resignation of Terri Riffle as Special Education Designee at Philippi Middle School effective July 19, 2011. – Enclosure X
26. Recommendation: Accept resignation of Kandi Campbell as Head Cheerleading Coach at Belington Middle School effective July 21, 2011. – Enclosure Y

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

1. Other

**Adjournment**

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**ADDENDUM**

27. Recommendation: Approve Mike Holiday and Dr. Mark Farnsworth to volunteer their medical services during the 2011-2012 school year at athletic events on an as need basis for Philip Barbour High School. – Enclosure #1