

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Reggie Trefethen, Jr.

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: August 4, 2015**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 10, 2015**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve minutes of July 27, 2015 and July 28, 2015 meetings. – Enclosure A

**Delegation(s) –**

Madison Sandridge – Senior Project  
Wendel Energy

**Reports –**

Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**AGENDA**  
**August 10, 2015**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of July 21, 2015 through August 4, 2015 at a total expenditure of \$96,240.03. – Enclosure B
2. Recommendation: Authorize the August 15, 2015 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 \$150,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the July 28, 2015 payroll check and federal withholdings in the amount of \$147,877.43. – Enclosure C
5. Recommendation: Approve final total of utility/copier bills in the amount of \$1,365.44. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Middle School (Band) – projected revenue - \$800.00  
Kasson Elementary Middle School (Madison Sandridge Senior Project) – projected revenue \$3,800.00; (Staff) - \$500.00  
Philip Barbour High School (Cross Country) – projected revenue - \$500.00; (Soccer) \$1,200.00

**Curriculum & Instruction –**

7. Recommendation: Approve educational leave request for a student at Kasson Elementary Middle School. – Enclosure F
8. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure G
9. Recommendation: Award photography bids for the 2015/2016 school year. – Enclosure H

County Fall Pictures-Lifetouch  
Kasson E/MS Athletics/Band Pictures-Eric Cutright  
Philippi Middle School Athletics/Band Pictures-Eric Cutright  
Belington Middle School Athletics/Band Pictures-Eric Cutright  
PBHS Social Events-Bruce Short  
PBHS Band Pictures-Bruce Short  
PBHS Athletics-Eric Cutright

**AGENDA**  
**August 10, 2015**

**Facilities & Maintenance –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I
- Belington Elementary School on August 2015 through November 2015 – requested by Kelly Hawkins for Youth Soccer
  - Belington Middle School on August 21, 2015 – requested by D.J. Stout for Lock-In Fundraiser
  - Junior Elementary School on various dates beginning September 26, 2015 through November 7, 2015 – requested by Cindy Wilmoth for EIPA written tests
11. Recommendation: Approve building/ground modifications. – Enclosure J
- Junior Elementary School (Door #1 vestibule) – install monitor and electrical outlet
  - Kasson Elem/Middle School (Area behind school) – build garden; (Prek Playground) – build 16X20 pavilion
  - Philippi Elementary School (Room 116) – install white board

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

12. Recommendation: Approve transportation travel requests. – Enclosure K

**Travel –**

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

**Vocational –**

**Personnel –**

14. Recommendation: Accept resignation of Alyssa Tallman as a Science/Mathematics Instructor at Philippi Middle School effective August 4, 2015. – Enclosure M
15. Recommendation: Accept resignation of Angel Stull as an Assistant Girl Soccer Coach at Philip Barbour High School effective July 22, 2015. – Enclosure N
16. Recommendation: Accept resignation of Clint Bennett as an Assistant Baseball Coach at Philip Barbour High School effective July 28, 2015. – Enclosure O
17. Recommendation: Accept resignation of Clint Bennett as an Assistant Football Coach at Belington Middle School effective July 28, 2015. – Enclosure P

**AGENDA**  
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18. Recommendation: Accept resignation of Clint Bennett as a Health Instructor at Philip Barbour High School effective July 28, 2015. – Enclosure Q
19. Recommendation: Accept resignation of Shannon Gibson as a Language Arts Instructor at Philippi Middle School effective July 29, 2015. – Enclosure R
20. Recommendation: Accept resignation of Susan Blevins as a half-time Music Instructor at Philippi Middle School effective August 4, 2015. – Enclosure S
21. Recommendation: Accept resignation of Boyd Jay Mayle as an Itinerant Technology Systems Specialist effective August 3, 2015. – Enclosure T
22. Recommendation: Accept resignation of Erin Carver as a Title I Instructor at Philippi Elementary School effective August 4, 2015. – Enclosure U
23. Recommendation: Approve Affiliation agreement with West Virginia School University School of Nursing. – Enclosure V
24. Recommendation: Employ the following personnel for the 2015-2016 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 W

<b>Name</b>	<b>School/Location</b>	<b>Position</b>
	BMS	734-Elementary Instructor
	PES	736-Head Teacher/Interventionist
	PMS Home-base	751-Cook/Cafeteria Manager
	Route 31	752-Bus Operator
	BMS	753-Science Instructor
	PBHS	764-Health Instructor
	PMS	765-Language Arts Instructor
	Junior Elementary	715-Elementary Education Instructor
	PBHS	716-Multi-Cat w/Autism
	PES	717-Multi-Cat w/Autism
	PBHS	719-Multi-Cat/Severe Profound Instructor w/Autism
	PES	721-Multi-Cat w/Autism/Severely Profoundly Instructor
	BMS	723-Multi-Cat/Severe Profound Instructor w/Autism
	PES-Home-base	732-Multi-Cat Instructor, Itinerant
	BMS	733-Elementary Education Instructor

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25. Recommendation: Employ the following personnel for the 2015-2016 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 X**

<u>Name</u>	<u>School/Location</u>	<u>Position</u>
	<u>County</u>	<u>743-Substitute Teacher</u>

26. Recommendation: Employ the following personnel for the 2015-2016 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 Y**

**Extra-Curricular Assignments:**

<u>Name</u>	<u>School/ Location</u>	<u>Position</u>
	<u>PBHS</u>	<u>766-Asst. Baseball Coach</u>
	<u>BMS</u>	<u>767-Asst. Football Coach</u>
	<u>PBHS</u>	<u>768-Asst. Girls Soccer Coach</u>
	<u>PMS</u>	<u>769-Volunteer Asst. Volleyball Coach</u>
	<u>County</u>	<u>770-Middle/High School Homebound Instructor</u>

27. Recommendation: Approve 5 additional days of supplement employment for the following employees for the 2015/2016 school year.

Donald Auvil	Belding Mayle	Matthew Edge
Kevin Snider	Marvin Mayle	James Stuart
Jack Valentine	Kenneth Isner	Brad Davis
James Chitester	Daniel Mouser	Evan Chitester

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**August 10, 2015**

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

1. Administrative Attendance Transfers – Enclosure Z
2. Other

Next board meeting:

August 24, 2015 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

**AGENDA**  
**August 10, 2015**

**ADDENDUM**

**Attendance –**

28. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2015-2016 contingent upon compliance with pupil-teacher ratio. – Enclosure #1
29. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2015-2016. – Enclosure #2

**Business & Finance –**

30. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #3
- Philip Barbour High School (Class of 2016) – projected revenue - \$500.00; (Golf) - \$1,000.00, \$500.00
- Philippi Middle School (Athletic Boosters) – projected revenue - \$1,500.00, \$800.00; (Office) - \$15,000.00; (School) - \$500.00

**Facilities & Maintenance –**

31. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure #4
- Junior Elementary School on September 10, 2015 – requested by Cindy Wilmoth for Back to School Bash
32. Recommendation: Approve building/ground modifications. – Enclosure #5
- Junior Elementary School (Back of School) – install out building; (Side of school) – build pavilion

**Transportation –**

33. Recommendation: Approve transportation travel requests. – Enclosure #6

**Personnel –**

34. Recommendation: Accept resignation of Lauren Celender as Head Cheerleading Coach at Belington Middle School effective July 20, 2015. – Enclosure #7