

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: August 16, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 22, 2022**, 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 August 8, 2022 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

Attendance/Enrollment Report – Enclosure B

Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2022/2023 contingent upon compliance with pupil-teacher ratio. – Enclosure C

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Business & Finance –

2. Recommendation: Approve payment of bills for the period of August 3, 2022, through August 16, 2022, at a total expenditure of \$175,207.04. – Enclosure D
3. Recommendation: Authorize August 26, 2022, 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 D)
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure D)
5. Recommendation: Approve the final total of August 15, 2022, payroll check, and federal withholdings in the amount of \$50,329.08. – Enclosure E
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$26,403.04. – Enclosure F
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Belington Elementary School (Special Needs) – projected revenue - \$200.00, \$200.00;
(Blue & Gray 5K) - \$2,000.00; (Office) - \$300.00, \$300.00, \$500.00;
(Library/Media) - \$600.00; (1st Grade) - \$500.00
Junior Elementary School (Strawberry&Pre/Kinder) – projected revenue - \$240.00
Kasson Elementary/Middle School (Front Office) – projected revenue - \$500.00, \$500.00,
\$500.00, \$500.00, \$600.00, \$800.00, \$1,000.00, \$1,000.00, \$1,000.00, \$1,000.00,
\$1,000.00, \$1,000.00, \$1,000.00, \$2,000.00; (Office) - \$500.00, \$500.00, \$500.00
Philip Barbour High School (Golf) - projected revenue - \$1,500.00, \$1,000.00; (Cheer) -
\$1,000.00, \$1,000.00; (ProStart) - \$500.00, \$500.00; (Class of 2024) - \$500.00,
\$1,000.00; (Football) - \$500.00; (Girls Basketball) - \$1,500.00
Philippi Middle School (PTO) – projected revenue - \$500.00; (Band) - \$400.00

8. Recommendation: Award photography bids for the 2022/2023 school year. – Enclosure H

County-wide student photos: Lifetouch
PBHS Social Event photos:
PBHS Band photos:
PBHS Athletics:
PMS Band & Athletics:
KEMS Band & Athletics:
BMS Band & Athletics:

Curriculum & Instruction –

9. Recommendation: Approve chaperones for Philip Barbour High School Band for the 2022/2023 school year. – Enclosure I

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

Kasson Elementary/Middle School (3rd Grade) – to Barbour County Fair Grounds on August 31, 2022

Philippi Elementary School (3rd Grade) – to Barbour County Fair Grounds on August 31, 2022

Facilities & Maintenance –

11. Recommendation: Approve building/ground modifications. – Enclosure K

Philippi Elementary School (Head Teacher's Office) – Paint walls

12. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure L

Philip Barbour High School on August 25, 2022 – requested by Debbie Schoonover for Fair Meeting/Dinner; on November 11-12, 2022 – requested by Terra Edwards for Cheer Competition

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

14. Recommendation: Accept the resignation of Glenn Sweet as a substitute teacher and as a substitute administrator effective August 2, 2022. – Enclosure N

15. Recommendation: Accept the resignation of Shannon DeWitt as Head Cheerleading coach at Philippi Middle School effective August 6, 2022. – Enclosure O

16. Recommendation: Approve leave of absence for a service employee at the Bus Garage beginning August 11, 2022 through approximately December 31, 2022. – Enclosure P

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17. Recommendation: Employ the following personnel for the 2022/2023 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 Q**

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 3923: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 3925: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism JobID: 3925
	PBHS, Itinerant	Job 3927: Multi-Categorical w/Autism Instructor
	PMS, Itinerant	Job 3929: Physical Education/Health Instructor
	PBHS, Itinerant	Job 3931: Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	KEMS	Job 3932: Mathematics Instructor
Charlene DeBarr	County	Job 3934: Bus Operator, Rt. 1
	PBHS	Job 3935: Counselor
	PES, Itinerant	Job 3936: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 3938: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 3940: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 3942: Mathematics Instructor
	PBHS, Itinerant	Job 3944: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 3946: Multi-Categorical w/Autism Instructor
	PBHS	Job 3955: Mathematics Instructor
	PES	Job 3957: Title I Reading/Math Instructor
	BMS, Itinerant	Job 3959: Multi-Categorical

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		w/Autism Instructor
Cory Wilmoth	PMS	Job 3962: Custodian
Casey Puffenbarger	PES	Job 3981: Elementary Education Instructor

Substitute Employee Assignments 2022-23

Name of Person	Location	Job ID: Position
	KEMS	Job 3973: Long Term Substitute Mathematics Instructor
Shelby Collins	PBHS	Job 3974: Long Term Substitute Mathematics Instructor
Amanda McDaniel	PBHS	Job 3975: Long Term Substitute Mathematics Instructor
	PES	Job 3976: Long Term Substitute Title I Reading/Math Instructor
Angel Stull	PMS	Job 3941: Head Cross Country Coach
	County	Job 3948: Substitute Custodian(s)
	County	Job 3949: Substitute LPN/Aide(s)
	County	Job 3950: Substitute School Nurse RN(s)
	County	Job 3951: Substitute Secretary(s)
	County	Job 3952: Substitute Cook(s)
	County	Job 3953: Substitute Bus Operator(s)
Mindy Hicks	County	Job 3954: Substitute Teacher(s)
David Wilson	County	Job 3986: Long Term Substitute Bus Operator, Rt. 9

Extra-Curricular Employee Assignments 2022-23

Name of Person	Location	Job ID: Position
	PBHS	Job 3939: Assistant Boys Basketball Coach
	BMS	Job 3945: Assistant Boys Basketball Coach
	PBHS	Job 3980: Assistant

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		Cheerleading Coach
Carla Boylen	PMS	Job 3983: Head Cheerleading Coach

18. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure Q)

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

1. Notice of employee reassignment for the 2022/2023 school year – Enclosure R
2. Other

Next board meetings:

September 12, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)
September 26, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Curriculum & Instruction –

19. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure #1

Facilities & Maintenance –

20. Recommendation: Approve building/ground modifications. – Enclosure #2

Philippi Elementary School (Room 106 and Room 120) – Install whiteboard