

**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 18, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 24, 2015**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve minutes of August 10, 2015 meeting. – Enclosure A

Delegation(s) –

Reports –

July 2015 – Financial Report – Enclosure B
Facilities Report

Superintendents Recommendations –

Attendance –

1. 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 C

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2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2015-2016. – Enclosure D
3. Recommendation: Rescind the transfer of students. – Enclosure E

Business & Finance –

4. Recommendation: Approve payment of bills for the period of August 5, 2015 through August 18, 2015 at a total expenditure of \$422,158.71. – Enclosure F
5. Recommendation: Authorize the August 28, 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 F)
6. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure F)
7. Recommendation: Approve the final total of the August 15, 2015 payroll check and federal withholdings in the amount of \$76,882.39. – Enclosure G
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (PTA) – projected revenue - \$300.00, \$500.00, \$500.00;
(Office) - \$200.00, \$200.00

Kasson Elementary Middle School (Madison Sandridge Senior Project) – projected revenue - \$200.00; (PTO) - \$12,000.00; (Science) - \$2,000.00 (Student Council) - \$0.00, \$0.00, \$150.00

Mt. Vernon Elementary School (School) – projected revenue - \$50.00

Philip Barbour High School (Cheerleading) – projected revenue - \$1,000.00, \$1,500.00;
(FFA) - \$1,000.00, \$100.00, \$250.00, \$250.00, \$500.00; (Girls Soccer) - \$400.00

Philippi Elementary School (Media) – projected revenue - \$500.00 (Staff) – \$25.00

Philippi Middle School (Athletic Boosters) – projected revenue - \$2,500.00

Curriculum & Instruction –

9. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure I
10. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure J
11. Recommendation: Allow a Philip Barbour High School student to drive from Philip Barbour High School to Fred Eberle Technical Center for the 2015/2016 school year.

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12. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Kasson Elem/Middle School (K-8th) – to Blackwater Falls on October 21, 2015; (PreK-4th)
– Hayride on September 30th or October 1st or October 7th or October 8th 2015

Philip Barbour High School (FFA) – to University High on October 3, 2015; (FFA) – to
Cedar Lakes on September 24-26, 2015; (Selected Students) – to Europe on June
20, 2016 to July 06, 2016; (Volleyball) – to Virginia Beach and Williamsburg on
September 10-12, 2015

13. Recommendation: Approve chaperones for Philip Barbour High School Band for the 2015/2016
School year. – Enclosure L

Facilities & Maintenance –

14. Recommendation: Approve Amendment and updates to CEFPP. – Enclosure M

15. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure N

Belington Elementary School on August 28, 2015 – requested by Paula Townsend for
PTA School Dance

Junior Elementary School on October 30, 2015 – requested by Cindy Wilmoth for PTA
School Dance

Mount Vernon Elementary School on August 16, 2015 – requested by Violet Bressler for
family reunion; beginning September 28, 2015 through the end of the 2015/2016
school year – requested by Tammy Tucker for KidReach

Philip Barbour High School on September 20, 2015 – requested by Brandon Antion for
TSA Video Production

Philippi Middle School on August 22, 2015 – requested by Nicholas Mayle for Birthday
Party

Food Service –

Policies –

Student Support –

Transportation –

16. Recommendation: Approve transportation travel requests. – Enclosure O

Travel –

17. Recommendation: Approve/Confirm requests for professional leave. – Enclosure P

Vocational –

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Personnel –

- 18. Recommendation: Accept resignation of Gina Davis-Layhew as a Multi-Categorical Instructor at Belington Elementary School effective August 7, 2015. – Enclosure Q
- 19. Recommendation: Accept resignation of Teresa Riccio as a Multi-Categorical Instructor at Belington Elementary School effective August 6, 2015. – Enclosure R
- 20. Recommendation: Accept resignation of Julie Bibey as Special Education Designee at Philippi Elementary School effective August 11, 2015. – Enclosure S
- 21. Recommendation: Require professional employees to submit resignations by July 15th to be released from their contracts for the upcoming school year. Exceptions can be made by the superintendent on a case by case basis if there are extenuating circumstances.
- 22. 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 T

Name	School/Location	Position
	Mount Vernon	754-Secretary/Media Aide/Supervisory Aide
	TSS	774-Technology Systems Specialist
Samuel Propst	Philippi Elementary School	775-Title 1 Reading/Math Instructor

- 23. 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 U

Name	School/Location	Position
Kristen Collier	County	761-Substitute Teacher(s)
Amanda McDaniel	County	761-Substitute Teacher(s)
Stephanie Henthorne	County	761-Substitute Teacher(s)
Renee Davis	County	761-Substitute Teacher(s)

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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 V**

Extra-Curricular Assignments:

Name	School/ Location	Position
Suzann Murphy	County	757-Mentor Principal(s)
Constance Mundy	County	757-Mentor Principal(s)
Charla Reger	County	763-Mentor Teacher(s)
Sandra Wilmoth	County	763-Mentor Teacher(s)
	PBHS	724-Volunteer Assistant Volleyball Coach
Wendy Moats	PBHS	725-Assistant Cross-Country Coach
Lindsay (Bracey) Goudy	PBHS	726-Volunteer Assistant Swim Coach
Sydney Curtis	PMS	727-Head Volleyball Coach
Rosa Grose	PMS	728-Head Cheerleading Coach
Samantha Rexrode	PMS	729-Volunteer Assistant Volleyball Coach
Carla Knotts	PMS	730-Volunteer Assistant Cheerleading Coach
Wendy Moats	PMS	731-Assistant Girls Basketball Coach

25. Recommendation: Place Shelley Yarosh back on the substitute teacher list 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**
26. Recommendation: Approve leave of absence for Rachel Propst (maternity) beginning August 18, 2015 through approximately December 23, 2015. – Enclosure X

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Items For Discussion, Consideration and/or Possible Action –

1. Fair Educational Leave – Enclosure Y
 2. Administrative Attendance Transfers - Enclosure Z
- Other

Next board meeting:

September 14, 2015 meeting at 6:00 p.m. at Belington Elementary School (Regular Session)

Adjournment

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ADDENDUM

Curriculum & Instruction –

27. Recommendation: Approve/Confirm curricular trips. – Enclosure #1

Belington Elementary School (3rd Grade) – to Barbour County Fairgrounds on September 2, 2015

Junior Elementary School (3rd Grade) – to Barbour County Fairgrounds on September 2, 2015

Kasson Elem/Middle School (3rd Grade) – to Barbour County Fairgrounds on September 2, 2015

Mount Elementary School (3rd Grade) – to Barbour County Fairgrounds on September 2, 2015

Philippi Elementary School (3rd Grade) – to Barbour County Fairgrounds on September 2, 2015

Volga-Century Elementary School (3rd Grade) – to Barbour County Fairgrounds on September 2, 2015

28. Recommendation: Approve chaperones for Mount Vernon Elementary Schools 3rd Grade Field trip to the Barbour County Fairgrounds on September 2, 2015. – Enclosure #2

Facilities & Maintenance –

29. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure #3

Kasson Elem/Middle School on August 29, 2015 – requested by Teresa Marsh for Volunteer's working on Playground

Transportation –

30. Recommendation: Approve transportation travel requests. – Enclosure #4

Items For Discussion, Consideration and/or Possible Action –

3. Enrollment Charts for FY15 and FY16 – Enclosure #5