

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
Eric Ruf
Dana Stemple
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: August 21, 2013

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 26, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Recognition (s) –

Minutes -

Approve Minutes of the August 12, 2013 meeting. – Enclosure A

Delegation(s) –

Reports –

July 2013 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 2013-2014 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 2013-2014. – Enclosure D

Business & Finance –

3. Recommendation: Approve budget adjustments. – Enclosure E
4. Recommendation: Approve payment of bills for the period of August 7, 2013 through August 20, 2013 at a total expenditure of \$661,947.30. – Enclosure F
5. Recommendation: Authorize the August 15, 2013 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 due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure F)
7. Recommendation: Approve the final total of the August 15, 2013 payroll check and federal withholdings in the amount of \$70,434.20. – 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 - \$200.00, \$500.00
Junior Elementary School (PTA) – projected revenue - \$500.00, \$500.00
Philip Barbour High School (Band) – projected revenue - \$3,000.00
Philippi Middle School (Band) – projected revenue – \$1,000.00

Curriculum & Instruction –

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

Kasson Elem/Middle School (Band) – to Fairgrounds on August 26, 2013; (3rd Grade) – to Fairgrounds on August 29, 2013
10. Recommendation: Approve chaperones for Kasson Elem/Middle Schools 3rd grade to the fairgrounds on August 29, 2013. – Enclosure J
11. Recommendation: Approve chaperones for Philippi Middle School band for the 2013-2014 school year. – Enclosure K
12. Recommendation: Approve chaperones for Philip Barbour High School cross country for the 2013-2014 school year. – Enclosure L
13. Recommendation: Approve chaperones for Belington Middle School band for the 2013-2014 school year. – Enclosure M

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14. Recommendation: Approve chaperones for Philip Barbour High School band for the 2013-2014 school year. – Enclosure N

Facilities & Maintenance –

15. Recommendation: Approve building/ground modifications. – Enclosure O

Belington Elementary School (Room 117) – Install whiteboard

16. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure P

Belington Middle School on September 3, 2013 through May 29, 2014 – requested by Carol Malcolm-Parsons for KidREACH Afterschool Mentoring and Tutoring Program

Junior Elementary School on September 7 and 21, 2013, October 12 and 26, 2013, November 2, 2013 – requested by Cindy Wilmoth for EIPA Written Test; on Various dates throughout the 2013-2014 school – requested by Blake Williams for Junior Elementary PTA

Mt. Vernon Elementary School on Monday through Thursday beginning September 3, 2013 through May 2014 – requested by Tammy Tucker for KidREACH

Food Service –

Policies –

17. Recommendation: Review revised policy 9400: Community Use of School Facilities for second reading. – Enclosure Q

18. Recommendation: Adopt revised Policy 7200, Student Grading System on second reading. – **Refer to Minutes of August 12, 2013**

19. Recommendation: Adopt revised policy 7300, Requirements for Graduation on fourth reading. - **Refer to Minutes of August 12, 2013**

20. Recommendation: Adopt revised policy 8210, Attendance on fourth reading. – **Refer to Minutes of August 12, 2013**

Student Support –

Transportation –

21. Recommendation: Approve transportation travel requests. – Enclosure R

Travel –

22. Recommendation: Approve/Confirm requests for professional leave. – Enclosure S

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Vocational –

Personnel –

23. Recommendation: Accept resignation of Kathleen Schoonover as a substitute teacher effective August 22, 2013. – Enclosure T
24. Recommendation: Accept resignation of James Kirkpatrick as Head Boys Basketball coach at Philippi Middle School. – Enclosure U
25. Recommendation: Accept resignation of JoAnna Cragun as an Assistant Girls Soccer coach at Philip Barbour High School. – Enclosure V
26. Recommendation: Accept resignation of Glen Auvil as a Math/Social Studies Teacher at Philippi Middle School effective at the end of the day on August 26, 2013. – Enclosure W
27. Recommendation: Approve unpaid medical leave of absence for Sandy Thorne from August 19, 2013 to January 2, 2014. – Enclosure X
28. Recommendation: Approve Mike Holliday as a volunteer trainer as needed for Philip Barbour High School during the 2013-2014 school year. – Enclosure Y
29. Recommendation: Employ Susan Mitchell as a substitute School Nurse for the 2013/2014 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 Z
30. Recommendation: Appoint Sharon Allen, school secretary, as the designated staff member to dispense medications during the 2013-14 school year at Kasson Elementary/Middle School. – Enclosure AA
31. Recommendation: Appoint Pam Manista, school secretary, as the designated staff member to dispense medications during the 2013-14 school year at Mt. Vernon Elementary School. – Enclosure BB
32. Recommendation: Employ the following personnel for the 2013-2014 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 CC

Extra Curricular Assignments

Della Colatone	Middle/High Homebound Instructor Up to 20 hours per week
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33. Recommendation: Employ the following personnel for the 2013-2014 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). Any person recommended for a classroom teaching position will not move until the 2014/2015 school year as per WV Code 18A-4-7a.** – Enclosure DD

_____	Long Term Substitute Cook	BMS
_____	Beginning August 28 through January 1, 2014	
_____	Principal	KEMS
_____	Title I. Reading instructor	PMS
_____	Title I. Reading Instructor (Half TIME)	PMS
_____	Title I. Mathematics Instructor	PMS
_____	Mathematics Instructor	PBHS
_____	Physical Education/Health instructor	KEMS
_____	English/Reading Instructor	PMS
_____	LPN/Kindergarten Aide/Supervisory Aide	KEMS
_____	Transportation Aide	
_____	Itinerant Technology Systems Specialist	

Home Base: PBHS

34. Recommendation: Employ the following personnel for the 2013-2014 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 EE

Extra Curricular Assignments

_____	Special Education Designee	BES
_____	Mentor Teacher	
_____	Special Education Designee	PBHS
_____	Head Boys' Basketball Coach	BMS
_____	Volunteer Assistant Boys' Basketball	KMS
_____	Assistant Football Coach	BMS

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Items For Discussion, Consideration and/or Possible Action –

1. Denied transfer requests – Enclosure FF
2. Bank of America Settlement – Enclosure GG
3. Fair Kids – Enclosure HH
4. Other

Next board meeting on September 9, 2013 at Board of Education Office beginning at 6:00 p.m.

Adjournment

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ADDENDUM

Personnel –

35. Recommendation: Accept resignation of Jennifer Parker as an Itinerant Student Intervention Specialist effective at the end of the work day on August 20, 2013. – Enclosure #1