

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Eric Ruf  
Adam Starks  
Ron Phillips

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: August 20, 2019**

**RE: REVISED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **5:00 p.m.** on **Monday, August 26, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve minutes of August 12, 2019 meeting. – Enclosure A

**Recognitions –**

**Delegation(s) –**

**Reports –**

July 2019 Financial Report – Enclosure B

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2019/2020. – Enclosure C

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2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2019/2020. – (Refer to Enclosure C)
3. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2019/2020 contingent upon compliance with pupil-teacher ratio. – (Refer to Enclosure C)

**Business & Finance –**

4. Recommendation: Approve budget adjustments. – Enclosure D
5. Recommendation: Approve payment of bills for the period of August 7, 2019 through August 20, 2019 at a total expenditure of \$332,102.82. – Enclosure E
6. Recommendation: Authorize the August 28, 2019 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 E)
7. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
8. Recommendation: Approve the final total of the August 15, 2019 payroll check and federal withholdings in the amount of \$48,564.21. – Enclosure F
9. Recommendation: Approve the final total of utility/copier bills in the amount of \$14,607.12. – Enclosure G
10. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (Special Needs) – projected revenue - \$200.00; (4<sup>th</sup> Grade Teachers) - \$600.00; (Office) - \$500.00, \$500.00, \$500.00, \$400.00, \$200.00, \$200.00; (Library/Media) - \$1,100.00, \$4,000.00

Belington Middle School (5<sup>th</sup> Grade) – projected revenue - \$1,000.00; (8<sup>th</sup> Grade) - \$1,000.00, \$300.00

Junior Elementary School (Strawberry) – projected revenue - \$1,000.00; (First Grade) - \$750.00

Kasson Elementary/Middle School (Science/Math) – projected revenue - \$500.00; (PTO) - \$13,000.00, \$700.00, \$500.00, \$100.00

Philip Barbour High School (Boys Soccer) – projected revenue - \$400.00, \$400.00, \$300.00; (Softball) - \$500.00; (Athletics) - \$2,000.00; (Boys Basketball) - \$1,000.00, \$1,000.00, \$700.00; (Cheerleading) - \$400.00, \$375.00

Philippi Middle School (8<sup>th</sup> Grade Trip) - projected revenue - \$500.00; (PTO) - \$500.00

**Curriculum & Instruction –**

11. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure I

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12. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure J
  
13. Recommendation: Approve/Confirm curricular trips. – Enclosure K
  - Belington Elementary School (3<sup>rd</sup> Grade) – to Barbour County Fair Grounds on August 28, 2019
  - Junior Elementary School (3<sup>rd</sup> Grade) – to Barbour County Fair Grounds on August 28, 2019
  - Kasson Elementary/Middle School (3<sup>rd</sup> Grade) – to Barbour County Fair Grounds on August 28, 2019
  - Philippi Elementary School (3<sup>rd</sup> Grade) – to Barbour County Fair Grounds on August 28, 2019
  
14. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools field trip to the Barbour County Fair on August 28, 2019. – Enclosure L

**Facilities & Maintenance –**

15. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure M
  - Philippi Middle School on September 13, 2019 – requested by Jessica Moreno for Lock-In; on November 14, 2019 – requested by Jessica Moreno for Bingo Night; on October 25, 2019 – requested by Jessica Moreno for Halloween Dance; on August 23, 2019 – requested by Jessica Moreno for Movie Night

**Food Service –**

**Policies –**

**Student Support –**

16. Recommendation: Approve contract with Best Life Therapy, LLC to provide Speech Therapy Services for the 2019/2020 school year. – Enclosure N
  
17. Recommendation: Approve contract with Best Life Therapy, LLC to provide Occupational Therapy Services for the 2019/2020 school year. – Enclosure O
  
18. Recommendation: Approve contract with Best Life Therapy, LLC to provide Physical Therapy Services for the 2019/2020 school year. – Enclosure P

**Transportation –**

19. Recommendation: Approve transportation travel requests. – Enclosure Q

**Travel –**

20. Recommendation: Approve/Confirm requests for professional leave. – Enclosure R

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**Vocational –**

**Personnel –**

21. Recommendation: Approve leave of absence (maternity) for a professional employee at Belington Elementary School beginning approximately August 8, 2019 through approximately September 14, 2019. – Enclosure S
22. Recommendation: Approve student teachers from Alderson Broaddus University for the 2019/2020 School year. – Enclosure T
23. Recommendation: Approve agreement with Glenville State College for student teachers for the 2019/2020 school year. – Enclosure U
24. Recommendation: Employ the following personnel for the 2019/2020 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

<b>Regular Employee Assignments 2019-20</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PBHS	Job 2430: Mathematics Instructor
	PBHS, Itinerant	Job 2432: School Nurse - RN (half-time)
	PBHS, Itinerant	Job 2450: Physical Education/Health/Parenting Instructor
Anita Friend	PMS	Job 2476: Language Arts Instructor
Samuel Wagner	PES, itinerant	Job 2477: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide

<b>Substitute Employee Assignments 2019-20</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Bernard McGuire, Erin Gallagher, Brittany McNemar	County	Job 2434: Substitute Teacher(s)
Jessica Sanetrik	PBHS, itinerant	Job 2459: Long Term Substitute Multi-Categorical Instructor w/Autism
	PES, itinerant	Job 2461: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, itinerant	Job 2463: Long Term

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		Substitute Multi-Categorical w/Autism Instructor
	PBHS	Job 2467: Long Term Substitute Option Pathway Instructor/Mathematics Instructor
	PBHS	Job 2469: Long Term Substitute Language Arts/Library-Media Instructor

<b>Extra-Curricular Employee Assignments 2019-20</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Hillary Hulver	BMS	Job 2435: Assistant Girls Basketball Coach
	BMS	Job 2436: Head Cheerleading Coach
	PBHS	Job 2437: Head Boys Track Coach
	PBHS	Job 2453: Limited Football Trainer
	PBHS	Job 2454: Substitute Limited Football Trainer(s)
	PMS	Job 2455: Volunteer Assistant Cross Country Coach
Christopher Halterman	BMS	Job 2456: Assistant Boys Basketball Coach

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

Bruce Booth

Larry Kittle

Ngozi Iwunor

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

September 9, 2019 at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**