

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 21, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 27, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of August 13, 2018 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

July 2018 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 2018-2019. – Enclosure C

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2. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2018-2019 contingent upon compliance with pupil-teacher ratio. – Enclosure D
3. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2018-2019. – Enclosure E

Business & Finance –

4. Recommendation: Approve budget adjustments. – Enclosure F
5. Recommendation: Approve payment of bills for the period of August 8, 2018 through August 21, 2018 at a total expenditure of \$224,046.76. – Enclosure G
6. Recommendation: Authorize the August 28, 2018 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 G)
7. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure G)
8. Recommendation: Approve the final total of the August 15, 2018 payroll check and federal withholdings in the amount of \$50,470.29. – Enclosure H
9. Recommendation: Approve final total of utility/copier bills in the amount of \$467.81. – Enclosure I
10. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure J

Belington Elementary School (Library/Media) – projected revenue - \$4,000.00, \$600.00;
(Office) - \$200.00, \$200.00, \$500.00, \$400.00, \$500.00

Belington Middle School (8th Grade) – projected revenue - \$1,000.00

Kasson Elementary/Middle School (School) – projected revenue - \$150.00, \$675.00,
\$200.00, Books, \$400.00; (Athletics & 8th Grade) - \$5,000.00; (Athletics/General
Fund) - \$3,000.00; (8th Grade) - \$1,000.00

Philip Barbour High School (Volleyball) – projected revenue - \$1,000.00; (Girls Soccer) -
\$100.00

Philippi Elementary School (Office) – projected revenue - \$500.00; (Faculty Senate) -
\$900.00

Philippi Middle School (Cheerleading) – projected revenue - \$500.00, \$1,000.00

11. Recommendation: Award photography bids for the 2018/2019 school year. – Enclosure K

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Curriculum & Instruction –

12. Recommendation: Approve/Confirm curricular trips. – Enclosure L
- Belington Elementary School (3rd grade) – to Barbour County Fair on August 29, 2018
 - Belington Middle School (Varsity Volleyball) – to Marshall University on September 28, 2018
 - Junior Elementary School (PreK-1st Grade) – to Swartz Farm Pond on September 11, 2018; (2nd-4th Grade) – to Swartz Farm Pond on September 13, 2018
 - Kasson Elem/Middle School (8th Grade) – to Washington DC on May 9, 2019; (Robotics Team) – to Barbour County Fair on August 31, 2018; (3rd Grade) – to Barbour County Fair on August 29, 2018
 - Philippi Elementary School (3rd Grade) – to Barbour County Fair on August 29, 2018
 - Philippi Middle School (Forensics Class) – to Fairmont State on October 5, 2018
13. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure M
14. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure N
15. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure O
16. Recommendation: Approve chaperones for Philip Barbour High School Band for the 2018/2019 school year. – Enclosure P
17. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools field trip to the Barbour County Fair on August 29, 2018. – Enclosure Q
18. Recommendation: Approve the CSOs for the following elective courses at Philip Barbour High School. – Enclosure R
- Keys to Intervention
 - PAES II
 - Skills Development 9-12

Facilities & Maintenance –

19. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure S
- Philip Barbour High School on August 17, 2018 – requested by Taylor Swiff for Middle School Lock-In
20. Recommendation: Approve building/ground modifications. – Enclosure T
- Kasson Elementary/Middle School (GYM) – hang banners
 - Philippi Middle School (Counselor's office) – add phone line

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Food Service –

Policies –

Student Support –

21. Recommendation: Approve Memorandum of Understanding with Marion County Board of Education to provide Audiology services for the 2018/2019 school year. – Enclosure U

Transportation –

22. Recommendation: Approve transportation travel requests. – Enclosure V

Travel –

23. Recommendation: Approve/Confirm requests for professional leave. – Enclosure W

Vocational –

Personnel –

24. Recommendation: Approve Briana Park to dispense medicine to students at Junior Elementary School. – Enclosure X
25. Recommendation: Accept resignation of Stephanie Moss as Special Education Designee at Philippi Elementary School effective August 8, 2018. - Enclosure Y
26. Recommendation: Approve leave of absence (FMLA) for a service employee at Belington Elementary School beginning August 8, 2018 through approximately September 10, 2018. – Enclosure Z
27. Recommendation: Approve leave of absence (Medical) for a service employee at Bus Garage beginning August 24, 2018 for approximately 6-8 months. – Enclosure AA
28. Recommendation: Accept resignation of Christopher Haller as a substitute teacher effective August 6, 2018. – Enclosure BB
29. Recommendation: Accept resignation of Katherine Smith as a substitute teacher effective August 8, 2018. – Enclosure CC
30. Recommendation: Accept resignation of Brent Bouscher as a substitute custodian effective August 13, 2018. – Enclosure DD
31. Recommendation: Accept resignation of Amber Haller as a Multi-Categorical/Severe Profound Instructor at Philip Barbour High School effective August 30, 2018. – Enclosure EE
32. Recommendation: Approve student teachers from Alderson Broaddus University for the 2018/2019 School year. – Enclosure FF

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33. Recommendation: Employ the following personnel for the 2018/2019 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 GG**

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 1961: School Nurse - RN (half-time)
Samuel Wagner	BMS, Itinerant	Job 1989: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PBHS	Job 1991: Counselor
	PBHS	Job 1998: Pro Start Instructor
Justin Suder	BMS	Job 1999: Language Arts Instructor
	PES, Itinerant	Job 2000: Multi-Categorical w/Autism Instructor
	PBHS, Itinerant	Job 2001: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 2002: Gifted/Multi-Categorical Instructor (half-time)
	PES	Job 2003: Elementary Education Instructor
	PES, Itinerant	Job 2004: PreK/Prek Special Needs Instructor (half-time)
	PBHS	Job 2005: Option Pathway Instructor/Mathematics Instructor
George Collett	PBHS	Job 2007: Associate Principal
	Kasson, Itinerant	Job 2009: Multi-Categorical w/Autism Instructor
Marsha Mayle	Junior	Job 2010: Early Childhood Classroom Assistant Teacher/PreK Special Needs Aide/Supervisory Aide/Transportation Aide
	Kasson	Job 2011: Elementary Education Instructor
Robin Reed	PES	Job 2012: Elementary Education Instructor
	PBHS	Job 2014: Multi-Categorical/severely profoundly impaired instructor

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		w/autism
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Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 1992: Substitute Custodian(s)
	County	Job 1993: Substitute Cook(s)
	County	Job 1995: Substitute School Nurse RN(s)

Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Jessica Crites	PMS	Job 2006: Volunteer Assistant Cheerleading Coach
Brittany Freeman	PES	Job 2008: Special Education Designee (Extra-Curricular)
	PMS	Job 2013: English Language Learner Instructor (Extra-Curricular)
	PES	Job 2015: Cook (extra-curricular)
Kimberly Swick	PMS	Job 2016: Cook (extra-curricular)
Sheila Wilson	Kasson	Job 2017: Cook (extra-curricular)

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

Jonathan Talkington

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Items For Discussion, Consideration and/or Possible Action –

1. Administrative Attendance Transfers - HH
2. Other

Next board meetings:

September 10, 2018 at 6:00 p.m. at Kasson Elementary/Middle School LSIC Presentation
(Regular Session)

September 24, 2018 at 6:00 p.m. at Philippi Elementary School LSIC Presentation
(Regular Session)

Adjournment