

**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 22, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 28, 2017**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve minutes of August 14, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

July 2017 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 2017-2018. – 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 2017-2018 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 2017-2018 contingent upon compliance with pupil-teacher ratio. – Enclosure E

Business & Finance –

4. Recommendation: Approved budget adjustments. – Enclosure F
5. Recommendation: Approve payment of bills for the period of August 8, 2017 through August 22, 2017 at a total expenditure of \$240,614.92. – Enclosure G
6. 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)
7. Recommendation: Approve the final total of the August 15, 2017 payroll check and federal withholdings in the amount of \$38,659.53. – Enclosure H
8. Recommendation: Approve the final total of the August 28, 2017 payroll check and federal withholdings in the amount of \$107,581.71. – Enclosure I
9. Recommendation: Approve final total of utility/copier bills in the amount of \$10,482.08. – Enclosure J
10. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure K

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

Belington Middle School (Community Development Committee) – projected revenue - \$500.00; (Office) - \$200.00; (Office/Student Body) - \$3,500.00, \$500.00; (School Athletics) - \$3,500.00

Junior Elementary School (Strawberry Fund) – projected revenue \$200.00; (Slush Fund) - \$100.00

Philip Barbour High School (Freshman Class) – projected revenue - \$1,000.00, \$500.00; (Volleyball) - \$250.00; (Math Dept.) - \$300.00; (Junior Class) - \$500.00; (Class of 2020) - \$500.00

Philippi Middle School (Band) – projected revenue - \$800.00

11. Recommendation: Approve the following contracts for contracted positions through RESA 7. – Enclosure L

Title I Home-School Interventionist

12. Recommendation: Award photography bids for the 2017/2018 school year. – Enclosure M

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Curriculum & Instruction –

13. Recommendation: Approve/Confirm curricular trips. – Enclosure N
- Belington Elementary School (3rd Grade) – to Barbour County Fair on August 30, 2017
 - Belington Middle School (8th Grade) – to Buckhannon on TBA
 - Junior Elementary School (3rd Grade) – to Barbour County Fair on August 30, 2017; (Special Needs) – to Belington Dollar General Store on October 17, 2017; (Special Needs) – to Belington Dollar General Store on December 12, 2017; (Special Needs) – to Belington Shop N Save on February 6, 2018; (Special Needs) – to Barb’s Restaurant on April 10, 2018
 - Kasson Elem/Middle School (4th-8th Grades) – to Charleston on November 16, 2017; (3rd Grade) – to Barbour County Fair on August 30, 2017
 - Philip Barbour High School (Prom) – to Gandy Dancer on April 28, 2018
 - Philip Barbour High School/Philippi Middle School (PBHS Students/PMS Choir & Theatre) – to Pittsburgh, Pennsylvania on January 25, 2018
 - Philippi Elementary School (3rd Grade) – to Barbour County Fair on August 30, 2017
14. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools 3rd grade field trip to the Barbour County Fairgrounds on August 30, 2017. – Enclosure O
15. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure P
16. Recommendation: Approve educational leave request for a student at Junior Elementary School. – Enclosure Q
17. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure R
18. Recommendation: Approve the CSOs for the following elective courses at Philip Barbour High School. – Enclosure S

Keys to Intervention
PAES II
Skills Development 9-12

Facilities & Maintenance –

19. Recommendation: Implement the new phone system to all schools in the county at a cost of \$85,707.81. – Enclosure T
20. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure U

Belington Middle School each Friday – requested by LaDonna Davis for Kids Jam Weekly Meeting

Food Service –

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Policies –

Student Support –

21. Recommendation: Approve contract with Best Life Therapy, LLC to provide Speech Therapy Services for the 2017/2018 school year. – Enclosure V
22. Recommendation: Approve contract with Best Life Therapy, LLC to provide Occupational Therapy Services for the 2017/2018 school year. – Enclosure W

Transportation –

23. Recommendation: Approve transportation travel requests. – Enclosure X

Travel –

24. Recommendation: Approve/Confirm requests for professional leave. – Enclosure Y

Vocational –

Personnel –

25. Recommendation: Accept resignation of Terri Riffle as an after school tutor at Junior Elementary School effective August 22, 2017. - Enclosure Z
26. Recommendation: Accept resignation of LaDonna Davis as an after school tutor at Junior Elementary School effective August 22, 2017. - Enclosure AA
27. Recommendation: Accept resignation/retirement of Stanley Fitzwater as a Physical Education Teacher at Philip Barbour High School effective December 1, 2017. – Enclosure BB
28. Recommendation: Accept resignation of Kammi Dalton-Mayle as a substitute teacher effective August 18, 2017. - Enclosure CC
29. Recommendation: Approve leave of absence (Medical) for a professional employee at Belington Middle School beginning approximately August 14, 2017 through approximately October 11, 2017. – Enclosure DD
30. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for the placement of teacher candidates and other school professionals. – Enclosure EE
31. Recommendation: Reassign Tina Anglin to Junior Elementary School for the 2017/2018 school per WV Code 18A-2-7(e).
32. Recommendation: Employ the following personnel for the 2017-2018 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 FF

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Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PMS	1645: Elementary Education Instructor
Charlene DeBarr	County	1618: Bus Operator, Rt. 34/Mechanic Assistant
	Kasson, Itinerant	1614: Gifted/Multi-Categorical Instructor (half-time)
Sharon Nuzum	PES	1625: Title I Reading/Math Instructor

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
Sharon Nuzum	County	1613: Substitute Teacher(s)
	County	1613: Substitute Teacher(s)
	PES, Itinerant	1628: Long Term Substitute PreK/Prek Special Needs Instructor (half-time)
	Junior, Itinerant	1636: Long Term Substitute Music Instructor (half-time)
	PBHS	1620: Long Term Substitute Chemistry/Physics Instructor
	PBHS	1622: Long Term Substitute French Instructor
	BMS	1639: Long Term Substitute Mathematics Instructor
	BMS, Itinerant	1617: Long Term Substitute Multi-Categorical Instructor w/Autism
	Kasson, Itinerant	1630: Long Term Substitute Multi-Categorical w/Autism Instructor (half-time)
	BES, Itinerant	1632: Long Term Substitute Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	BMS, Itinerant	1640: Long Term Substitute Hearing Impaired/Multi-Categorical Instructor
	BMS, Itinerant	1643: Long Term Substitute Multi-Categorical Instructor w/Autism
	County	1642: Substitute Bus Operator(s)

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	PBHS	1611: Volunteer Assistant Girls

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		Soccer Coach
Noah Shaffer	PBHS	1612: Volunteer Assistant Football Coach
	Kasson	1623: 1 Academic Afterschool Tutor (Extra-Curricular)
	County	1624: Technology Systems Specialist (Extra-Curricular)

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

Sherri Mullens

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Items For Discussion, Consideration and/or Possible Action –

1. Review Superintendent's Goal's
2. School Newsletters – Enclosure GG
3. Other

Next board meetings:

September 11, 2017 at 6:00 p.m. at Kasson Elem/Middle School LSIC Presentation
(Regular Session)

Adjournment

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ADDENDUM

Curriculum & Instruction –

34. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure #1
35. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure #2

Personnel –

36. Recommendation: Accept resignation of Glen Auvil as Head Girls Basketball Coach at Philippi Middle School effective August 23, 2017. - Enclosure #3
37. Recommendation: Accept resignation of Lindsay Bracey as Head Swim Coach at Philip Barbour High School effective August 23, 2017. – Enclosure #4
38. Recommendation: Re-employ Richard Weiford as a substitute bus operator for the 2017-2018 school year.