

**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: September 4, 2013

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 9, 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 17, 2013, August 20, 2013 and August 26, 2013 meetings. –
Enclosure A

Delegation(s) –

WVU Extension Service

Reports –

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 B

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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 C

Business & Finance –

3. Recommendation: Approve payment of bills for the period of August 21, 2013 through September 3, 2013 at a total expenditure of \$216,320.22. – Enclosure D
4. Recommendation: Authorize the September 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 D)
5. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure D)
6. Recommendation: Approve the final total of the August 28, 2013 payroll check and federal withholdings in the amount of \$159,312.50. – Enclosure E
7. Recommendation: Approve final total of utility bills in the amount of \$16,055.69. – Enclosure F
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Belington Elementary School (Library/Media) – projected revenue - \$4,000.00, \$2,000.00, \$2,000.00; (Office) - \$300.00

Belington Middle School (Band) – projected revenue - \$700.00, \$1,500.00, \$1,500.00; (Office) - \$4,000.00; (8th Grade) - \$500.00

Junior Elementary School (PTA) – projected revenue - \$100.00, \$500.00, \$500.00

Kasson Elementary/Middle School (Media) – projected revenue - \$2,000.00: (PreK-8) - \$2,500.00

Philip Barbour High School (Baseball) – projected revenue - \$1,500.00; (Future Education Association) - \$450.00, \$150.00; (Junior Class) - \$1,000.00; (Quiz Team) - \$250.00; (Class of 2015) - \$200.00

Curriculum & Instruction –

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

Belington Elementary School (3rd Grade) – to Fairgrounds on August 29, 2013

Junior Elementary School (3rd Grade) – to Fairgrounds on August 29, 2013

Kasson Elem/Middle School (Varsity Band) – to Belington on September 21, 2013; to Kingwood on September 27, 2103

Mt. Vernon Elementary School (2nd & 3rd Grade) – to Fairgrounds on August 29, 2013

Philip Barbour High School (FFA) – to Preston High School on September 21, 2013; to Louisville, Kentucky on October 29, 2013 to November 2, 2013; (Future Education Association) – to Flatwoods on September 12, 2013; (FFA) – to Sickler Farms on September 20, 2013

Volga-Century Elementary School (3rd Grade) to Fairgrounds on August 29, 2013

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10. Recommendation: Approve chaperones for Philip Barbour High School FFA for the 2013-2014 school year. – Enclosure I

Facilities & Maintenance –

11. Recommendation: Approve building/ground modifications. – Enclosure J

Belington Elementary School (Library) – Install whiteboard; (Playground) – install concrete pad and remove old basketball pole

Philip Barbour High School Complex (V7) – paint two walls

Philippi Middle School (Room #1) – change the classroom into office space; (Playground) – plant 4-5 maple trees

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K

Belington Elementary School on September 13, 2013 – requested by Paula Townsend for Belington Elementary School PTA's Back to School Dance

Mt. Vernon Elementary School on September 15, 2013 – requested by Kylie Griffith McGee for Birthday Party

Philip Barbour High School on September 14, 2013 – requested by Chief J.W. Walters for Physical Agility Test for Applicants

Philippi Elementary School on September 7, 2013 – requested by J.D. Long for Use of parking lot for A.B. University football

Philippi Middle School on September 7, 2013 – requested by J.D. Long for Use of parking lot for A.B University football

Food Service –

Policies –

13. Recommendation: Review revised policy 9400: Community Use of School Facilities for third reading. – Enclosure L

Student Support –

14. Recommendation: Approve contract with Best Life Therapy to provide Speech Therapy Services from September 2013 through June 2014. – Enclosure M

Transportation –

15. Recommendation: Approve transportation travel requests. – Enclosure N

Travel –

16. Recommendation: Approve/Confirm requests for professional leave. – Enclosure O

Vocational –

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Personnel –

- 17. Recommendation: Accept resignation of Shelly Starkey as Elementary Literacy Coach effective at the end of the work day on September 13, 2013. – Enclosure P
- 18. Recommendation: Approve unpaid medical leave of absence for Tamela Hoyman from August 22, 2013 to approximately November 22, 2013. – Enclosure Q
- 19. Recommendation: Accept resignation of Donna Anglin as an extra-curricular bus operator for Philippi Elementary School effective August 26, 2013. – Enclosure R
- 20. Recommendation: Approve Memorandum of Understanding with Fairmont State University for teacher candidates and student teachers for the 2013/2014 school year. – Enclosure S
- 21. Recommendation: Allow Amber Haller a student at Fairmont State University to complete her clinical at Philippi Middle School during the 2013/2014 school year. - Enclosure T
- 22. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for student teachers for the 2013/2014 school year. – Enclosure U
- 23. Recommendation: Approve Student teachers from Alderson Broaddus University for the Spring 2014 school term. – Enclosure V
- 24. 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 W

Extra Curricular Assignments

_____	Critical Skills Tutor	BES
_____	Critical Skills Tutor	BMS
_____	Critical Skills Tutor	MTVES
_____	Critical Skills Tutor	PMS
Cindy Sigley	Mentor Principal	
Lisa Heinbaugh	Mentor Principal	
Marty Waybright	Special Needs Extra Run Bus Operator	
	3-5 days a week as student need warrants	
	Noon pickup from PES to transport student home	
Debbie Daugherty	Mentor Teacher	
Lana Jill Weese	Mentor Teacher	
Stacey Roy	Limited Football Trainer	

- 25. 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 X

_____	Substitute Nurse
_____	Substitute Teacher
_____	Substitute Teacher

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26. 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
 Y

_____	Kindergarten Teacher	PES
_____	Math/Social Studies Teacher	PMS
_____	Long Term Substitute Title I. Reading Teacher	PMS
_____	First Grade Teacher	BES
_____	Pre-K/Pre-K Special Needs Aide/Supervisory Aide	
	Transportation Aide	JES
Tina Anglin	Itinerant Special Education/Pre-K Special Needs Aide/Supervisory Aide/Transportation Aide	PES
Paulette Bailey	Cook	BES
Janna Duckworth	Kindergarten Aide/Supervisory Aide/Transportation Aide	BES
Joe Archibald	Bus Operator, Rt. 17	
_____	Associate Principal	PBHS
_____	Principal	VCES/JES
_____	Pre-K/Pre-K Special Needs Teacher	JES

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Items For Discussion, Consideration and/or Possible Action –

1. FY12 School Audits and Corrective Action Plans – Enclosure Z
2. School Newsletters – Enclosure AA
3. Denied Attendance Transfers – Enclosure BB
4. Other

Next board meetings:

September 16, 2013 at 6:00 p.m. at Volga-Century Elementary School - Special Session
(Public Hearing Regarding the closure of Volga-Century Elementary School) in the
event of inclement weather or other factors beyond the control of the board on
September 16, 2013 the hearing will take place on September 17, 2013 at 6:00 p.m. at
Volga-Century Elementary School

September 18, 2013 at 6:00 p.m. at Mount Vernon Elementary School - Special Session
(Public Hearing Regarding the closure of Mount Vernon Elementary School) in the
event of inclement weather or other factors beyond the control of the board on
September 18, 2013 the hearing will take place on September 19, 2013 at 6:00 p.m. at
Mount Vernon Elementary School

September 23, 2013 at Board of Education Office beginning at 6:00 p.m.

Adjournment

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ADDENDUM

Curriculum & Instruction –

27. Recommendation: Approve Memorandum of Understanding with West Virginia's Family Nutrition Program to provide nutrition and physical activity programs for low-income families. – Enclosure # 1