

**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: September 5, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 11, 2017**, at the **Kasson Elementary/Middle School, 19 Kasson Road, Moatsville, WV 26405.**

Call to Order

Pledge to Flag

Invocation

Kasson Elem/Middle School LSIC Presentation

Minutes -

Approve minutes of August 28, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Jessie Harring & Vanessa Short from Libera WV

Reports –

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2017-2018. – Enclosure B

Business & Finance –

2. Recommendation: Approve payment of bills for the period of August 23, 2017 through September 5, 2017 at a total expenditure of \$467,264.90. – Enclosure C
3. Recommendation: Authorize the September 15, 2017 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 C)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure C)
5. Recommendation: Approve the final total of the August 28, 2017 payroll check and federal withholdings in the amount of \$10,968.21. – Enclosure D
6. Recommendation: Approve final total of utility/copier bills in the amount of \$9,706.55. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Elementary School (Office) – projected revenue - \$800.00, \$200.00, \$300.00, \$500.00, \$300.00; (Library/Media) - \$4,000.00, \$600.00, \$600.00; (PTA) - \$500.00, \$500.00

Belington Middle School (Hawks Nest News) – projected revenue - \$200.00

Junior Elementary School (Office) – projected revenue - \$400.00, \$100.00, \$700.00, \$200.00

Kasson Elem/Middle School (School) – projected revenue - \$100.00, \$1,000.00, \$300.00, \$400.00; (Volleyball) - \$400.00, \$500.00; (PTO) - \$12,000.00; \$800.00, \$1,500.00

Philip Barbour High School (FFA) – projected revenue - \$1,000.00, \$1,000.00; (HOSA) - \$500.00, \$500.00, \$500.00; (Cheerleading) - \$250.00, \$1,500.00

Philippi Elementary School (Preschool) – projected revenue - \$300.00

Philippi Middle School (Cheerleading) – projected revenue \$1,400.00

8. Recommendation: Approve the following contracts for contracted positions through RESA 7. – Enclosure G

Medicaid

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Curriculum & Instruction –

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

Junior Elementary School (School) – to Swartz Farm Pond on September 12, 2017
Kasson Elem/Middle School (7th/8th Grades) – to WV Wesleyan on October 24, 2017
Philip Barbour High School (FFA) – to Cedar Lakes on September 20-21, 2017

10. Recommendation: Approve chaperones for Philip Barbour High School band for all activities for the 2017-2018 school year. – Enclosure I

Facilities & Maintenance –

11. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure J

Kasson Elementary/Middle School on September 16, 2017 – requested by Teresa Marsh for Outdoor Movie Night
Philip Barbour High School Complex on October 10, 2017 – requested by Linda Watson for Community Baby Shower; on December 8, 2017 - requested by Charla Reger for Barbour County Elementary Science Fair
Philippi Middle School on September 16, 2017 – requested by Marvin Mayle for Benefit Dinner

12. Recommendation: Approve building/ground modifications. – Enclosure K

Belington Elementary School (Multi-Purpose Room) – install wall padding
Junior Elementary School (Driveway) – install school sign
Kasson Elem/Middle School (hallway by Kindergarten room) – hang bulletin board

Food Service –

Policies –

Student Support –

Transportation –

13. Recommendation: Approve transportation travel requests. – Enclosure L

Travel –

14. Recommendation: Approve/Confirm requests for professional leave. – Enclosure M

Vocational –

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Personnel –

15. Recommendation: Accept resignation of Melyssa Duckworth as a Educational Interpreter/Aide at Philip Barbour High School effective August 25, 2017. - Enclosure N
16. Recommendation: Accept resignation of William Gregory as an Assistant Girls Soccer coach at Philip Barbour High School effective August 28, 2017. – Enclosure O
17. Recommendation: Approve leave of absence (Medical) for a professional employee at Philippi Middle School beginning August 15, 2017 through approximately October 15, 2017. – Enclosure P
18. 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 Q

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PMS	1634: Music Instructor (half-time)
	PBHS, Itinerant	1626: School Nurse - RN (half-time)
	PMS	1645: Elementary Education Instructor
David Williams	PBHS	1646: Custodian
	PBHS, Itinerant	1661: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
Matt Reeb	County	1613: Substitute Teacher(s)
Rebecca MacAdam	County	1641: Substitute Teacher(s)
Kristen Collier	County	1641: Substitute Teacher(s)
Michael MacAdam	County	1641: Substitute Teacher(s)
	County	1641: Substitute Teacher(s)
	County	1641: Substitute Teacher(s)
	County	1641: Substitute Teacher(s)
	County	1641: Substitute Teacher(s)
Trevor Mouser	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)

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Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
Eric Eisenbrey	BMS	1633: Volunteer Assistant Cross Country Coach
	PBHS	1637: Volunteer Assistant Tennis Coach
	BMS	1638: Volunteer Assistant Football Coach
Rochelle Nestor	Kasson	1652: 1 Academic Afterschool Tutor (Extra-Curricular)
Laura Shelton	Junior	1662: 2 Academic Afterschool Tutor(s) (Extra-Curricular)
Sandy Wilmoth	Junior	1662: 2 Academic Afterschool Tutor(s) (Extra-Curricular)
Patricia Levesque-Gosnell	PES	1663: English Language Learner Instructor (Extra-Curricular)

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Items For Discussion, Consideration and/or Possible Action –

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

Next board meetings:

September 25, 2017 at 6:00 p.m. at Belington Middle School LSIC Presentation (Regular Session)

Adjournment