

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Jared Nestor  
Adam Starks  
Ron Phillips

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: September 6, 2022**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 12, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve the minutes of the August 22, 2022 meeting. – Enclosure A

**Recognitions –**

September 23, 2022 as West Virginia School Service Personnel Day – Enclosure B

**Delegation(s) –**

Jennifer Whetzel – regarding student issue

**Reports –**

July 2022 Financial Report – Enclosure C

**Work Session – Board Goals**

**AGENDA**  
**September 12, 2022**

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2022/2023 contingent upon compliance with pupil-teacher ratio. – Enclosure D

**Business & Finance –**

2. Recommendation: Approve payment of bills for the period of August 17, 2022, through September 6, 2022, at a total expenditure of \$353,274.49. – Enclosure E
3. Recommendation: Authorize September 15, 2022, 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)
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure E)
5. Recommendation: Approve the final total of August 26, 2022, payroll check, and federal withholdings in the amount of \$175,286.58. – Enclosure F
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$15,514.37. – Enclosure G
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Middle School – (School wide/Office) – projected revenue - \$1,000.00, \$3,000.00; (5<sup>th</sup> Grade) - \$1,000.00; (8<sup>th</sup> Grade) - \$1,000.00; (Volleyball) - \$500.00; (7<sup>th</sup> Grade) - \$5,000.00; (Boys Basketball) - \$500.00; (Whole School) - \$2,000.00  
Kasson Elementary/Middle School (Front Office) – projected revenue - \$500.00; (8<sup>th</sup> Grade parents) - \$1,000.00; (PTO) - \$500.00, \$50.00, \$8,000.00, \$100.00, \$100.00, \$800.00, \$600.00, \$700.00, \$0.00, \$500.00, \$500.00, \$500.00, \$900.00  
Philip Barbour High School (Girls Basketball) - projected revenue - \$1,000.00; (Boys Basketball) - \$500.00, \$1,000.00; (Junior Class of 2024) - \$500.00; (Athletics) - \$1,000.00, \$1,000.00, \$500.00, \$1000.00; (Band) - \$3,000.00, \$2,000.00; (Student Council) - \$500.00, \$500.00, \$1,000.00; (HOSA) - \$1,500.00; (Cheerleading) - \$1,000.00, \$1,000.00, \$1,000.00; (Boys Soccer) - \$1,000.00; (Volleyball) - \$500.00; (Class of 2025) - \$500.00; (Class of 2023) - \$500.00; (Class of 2025/Class of 2024) - \$3,000.00  
Philippi Middle School (Cheerleading) – projected revenue - \$500.00; (PTO) - \$500.00; (8<sup>th</sup> Grade) - \$2,000.00

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**Curriculum & Instruction –**

8. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure I
  
9. Recommendation: Approve/Confirm curricular trips. – Enclosure J
  - Belington Middle School (Cross Country) – to Snowbird Park, Doddridge Co., China Buffet restaurant on October 11, 2022; (Band) – to Buckwheat Festival on September 29, 2022
  - Junior Elementary School (3<sup>rd</sup>/4<sup>th</sup> Grades) – to River in front of the school on September 15, 2022
  - Philip Barbour High School (Juniors/Seniors) – to West Virginia Wesleyan College on September 13, 2022; (FFA) – to Cedar Lakes, Ripley, WV on September 28-29, 2022; (Band) – to Moundsville on September 10, 2022

**Facilities & Maintenance –**

10. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure K
  - Belington Middle School beginning September 19, 2022 through May 12, 2023- requested by Carol Malcolm-Parsons for REACH.U Afterschool program
  - Kasson Elementary/Middle School beginning September 19, 2022 through May 12, 2023- requested by Carol Malcolm-Parsons for KidREACH Afterschool program
  - Philip Barbour High School on September 25, 2022 – requested by Thairon Holler for Emergency Vehicle Driver Training; on November 5-6, 2022 – requested by Heather Halfin and Christina Holbrook for Craft Show
  - Philippi Middle School beginning September 15, 2022 through May 12, 2023 – requested by Carol Malcolm-Parsons for REACH.U Afterschool Program

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

**Travel –**

11. Recommendation: Approve/Confirm requests for professional leave. – Enclosure L

**Vocational –**

**Personnel –**

12. Recommendation: Accept the resignation of John Boskovic as a substitute teacher effective August 17, 2022. – Enclosure M

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13. Recommendation: Accept the resignation of Janis Sweet as a substitute teacher effective August 23, 2022. – Enclosure N
14. Recommendation: Accept the resignation of George Nace as a Kindergarten Instructor at Belington Elementary School, effective August 18, 2022. – Enclosure O
15. Recommendation: Approve the revised schedule of supplemental pay for service personnel by adding Payroll Supervisor in the amount of \$4,000.00. **(changes will become retroactive to July 1, 2022.)** – Enclosure P
16. Recommendation: Approve student teachers from Alderson Broaddus University for the 2022/2023 School year. – Enclosure Q
17. Recommendation: Employ the following personnel for the 2022/2023 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 R

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	PMS	Job 3968: Language Arts Instructor
Everett Propst	County	Job 3972: Bus Operator, Rt. 31
	KEMS	Job 3977: Mathematics/Social Studies Instructor
	KEMS	Job 3982: Science Instructor
Lisa Young	PMS, Itinerant	Job 3946: Multi-Categorical w/Autism Instructor
	BES	Job 3987: Elementary Education Instructor
	County	Job 3988: Mechanic/Bus Operator
Myranda McDaniel	PMS, Itinerant	Job 3989: Special Needs Aide/Supervisory Aide/Transportation Aide
	PES	Job 3990: Title I Reading/Math Instructor
	PES	Job 4024: Elementary Education Instructor

Substitute Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
Gregory Kepner	PES	Job 3984: Long Term Substitute Title I Reading/Math Instructor
	KEMS	Job 3985: Long Term Substitute

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		Mathematics/Social Studies Instructor
	PES, Itinerant	Job 3993: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
Raquel Freeman	PBHS, Itinerant	Job 3995: Long Term Substitute Multi-Categorical w/Autism Instructor
Ashley Morrell	PBHS, Itinerant	Job 3998: Long Term Substitute Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	County	Job 4010: Substitute Bus Operator(s)
Dyanna Auvil, Megan Wetzel	County	Job 4011: Substitute Teacher(s)
Stan Fitzwater	KEMS	Job 4026: Long Term Substitute Science Instructor
	County	Job 4031: Restricted Short-Term Substitute Teacher(s)

Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	PBHS	Job 3970: Athletic Trainer (Winter Sports)
	PBHS	Job 3971: Athletic Trainer (Fall Sports)
	PBHS	Job 4016: Assistant Cheerleading Coach
	JES	Job 4017: Cook (Extra-Curricular)
Sheila Wilson	KEMS	Job 4018: Cook (Extra-Curricular)
	BES	Job 4019: (2)Cooks (Extra-Curricular)
	PMS	Job 4020: Volunteer Assistant Cheerleading Coach
Jared Nestor	PMS	Job 4021: Volunteer Assistant Football Coach
Donna Anglin	PBHS	Job 4022: Bus Operator for Tri-County (Extra-Curricular) (as needed)
	BMS	Job 4023: Assistant Girls Basketball Coach

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Christopher Bennett	PMS	Job 4030: Volunteer Assistant Football Coach
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18. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure R)

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Items For Discussion, Consideration, and/or Possible Action –

1. Other

Next board meetings:

September 26, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)  
October 10, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)  
October 24, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

**Adjournment**

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**ADDENDUM**

**Facilities & Maintenance –**

19. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure #1

Junior Elementary School beginning September 19, 2022 through May 12, 2023-  
requested by Carol Malcolm-Parsons for REACH.U Afterschool program