

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 7, 2021

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 13, 2021**, 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 17, 2021, and August 23, 2021, meetings. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

Attendance/Enrollment Report – Enclosure B

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve payment of bills for the period of August 24, 2021, through September 7, 2021, at a total expenditure of \$418,871.07. – Enclosure C
2. Recommendation: Authorize September 15, 2021, 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)
3. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$50,000.00. (Refer to Enclosure C)
4. Recommendation: Approve the final total of August 27, 2021, payroll check, and federal withholdings in the amount of \$153,089.67. – Enclosure D
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$28,269.29. – Enclosure E
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Middle School (School) – projected revenue - \$2,000.00, \$1,000.00

Junior Elementary School (Strawberry) – projected revenue - \$400.00

Kasson Elementary/Middle School (School) – projected revenue - \$500.00

Philip Barbour High School (Athletics) – projected revenue - \$8,000.00; (FFA) - \$500.00, \$500.00, \$500.00, \$500.00; (ProStart) - \$500.00

Philippi Elementary School (Office) – projected revenue - \$1,000.00

7. Recommendation: Approve agreement with Martin Consulting to provide School improvement work for Belington Middle School during the 2021/2022 school year. – Enclosure G

Curriculum & Instruction –

8. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure H
9. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure I
10. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure J
11. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure K
12. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure L

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13. Recommendation: Approve educational leave request for a student at Kasson Elementary/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 Elementary School. – Enclosure O
16. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure P
17. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure Q
18. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure R
19. Recommendation: Approve/Confirm curricular trips. – Enclosure S

Philip Barbour High School (FFA) – to WVU Reedsville Farm on September 25, 2021; (FFA) – to Cedar Lakes on September 29-30, 2021; (FFA) – to Preston High School on October 9, 2021; (FFA) – to Moorfield on October 20, 2021

Facilities & Maintenance –

Food Service –

Policies –

20. Recommendation: Adopt revised policy 7610: Distance Learning and Virtual School Courses, on fourth reading. – Enclosure T

Student Support –

Transportation –

21. Recommendation: Approve transportation travel requests. – Enclosure U

Travel –

22. Recommendation: Approve/Confirm requests for professional leave. – Enclosure V

Vocational –

Personnel –

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- 23. Recommendation: Accept the resignation of Angela McDaniel as a Language Arts Instructor at Philippi Middle School effective September 6, 2021. – Enclosure W
- 24. Recommendation: Accept the resignation of Jonathon Carpenter as an Assistant Boys Basketball coach at Kasson Elementary/Middle School effective August 25, 2021. – Enclosure X
- 25. Recommendation: Accept the resignation of Kayla Ketterman as an Itinerant LPN/Aide home-based at Philippi Middle School effective August 26, 2021. – Enclosure Y
- 26. Recommendation: Approve student teachers from Alderson Broaddus University for the 2021/2022 School year. – Enclosure Z
- 27. Recommendation: Approve agreement with Wheeling University for student teachers for the 2021/2022 School year. – Enclosure AA
- 28. Recommendation: Employ the following personnel for the 2021/2022 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 BB

Regular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
	BES	Job 3326: Elementary Education Instructor
	KEMS, Itinerant	Job 3330: Multi-Categorical w/Autism Instructor
	BMS	Job 3332: Language Arts Instructor
	PES	Job 3334: Elementary Education Instructor
	PMS	Job 3336: Science Instructor
	PBHS, Itinerant	Job 3351: 2021 Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 3352: Visually Impaired/Multi-Categorical Instructor
	PES, Itinerant	Job 3353: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 3355: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 3356: Gifted/Multi-Categorical Instructor (half-time)
	PES, Itinerant	Job 3357: Multi-Categorical/Severely Profoundly Impaired

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		Instructor w/Autism
	PMS	Job 3358: Mathematics Instructor
	PBHS, Itinerant	Job 3360: School Nurse - RN (half-time)
	PBHS	Job 3370: Language Arts Instructor
	PBHS	Job 3371: Custodian
	PBHS	Job 3374: Mathematics Instructor
	KEMS, Itinerant	Job 3375: Hearing Impaired/Multi-Categorical Instructor
	BES	Job 3379: Elementary Education Instructor
Lewis Hall	PBHS	Job 3381: Music/Theatre Instructor
Justin Crites	County	Job 3382: Bus Operator, Rt. 15
	PBHS, Itinerant	Job 3385: Groundsman/Custodian III/General Maintenance/Sanitation Plant Operator
	PES	Job 3393: Elementary Education Instructor
	PMS, Itinerant	Job 3440: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2021-22

Name of Person	Location	Job ID: Position
	County	Job 3348: Substitute LPN/Aide(s)
	County	Job 3347: Substitute Custodian(s)
	County	Job 3349: Substitute School Nurse RN(s)
	County	Job 3350: Substitute Secretary(s)
	County	Job 3372: Substitute Cook(s)
	County	Job 3373: Substitute Teacher(s)
	KEMS, Itinerant	Job 3377: Long Term Substitute Multi-Categorical

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		w/Autism Instructor
	BMS	Job 3378: Long Term Substitute Language Arts Instructor
Zachariah Wilson	County	Job 3380: Substitute Bus Operator(s)
	County	Job 3394: Substitute Bus Operator(s)
	County	Job 3395: Substitute Aide(s)
Jamie Kittle	PBHS	Job 3430: Long Term Substitute Language Arts Instructor
	PBHS	Job 3433: Long Term Substitute Mathematics Instructor
Laura Shelton	BES	Job 3437: Long Term Substitute 3rd Grade Teacher

Extra-Curricular Employee Assignments 2021-22		
	PBHS	Job 3329: Volunteer Assistant Girls Soccer Coach
	PBHS	Job 3345: Assistant Wrestling Coach
	PBHS	Job 3361: Athletic Trainer (Fall Sports)
	KEMS	Job 3362: Head Girls Basketball Coach
	PMS	Job 3363: Assistant Girls Basketball Coach
	BMS	Job 3364: Assistant Boys Basketball Coach
Teresa Williamson	PMS	Job 3376: One (1) Supervisory Employee prior to/after School (Extra-Curricular)
Lindsey Mick	PMS	Job 3383: Head Cheerleading Coach
Jaiden Morris	PBHS	Job 3384: Assistant Cheerleading Coach
Darla Streets	County	Job 3438: (2-3) Mentor Teacher(s) (Extra-Curricular)
Willis Freeman	KEMS	Job 3439: Assistant Boys Basketball Coach
	PMS	Job 3447: Volunteer

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		Assistant Football Coach
Robin Reed, Jennifer Carpenter	PES	Job 3396: (Up to 3) After School Title I Kindergarten Tutor(s) (Extra-Curricular)
Markita Poe, Rachelle Wolfe, Christie Allen	PES	Job 3397: (Up to 3) After School Title I 1st Grade Tutor(s) (Extra-Curricular)
	PES	Job 3398: (Up to 4) After School Title I 2nd Grade Tutor(s) (Extra-Curricular)
Amanda Shoulders, Ellen Gould, Paula Cross	PES	Job 3399: (Up to 3) After School Title I 3rd Grade Tutor(s) (Extra-Curricular)
	PES	Job 3400: (Up to 3) After School Title I 4th Grade Tutor(s) (Extra-Curricular)
Laura Morrison	JES	Job 3401: (1) After School Title I Kindergarten Tutor (Extra-Curricular)
Amanda Baker	JES	Job 3402: (1)After School Title I 1st Grade Tutor (Extra-Curricular)
Tina Johnson	JES	Job 3403: (1)After School Title I 2nd Grade Tutor (Extra-Curricular)
Lindsey Skinner	JES	Job 3404: (1)After School Title I 3rd Grade Tutor (Extra-Curricular)
Kendyl Taylor	JES	Job 3405: (1)After School Title I 4th Grade Tutor (Extra-Curricular)
Stephanie Moss	BES	Job 3406: (1) After School Title I Kindergarten Tutor (Extra-Curricular)
Erin Fincham	BES	Job 3407: (1)After School Title I 1st Grade Tutor (Extra-Curricular)
Erin Fincham, Stephanie Moss	BES	Job 3408: (Up to 2) After School Title I 2nd Grade Tutor(s) (Extra-Curricular)
Kayla Bouscher	BES	Job 3409: (1)After School Title I 3rd Grade Tutor (Extra-Curricular)
Danielle Rush, Kayla Bouscher	BES	Job 3410: (Up to 2) After School Title I 4th Grade Tutor(s) (Extra-Curricular)
Sarah Harris	BMS	Job 3411: (1)After School

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		Title I 6-8th Grades Math Tutor (Extra-Curricular)
Ashley Poling	BMS	Job 3412: (1)After School Title I 6-8th Grades English/Language Arts Tutor(Extra-Curricular)
Kammy Peacock	BMS	Job 3413: (1)After School Title I 5th Grade Math Tutor (Extra-Curricular)
Kammy Peacock	BMS	Job 3414: (1) After School Title I 5th Grade English/Language Arts Tutor (Extra-Curricular)
Rochelle Nestor	KEMS	Job 3415: (1) After School Title I 6-8th Grades Math Tutor(s) (Extra-Curricular)
	KEMS	Job 3416: (1)After School Title I 6-8th Grades English/Language Arts Tutor(Extra-Curricular)
Rochelle Nestor	KEMS	Job 3417: (1)After School Title I 5th Grade Math Tutor (Extra-Curricular)
	KEMS	Job 3418: (1) After School Title I 5th Grade English/Language Arts Tutor (Extra-Curricular)
	KEMS	Job 3423: 5 Academic Afterschool Tutor's (Extra-Curricular)
	KEMS	Job 3424: (1)After School Title I 1st Grade Tutor (Extra-Curricular)
	KEMS	Job 3425: (1)After School Title I 2nd Grade Tutor (Extra-Curricular)
	KEMS	Job 3426: (1)After School Title I 3rd Grade Tutor (Extra-Curricular)
Kathryn Rinehart	KEMS	Job 3427: (1)After School Title I 4th Grade Tutor (Extra-Curricular)
	PMS	Job 3419: (Up to 2) After School Title I 5-8th Grades Math Tutor(s) (Extra-Curricular)
	PMS	Job 3420: (1)After School

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		Title I 5-8th Grades English/Language Arts Tutor(Extra-Curricular)
Joe Freeman, Carl Phillips, Greg Louk, Donna Anglin	PMS	Job 3421: 4 Bus Operator's for Afterschool Tutoring (Extra-Curricular)
Jessica Moreno	PMS	Job 3422: 5 Academic Afterschool Tutor's (Extra-Curricular)
	Philippi Area	Job 3441: Cook (Extra-Curricular)
Sheila Wilson	KEMS	Job 3442: Cook (Extra-Curricular)
	Belington Area	Job 3443: Cook (Extra-Curricular)
Deloris Phillips	JES	Job 3444: Cook (Extra-Curricular)

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

Jamie Cross

Jeffery Allen

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

1. Junior Elementary School Student Handbook – Enclosure CC
2. Philippi Elementary School Student Handbook – Enclosure DD
3. Philippi Middle School Student Handbook – Enclosure EE
4. Kasson Elementary/Middle School Newsletter – Enclosure FF
5. Other

Next board meetings:

September 27, 2021, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Personnel –

30. Recommendation: Ratify the suspension without pay for a service employee assigned to the Transportation department.
31. Recommendation: Terminate the employment of a service employee assigned to the Transportation department.