

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Reggie Trefethen, Jr.

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: September 8, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 14, 2015**, at the **Belington Elementary School, 471 Morgantown Pike, Belington, WV 26250.**

Call to Order

Pledge to Flag

Invocation

Belington Elementary School – LSIC Presentation

Minutes -

Approve minutes of August 24, 2015 meeting. – Enclosure A

Delegation(s) –

Brian Moats/BCEA

Reports –

Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2015-2016 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 2015-2016. – Enclosure C

Business & Finance –

3. Recommendation: Approve payment of bills for the period of August 19, 2015 through September 3, 2015 at a total expenditure of \$276,216.39. – Enclosure D
4. Recommendation: Authorize the September 15, 2015 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 and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure D)
6. Recommendation: Approve the final total of the August 28, 2015 payroll check and federal withholdings in the amount of \$136,002.75. – Enclosure E
7. Recommendation: Approve final total of utility bills in the amount of \$26,977.68. – 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 - \$2,000.00, \$2,000.00, \$4,000.00

Belington Middle School (8th Grade) – projected revenue - \$1,000.00, \$500.00; (Band) - \$1,300.00, \$1,500.00, \$1,500.00, \$1,500.00; (Intercom) - \$500.00; (Office) - \$4,000.00

Junior Elementary School (Faculty Senate) – projected revenue - \$300.00; (Office) - \$300.00

Kasson Elementary Middle School (8th Grade) – projected revenue - \$500.00, \$600.00; (Media) - \$2,000.00; (PTO) - \$1,000.00, \$1,000.00, \$5,000.00; (Staff) - \$500.00

Philip Barbour High School (Brianna Collins Senior Project) – projected revenue - \$500.00; (Class of 2016) - \$700.00; (Class of 2017) - \$1,000.00, \$3,500.00, \$600.00; (FFA) - \$1,000.00, \$250.00, \$250.00, \$500.00, \$500.00; (Volleyball) - \$300.00

Philippi Elementary School (PreK/Kindergarten) – projected revenue - \$1,000.00

Curriculum & Instruction –

9. Recommendation: Approve educational leave request for a student at Junior Elementary School. – Enclosure H
10. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure I

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11. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure J
12. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure K
13. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure L
14. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure M
15. Recommendation: Approve/Confirm curricular trips. – Enclosure N

Belington Middle School (8th Grade) – to Morgantown on September 18, 2015; (Band) – to Belington on September 19, 2015; (Band) - to Belington on September 23, 2015; (Band) - to Clarksburg on October 31, 2015; (Band) – to Grafton on May 30, 2016; (Band) – to Kingwood on September 24, 2015; (Band) – to Philippi on April 9, 2016; (Band) – to Philippi on September 26, 2015; (Band) – to Philippi on November 11, 2015; (Band) – to Buckhannon on May 21, 2016

Kasson Elem/Middle School (7-8th) – to Morgantown on September 17, 2015; (Band) – to Kingwood on September 25, 2015; (Band) – to Fairgrounds August 31, 2015; (Band) – to Philippi on September 26, 2015; (Band) – to Philippi on November 11, 2015; (PreK-8th) – to Blennerhassett Island on May 13, 2016

Philip Barbour High School (Early Childhood) – to Jackson’s Mill on August 22, 2015; (Seniors) – to D&E College on University High on September 18, 2015

16. Recommendation: Approve chaperones for Kasson Elem/Middle Schools 3rd grade trip to the fairgrounds. – Enclosure O
17. Recommendation: Approve chaperones for Kasson Elem/Middle School Band for the 2015-2016 School year. – Enclosure P

Facilities & Maintenance –

18. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure Q

Belington Middle School on every Thursday – requested by LaDonna Davis for Kids Jam
Kasson Elem/Middle School on various dates – requested by Jennifer Philipps for PTO Activities; once a week for 16 weeks – requested by Teresa Kittle for Zumba; on September 12, 2015 – requested by Teresa Marsh for School Garden

Philip Barbour High School on September 13, 2015 – requested by Carol Malcolm-Parson for Kid Reach

Philippi Middle School on September 13, 2015 – requested by Carla Knotts for Baby Shower

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19. Recommendation: Approve building/ground modifications. – Enclosure R

Belington Elementary School (Center Hallway) – Install bulletin board
Volga-Century Elementary School (Gym-Cafeteria) – install projector screen

Food Service –

Policies –

Student Support –

Transportation –

Travel –

20. Recommendation: Approve/Confirm requests for professional leave. – Enclosure S

Vocational –

Personnel –

21. Recommendation: Approve Clinical Facility Affiliation Agreement with Alderson Broaddus University. – Enclosure T
22. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University on Sport Management Internships. – Enclosure U
23. Recommendation: Accept resignation of Dru Ross as Assistant Boys' Basketball Coach at Belington Middle School effective September 1, 2015. – Enclosure V
24. Recommendation: Accept resignation/retirement of Gary Marsh as a Bus Operator effective September 1, 2015. – Enclosure W
25. Recommendation: Accept resignation of Elizabeth Cox as an LPN/Special Needs Aide at Philip Barbour High School effective September 10, 2015. – Enclosure X
26. Recommendation: Approve leave of absence for Tamela Corder (medical) beginning September 2, 2015 through approximately November 23, 2015. – Enclosure Y
27. Recommendation: Accept resignation of Wendy Moats as an Assistant Cross Country Coach at Philip Barbour High School effective August 20, 2015. – Enclosure Z
28. Recommendation: Accept resignation of Wendy Moats as an Assistant Girls Basketball Coach at Philippi Middle School effective August 20, 2015. – Enclosure AA
29. Recommendation: Approve Sheila Shaw as a volunteer at Kasson Elementary/Middle School. – **Contingent upon clearance of criminal convictions.** - Enclosure BB

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30. Recommendation: Employ the following personnel for the 2015-2016 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 CC**

Name	School/Location	Position
Kate Kincaid	Belington Elementary School	801-ECAT/Kindergarten Aide/Supervisory
Carl Phillips	Route 33	812-Bus Operator
Violet Shaver	Philippi Elementary School	813-Cook (1/2 time)
	Philip Barbour High School	790-Health Instructor

31. Recommendation: Employ the following personnel for the 2015-2016 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 DD**

Name	School/Location	Position
Brandy Bennett	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	815-Substitute Secretary
Matt Auvil	County	Substitute Bus Operator
	Belington Middle School	816-Long-Term Substitute Teacher for 5 th grade
	Philip Barbour High School	827-Long-term Substitute Language Arts

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32. Recommendation: Employ the following personnel for the 2015-2016 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 EE**

Extra-Curricular Assignments:

Name	School/ Location	Position
Jennifer Mayle	PBHS Complex	803-Cook (Extra-Curricular) Supper
Suetta Durst	Philippi Middle School	804-Cook (Extra-Curricular) Supper
Deloris Phillips	Junior Elementary School	805-Cook (Extra-Curricular) Fresh Fruit
Donna Anglin	North	807-Bus Operator (After School Activities) North
Greg Louk	South	808-Bus Operator (After School Activities) South
Melinda Karlen	Philippi Elementary School	809-Cook (Extra-Curricular) Fresh Fruit
Lora Phillips	Philippi Elementary School	809-Cook (Extra-Curricular) Fresh Fruit
Rebecca Bartlett	Belington Middle School	777-Head Cheer Coach
	Belington Middle School	792-Assistant Football Coach
Missy Kaiser	Philip Barbour High School	828-Assistant Cross-Country Coach

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Items For Discussion, Consideration and/or Possible Action –

1. FFA Campfire on September 17, 2015 – Enclosure FF
2. School Newsletters - Enclosure GG
3. Other

Next board meeting:

September 28, 2015 meeting at 6:00 p.m. at Kasson Elementary/Middle School
(Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

33. Recommendation: Approve a memorandum of understanding with BC Bank involving the lease of property. – Enclosure #1
34. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #2

Belington Elementary School (PTA) – projected revenue - \$100.00
Philippi Elementary School (PTO) – projected revenue - \$5,000.00, \$5,000.00
Volga-Century Elementary School (PTO) – projected revenue - \$1,200.00

Facilities & Maintenance –

35. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure #3

Belington Elementary School on September 25, 2015 – requested by Paula Townsend for
Movie Fun Night
Philippi Middle School on September 19, 2015 – requested by Dawn Mayle for Birthday
Party

Transportation –

36. Recommendation: Approve transportation travel requests. – Enclosure #4

Travel –

37. Recommendation: Approve/Confirm requests for professional leave. – Enclosure #5