

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 17, 2019

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 23, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve minutes of September 9, 2019 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

FY19 Year-End Financial Presentation/FY19 Year-End Financial Statement – Enclosure A.1
August 2019 Financial Report – Enclosure B

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of September 4, 2019, through September 17, 2019, at a total expenditure of \$114,285.31. – Enclosure D
3. Recommendation: Authorize the September 27, 2019, 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)
4. 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 D)
5. Recommendation: Approve the final total of September 13, 2019, payroll check and federal withholdings in the amount of \$379,200.99. – Enclosure E
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$16,219.20. – Enclosure F
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Belington Elementary School (Blue & Gray) – projected revenue - \$2,000.00
Junior Elementary School (Office/Honor Roll/Strawberry Fund) – projected revenue - \$60.00; (Office) - \$60.00; (Office/2nd Grade/3rd Grade) - \$300.00; (Office/Honor Roll) - \$100.00
Kasson Elem/Middle School (8th Grade) - \$100.00
Philip Barbour High School (Ag/FFA) – projected revenue - \$500.00, \$500.00, \$500.00, \$500.00, \$500.00, \$500.00; (Baseball) - \$500.00
Philippi Elementary School (PTO) – projected revenue - \$5,000.00; (Office) - \$1,000.00
Philippi Middle School (Social Studies) – projected revenue - \$2,000.00; (Title I) – Books; (Volleyball) - \$700.00

Curriculum & Instruction –

8. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure H
9. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure I
10. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure J

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11. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Philip Barbour High School (Career Tech Students) – to Audra State Park on October 23, 2019; (Ag/FFA) – to Cedar Lakes on September 25-26, 2019
Philippi Middle School (PLTW – AR & DM) – to WVU on October 3, 2019; (PBIS) – to Fairmont on October 24-25, 2019

Facilities & Maintenance –

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

Philippi Elementary School on October 12, 2019 – requested by Julie Bibey for Fall Carnival
Philippi Middle School on September 27, 2019 – requested by Amanda McDaniel for Volleyball Serve A Thon

13. Recommendation: Approve building/ground modifications. – Enclosure M

Belington Middle School (Room 28) – remove old blackboard/whiteboard and install a new whiteboard; (Room 22) - remove old blackboard/whiteboard and install a new whiteboard
Kasson Elementary/Middle School (Hallway wall by science door) – install whiteboard case

Food Service –

Policies –

Student Support –

Transportation –

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

Travel –

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

Vocational –

Personnel –

16. Recommendation: Accept resignation/retirement of Pamela Manista as a Secretary at Philippi Elementary School effective December 31, 2019. – Enclosure P
17. Recommendation: Approve student teachers from Alderson Broaddus University for the 2019/2020 School year. – Enclosure Q

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- 18. Recommendation: Accept the resignation of Shawn Kelley as a substitute custodian effective September 10, 2019. – Enclosure R
- 19. Recommendation: Accept the resignation of John Boskovic as an Assistant Girls Soccer Coach at Philip Barbour High School effective September 16, 2019. – Enclosure S
- 20. Recommendation: Employ the following personnel for the 2019/2020 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 T

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	BMS, itinerant	Job 2457: Hearing Impaired/Multi-Categorical Instructor
	PBHS, itinerant	Job 2458: Multi-Categorical Instructor w/Autism
	PES, itinerant	Job 2460: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, itinerant	Job 2462: Multi-Categorical w/Autism Instructor
	PES, itinerant	Job 2464: PreK/Prek Special Needs Instructor (half-time)
	PMS, itinerant	Job 2465: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 2466: Option Pathway Instructor/Mathematics Instructor
	PBHS	Job 2468: Language Arts/Library-Media Instructor
	PBHS	Job 2499: Custodian
	County	Job 2500: Mechanic/Bus Operator

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	County	Job 2470: Substitute LPN/Aide(s)
	County	Job 2471: Substitute Cook(s)
Paul Ross	County	Job 2472: Substitute Custodian(s)
	County	Job 2473: Substitute Bus Operator(s)
	County	Job 2474: Substitute School

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		Nurse RN(s)
	PES, Itinerant	Job 2487: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, Itinerant	Job 2488: Long Term Substitute Multi-Categorical w/Autism Instructor
	PBHS	Job 2489: Long Term Substitute Option Pathway Instructor/Mathematics Instructor
Jaime Kittle	PBHS	Job 2490: Long Term Substitute Language Arts/Library-Media Instructor

Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	KEMS	Job 2501: Head Cheerleading Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

October 14, 2019, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance –

22. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1

Philippi Middle School (Band) – projected revenue - \$1,000.00

Student Support –

23. Recommendation: Approve contract with Interim Health to provide RN and LPN services for the 2019/2020 school year. – Enclosure #2

Personnel –

24. Recommendation: Accept the resignation of Joseph Ferguson as Head Girls Soccer Coach at Philip Barbour High School effective September 17, 2019. – Enclosure #3
25. Recommendation: Accept the resignation of Sharon Poe as a substitute aide effective September 17, 2019. – Enclosure #4