

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

Doward Matlick  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: September 19, 2012**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 24, 2012**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the September 10, 2012 meeting. – Enclosure A

**Delegation(s) –**

Joe Bolyard – Student Issues  
Stan Swick – Student Issues

**Recognition (s) –**

Gene Hovatter – FFA  
Elaine Benson – Xiang Li, Guest Chinese Teacher

**Reports –**

Facilities Report  
August 2012 financial report – Enclosure B

## **AGENDA**

### **September 24, 2012**

#### **Superintendents Recommendations –**

##### **Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for school year 2012-2013 contingent upon compliance with pupil-teacher ratio. – Enclosure C
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2012-2013. – Enclosure D

##### **Business & Finance –**

3. Recommendation: Approve budget adjustments. – Enclosure E
4. Recommendation: Approve payment of bills for the period of September 6, 2012 through September 18, 2012 at a total expenditure of \$136,407.22. – Enclosure F
5. Recommendation: Authorize the September 28, 2012 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 F)
6. Recommendation: Approve the final total of the September 14, 2012 payroll check and federal withholdings in the amount of \$496,381.88. – Enclosure G
7. Recommendation: Approve School Support Organizations for the 2012/2013 school year. – Enclosure H
8. Recommendation: Approve underground storage tank liability insurance proposal for the 2012/2013 school year. – Enclosure I
9. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure J

Belington Elementary School (Library/Media) – projected revenue - \$4,000.00  
Belington Middle School (Office) – projected revenue - \$2,000.00, \$200.00  
Junior Elementary School (Faculty Senate) – projected revenue - \$100.00; (PTA) - \$500.00, \$300.00, \$500.00; (5<sup>th</sup> Grade Trip) - \$500.00  
Kasson Elem/Middle School (School) – projected revenue - \$200.00; (PTO) - \$10,000.00, \$1,000.00, \$5,000.00, \$100.00  
Mt. Vernon Elementary School (PTO) – projected revenue - \$200.00, \$150.00; (5<sup>th</sup> Grade) - \$300.00, \$500.00, \$1,500.00  
Philip Barbour High School (Class of 2016) – projected revenue - \$300.00; (Swim Team) - \$700.00; (HOSA) – projected revenue - \$200.00, \$100.00, \$500.00  
Philippi Elementary School (PTO) – projected revenue - \$3,000.00; (Faculty Senate) - \$2,500.00

## **AGENDA**

### **September 24, 2012**

#### **Curriculum & Instruction –**

10. Recommendation: Approve/Confirm curricular trips. – Enclosure K
  - Junior Elementary School (Pumpkin Drop team) – to Morgantown on October 26, 2012
  - Kasson Elem/Middle School (Band) – to Kingwood on September 28, 2012, to Philippi on September 12, 2012
  - Philip Barbour High School (Students) – to Germany, Czech Republic, Switzerland, and France on March 28, 2013 through April 10, 2013
  - Philippi Middle School (7<sup>th</sup> Grade Class) – to Hovatter's Zoo and Grafton Dam on May 22, 2013; (6<sup>th</sup> Grade Class) – to Seneca Caverns and Seneca Rocks on May 21, 2013; (8<sup>th</sup> Grade Class) – to Kennywood Park on May 23, 2013
11. Recommendation: Approve chaperones for Kasson Elem/Middle School Band for the 2012-2013 school year. – Enclosure L
12. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure M

#### **Facilities –**

13. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure N
  - Belington Elementary School on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of every month – requested by Melody Everett for Girl Scout Meetings
  - Belington Middle School on every second Monday of every month – requested by Darla Goff for 4-H meetings
  - Junior Elementary School on September 20, 2012 through December 13, 2012 – requested by Marlana Pennington for Girls on the Run
  - Philip Barbour High School on September 25, 2012 – requested by Matt Bright for AFT meeting; on September 27, 2012 – requested by James Poling for Bond/Levy informational meeting
14. Recommendation: Approve building/ground modifications. – Enclosure O
  - Belington Elementary School (Music) – Install Whiteboard and remove Chalkboard
  - Belington Middle School (Classroom 25) – install phone line
  - Career Technical Center (Office and Kitchen area) – install dry erase wall calendar and install bulletin board

#### **Food Service –**

#### **Policies –**

15. Recommendation: Adopt revised policy 6710, Employment of Retired Teachers as substitute teachers in areas of critical need and shortage on first reading. – Enclosure P

#### **Student Support –**

**AGENDA**  
**September 24, 2012**

**Transportation –**

16. Recommendation: Approve transportation travel requests. – Enclosure Q

**Travel –**

17. Recommendation: Approve/Confirm requests for professional leave. – Enclosure R

**Vocational –**

**Personnel –**

18. Recommendation: Accept resignation of Belynda Morral as Before/After school supervision at Philippi Middle School effective September 10, 2012. - Enclosure S
19. Recommendation: Accept resignation of Marcy Rainey as a Hearing Impaired/Multi-categorical Instructor, Itinerant home based at Belington Elementary School effective at the end of the day on October 2, 2012. – Enclosure T
20. Recommendation: Accept resignation/retirement of Kristie Freeman as Title I Instructor at Belington Elementary School, effective September 5, 2012. – Enclosure U
21. Recommendation: Accept resignation of Jessica Currence as a long term substitute PreK/PreK Special Needs Instructor at Junior Elementary School effective at the end of the day on September 14, 2012. - Enclosure V
22. Recommendation: Accept resignation of Felicia Corley as a Student Interventionist, Itinerant home based at Philippi Elementary School effective at the end of the day on September 19, 2012. – Enclosure W
23. Recommendation: Employ the following personnel for the 2012-2013 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 X

Extra Curricular Assignments

Kimberly Jennings, Before/After School Supervision, Philippi Middle School  
Stacey Roy, LPN/Aide, Belington Middle School Band on selected dates  
Stephanie Reed, Volunteer Assistant Boy's Basketball Coach, Kasson Elem/Middle School

24. Recommendation: Employ the following personnel for the 2012-2013 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 Y

Extra Curricular Assignments

Kandi Plymale, Special Education Homebound Instructor

**AGENDA**  
**September 24, 2012**

25. Recommendation: Employ the following personnel for the 2012-2013 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 Z

\_\_\_\_\_, Long Term Substitute Title I Reading/Math Instructor, Philippi Elementary School

\_\_\_\_\_, Title I Reading/Math Instructor, Belington Elementary School  
(Employee may not be able to move until 2013/2014 school year if already assigned to regular classroom WV Code 18A-4-7A)

\_\_\_\_\_, Custodian (3:30 p.m – 11:00 p.m.) Philip Barbour High School

26. Recommendation: Approve listed persons to enter the bus operator training program provided by Barbour County Schools. – Enclosure AA

\_\_\_\_\_  
\_\_\_\_\_

**AGENDA**  
**September 24, 2012**

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

1. School Newsletters – Enclosure BB
2. LSIC Board Meeting Dates – Enclosure CC
3. Other

Next board meeting regular session on October 8, 2012 – 6:00 p.m. at Board of Education Office

**Adjournment**