

**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 19, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 25, 2017**, at the **Belington Middle School, 471 Morgantown Pike, Belington, WV 26250.**

Call to Order

Pledge to Flag

Invocation

Belington Middle School LSIC Presentation

Minutes -

Approve minutes of September 11, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Kirra Randolph – regarding County Middle School Football
J.R. Smith – regarding County Middle School Football transportation/cheerleading
Shelby Dettinger/World Vision – regarding PreK Initiative

Reports –

FY17 Year-End Financial Presentation
August 2017 Financial report – Enclosure B

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2017-2018. – Enclosure C
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2017-2018. – Enclosure D

Business & Finance –

3. Recommendation: Approve budget adjustments. – Enclosure E
4. Recommendation: Approve payment of bills for the period of September 6, 2017 through September 19, 2017 at a total expenditure of \$219,258.05. – Enclosure F
5. Recommendation: Authorize the September 28, 2017 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: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure F)
7. Recommendation: Approve the final total of the September 15, 2017 payroll check and federal withholdings in the amount of \$330,621.43. – Enclosure G
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (3rd Grade) – projected revenue - \$200.00; (Preschool) - \$300.00, \$200.00, \$100.00

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

Junior Elementary School (Staff) – projected revenue - \$0.00

Kasson Elementary/Middle School (School) – projected revenue - \$2,000.00; (Builders Club/Mrs. Taylor) - \$100.00

Philip Barbour High School (FFA) – projected revenue \$500.00; (Boys Basketball) - \$800.00

Philippi Elementary School (Preschool) – projected revenue - \$300.00; (PTO) - \$500.00, \$1,000.00, \$3,000.00; (Faculty Senate) - \$1,000.00, \$3,000.00; (Library) - \$500.00; (Staff) - \$20.00

Philippi Middle School (Social Studies Dept.) – projected revenue - \$1,200.00

9. Recommendation: Approve renewal of the Underground Storage Tank Liability Insurance for the 2017/2018 school year. – Enclosure I

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Curriculum & Instruction –

10. Recommendation: Approve/Confirm curricular trips. – Enclosure J

County Preschool - to Rich's Pumpkin Farm October 19, 2017
Belington Middle School (Student Body) – to Pittsburgh, PA in October 2017
Junior Elementary School (1-4th grades) – to Junior Fire Hall on October 12, 2017; (PreK-1st Grade) – to French Creek Game Farm on October 12, 2017
Kasson Elementary/Middle School (8th Grade) – to Farmington on October 18, 2017
Philip Barbour High School (HSTA/CNA Students) – to Elkins on November 3, 2017; (Juniors & Seniors) – to Elkins on October 2, 2017
Philippi Middle School (Student Body) – to Pittsburgh, PA in October 2017; (Band) – to Buckwheat Festival Parade on September 28, 2017
11. Recommendation: Approve educational leave for a student at Kasson Elementary/Middle School. – Enclosure k
12. Recommendation: Approve educational leave for a student at Philip Barbour High School. – Enclosure L
13. Recommendation: Approve educational leave for a student at Philip Barbour High School. – Enclosure M
14. Recommendation: Approve educational leave for a student at Philippi Middle School. – Enclosure N
15. Recommendation: Approve educational leave for a student at Philippi Middle School. – Enclosure O
16. Recommendation: Approve educational leave for a student at Philippi Middle School. – Enclosure P
17. Recommendation: Approve Memorandum of Understanding with North Central West Virginia Community Action Association, Inc. – Head Start Program. – Enclosure Q

Facilities & Maintenance –

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

Belington Middle School on October 8, 2017 – requested by Tina Shriver for Birthday Party
Philip Barbour High School Complex on October 1, 2017 – March 1, 2017 – requested by Holly Talkington for BC Youth Wrestling; on November 12, 2017 – requested by Lori Wetzel for Fall Sports Banquet; on September 24, 2017 – requested by Jan Woodard for Natural Helpers Training

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

Belington Middle School (Gym) – install new gym mats
 Philippi Middle School (Room 8) – remove white board and chalk board & put up new white board

Food Service –

Policies –

20. Recommendation: Review revised policy 4200, Wellness for first 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 –

23. Recommendation: Accept resignation of Cindy Wilmoth as a Secretary/Aide at Junior Elementary School effective September 13, 2017. - Enclosure W

24. Recommendation: Accept resignation of Jennifer Mayle as cook for the supper program at Philip Barbour High School effective September 5, 2017. – Enclosure X

25. Recommendation: Employ the following personnel for the 2017-2018 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

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
repost	County	1615: School Nutrition Director (half-time)
repost	Itinerant, PES Home school	1627: PreK/Prek Special Needs Instructor (half-time)
repost	Junior, Itinerant	1635: Music Instructor (half-time)
repost	PBHS	1619: Chemistry/Physics Instructor
	PBHS	1621: French Instructor
Melanie Gribble	BMS, Itinerant	1616: Multi-Categorical

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		Instructor w/Autism
repost	Kasson, Itinerant	1629: Multi-Categorical w/Autism Instructor (half-time)
Repost	BES	1631: Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	PES	1664: Elementary Education Instructor
Tami Wilt	PMS	1645: Elementary Education Instructor
Briana Emigh	Junior	1681: Secretary/Media Aide/Supervisory Aide
	Itinerant, PMS	1668: Gifted/Multi-Categorical Instructor (half-time)
	Itinerant, Kasson	1677: Multi-Categorical w/Autism Instructor

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
Sherry Mullens	County	1642: Substitute Bus Operator(s)
Repost	Kasson, Itinerant	1647: Gifted/Multi-Categorical Instructor (half-time)
Colton Weese	PBHS	1650: Long Term Substitute Chemistry/Physics Instructor
	PBHS	1651: Long Term Substitute French Instructor
	PES, Itinerant	1653: Long Term Substitute PreK/Prek Special Needs Instructor (half-time)
Repost	Kasson, Itinerant	1654: Long Term Substitute Multi-Categorical w/Autism Instructor (half-time)
Repost	BES, Itinerant	1655: Long Term Substitute Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
(repost)	Junior, Itinerant	1657: Long Term Substitute Music Instructor (half-time)
Repost	BMS, Itinerant	1658: Long Term Substitute Hearing Impaired/Multi-Categorical Instructor
Repost	BMS, Itinerant	1660: Long Term Substitute Multi-Categorical Instructor w/Autism
	Itinerant, BMS	1671: Long Term Substitute Multi-Categorical Instructor w/Autism

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	County	1680: Substitute Bus Operator(s)
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Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
Stephen Maxson	County	1624: Technology Systems Specialist (Extra-Curricular)
	PMS	1665: Head Girls Basketball Coach
	PBHS	1666: Head Swim Coach
	BMS	1675: Volunteer Assistant Football Coach
Melinda Karlen	PES	1678: Cook (Extra-Curricular)
Kim Swick	PBHS	1679: Cook (Extra-Curricular)

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

Michael Poston

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure Z
2. Other

Next board meetings:

October 9, 2017 at 6:00 p.m. at Junior Elementary School LSIC Presentation (Regular Session)

Adjournment