

**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 20, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 26, 2022**, 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 September 12, 2022 meeting. – Enclosure A

Recognitions –

Discussion –

Virtual Learning Classes at Kasson Elementary/Middle School

Delegation(s) –

Reports –

August 2022 Financial Report – Enclosure B

AGENDA
September 26, 2022

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of September 7, 2022, through September 20, 2022, at a total expenditure of \$101,192.42. – Enclosure C
2. Recommendation: Authorize September 28, 2022, 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 \$60,000.00. - (Refer to Enclosure C)
4. Recommendation: Approve the final total of September 15, 2022, payroll check, and federal withholdings in the amount of \$404,861.86. – Enclosure D
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$33,445.16. – Enclosure E
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Elementary School (Chorus) – projected revenue - \$0.00
Belington Middle School (Band Boosters) – projected revenue - \$2,000.00
Kasson Elementary/Middle School (8th Grade Class) – projected revenue - \$500.00;
(Yearbook Class) - \$400.00; (8th Grade parents) - \$4,500.00
Philip Barbour High School (Class of 2025) – projected revenue - \$1,000.00; (Football) -
\$500.00
Philippi Elementary School (First Grade) – projected revenue - \$1,000.00
Philippi Middle School (8th Grade) – projected revenue - \$0.00; (PTO) - \$1,000.00,
\$500.00; (PTO with Community Service Class) - \$200.00

AGENDA
September 26, 2022

7. Recommendation: Approve the following school support organizations for the 2022-2023 school year. – Enclosure G

Belington Elementary
PTA
Belington Middle
Band Boosters
Junior Elementary
None
Kasson Elem/Middle
PTO
Philip Barbour High
Athletic Boosters
Band Boosters
Philippi Elementary
PTO
Philippi Middle
Band Boosters
PTO

Curriculum & Instruction –

8. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure H
9. Recommendation: Approve/Confirm curricular trips. – Enclosure I

Belington Middle School (Volleyball) – to Marshall University on October 7, 2022
Kasson Elementary/Middle School (Whole School) – to Kasson Road/Hayride on October 25, 2022
Philip Barbour High School (Band) – to Kingwood on September 29, 2022; (Band) – to Wyoming East High School/Princeton High School on October 1, 2022; (Band) – to Ligonier PA/Musselman High School on October 15, 2022; (Band) – to Robert C. Byrd High School on September 27, 2022
Philippi Middle School (Band) – to Kingwood on September 29, 2022

Facilities & Maintenance –

10. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure J
- Belington Elementary School beginning September 19, 2022 through May 12, 2023- requested by Carol Malcolm-Parsons for KidREACH Afterschool program
Philip Barbour High School on Mondays, Wednesdays and Fridays in September and October requested by Heather George for BCYF Cheer
Philippi Elementary School beginning September 19, 2022 through May 12, 2023- requested by Carol Malcolm-Parsons for KidREACH Afterschool program; on November 12, 2022 – requested by Jennifer Carpenter for Craft Show

AGENDA
September 26, 2022

11. Recommendation: Approve building/ground modifications. – Enclosure K

Junior Elementary School (PreK Grounds & Area near outdoor classroom/basketball court) – create shade area for outdoor classroom and fruit orchard
Philippi Elementary School (Conference Room) – install window

Food Service –

Policies –

Student Support –

Transportation –

Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure L

Vocational –

Personnel –

13. Recommendation: Accept the resignation of Cory Wilmoth as a Custodian at Philippi Middle School effective September 23, 2022. – Enclosure M
14. Recommendation: Approve leave of absence for an itinerant professional employee that is home based at Belington Elementary School beginning approximately October 14, 2022 and extending till the end of the 2022/2023 school year. – Enclosure N
15. Recommendation: Accept the resignation of Doris Skinner as a long term substitute Multi-Categorical Instructor at Philip Barbour High School effective at the end of the day on September 23, 2022. – Enclosure O
16. Recommendation: Approve leave of absence for an itinerant professional employee that is home based at Junior Elementary School beginning approximately October 11, 2022 for approximately 3 weeks. – Enclosure P

AGENDA
September 26, 2022

17. Recommendation: Employ the following personnel for the 2022/2023 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 Q**

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 3991: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 3992: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PBHS, Itinerant	Job 3994: Multi-Categorical w/Autism Instructor
	PMS, Itinerant	Job 3996: Physical Education/Health Instructor
	PBHS, Itinerant	Job 3997: Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	PBHS	Job 3999: Counselor
	PES, Itinerant	Job 4000: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 4001: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 4002: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 4003: Mathematics Instructor
	PBHS, Itinerant	Job 4004: 2022Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PBHS	Job 4012: Mathematics Instructor
	PES	Job 4013: Title I Reading/Math Instructor
	BMS, Itinerant	Job 4014: Multi-Categorical w/Autism Instructor
	BES	Job 4032: Elementary Education Instructor
	County	Job 4033: Mechanic/Bus Operator
	PES	Job 4034: Title I Reading/Math Instructor

AGENDA
September 26, 2022

	PMS	Job 4057: Custodian
	JES, Itinerant	Job 4059: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	County	Job 4006: Substitute Custodian(s)
	County	Job 4007: Substitute LPN/Aide(s)
	County	Job 4008: Substitute School Nurse RN(s)
	County	Job 4009: Substitute Cook(s)
	County	Job 4010: Substitute Bus Operator(s)
Krystal Cantrell	County	Job 4011: Substitute Teacher(s)
Karen Leach	BES	Job 4058: Long Term Substitute Kindergarten Aide/Supervisory Aide/Transportation Aide

Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	BMS	Job 4005: Assistant Boys Basketball Coach
	PMS	Job 4015: Volunteer Assistant Softball Coach
	JES	Job 4035: Cook (Extra-Curricular)
Kimberly Swick	BES	Job 4036: (2)Cooks (Extra-Curricular)
	PMS	Job 4037: Volunteer Assistant Cheerleading Coach
Samantha Boggess, Danielle Rush, Erin Fincham, Paula Townsend	BES	Job 4044: (Up to 5) After School Title I Tutor(s) (Extra-Curricular)
Markita Poe, Tamara Burner, Leah Morehead, Ellen Gould, Sandra Wilmoth, Amanda Shoulders, Paula Cross, Robin Reed, Jennifer Carpenter	PES	Job 4045: (Up to 9) After School Title I Tutor(s) (Extra-Curricular)

AGENDA
September 26, 2022

Lindsey Skinner, Kendyl Taylor	JES	Job 4046: (Up to 2) After School Title I Tutor(s) (Extra-Curricular)
	BMS	Job 4047: (1)After School 6-8th Grade English/Language Arts Tutor (Extra-Curricular)
Sarah Harris	BMS	Job 4048: (1) After School 6-8th Grades Math Tutor (Extra-Curricular)
Kammy Peacock	BMS	Job 4049: (1)After School 5th Grade Tutor (Extra-Curricular)
	PMS	Job 4050: (1)After School 6-8th Grades English/Language Arts Tutor (Extra-Curricular)
	PMS	Job 4051: (1) After School 6-8th Grades Math Tutor (Extra-Curricular)
Nathan Linger	PMS	Job 4052: (1)After School 5th Grade Tutor (Extra-Curricular)
Michelle Harris	PBHS	Job 4053: (1)After School English/Language Arts Tutor (Extra-Curricular)
June Collins	PBHS	Job 4054: (1)After School Math Tutor (Extra-Curricular)
	PBHS	Job 4055: (1)After School Science Tutor (Extra-Curricular)
Alison McNaboe	PBHS	Job 4056: (1)After School Social Studies Tutor (Extra-Curricular)

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

AGENDA
September 26, 2022

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

1. Other

Next board meetings:

October 10, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

October 24, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment