

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Doward Matlick
Joanne McConnell
David Strait
Bob Wilkins

FROM: BEN GUIDO, SUPERINTENDENT

DATE: SEPTEMBER 23, 2010

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 27, 2010**, at the **Barbour County Board of Education Office, 105 South Railroad Street, Philippi, WV 26416**

Call to Order

Pledge to Flag

Invocation

Recognitions –

State Tractor Driving Contest Winner - Kyle Duckworth

AP Scholar - Brianna Shockey

League of Extraordinary Teens - Brianna Shockey, Shayliagh Coberly, Leandra Rosencrance, Morgan Corley, Danah Mallow, Chelsea Mallow, Bethany McDonald, Emily Wilmoth

ARRA Enhancing Education Through Technology Grant at Philippi Middle School

Minutes -

Approve Minutes of the September 13, 2010 meeting. – Enclosure A

Delegation(s) –

Reports –

FY 2010 Financial Report – Enclosure B

Facilities Report

Individual School reports on Staffing and Facilities Needs

AGENDA
September 27, 2010

Superintendent's Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for school year 2010-2011 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 2010-2011. – Enclosure D

Business & Finance –

3. Recommendation: Approve budget adjustments. – Enclosure E
4. Recommendation: Approve payment of bills for the period of September 10, 2010 through September 23, 2010 at a total expenditure of \$122,532.96 - Enclosure F
5. Recommendation: Authorize the payment of rent and utility bills due before next board meeting not to exceed \$30,000.00. – (Refer to Enclosure F)
6. Recommendation: Authorize the September 28, 2010 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure F)
7. Recommendation: Approve the final total of the September 15, 2010 payroll check and federal withholdings in the amount of \$538,451.14. – Enclosure G
8. Recommendation: Approve final total of rents/utility bills in the amount of \$4,939.42. – Enclosure H
9. Recommendation: Approve the transfer of \$250,000.00 to the Permanent Improvement Fund from the General Fund as of June 30, 2010 in accordance with guidance provided by the WV Department of Education Office of School Finance. – Enclosure I
10. 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 - \$2,000.00,
\$2,000.00, \$4,000.00; (PTA) – \$1,000.00

Belington Middle School (Athletic Committee) – projected revenue - \$330.00

Junior Elementary School (PTO) – projected revenue - \$500.00

Kasson School (Athletic Boosters) – projected revenue - \$300.00; (Library/Media) -
\$2,000.00

Mt. Vernon Elementary School (K-5) – projected revenue – \$0.00; (K-2) - \$0.00; (5th
Grade) - \$500.00

Philip Barbour High School (Class of 2012) – projected revenue - \$250.00, \$150.00;
(Student Council) – \$500.00, (HOSA) - \$100.00, \$100.00, \$100.00, \$100.00,

AGENDA
September 27, 2010

\$100.00, \$200.00, \$100.00, \$100.00; (FFA) - \$500.00, \$500.00, \$500.00;
(FBLA) - \$240.00, \$330.00, \$330.00; (Class of 2011) - \$300.00; (Future
Educators of America) - \$200.00
Philippi Middle School (Athletic Boosters) – projected revenue - \$400.00, \$400.00
Volga-Century Elementary School (PTO) – projected revenue - \$500.00; (5th Grade) -
\$100.00

11. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K

Belington Middle School on the second Monday of each month – requested by Darla
Goff for Club Meeting
Kasson Elem/Middle School on the second and fourth Tuesdays of each month –
requested by Julie Reed for Girl Scouts Meetings
Mt. Vernon Elementary School on September 24, 2010 – requested by Tara Lambert
for Twirlettes
Volga-Century Elementary School on October 29 & October 30, 2010 – requested by
Anita Dib for Fall Carnival

Curriculum & Instruction –

12. Recommendation: Approve/Confirm curricular trips. – Enclosure L

Philip Barbour High School (IED/TSA) – to Morgantown on October 29, 2010;
Philippi Middle School (8th Grade WV History Class) – to Charleston on November 18,
2010; (8th Grade) - to Pittsburg on May 26, 2011; (7th Grade) – to Pittsburg on
May 25, 2011; (6th Grade) – to Seneca Caverns on May 24, 2011

13. Recommendation: Approve Chaperones for Philip Barbour High School Band for the
2010/2011 school year. – Enclosure M

Facilities –

14. Recommendation: Approve building/ground modifications. – Enclosure N

Kasson School (Nurse's Office #120) – install disposable glove box holder on wall

15. Recommendation: Approve warranty for the roof replaced at Philip Barbour High School. –
Enclosure O

Food Service –

Policies –

Student Support –

Transportation –

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

AGENDA
September 27, 2010

Travel –

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

Vocational –

18. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2010-2011 school year. – Enclosure R

Personnel –

19. Recommendation: Employ Teri Riffle as Science/Gifted Instructor at Belington Middle School for the 2010/2011 school year. **(Employment will begin with the start of the 2011/2012 school year in accordance with WV Code 18A-4-7A)** – Enclosure S
20. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure T

_____, Half-time Title I Instructor, Mt. Vernon Elementary School
_____, Long Term Substitute HI/Multi-Categorical Instructor
w/Autism home based at Belington Elementary School
Kathy Halstead, Itinerant Supervisory Special Education Aide/Transportation Aide
initial home base at Junior Elementary School **(Position will terminate at the
end of the 2010/2011 school year)**

21. Recommendation: Employ the following personnel for the 2010/2011 school year. – Enclosure U

Extra Curricular Assignments
Vratpal Gogikar, Special Education Designee, Kasson School
Amanda Maxwell, SAT Chair, Kasson School
Kim Fetter, Special Education Designee, Mt. Vernon Elementary School
Noble Fitzwater, Custodial Trainer
_____, Mentor Teacher
_____, Mentor Teacher
_____, Bus Operator (mid day run from Junior Elementary
School to students' home as student need warrants)
_____, Maintenance Substitute
_____, Maintenance Substitute
_____, Maintenance Substitute
_____, Maintenance Substitute

AGENDA
September 27, 2010

22. Recommendation: Employ the following substitute personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure V

Bernard McGuire III, Teacher
Christopher Findley, Teacher
Laura Arevalo, Teacher
Susan DeLong, Teacher (effective November 1, 2010)

Patricia Woods, Aide
Elizabeth Crites, Aide
Kimberly Marsh, Aide
Cynthia Swick, Aide

23. Recommendation: Approve trained volunteers as per Board of Education policy. **Contingent upon clearance of criminal convictions.** – Enclosure W
24. Recommendation: Accept resignation of Karen Jones as head girls basketball coach at Philippi Middle School effective September 21, 2010.– Enclosure X
25. Recommendation: Approve a medical leave (maternity leave) of absence for Ryan Kelley to begin approximately October 2, 2010 for approximately six weeks. – Enclosure Y
26. Recommendation: Approve a medical leave of absence for Brett Mick from August 25, 2010 to approximately October 12, 2010. – Enclosure Z
27. Recommendation: Add Head Middle School wrestling coach to the paid coaching supplements for the 2010-2011 school year in the amount of \$1,500.00 in accordance with the approved coaching supplement calculation matrix. – Enclosure AA
28. Recommendation: Accept resignation of Chrystal Kittle as an LPN/Aide at Philip Barbour High School effective at the end of the work day on October 13, 2010. – Enclosure BB
29. Recommendation: Ratify continued suspension without pay of a service employee at Philippi Elementary School pending outcome of WV State Police Investigation.

AGENDA
September 27, 2010

Items For Discussion, Consideration and/or Possible Action -

1. Automobile purchase – Enclosure CC
2. School Newsletters – Enclosure DD
3. Paperless Agenda
4. Setting Goals for the 2010/2011 school year for:
 - Board of Education
 - Superintendent
 - Principals
 - Central Office Staff
 - Faculty Senates
5. Other

Adjournment

AGENDA
September 27, 2010

Addendum

Personnel –

30. Recommendation: Employ Julie Ware as Cook at Belington Elementary School for the 2010/2011 school year effective September 29, 2010 (remainder of 200 day contract). – Enclosure 1