

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Reggie Trefethen, Jr.

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: September 22, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 28, 2015**, at the **Kasson Elementary/Middle School, 19 Kasson Road, Moatsville, WV 26405.**

5:30 p.m. Ribbon Cutting Ceremony for Kasson Elementary/Middle School's new pavilion

Call to Order

Pledge to Flag

Invocation

Kasson Elementary/Middle School – LSIC Presentation

Minutes -

Approve minutes of September 8, 2015, September 10, 2015 and September 14, 2015 meetings. –
Enclosure A

Delegation(s) –

Reports –

FY15 Financial Report
August 2015 Financial Report – Enclosure B
Facilities Report
Attendance/Enrollment Report – Enclosure C

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of September 4, 2015 through September 22, 2015 at a total expenditure of \$332,658.02. – Enclosure D
2. Recommendation: Authorize the September 28, 2015 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)
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure D)
4. Recommendation: Approve the final total of the September 15, 2015 payroll check and federal withholdings in the amount of \$370,165.26. – Enclosure E
5. Recommendation: Approve FY15 Financial Report.
6. Recommendation: Approve renewal of the Underground Storage Tank Liability Insurance for the 2015/2016 school year. – Enclosure F
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Kasson Elementary/Middle School (8th Grade) – projected revenue - \$300.00, \$500.00;
(Athletic Boosters) - \$800.00; (Builders Club-Student Council) - \$300.00;
(Madison Sandridge Senior Project) - \$1,000.00
Mount Vernon Elementary School (School) – projected revenue - \$200.00
Philip Barbour High School (Baseball) – projected revenue - \$1,500.00; (FBLA/Business)
- \$7,500.00; (Naomi Crickenberger Senior Project) - \$200.00

Curriculum & Instruction –

8. Recommendation: Approve consultant agreement with Leading Unleashed LLC for the 2015-2016 school year. – Enclosure H
9. Recommendation: Approve consultant agreement with Educational Consulting, Inc. for the 2015-2016 school year. – Enclosure I
10. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure J
11. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure K

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

Junior Elementary School (PreK-4th) – to Junior VFD on October 9, 2015; (PreK-4th) – WV Wildlife Center on October 14, 2015

Philip Barbour High School (Early Childhood) – to Pierpont on November 18, 2015; (Future Educators) – to Flatwoods on September 30, 2015; (Prom) – to Bridgeport Conference Center on May 7, 2015

13. Recommendation: Approve chaperones for Belington Middle School Band for the 2015-2016 School year. – Enclosure M

Facilities & Maintenance –

14. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure N

Kasson Elem/Middle School on November 13, 2015 – requested by Teresa Marsh for School Cakewalk/Sock Hop

Mount Vernon Elementary School on November 7, 2015 – requested by Christina Holbrook for Birthday Party; on September 20, 2015 – requested by Kylie McGee for Birthday Party

Philip Barbour High School on October 23, 2015 – requested by Jaime Short for PBHS Baseball 5K; on January 9, 2016 – requested by John Stemple (Sentinel Mines) for Annual Retraining; on October 11, 2015 – requested by Wendy Phillips for Key Club Training

Philippi Elementary School on October 24, 2015 – requested by Alyssa Carpenter for School Carnival

15. Recommendation: Approve submittal of the 2015 SBA needs grant. – Enclosure O

Food Service –

Policies –

Student Support –

Transportation –

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

Travel –

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

Vocational –

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Personnel –

18. Recommendation: Accept resignation of Amy Bolyard as a Long Term Substitute 5th Grade Teacher at Belington Middle School effective September 17, 2015. – Enclosure R
19. Recommendation: Accept resignation of Clint Bennett as Head Boys Basketball Coach at Philippi Middle School effective September 16, 2015. – Enclosure S
20. Recommendation: Accept resignation of Holly Boyles as Alternative Learning Center Teacher effective October 15, 2015. – Enclosure T
21. Recommendation: Accept resignation of Michelle Depp as a substitute teacher effective August 22, 2015. – Enclosure U
22. Recommendation: Approve leave of absence for Sherry Jones (medical) beginning September 18, 2015 through approximately November 15, 2015. – Enclosure V
23. Recommendation: Approve leave of absence for Tina Anglin (medical) beginning September 10, 2015 through approximately October 1, 2015. – Enclosure W
24. Recommendation: Employ the following personnel for the 2015-2016 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

Name	School/Location	Position
	Philippi Elementary School	782-Head Teacher/Interventionist
Amanda Eriksen	Junior Elementary School	784-Elementary Education Instructor
	Belington Middle School	796-Elementary Education Instructor
Melissa Zirkle	Philip Barbour High School	838-LPN/Aide
Thomas Kittle	Route 22	837-Bus Operator/Route 22/Mechanic Assistant
	Philippi Middle/Philippi Elementary	834-Title 1 Instructor
	Philippi Middle School (home base)	831-Technology Systems Specialist
	Philippi Middle School	839-Math Instructor

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25. Recommendation: Employ the following personnel for the 2015-2016 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**

Name	School/Location	Position
	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	815-Substitute Secretary
	County	788-Substitute LPN/Aide
	County	788-Substitute LPN/Aide
	County	788-Substitute LPN/Aide
	County	832-Substitute Custodian
	County	843-Substitute Teacher
	County	843-Substitute Teacher
	County	843-Substitute Teacher
	County	843-Substitute Teacher
	Philippi Middle School	836-Elementary Educator/5 th Grade/Long-term Substitute

26. Recommendation: Employ the following personnel for the 2015-2016 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**

Extra-Curricular Assignments:

Name	School/ Location	Position
Tammy Hill	Philip Barbour High School	781-Volunteer Assistant Cheer Coach
	Philip Barbour High School	791-Assistant Baseball Coach
Stacie Triplett	Mount Vernon Elementary School	835-Cook/Fresh Fruit
Kent Phillips	Philippi Area	833-Bus Operator/Project Isaac
Larry Leach	Philippi Area	833-Bus Operator/Project Isaac
	Philippi Elementary School	840-Special Education Designee

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters - Enclosure AA
2. Superintendents Goals
3. Other

Next board meeting:

October 12, 2015 meeting at 6:00 p.m. at Mount Vernon Elementary School (Regular Session)

Adjournment

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ADDENDUM

Attendance –

27. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2015-2016 contingent upon compliance with pupil-teacher ratio. – Enclosure #1

Business & Finance –

28. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #2

Belington Elementary School (PTA) - \$2,500.00, \$3,000.00, \$100.00, \$100.00, \$300.00,
\$300.00

Kasson Elementary/Middle School (Band) – projected revenue - \$1,000.00, \$500.00

Curriculum & Instruction –

29. Recommendation: Approve/Confirm curricular trips. – Enclosure #3

Kasson Elem/Middle School (Band) – to Belington on September 23, 2015

Philip Barbour High School (FFA) – to Louisville, Kentucky on October 28-31, 2015

30. Recommendation: Approve chaperones for Philip Barbour High School FFA for the 2015-2016 school year. – Enclosure #4

Facilities & Maintenance –

31. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure #5

Belington Elementary School on November 7, 2015 – requested by Paula Townsend for Fall Carnival; on October 23, 2015 – requested by Paula Townsend for Halloween Dance; on February 12, 2016 – requested by Paula Townsend for Valentines Dance

Travel –

32. Recommendation: Approve/Confirm requests for professional leave. – Enclosure #6

Personnel –

33. Recommendation: Recommendation: Ratify the suspension of a professional employee at Philip Barbour High School for three (3) days without pay.

34. Recommendation: Approve Briana Emigh to dispense medicine at Mount Vernon Elementary School. – Enclosure #7