

**BARBOUR COUNTY SCHOOLS**

**PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Jared Nestor  
Adam Starks  
Ron Phillips

This meeting will be conducted through Zoom.

You can access the meeting at the link below.

Join Zoom Meeting

<https://us02web.zoom.us/j/85178353899?pwd=RWk3UjJQZDhweDFCaXVRamRlQitiUT09>

Meeting ID: 851 7835 3899

Passcode: 1ERFpH

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: September 22, 2020**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, September 28, 2020**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes –**

Approve minutes of September 14, 2020, meeting. – Enclosure A

**Recognitions –**

**Delegation(s) –**

**Reports –**

Attendance/Enrollment Report – Enclosure B

FY20 Year-End Financial Presentation – Enclosure C

August 2020 Financial Report – Enclosure D

**AGENDA**  
**September 28, 2020**

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2020/2021 contingent upon compliance with pupil-teacher ratio. – Enclosure E

**Business & Finance –**

2. Recommendation: Approve budget adjustments. – Enclosure F
3. Recommendation: Approve payment of bills for the period of September 9, 2020, through September 22, 2020, at a total expenditure of \$147,058.49. – Enclosure G
4. Recommendation: Authorize September 28, 2020, 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 G)
5. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$50,000.00. (Refer to Enclosure G)
6. Recommendation: Approve the final total of September 15, 2020, payroll check, and federal withholdings in the amount of \$353,850.38. – Enclosure H
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$16,779.11. – Enclosure I
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure J

Kasson Elementary/Middle School (Athletics/Boys' Basketball) – projected revenue -  
\$50.00

9. Recommendation: Award photography bids for the 2020/2021 school year. – Enclosure K

County-wide student photos: LifeTouch  
PBHS Social Event photos: Bruce Short  
PBHS Band photos: Bruce Short  
PBHS Athletics: Bruce Short  
PMS Athletics: Bruce Short  
KEMS Athletics: Bruce Short  
BMS Athletics: Bruce Short

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**Curriculum & Instruction –**

10. Recommendation: Approve the CSOs for the following elective courses at Philip Barbour High School. – Enclosure L

Keys to Intervention  
Skills Development 9-12

**Facilities & Maintenance –**

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

Kasson Elem/Middle School (Room 142) – install a whiteboard  
Philippi Elementary School (Room 103) – replace the whiteboard

**Food Service –**

12. Recommendation: Terminate the contract with Chartwells to provide boxed meals for the 2020/2021 school year. – Enclosure N
13. Recommendation: Accept bid from Multitude Food LLC to provide boxed meals for the 2020/2021 school year. – (Refer to Enclosure N)

**Policies –**

14. Recommendation: Adopt revised policy 6710, Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage on first reading. – Enclosure O

**Student Support –**

**Transportation –**

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

**Travel –**

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

**Vocational –**

**Personnel –**

17. Recommendation: Accept the resignation of Marcy Gilbert as a Kindergarten teacher at Philippi Elementary School effective September 14, 2020. – Enclosure R
18. Recommendation: Accept the resignation of Jennifer VanDevender as head girls basketball coach at Belington Middle School effective September 21, 2020. – Enclosure S

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19. Recommendation: Accept the resignation of Mary Ann Woofter as a substitute cook effective September 14, 2020. – Enclosure T
20. Recommendation: Accept the resignation of Rebecca Dickenson as a Teacher at Philip Barbour High School effective September 30, 2020. – Enclosure U
21. Recommendation: Employ the following personnel for the 2020/2021 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 V

<b>Regular Employee Assignments 2020-21</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PES, Itinerant	Job 2868: PreK/Prek Special Needs Instructor (half-time)
	PMS	Job 2871: Mathematics Instructor
Kaitlyn Boot	BMS	Job 2889: Language Arts Instructor
Justin Crites	County	Job 2876: Bus Operator, Rt. 14
	PMS, Itinerant	Job 2869: Gifted/Multi-Categorical Instructor (half-time)
	PES, Itinerant	Job 2870: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, Itinerant	Job 2873: Multi-Categorical w/Autism Instructor
	PBHS	Job 2895: Custodian
	PBHS, Itinerant	Job 2897: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PBHS, Itinerant	Job 2900: School Nurse - RN (half-time)
	BES	Job 2901: Elementary Education Instructor
	PMS, Itinerant	Job: 2903: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	PBHS, Itinerant	Job: 2905 Technology Systems Specialist
	KEMS	Job 2906: Elementary Education Instructor
	PES	Job 2907: Elementary Education Instructor

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Christina Mayle	PBHS, Itinerant	Job 2908: Virtual School Facilitator (half-time)
Melody Meyer	PBHS, Itinerant	Job 2909: Multi-Categorical w/Autism Instructor

**Substitute Employee Assignments 2020-21**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 2878: Substitute Aide(s)
	County	Job 2879: Substitute Bus Operator(s)
	County	Job 2880: Substitute Cook(s)
	County	Job 2881: Substitute Custodian(s)
	County	Job 2882: Substitute LPN/Aide(s)
	County	Job 2883: Substitute School Nurse RN(s)
Katherine Barton	County	Job 2884: Substitute Secretary(s)
Emily Fairchild, Sandra Taylor, John Boskovic, Linda Long	County	Job 2885: Substitute Teacher(s)
	PMS	Job 2898: Long Term Substitute Mathematics Instructor
	PES, Itinerant	Job 2899: Long Term Substitute Multi-Categorical w/Autism Instructor

**Extra-Curricular Employee Assignments 2020-21**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PBHS	Job 2886: Volunteer Assistant Boys Track Coach
	PBHS	Job 2887: Volunteer Assistant Girls Track Coach
	PBHS	Job 2896: Athletic Trainer (Fall Sports)
	PBHS	Job 2902: Volunteer Assistant Cheerleading Coach
	BMS	Job 2904: Assistant Girls Basketball Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

October 12, 2020, at 6:00 p.m. at the Board of Education Office (Regular Session)

October 26, 2020, at 6:00 p.m. at the Board of Education Office (Regular Session)

**Adjournment**