

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

Doward Matlick
Joanne McConnell
Eric Ruf
Dana Stemple
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: October 3, 2012

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 8, 2012**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Work Session – Fiscal Year 2012 Financial statements

Minutes -

Approve Minutes of the September 24, 2012 meeting. – Enclosure A

Delegation(s) –

Recognition (s) –

Gene Hovatter – FFA

Reports –

Facilities Report

Superintendents Recommendations –

AGENDA
October 8, 2012

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for school year 2012-2013 contingent upon compliance with pupil-teacher ratio. – Enclosure B

Business & Finance –

2. Recommendation: Approve payment of bills for the period of September 19, 2012 through October 3, 2012 at a total expenditure of \$367,404.04. – Enclosure C
3. Recommendation: Authorize the October 15, 2012 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)
4. Recommendation: Approve the final total of the September 28, 2012 payroll check and federal withholdings in the amount of \$499,446.59. – Enclosure D
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure E

Belington Elementary School (PTA) – projected revenue - \$1,000.00; (2nd Grade) - \$500.00, \$200.00, \$500.00, \$150.00
Belington Middle School (Band) – projected revenue - \$800.00; (8th Grade) - \$300.00
Kasson Elem/Middle School (Student Council) – projected revenue - \$100.00; (Varsity Band) - \$1,000.00; (School) - \$4,000.00
Mt. Vernon Elementary School (PTO) – projected revenue - \$0.00, \$100.00, \$100.00
Philip Barbour High School (HOSA) – projected revenue - \$500.00, \$100.00, \$200.00, \$100.00, \$100.00; (Junior Class) - \$3,000.00
Philippi Elementary School (PreK) – projected revenue - \$1,000.00
Philippi Middle School (Athletic Boosters) – projected revenue - \$300.00, \$500.00, \$400.00, \$600.00, \$300.00, \$400.00, \$300.00; (Band) - \$800.00
Volga-Century Elementary School (PTO) – projected revenue - \$500.00

Curriculum & Instruction –

6. Recommendation: Approve/Confirm curricular trips. – Enclosure F
Kasson Elem/Middle School (PreK-4th Grade) – to Kasson School area on either October 17, 18, 24, 25, 2012 (weather permitting)
Philip Barbour High School (Juniors and Seniors) – to WV Wesleyan College on October 11, 2012; (Early Childhood Education) – to Pierpont Community College on October 30, 2012; (Band) – to Toronto, Canada/Niagra Falls/Cleveland, Ohio on April 5-7, 2013; (Incentive Eligible Students) – to Elkins on November 5, 2012
Philippi Elementary School (5th Grade Class) – to Charleston on October 16, 2012; (PreK) – French Creek on October 15, 2012; (All Students) – to Morgantown on December 5, 2012
Philippi Middle School (8th Grade Class) – to Charleston on November 29, 2012

AGENDA
October 8, 2012

7. Recommendation: Approve chaperones for Philip Barbour High School (FFA) for the 2012-2013 school year. – Enclosure G

Facilities –

8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure H
- Belington Middle School on Fridays – requested by Ricky Rinehart for Basketball; on August 31, 2013 and September 1, 2013 – requested by Roger Bibey for Family Reunion; on July 13, 2013 – requested by Lana Fowler and Dollie Cross for Harris Family Reunion
- Mt. Vernon Elementary School on October 7, 2012 – requested by Brenda McCallister for Birthday Party
- Philippi Middle School on October 14, 2012 – requested by Carla Knotts for Wedding Shower
- Volga-Century Elementary School on November 3, 2012 – requested by Anna Davis for PTO Activities
9. Recommendation: Approve Memorandum of Understanding with Wendel Energy Services, LLC, to provide a Comprehensive Energy Audit for the Philip Barbour High School Complex. – Enclosure I

10. Recommendation: Approve building/ground modifications. – Enclosure J

Philippi Elementary School (Ms. Hennon's Classroom) – Install dry erase board

Food Service –

Policies –

Student Support –

11. Recommendation: Approve Business Associate Agreement with the Barbour County Health Department for the 2012/2013 school year. – Enclosure K

Transportation –

12. Recommendation: Approve transportation travel requests. – Enclosure L

Travel –

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure M

Vocational –

AGENDA
October 8, 2012

Personnel –

14. Recommendation: Accept resignation of Sarah Harris as Head Boy's Track Coach at Philip Barbour High School effective September 26, 2012. - Enclosure N
15. Recommendation: Accept resignation of Jill Schiefelbein as a substitute teacher effective September 25, 2012. – Enclosure O
16. Recommendation: Accept resignation of Rex Freeman as a substitute custodian effective October 9, 2012. – Enclosure P
17. Recommendation: Employ Rexell Freeman as a substitute bus operator for the 2012/2013 school year. - Enclosure Q
18. Recommendation: Approve mutual agreement with Eddie Flowers, Accounts Payable/Accountant III/Switchboard Operator to an employment term of 240 days to take effect beginning October 1, 2012. – Enclosure R
19. Recommendation: Accept resignation/retirement of Carl Bolton as Supervisor of Transportation/Bus Operator/Mechanic effective October 31, 2012. – Enclosure S
20. Recommendation: Employ the following personnel for the 2012-2013 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 T

Extra Curricular Assignments

Freda Cross, Cook for Kid Reach, Philippi Middle School (Program ending on October 17, 2012 for review, may continue until the end of the school year if funding is available)

21. Recommendation: Employ the following personnel for the 2012-2013 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 U

Tina Anglin, Itinerant Special Education Aide/Pre-K Special Needs Aide/Transportation Aide, home based at Philippi Elementary School (Position will terminate at the end of the 2012/2013 school year)

Mary Shaver, County General Maintenance/Sewage Plant Operator

_____, Custodian (10:00 pm – 5:30 am), Philip Barbour High School

_____, Custodian/Sewage Plant Operator, Mt. Vernon Elementary School/Volga-Century Elementary School

22. Recommendation: Approve Articles of Agreement with Davis & Elkins College for College Student Pre-Service and Student Teachers. – Enclosure V

AGENDA
October 8, 2012

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure W
2. Study of Transfer/Overage – Enclosure X
3. Other

Next board meeting regular session on October 22, 2012 – 6:00 p.m. at Board of Education Office

Adjournment

AGENDA
October 8, 2012

ADDENDUM

Business & Finance –

23. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure 1

Belington Elementary School (4th Grade) – projected revenue - \$500.00, \$500.00

Facilities –

24. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure 2

Belington Middle School on October 14, 2012 – requested by Jodie Everson for Birthday Party

Personnel –

25. Recommendation: Employ Rita Edgell as a Multi-Categorical Instructor with Autism at Philippi Middle School for the 2012-2013 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 3