

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: October 5, 2011**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 10, 2011**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the September 26, 2011 and September 27, 2011 meetings. – Enclosure A

**Delegation(s) –**

Matthew Bright – Student behavior

**Recognition (s) –**

**Reports –**

Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. - Enclosure B
2. Recommendation: Approve payment of bills for the period of September 22, 2011 through October 5, 2011 at a total expenditure of \$357,909.08. – Enclosure C

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3. Recommendation: Authorize the October 15, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure C)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure C)
5. Recommendation: Approve the final total of the September 15, 2011 payroll check and federal withholdings in the amount of \$360,475.91. – Enclosure D
6. Recommendation: Approve the final total of the September 28, 2011 payroll check and federal withholdings in the amount of \$1,004,564.96. – Enclosure E
7. Recommendation: Approve final total of utility bills in the amount of \$1,280.00. - Enclosure F
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Belington Elementary School (Library/Media) – projected revenue - \$4,000.00; (PTA) - \$800.00

Junior Elementary School (PTO) – projected revenue - \$50.00, \$50.00, \$200.00, \$500.00, \$0.00

Kasson Elem/Middle School (Student Council) – projected revenue - \$100.00

Mt. Vernon Elementary School (PTO) – projected revenue - \$200.00, \$100.00

Philippi Elementary School (2<sup>nd</sup> Grade – Mrs. Long) – projected revenue - \$149.50; (2<sup>nd</sup> Grade – Mrs. Hammack) - \$0.00

Philippi Middle School (Science Dept.) – projected revenue - \$1,000.00

Volga-Century Elementary School (School) – projected revenue - \$300.00

9. Recommendation: Agree to support the efforts put forth by the WV Legislature regarding OPEB. – Enclosure H

**Curriculum & Instruction –**

10. Recommendation: Approve/Confirm curricular trips. – Enclosure I

Belington Elementary School (School) – to Barbour Lanes on October 5, 2011

Junior Elementary School (School) – to Morgantown on December 7, 2011

Kasson Elem/Middle School (8<sup>th</sup> Grade) – to Carnegie Science Center on October 14, 2011; (PreK-4<sup>th</sup> Grade) – to Kasson School area on October 19 or 20, 2011

Philippi Elementary School (PreK and Kindergarten) – to Beverly on October 24, 2011; (1<sup>st</sup> and 2<sup>nd</sup> Grades) to Beverly on October 19, 2011

11. Recommendation: Approve chaperones for Belington Middle School band for the 2011/2012 school year. – Enclosure J
12. Recommendation: Approve chaperones for Philip Barbour High School band for the 2011/2012 school year. – Enclosure K

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13. Recommendation: Approve Kelli Shomo as a chaperone for Kasson Elementary/Middle Schools trip to Carnegie. – Enclosure L

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

Belington Middle School on October 7, 2011 – requested by Jodie Everson for Birthday party

Kasson Elem/Middle School on November 12, 2011 – requested by Michael Poling for Birthday party

Philip Barbour High School on November 13, 2011 - requested by Tom Short for A.Y.F. Banquet; on November 6, 2011 – requested by Shelley Short for Birthday Party

**Facilities –**

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

Kasson School (Room 134) – install white board

Philip Barbour High School (Room 331) – install smart board

Philippi Elementary School (Room 109) – install white board; (Room 103) – install white board

**Food Service –**

**Policies –**

16. Recommendation: Adopt revised policy 6350, Vacation and Holidays, on second reading. – **Refer to minutes of September 26, 2011**

**Student Support –**

**Transportation –**

17. Recommendation: Approve transportation travel requests. – Enclosure O

**Travel –**

18. Recommendation: Approve/Confirm requests for professional leave. – Enclosure P

**Vocational –**

19. 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 2011-2012 school year. – Enclosure Q

**Personnel –**

20. Recommendation: Accept resignation of Karen Menear as a long term substitute secretary at the Central Office effective September 14, 2011. – Enclosure R

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21. Recommendation: Accept resignation/retirement of Debra Moore as a first grade teacher at Philippi Elementary School effective at the end of the 2011-2012 school year. – Enclosure S
22. Recommendation: Employ the following personnel for the 2011/2012 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

Holly Price, Substitute LPN/Aide  
\_\_\_\_\_, Substitute Cook  
\_\_\_\_\_, Substitute Cook

23. Recommendation: Employ the following personnel for the 2011/2012 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

\_\_\_\_\_, LPN/Special Needs Aide/Transportation Aide, Philippi Middle School  
Teri McGilton, Long Term Substitute Secretary/Computer Operator/Switchboard Operator-Receptionist, Central Office  
\_\_\_\_\_, Long Term Substitute Multi-Categorical Instructor w/Autism, Philippi Middle School (Position will terminate at the end of the 2011/2012 school year)  
Tina Anglin, Itinerant PreK Special Needs/Special Needs Aide/Transportation Aide, Philippi Elementary School

24. Recommendation: Employ the following personnel for the 2011/2012 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

Extra Curricular Assignments – Critical Needs Tutor for selected students in grades 3 and 8 (2 hours after school Monday-Friday beginning October 12, 2011 through the end of the 2011/2012 school year)

\_\_\_\_\_, Philippi Elementary School  
\_\_\_\_\_, Mt. Vernon Elementary School  
\_\_\_\_\_, Volga-Century Elementary School  
\_\_\_\_\_, Philippi Middle School  
\_\_\_\_\_, Kasson Elem/Middle School  
\_\_\_\_\_, Belington Middle School  
\_\_\_\_\_, Belington Elementary School  
\_\_\_\_\_, Junior Elementary School

25. Recommendation: Approve trained volunteers as per Board of Education policy. **Contingent upon clearance of criminal convictions.** – Enclosure W
26. Recommendation: Approve Memorandum of Understanding on Student Teaching with Alderson-Broadus College. – Enclosure X
27. Recommendation: Approve field placements for Alderson-Broadus College for the Fall Semester at Philip Barbour High School. – Enclosure Y

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28. Recommendation: Employ Michael Wanstreet as a substitute bus operator for the 2011/2012 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
29. Recommendation: Approve no cause days for Ron McLean on October 17-19, 2011. – Enclosure AA

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

1. School Newsletters – Enclosure BB
2. Community Participation Project Grant – Enclosure CC
3. Other

**Adjournment**