

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Eric Ruf  
Adam Starks  
Ron Phillips

**FROM: JEFF WOOFER, SUPERINTENDENT**

**DATE: REVISED - October 4, 2016**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 10, 2016**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

**Call to Order**

**Pledge to Flag**

**Invocation**

**Kasson Elem/Middle School LSIC Presentation**

**Minutes -**

Approve minutes of September 20, 2016 and September 26, 2016 meetings. – Enclosure A

**Recognitions -**

**Delegation(s) –**

**Reports –**

Attendance Report/Enrollment Report – Enclosure B  
Superintendents Report

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**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2016-2017 contingent upon compliance with pupil-teacher ratio. – Enclosure C

**Business & Finance –**

2. Recommendation: Approve payment of bills for the period of September 20, 2016 through October 4, 2016 at a total expenditure of \$135,615.87. – Enclosure D
3. Recommendation: Authorize the October 14, 2016 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)
4. 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)
5. Recommendation: Approve the final total of the September 28, 2016 payroll check and federal withholdings in the amount of \$512,506.09. – Enclosure E
6. Recommendation: Approve final total of utility/copier bills in the amount of \$17,351.13. – Enclosure F
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Belington Elementary School (Chorus) – projected revenue - \$0.00; (3<sup>rd</sup> Grade) - \$200.00; (4<sup>th</sup> Grade) - \$600.00; (Faculty) - \$2,000.00  
Belington Middle School (8<sup>th</sup> Grade) – projected revenue - \$500.00  
Junior Elementary School (Office) – projected revenue \$200.00; (PTA) - \$75.00  
Philip Barbour High School (Library/Media) – projected revenue - \$800.00; (HOSA) - \$200.00; (Career Tech Students) - \$500.00; (FEA) - \$50.00, \$100.00; (TSA) - \$500.00, \$500.00; (National Honor Society) - \$150.00  
Philippi Elementary School (Office) – projected revenue - \$250.00

**Curriculum & Instruction –**

8. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure H
9. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure I

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

Junior Elementary School (Preschool-Kindergarten) – to French Creek Game Farm on October 20, 2016; (School) – to Jackson’s Mill on October 12, 2016  
Mt. Vernon Elementary School (School) – to Rich’s Farm, Smithfield, Pennsylvania on October 26, 2016; (School) – to Carnegie Science Center on December 6, 2016  
Philip Barbour High School (HOSA) – to Jackson’s Mill on October 20, 2016; (FFA) – to Middletown Tractor, Fairmont on October 8, 2016; (Juniors-Seniors) – to WV Wesleyan College on October 18, 2016; (Student Council/Class Officers) – to North Hagerstown High School, Maryland on October 29, 2016  
Volga-Century Elementary School (School) – to Sickler’s Farm on October 26, 2016; (School) – to Jackson’s Mill on October 12, 2016

**Facilities & Maintenance –**

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

Philip Barbour School on November 1, 2016 through April 1, 2017 – requested by Holly Talkington for Youth Wrestling

12. Recommendation: Approve building/ground modifications. – Enclosure L

Kasson Elem/Middle School (Garden) – install wooden frame border

**Food Service –**

**Policies –**

13. Recommendation: Adopt revised policy 8210, Attendance, on third reading. – Enclosure M

14. Recommendation: Review revised policy 9400, Community Use of School Facilities, for second reading. – Enclosure N

**Student Support –**

**Transportation –**

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

**Travel –**

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

**Vocational –**

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**Personnel –**

- 17. Recommendation: Accept resignation of M. Douglas Row as an Assistant Girls Basketball Coach at Philippi Middle School effective September 26, 2016. – Enclosure Q
- 18. Recommendation: Accept resignation of Latosha Dumire as a substitute cook effective September 26, 2016. – Enclosure R
- 19. Recommendation: Approve volunteers at Belington Middle School. – **Contingent upon clearance of criminal convictions.** - Enclosure S
- 20. Recommendation: Employ the following personnel for the 2016-2017 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

<b>Regular Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Valarie Cross	Route 34	1280-Bus Operator, Route 34/Mechanic Assistant Closes 9-19-16
Dave Neff	Central Office	1289-Director of Personnel/Attendance Director/Manager of Secondary School Improvement/WVEIS County Contact
	BMS	1286-Social Studies/Language Arts Instructor Closes 10-10-16
	PMS	1274-Language Arts Instructor Closes 10-10-16
	KEMS	1298-Elementary Education Instructor Closes 10-10-16
Debra Conover	PMS	1299-Principal Closes 10-10-16

<b>Substitute Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Shannon Goshert	BES	1279-Long-term Substitute 1 <sup>st</sup> Grade Instructor Closes 9-19-16
	County	1293-Substitute Cook Closes 9-29-16
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	County	1294-Substitute Bus Operator Closes 9-29-16
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Gerald Auvil	County	1295-Substitute Teacher Closes 9-29-16
Malcolm Tatum	County	1295-Substitute Teacher Closes 9-29-16
	County	1295-Substitute Teacher Closes 9-29-16
	County	1271-Substitute LPN/Aide Closes 10-10-16

<b>Extra-Curricular Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Carla Knotts	County	1273-Multi-Categorical Homebound Instructor Closes 10-10-16

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

Burlen Bailey  
Mickey Fridley

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Items For Discussion, Consideration and/or Possible Action –

1. Superintendent Goals
2. Administrative Attendance Transfers – Enclosure U
3. School Newsletters – Enclosure V
4. Other

Next board meetings:

October 24, 2016 at 6:00 p.m. at Board of Education Office – TBA LSIC Presentation  
(Regular Session)

**Adjournment**