

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: October 4, 2022

RE: REVISED - BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 10, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the September 26, 2022 meeting. – Enclosure A

Recognitions –

Discussion –

Approval of Board Goals for the 2022/2023 school year
Communities in Schools Grant

Delegation(s) –

Reports –

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve payment of bills for the period of September 21, 2022, through October 10, 2022, at a total expenditure of \$548,215.50. – Enclosure B
2. Recommendation: Authorize October 14, 2022, 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 B)
3. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure B)
4. Recommendation: Approve the final total of September 28, 2022, payroll check, and federal withholdings in the amount of \$465,927.75. – Enclosure C
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$18,760.05. – Enclosure D
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Elementary School (PTA) – projected revenue - \$1,000.00; (Office) - \$200.00

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

Philip Barbour High School (Class of 2024) – projected revenue - \$500.00; (Band) - \$500.00, \$1,000.00, \$3,000.00; (Junior Class) - \$500.00; (Athletics) - \$2,000.00; (Cheer) - \$1,000.00, \$1,000.00; (FFA) - \$250.00, \$500.00, \$500.00, \$3,500.00; (HOSA) - \$1,000.00

Philippi Elementary School (Preschool) – projected revenue - \$1,000.00; (Preschool/Kindergarten) - \$500.00; (PreK-5) - \$5,000.00

Philippi Middle School (Responsible Students) – projected revenue - \$6,000.00; \$300.00

7. Recommendation: Approve the FY2022 financial statements. – Enclosure F

Curriculum & Instruction –

8. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure G
9. Recommendation: Approve/Confirm curricular trips. – Enclosure H

Belington Elementary School (PreK-2nd Grade) – to Rich’s Farms Smithfield, PA on October 20, 2022; (3rd-4th Grade) to Rich’s Farms Smithfield, PA on October 12, 2022

Junior Elementary School (Whole School) – W. Junior Road/Hayride on October 19, 2022; (Preschool/Kindergarten) – to Hovatters Zoo on October 13, 2022

Kasson Elementary/Middle School (8th Grade) – to Washington D.C. on May 12-13, 2023

Philip Barbour High School (10th Grade Students) – to Fred Eberle Technical Center on October 18, 2022; (FFA) – to Morgantown on October 15, 2022

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Facilities & Maintenance –

10. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure I

Junior Elementary School on June 26-30, 2023 – requested by Mathew 25 Ministries for Summer Academic Camp

Kasson Elementary/Middle School on December 3, 2022 – requested by Twila Matlick for Family Dinner & Gathering

Philip Barbour High School on October 12, 2022 – requested by Carol Malcolm-Parsons for World Vision Afterschool Program Staff Meeting; on October 20, 2022 – requested by Barbour County Commission for presentation regarding Constitutional Amendments No. 2 & No. 4 on the General Election Ballot

Philippi Middle School on October 15, 2022 - requested by Holly McDermott for Coronation of the Fall Carnival Court

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

Philip Barbour High School (wall beside band room) – hang banner

Food Service –

Policies –

Student Support –

Transportation –

Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure K

Vocational –

Personnel –

13. Recommendation: Accept the resignation of Lora McElroy as a Cook at Philippi Elementary School effective September 21, 2022. – Enclosure L

14. Recommendation: Accept the resignation of Lora McElroy as a substitute Cook effective September 21, 2022. – Enclosure M

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15. Recommendation: Employ the following personnel for the 2022/2023 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 N**

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	KEMS	Job 4025: Science Instructor
	PMS	Job 4029: Language Arts Instructor
	KEMS	Job 4038: Mathematics/Social Studies Instructor
	PES	Job 4042: Elementary Education Instructor
Cynthia Lawson	PES	Job 4101: Cook (half-time)

Substitute Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	County	Job 4043: Restricted Short-Term Substitute Teacher(s)
Rachel Blackburn	PBHS, Itinerant	Job 4060: Long Term Substitute Interpreter Aide/Special Needs Aide/Supervisory Aide/Transportation Aide
	BES	Job 4084: Long Term Substitute Kindergarten Instructor

Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	PBHS	Job 4027: Athletic Trainer (Winter Sports)
	PBHS	Job 4028: Athletic Trainer (Fall Sports)
Sarah Harris	BMS	Job 4041: Assistant Girls Basketball Coach
Ashley Poling	BMS	Job 4088: (1) After School 6-8 th Grades English/Language Arts Tutor
	PMS	Job 4089: (1) After School 6-8 th Grades English/Language Arts Tutor
	PMS	Job 4090: (1) After School 6-8 th Grades Math Tutor
	PBHS	Job 4091: (1) After School Science Tutor
Amanda Sweet	JES	Job 4094: (1) After School Title I Tutor
Kimberly Swick	BES	Job 4095: Cook – Snacks

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	BMS	Job 4096: Cook – Snacks
Deloris Phillips	JES	Job 4097: Cook – Snacks
Sheila Wilson	KEMS	Job 4098: Cook – Snacks
Lora Phillips	PES	Job 4099: Cook – Snacks
Suetta Durst	PMS	Job 4100: Cook – Snacks
Stephanie Moss	BES	Job 4102: (1) After School Title I Tutor

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

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

1. Other

Next board meetings:

October 24, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

November 14, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Personnel –

17. Recommendation: Approve the revised schedule of supplemental pay for service personnel by adding Chief Mechanic in the amount of \$4,000.00 (**changes will become retroactive to July 1, 2022**) and remove the Diesel Mechanic Certification supplement. – Enclosure #1