

**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 9, 2013

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 14, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Recognition (s) –

Minutes -

Approve Minutes of the September 9, 2013, September 16, 2013, September 18, 2013, September 23, 2013, September 24, 2013 and September 30, 2013 meetings. – Enclosure A

Delegation(s) –

Reports –

FY13 Financial Statement Presentation and Approval – Enclosure B
Facilities Report

Superintendents Recommendations –

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Attendance -

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2013-2014 contingent upon compliance with pupil-teacher ratio. – Enclosure B.1

Business & Finance –

2. Recommendation: Approve budget adjustments. – Enclosure C
3. Recommendation: Approve payment of bills for the period of September 18, 2013 through October 9, 2013 at a total expenditure of \$332,585.46. – Enclosure D
4. Recommendation: Authorize the October 15, 2013 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)
5. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure D)
6. Recommendation: Approve final total of utility bills in the amount of \$20,036.82. – Enclosure E
7. Recommendation: Approve the final total of the September 28, 2013 payroll check and federal withholdings in the amount of \$537,935.58. – 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 (Office) – projected revenue - \$500.00, \$500.00, \$1,000.00, \$300.00; (PTA) - \$300.00, \$200.00, \$500.00, \$500.00, \$3,000.00, \$500.00, \$100.00; (3rd Grade) - \$300.00

Belington Middle School (8th Grade) – projected revenue - \$200.00

Junior Elementary School (School) – projected revenue - \$100.00

Kasson Elementary/Middle School (PTO) – projected revenue - \$2,000.00; (School) - \$300.00

Mt. Vernon Elementary School (School) – projected revenue - \$50.00

Philip Barbour High School (FFA) – projected revenue - \$150.00; (Choir) - \$500.00; (Class of 2015) - \$3,000.00

Philippi Elementary School (1st Grade – McCullough) – projected revenue - \$1,400.00; (PreK) - \$500.00; (PTO) - \$3,000.00; (Faculty Senate) - \$2,000.00; (Media) - \$200.00

Philippi Middle School (Athletic Boosters) – projected revenue - \$1,000.00, \$1,000.00; (BACSO) - \$7,200.00; (Student Academics) - \$10,400.00; (Positive Behavior Support Committee) - \$300.00

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Curriculum & Instruction –

9. Recommendation: Approve/Confirm curricular trips. – Enclosure H
- Kasson Elementary/Middle School (PreK-4) – to Moatsville on October 17, 2013 or October 24, 2013
Philip Barbour High School (Juniors and Seniors) – to WV Wesleyan College on October 17, 2013
10. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School. – Enclosure I
11. Recommendation: Approve educational leave request for a student at Philippi Elementary School. – Enclosure J
12. Recommendation: Approve educational leave request for a student at Philippi Middle School – Enclosure J.1
13. Recommendation: Approve the CSOs for the following elective courses at Philip Barbour High School. – Enclosure K
- Spanish 5; PAES; Psychology; Advanced Placement Biology; Pre-AP Biology; English Language Arts and Mathematics Skill Development (for struggling students); Guitar 1, 2, 3, and 4; Percussion; Advanced Musical Studies; Keys to Intervention; ACT Prep; Weightlifting; Lifetime Fitness; Forensics

Facilities & Maintenance –

14. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure L
- Belington Elementary School on November 2, 2013 – requested by Paula Townsend for BES Annual PTA Carnival; on October 25, 2013 – requested by Paula Townsend for BES PTA Dance; on February 7, 2014 – requested by Paula Townsend for BES PTA Dance; on April 11, 2014 – requested by Paula Townsend for BES PTA Dance
- Belington Middle School on Every Friday – requested by LaDonna Davis for KIDS JAM; in August 2014 – requested by Chris Hicks for Family Reunion; on October 20, 2013 – requested by Lori Wetzel for Fundraiser for athletics at Belington Middle School
- Junior Elementary School on February 1, 2014, February 22, 2014, March 8, 2014 and March 22, 2014 – requested by Cindy Wilmoth for EIPA Written Test
- Kasson Elem/Middle School on October 2013 to July 2014 – requested by Jennifer Phillips for KEMS PTO Activities
- Mt. Vernon Elementary School on October 19, 2013 – requested by Brenda Cain for Benefit Dinner; on December 7, 2013 – requested by Lauren Corder for Birthday Party
- Philip Barbour High School on October 28, 2013 – requested by Barb Wolfe for 4-H Officer Training; on November 8, 2013 – requested by Lori Wetzel (BACSO) for

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Talent show

15. Recommendation: Approve building/ground modifications. – Enclosure M
Belington Elementary School (Room 25) – Install Whiteboard and remove Chalkboard;
(Classroom 114) – Install Whiteboard and remove Chalkboard
Junior Elementary School (Room 125) – Install Whiteboard
Kasson Elem/Middle School (Room 142A) – install telephone
16. Recommendation: Approve Change Order #5 for the Career/Technical Center Renovation Project. – Enclosure N
17. Recommendation: Approve Change Order #6 for the Career/Technical Center Renovation Project. – Enclosure O
18. Recommendation: Approve Change Order #7 for the Career/Technical Center Renovation Project. – Enclosure P
19. Recommendation: Approve Change Order #8 for the Career/Technical Center Renovation Project. – Enclosure Q
20. Recommendation: Approve Change Order #9 for the Career/Technical Center Renovation Project. – Enclosure R
21. Recommendation: Approve Change Order #10 for the Career/Technical Center Renovation Project. – Enclosure S
22. Recommendation: Approve Change Order #11 for the Career/Technical Center Renovation Project. – Enclosure T
23. Recommendation: Approve Change Order #12 for the Career/Technical Center Renovation Project. – Enclosure U
24. Recommendation: Approve Change Order #13 for the Career/Technical Center Renovation Project. – Enclosure V
25. Recommendation: Approve Change Order #14 for the Career/Technical Center Renovation Project. – Enclosure W
26. Recommendation: Approve Change Order #15 for the Career/Technical Center Renovation Project. – Enclosure X
27. Recommendation: Approve Change Order #16 for the Career/Technical Center Renovation Project. – Enclosure Y
28. Recommendation: Approve Change Order #17 for the Career/Technical Center Renovation Project. – Enclosure Z

Food Service –

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Policies –

Student Support –

Transportation –

29. Recommendation: Approve transportation travel requests. – Enclosure AA

Travel –

30. Recommendation: Approve/Confirm requests for professional leave. – Enclosure BB

Vocational –

Personnel –

31. Recommendation: Accept resignation of Savannah Flanigan as a substitute teacher effective September 25, 2013. – Enclosure CC
32. Recommendation: Accept resignation of Nancy Burner-Ware as a substitute teacher effective September 27, 2013. – Enclosure DD
33. Recommendation: Accept resignation of Ross Ware as Long Term Substitute Physical Education/Health teacher at Kasson Elem/Middle School effective at the end of the work day on October 4, 2013. – Enclosure EE
34. Recommendation: Accept resignation of Kayla Bouscher as a Science/Math teacher at Belington Middle School effective at the end of the work day on October 4, 2013. – Enclosure FF
35. Recommendation: Accept resignation of Karen Jones as a Math teacher at Philip Barbour High School effective at the end of the work day on October 4, 2013. – Enclosure GG
36. Recommendation: Approve the extending of maternity leave for Sarah Harris through November 4, 2013. – Enclosure HH
37. Recommendation: Accept resignation of Miranda Zickefoose as a first grade teacher at Philippi Elementary School effective on October 25, 2013. – Enclosure HH.1
38. Recommendation: Approve Memorandum of Understanding with Davis & Elkins College for Student Pre-Service and Student Teachers for the 2013-2014 school year. – Enclosure II

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39. Recommendation: Employ the following personnel for the 2013-2014 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 JJ

_____	Substitute Cook
_____	Substitute Sign Language Specialist/Aide
_____	Substitute Custodian
_____	Substitute Custodian

40. Recommendation: Approve listed persons to enter the bus operator training program provided by Barbour County Schools. – Enclosure KK

41. Recommendation: Employ the following personnel for the 2013-2014 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 LL

Extra Curricular Assignments

_____	Bus Operator Project Isaac	PMS
_____	Bus Operator Project Isaac	PMS
Sally Hammack	Critical Skills Tutor	PES
Delores Bonnell	Critical Skills Tutor	JES
_____	Reading Tutor	PES
	Until January 31, 2014	
Larry Stuart	Assistant Boys Basketball Coach	PMS
Shannon Gibson	Head Boys Basketball Coach	PMS
	Contingent on Completion of WVSSAC certification prior to the start of the season	
_____	Supper Program	PMS
Julie Ware	Super Program	JES
_____	Fresh Fruits Cook	PES
_____	Fresh Fruits Cook	MTVS
_____	Fresh Fruits Cook	BES
_____	LPN/Aide (Band)	BMS

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42. Recommendation: Employ the following personnel for the 2013-2014 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). Any person recommended for a classroom teaching position will not move until the 2014/2015 school year as per WV Code 18A-4-7a.** – Enclosure MM

Derek Helzer	Long Term Substitute 5 th Grade until the end of the 2013/14 school year	JES
Tonya Cooper	Long Term Substitute 2 nd Grade Until the end of the 2013/14 school year	BES
Christina Mayle	Long Term Substitute Title I Reading Until the end of the 2013/14 school year	PMS
_____	Half Time Mathematics Teacher	PBHS
_____	Multi-Categorical Teacher w/ AU	PBHS
Deborah O'Brien	Half Time Cook	KEMS
Kelli Kittle	Kindergarten Aide/Supervisory Aide/ Transportation Aide	BES
_____	Technical Education/Project Lead the Way Teacher	PBHS

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure NN
2. Other

Next board meetings:

October 28, 2013 at 6:00 p.m. at Board of Education Office – LSIC Presentation from
Junior Elementary School and Volga-Century Elementary School

Adjournment