

**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 17, 2012

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 22, 2012**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Work Session –

Junior Elementary School LSIC presentation
Volga-Century Elementary School LSIC presentation

Minutes -

Approve Minutes of the October 8, 2012 meeting. – Enclosure A

Delegation(s) –

Recognition (s) –

Reports –

ALC Update
Monthly Attendance - Enrollment Report for month ending October 8, 2012 - Enclosure B
Facilities Report
September 2012 Financial Report – Enclosure C

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Superintendents Recommendations –

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 D
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance by School Choice for school year 2012-2013 contingent upon compliance with pupil-teacher ratio. – Enclosure E

Business & Finance –

3. Recommendation: Approve budget adjustments. – Enclosure F
4. Recommendation: Approve payment of bills for the period of October 4, 2012 through October 17, 2012 at a total expenditure of \$200,026.35. – Enclosure G
5. Recommendation: Authorize the October 28, 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 G)
6. Recommendation: Approve the final total of the October 15, 2012 payroll check and federal withholdings in the amount of \$377,173.74. – Enclosure H
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure I

Belington Middle School (Teachers) – projected revenue - \$400.00 in books
Junior Elementary School (Library) – projected revenue - \$0.00; (PTA) - \$100.00
Philip Barbour High School (HOSA) – projected revenue - \$100.00, \$400.00, \$250.00,
\$100.00, \$200.00, \$500.00, \$400.00, \$100.00, \$100.00, \$150.00, \$150.00,
\$500.00, \$100.00; (Student Council) - \$0.00, (Class of 2016) - \$50.00, \$300.00

Curriculum & Instruction –

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

Kasson Elem/Middle School (8th Grade) – to Washington DC and Marlboro, Maryland on May 29-30, 2012
Philip Barbour High School (FFA) – to Jackson’s Mill on November 2-3, 2012; (Safe & Supportive Schools School Wide Activity) – to Elkins Cinema 7 on November 16, 2012; (Foundations in Education) – to Philippi Elementary School on November 14, 15, 28, 29, 2012 and December 5, 6, 7, 10, 11, 12, 13, 2012
9. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure K

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Facilities –

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure L
- Belington Middle School on twice a month on Mondays – requested by Dennis McNaboe for Christian Club
 - Junior Elementary School on various dates beginning October 26 2012 – June 12, 2013 – requested by Blake Williams for PTA activities
 - Mt. Vernon Elementary School on November 4, 2012 – requested by Jason Stutler for Birthday Party
 - Philip Barbour High School on October 16, 2012 – requested by Shelley Starkey for Barbour County Reading Council Meeting; on January 12-19, 2013 – requested by Dick Curry for Underground Annual Refresher Training for Coal Miners; on December 13, 2012 – requested by Tonya Baker for Philippi Elementary Schools Christmas Concert
 - Philippi Middle School on October 22, 2012 – requested by Barb Wolfe for 4-H Officer Training

Food Service –

Policies –

Student Support –

11. Recommendation: Approve Agreement with RESA 7 to provide Audiological evaluations and screenings for the 2012/2013 school year. – Enclosure M

Transportation –

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

Travel –

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

Vocational –

Personnel –

14. Recommendation: Accept resignation of Freda Cross as Cook for Philippi Middle School – Kid Reach. - Enclosure P
15. Recommendation: Approve a medical leave of absence (maternity) for Kayla Bouscher beginning approximately November 26, 2012 for approximately six to eight weeks. – Enclosure Q
16. Recommendation: Approve adoptive parent leave for Kim Burnett for approximately four days in late December or early January. – Enclosure R

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17. Recommendation: Approve Memorandum of Understanding with American Public University System for placement of graduate students needing practicum placements for the 2012/13 school year. – Enclosure S
18. Recommendation: Approve on the job 16 week student teaching/practicum placement of Ashley Bowman in elementary education at Belington Elementary School. – (Refer to Enclosure S)
19. Recommendation: Approve No Cause days for Kim Burnett on November 5, 7 & 8, 2012. – Enclosure T
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 U

Extra Curricular Assignments

_____, Math Tutor, Philippi Elementary School (Beginning October 29, 2012 – remainder of school year as grant funds are available Mondays and Tuesdays 8:30-2:30)

_____, Math Tutor, Belington Middle School (Beginning October 29, 2012 – remainder of school year as grant funds are available Monday-Thursday 3:30-4:30 p.m.)

_____, Math/Reading Tutor, Mt. Vernon Elementary School (Beginning January 2, 2013 – May 10, 2013 as grant funds are available 4 hours each day 9:30-11:30 and 11:45-1:45)

_____, Math/Reading Tutor, Belington Elementary School (Beginning March 1, 2013 and running for 8 weeks as grant funds are available 3 hours each day 8:00-11:00)

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 V

_____, Supervisor of Transportation/Bus Operator/Mechanic (Remainder of 247 day contract) Upon appropriate notification to current employer

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

Jennifer Parker, Student Interventionist, home based at Belington Middle School

22. Recommendation: Employ _____ as a substitute mechanic 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 W

23. Recommendation: Employ _____ as a substitute teacher 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 X

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure Y
2. Comprehensive Energy Audit Agreement – Enclosure Z
3. Other

Next board meeting regular session on November 13, 2012 – 6:00 p.m. at Board of Education Office

Adjournment

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ADDENDUM

Business & Finance –

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

Philip Barbour High School (Senior Project) – projected revenue - \$250.00

Personnel –

25. Recommendation: Accept resignation of Rita Edgel as a Multi-Categorical Instructor w/Autism at Philippi Middle School effective at the end of the day on October 19, 2012. - Enclosure 2