

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: October 16, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 22, 2018**, at the **Philip Barbour High School Complex, 99 Horseshoe Drive, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Philip Barbour High School LSIC Presentation

Minutes –

Approve minutes of October 3, 2018 and October 8, 2018 meetings. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

September 2018 Financial Report – Enclosure B

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2018-2019. – Enclosure C
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2018-2019. – (Refer to Enclosure C)

Business & Finance –

3. Recommendation: Approve budget adjustments. – Enclosure D
4. Recommendation: Approve payment of bills for the period of October 3, 2018 through October 16, 2018 at a total expenditure of \$304,657.26. – Enclosure E
5. Recommendation: Authorize the October 26, 2018 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 E)
6. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure E)
7. Recommendation: Approve the final total of the October 15, 2018 payroll check and federal withholdings in the amount of \$355,764.57. – Enclosure F
8. Recommendation: Approve final total of utility/copier bills in the amount of \$8,622.68. – Enclosure G
9. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (Preschool) – projected revenue - \$300.00

Belington Middle School (Robotics) – projected revenue - \$400.00; (Student Council) - \$500.00; (Band) - \$1,000.00; (Yearbook) - \$100.00

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

Kasson Elem/Middle School (Robotics) – projected revenue - \$300.00; (8th Grade) - \$500.00, \$500.00; (School) - \$475.00; (Student Council) - \$250.00; (Office) - \$375.00

Philip Barbour High School (Swim Team) – projected revenue - \$1,000.00; (Athletics) - \$3,000.00; (Cheerleading) - \$500.00; (Softball) - \$700.00; (Junior Class) - \$1,500.00; (Theatre/Choir) - \$500.00

Philippi Elementary School (3rd Grade) – projected revenue - \$300.00, \$200.00, \$200.00

Philippi Middle School (PTO) – projected revenue - \$500.00, \$750.00, \$1,500.00, \$100.00

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Curriculum & Instruction –

10. Recommendation: Approve/Confirm curricular trips. – Enclosure I
 - Belington Middle School (Eligible Students) – to Elkins on November 2, 2018
 - Junior Elementary School (School) – to Elkins on November 14, 2018
 - Kasson Elem/Middle School (Girls Robotics) – to Westwood Middle on October 11, 2018
 - Philip Barbour High School (FFA) – to Moorefield on November 14, 2018; (ProStart) – to Morgantown on November 8, 2018; (FFA) – to Fairmont on October 20, 2018; (HSTA & CNA Students) – to Elkins on November 9, 2018; (FFA) to Morgantown on October 20, 2018; (FBLA) – to Flatwoods on October 29-30, 2018; (HOSA) – to Flatwoods on October 24, 2018; (Counseling) – to D&E College on November 13, 2018; (FFA) – to Stonewall Resort on November 30, 2018; (Junior/Seniors) – to Pierpont Community and Technical College on November 2, 2018; (Band) – to Toronto Canada, Niagra Falls and Cleveland Ohio on April 11-15, 2019
 - Philippi Middle School (8th Grade Science) – to Fairmont on November 7, 2018; (5th Grade & Special Needs) – to Hovatter’s Zoo on October 18, 2018; (School) – to Morgantown on November 15, 2018
11. Recommendation: Approve Billy Jean Hunt as a chaperone for Philip Barbour High Schools FBLA trip to Flatwoods on October 29-30, 2018. – Enclosure J
12. Recommendation: Approve educational leave request for a student at Belington Middle School. - Enclosure K
13. Recommendation: Approve educational leave request for a student at Belington Middle School. - Enclosure L
14. Recommendation: Approve educational leave request for a student at Philip Barbour High School. - Enclosure M
15. Recommendation: Approve educational leave request for a student at Philip Barbour High School. - Enclosure N
16. Recommendation: Approve educational leave request for a student at Philip Barbour High School. - Enclosure O
17. Recommendation: Ratify the expulsion agreement for a student at Philip Barbour High School. – Enclosure P

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Facilities & Maintenance –

18. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure Q
- Belington Middle School on October 20, 2018 – requested by Gina Wolfe for Birthday Party; on November 16, 2018 – requested by Samantha Miller for Student Council Dance
 - Kasson Elem/Middle School on February 2019 to May 2019 – requested by Crystal Gray for Girls on the Run
 - Philip Barbour High School on February 9, 2019 – requested by Misty Schola for PB Softball Paint Fundraiser; on December 8, 2018 – requested Misty Schola for PB Softball Craft Fair
 - Philippi Middle School on October 26, 2018 – requested by Brandi Workman for Halloween Dance; on November 9, 2018 – requested by Brandi Workman for PTO Lockin; on December 3-7, 2018 – requested by Brandi Workman for PTO Christmas Shop

Food Service –

Policies –

19. Recommendation: Review revised policy 8100: Equal Education Opportunities for first reading. – Enclosure R

Student Support –

Transportation –

20. Recommendation: Approve transportation travel requests. – Enclosure S

Travel –

21. Recommendation: Approve/Confirm requests for professional leave. – Enclosure T

Vocational –

Personnel –

22. Recommendation: Approve the payment of timesheets for Ray Freeman & Gene Hovatter for hours that were worked outside of their extra-curricular job postings. – Enclosure U
23. Recommendation: Accept resignation of Brandon Antion as an Assistant Wrestling coach at Philip Barbour High School effective October 10, 2018. – Enclosure V
24. Recommendation: Accept resignation of Brandon Antion as an Assistant Football Coach at Philip Barbour High School effective at the end of the fall sports season. – (Refer to enclosure V)

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- 25. Recommendation: Accept resignation of Diana Upton as an English Language Arts Instructor at Philippi Middle School effective October 6, 2018. – Enclosure W
- 26. Recommendation: Accept resignation of John Drubel as an Art Instructor at Philip Barbour High School effective at the end of the school day on October 8, 2018. – Enclosure X
- 27. Recommendation: Accept resignation/retirement of Kimberly Jennings as a Social Studies Instructor at Philippi Middle School effective February 1, 2019. – Enclosure Y
- 28. Recommendation: Employ the following personnel for the 2018/2019 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

Regular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 2056: Technology Systems Specialist (North)
	PMS, Itinerant	Job 2069: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 2071: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	County	Job 2094: Mechanic/Bus Operator
Shaun Haller	PBHS	Job 2124: Custodian

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
Chris Haller, Malcolm Tatum	County	Job 2090: Substitute Teacher(s)
	County	Job 2091: Substitute Custodian(s)
	County	Job 2092: Substitute Cook(s)
	County	Job 2093: Substitute Secretary(s)
	County	Job 2035: Substitute School Nurse RN(s)
Billie Hunt	County	Job 2072: Substitute Aide(s)
	PBHS	Job 2118: Long Term Substitute Mathematics Instructor

Extra-Curricular Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	BMS	Job 2065: Head Cheerleading Coach

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	PMS, Itinerant	Job 2070: English Language Learner Instructor (Extra-Curricular)
Mike Cvechko	PBHS	Job 2082: Assistant Girls Basketball Coach
Carl Allen	PBHS	Job 2112: Assistant Wrestling Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure AA
2. Other

Next board meetings:

November 13, 2018 at 6:00 p.m. at Junior Elementary School LSIC Presentation (Regular Session)

November 26, 2018 at 6:00 p.m. at Belington Middle School LSIC Presentation (Regular Session)

December 10, 2018 at 6:00 p.m. at Philippi Middle School LSIC Presentation (Regular Session)

Adjournment