

**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 17, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 23, 2017**, at the **Belington Elementary School, 471 Morgantown Pike, Belington, WV 26250.**

Call to Order

Pledge to Flag

Invocation

Belington Elementary School LSIC Presentation

Minutes -

Approve minutes of October 9, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

September 2017 Financial Report – Enclosure B

Monthly Attendance – Enrollment Report for month ending: October 3, 2017 – Enclosure C

Superintendents Recommendations –

AGENDA
October 23, 2017

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2017-2018. – Enclosure D

Business & Finance –

2. Recommendation: Approve budget adjustments. – Enclosure E
3. Recommendation: Approve payment of bills for the period of October 4, 2017 through October 17, 2017 at a total expenditure of \$250,025.14. – Enclosure F
4. Recommendation: Authorize the October 28, 2017 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 F)
5. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure F)
6. Recommendation: Approve the final total of the October 15, 2017 payroll check and federal withholdings in the amount of \$389,368.88. – Enclosure G
7. Recommendation: Approve 5th drawdown request for the County-Wide Energy Performance Contract financing through Freedom Bank. – Enclosure H
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I

Belington Elementary School (Special Needs) – projected revenue - \$200.00;
(Chorus/Music) - \$0.00; (PTA) - \$300.00

Kasson Elementary/Middle School (Band) – projected revenue - \$300.00; (School) -
\$200.00, \$300.00; (8th Grade) - \$1,100.00; (Student Council) - \$50.00, \$300.00,
\$500.00

Philip Barbour High School (Admin) – projected revenue - \$250.00; (Library) - \$500.00;
(HOSA-Future Health Professionals) - \$100.00

Philippi Middle School (Band) – projected revenue - \$1,500.00, \$200.00

Curriculum & Instruction –

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

Junior Elementary School (School) – to Meadowbrook Mall on December 20, 2017

Kasson Elementary/Middle School (K-8) – to WVU Creative Arts Center on November
17, 2017; (4th-8th Grades) – to Elkins Cinema on November 28, 2017

Philip Barbour High School (HSTA & CNA Students) – to Randolph Co., on November 3,
2017; (Career Tech Students) – to Audra State Park on October 27, 2017;
(Educators Rising) – to Flatwoods on November 1, 2017; (Admin & At Risk
Students) – to Arch Coal on November 14, 2017

AGENDA

October 23, 2017

10. Recommendation: Approve chaperones for Philippi Middle School Band for the 2017/2018 school year. – Enclosure K
11. Recommendation: Approve educational leave for a student at Philippi Elementary School. – Enclosure L
12. Recommendation: Ratify the expulsion agreement for a student at Philip Barbour High School. - Enclosure M

Facilities & Maintenance –

13. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure N
 - Belington Elementary School on October 27, 2017 – requested by Shasta Tenney for Halloween Dance
 - Kasson Elementary/Middle School on October 14, 2017 – requested by Teresa Marsh for Garden Work Day
 - Philip Barbour High School Complex on December 8, 2017 – requested by Tonya Baker for Philippi Elementary School Christmas Program; on October 23, 2017 – requested by Hannah Fincham for 4-H Officers Training School; on November 4, 2017 – requested by Lana Weese for Craft/Bazaar/yard sale/Show; on December 9-10, 2017 – requested by Holly Talkington for BC Youth Wrestling Tournament
 - Philippi Middle School November 18, 2017 – requested by Carla Knotts for Birthday Party; on September 23, 2017 – requested by Dawn Mayle for Birthday Party

Food Service –

Policies –

Student Support –

Transportation –

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

Travel –

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

Vocational –

Personnel –

16. Recommendation: Approve leave of absence (Medical) for a professional employee at Belington Middle School through the remainder of the 2017/2018 school year. Enclosure Q
17. Recommendation: Approve volunteers at Kasson Elementary/Middle School. – **Contingent upon clearance of criminal convictions.** - Enclosure R

AGENDA
October 23, 2017

18. Recommendation: Approve volunteers at Philippi Elementary School. – **Contingent upon clearance of criminal convictions.** - Enclosure S
19. Recommendation: Terminate the employment of the following substitute service personnel due to failure to work. – Enclosure T
- Richard Weiford Andrew Hathaway
20. Recommendation: Accept resignation of Camron Mouser as a Groundsman/Custodian/General Maintenance effective October 13, 2017. - Enclosure U
21. Recommendation: Accept resignation of Edward Poling as a teacher at Philippi Middle School and Philip Barbour High School effective December 31, 2017. - Enclosure V
22. Recommendation: Employ the following personnel for the 2017-2018 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

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	Itinerant, PES	1673: PreK/Prek Special Needs Instructor (half-time)
	Itinerant, PBHS	1672: School Nurse - RN (half-time)
	PES	1688: Elementary Education Instructor (kindergarten)
	Itinerant - PMS	1691: Gifted/Multi-Categorical Instructor (half-time)
Jason Park	County	1694: Groundsman/Custodian III/General Maintenance

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	Itinerant, Junior/PMS	1670: Long Term Substitute Music Instructor (half-time)
	Itinerant, BES	1669: Long Term Substitute Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	County	1696: Substitute Teacher(s)
	County	1696: Substitute Teacher(s)

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	PMS	1689: Head Girls Basketball Coach
Jonna Jones	PBHS	1690: Head Swim Coach
repost	Junior	1693: 1 Academic Afterschool

AGENDA
October 23, 2017

		Tutor(s) (Extra-Curricular)
Seth Fitzwater	PBHS	1702: Volunteer Assistant Girls Basketball Coach

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

AGENDA
October 23, 2017

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure X
2. Other

Next board meetings:

November 13, 2017 at 6:00 p.m. at Philippi Elementary School LSIC Presentation
(Regular Session)

Adjournment