

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: October 18, 2011**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 24, 2011**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the October 10, 2011 meeting. – Enclosure A

**Delegation(s) –**

Jamie Carpenter – Middle School Softball

**Recognition (s) –**

**Reports –**

Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of October 6, 2011 through October 18, 2011 at a total expenditure of \$986,917.06. – Enclosure B
2. Recommendation: Authorize the October 28, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure B)

**AGENDA**  
**October 24, 2011**

3. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure B)
4. Recommendation: Approve the final total of the October 15, 2011 payroll check and federal withholdings in the amount of \$798,077.80. – Enclosure C
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure D

Belington Elementary School (4<sup>th</sup> Grade) – projected revenue - \$2,000.00; (2<sup>nd</sup> Grade) - \$500.00  
Belington Middle School (8<sup>th</sup> Grade) – projected revenue - \$100.00  
Junior Elementary School (PTO) – projected revenue - \$100.00  
Philip Barbour High School (Student Council) – projected revenue - \$500.00; (HOSA) - \$150.00, \$100.00, \$200.00, \$300.00, \$200.00, \$200.00  
Philippi Elementary School (2<sup>nd</sup> Grade – Mrs. Hammack) – projected revenue - \$0.00; (PTO) - \$3,000.00; (2<sup>nd</sup> Grade – Mrs. Long) - \$149.50; (4<sup>th</sup> Grade) – \$306.80; (Faculty Senate) - \$2,500.00  
Volga-Century Elementary School (PTO) – projected revenue - \$300.00

6. Recommendation: Award the following spring photography bids. – Enclosure E

\_\_\_\_\_, Kasson Elem/Middle School  
\_\_\_\_\_, Philippi Elementary School  
\_\_\_\_\_, Philippi Middle School  
\_\_\_\_\_, Belington Middle School  
\_\_\_\_\_, Belington Elementary School  
\_\_\_\_\_, Volga-Century Elementary School  
\_\_\_\_\_, Junior Elementary School

**Curriculum & Instruction –**

7. Recommendation: Approve/Confirm curricular trips. – Enclosure F

Philip Barbour High School (Seniors & Juniors) – to Buckhannon on October 28, 2011; (Positive Behavior Eligible Students) – to Elkins on November 2, 2011; (10<sup>th</sup> Grade Honors Biology) – to Robert H. Mollohan Research Center on November 8, 2011  
Philippi Middle School (7<sup>th</sup> Grade) – to I-79 Technology Park Research Center on November 9, 2011

8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure G

Belington Middle School on October 5, 2011 – requested by Melissa Bodkins for Birthday party; on October 29, 2011 – requested by Tina McCumbers for Birthday party; on Friday Nights – requested by Rickey Rinehart and Justin Pharis for Basketball; on October 22, 2011 – requested by Samantha Lawrence for Birthday Party

**AGENDA**  
**October 24, 2011**

**Facilities –**

9. Recommendation: Approve building/ground modifications. – Enclosure H  
Mt. Vernon Elementary School (All classrooms) – mount plastic wall trays

**Food Service –**

**Policies –**

10. Recommendation: Adopt revised policy 6350, Vacation and Holidays, on third reading. – **Refer to minutes of September 26, 2011.**
11. Recommendation: Adopt revised policy 6710, Employment of Retired Teachers as Substitute Teachers in Areas of Critical Need and Shortage on first reading. – Enclosure I

**Student Support –**

**Transportation –**

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

**Travel –**

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

**Vocational –**

**Personnel –**

14. Recommendation: Accept resignation/retirement of Kathleen Kratsas as a first grade teacher at Philippi Elementary School effective at the end of the 2011-2012 school year. – Enclosure L
15. Recommendation: Approve a medical leave of absence for Harold Kittle from October 13, 2011 through November 7, 2011. – Enclosure M
16. Recommendation: Approve a medical leave of absence (maternity) for Gina Wolfe for approximately 6 weeks. – Enclosure N
17. Recommendation: Employ Nancy Mullins as substitute teacher for the 2011/2012 school year. **Employment is contingent upon clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure O
18. Recommendation: Employ the following substitute personnel for the 2011/2012 school year. **Employment is contingent upon clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure P

\_\_\_\_\_, Substitute Nurse RN  
\_\_\_\_\_, Substitute Nurse RN

**AGENDA**  
**October 24, 2011**

19. Recommendation: Approve trained volunteers as per Board of Education policy. **Contingent upon clearance of criminal convictions.** – Enclosure Q
20. Recommendation: Employ the following personnel for the 2011/2012 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 R

\_\_\_\_\_, Long Term Substitute RN (Itinerant) beginning October 26, 2011 through November 21, 2011 or until employee returns

\_\_\_\_\_, Long Term Substitute Multi-Categorical Instructor w/Autism, Belington Elementary School for approximately 6 weeks or until regular employee returns

\_\_\_\_\_, Long Term Substitute Cook (half-time), Philippi Elementary School for approximately 6 weeks or until regular employee returns

\_\_\_\_\_, Long Term Substitute Multi-Categorical Instructor w/Autism, Philippi Middle School for the remainder of 200 day contract (position will terminate at the end of the 2011/2012 school year.

Ashley Bowman, Long Term Substitute Title I Instructor, Belington Elementary School through approximately March 9, 2012

Philip Greg Cross, Mechanic/Bus Operator

21. Recommendation: Employ the following personnel for the 2011/2012 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 S

Extra Curricular Assignments

Ashley Clifton, Assistant Girl's Basketball Coach, Philippi Middle School

Cheryl Blankenship, Volunteer Assistant Swim Coach, Philip Barbour High School

Bruce Blankenship, Head Swim Coach, Philip Barbour High School

James Carpenter, Head Girl's Basketball Coach, Belington Middle School

Gregory Murphy, Head Wrestling Coach, Philippi Middle School

Randall Stuart, Head Boy's Basketball Coach, Philippi Middle School

Stephanie Reed, Head Girl's Basketball Coach, Kasson Elem/Middle School

Bryson Taylor, Assistant Boy's Basketball Coach, Kasson Elem/Middle School

Robert Kelly, Assistant Boy's Basketball Coach, Belington Middle School

Terry Baughman, Head Girls Basketball Coach, Philippi Middle School

Sara Jean Lefler, Special Education Designee, Mt. Vernon Elementary School

22. Recommendation: Approve No Cause days for Kathleen Prusa on December 19-23, 2011. – Enclosure T
23. Recommendation: Approve a medical leave of absence for Melinda Karlen from October 10, 2011 for approximately 4 to 6 weeks. – Enclosure U

**AGENDA**  
**October 24, 2011**

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

1. School Newsletters – Enclosure V
2. Hot Breakfast's
3. Innovation Zone Grant
4. LSIC Meetings
5. Other

**Adjournment**