

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: October 18, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 24, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the October 10, 2022 meeting. – Enclosure A

Recognitions –

Discussion –

Virtual and In-person tutors to meet the instructional needs of Title I Students

Delegation(s) –

Reports –

Attendance/Enrollment Report – Enclosure B
September 2022 Financial Report – Enclosure C

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of October 11, 2022, through October 18, 2022, at a total expenditure of \$93,162.12. – Enclosure E
3. Recommendation: Authorize October 14, 2022, 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)
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure E)
5. Recommendation: Approve the final total of October 14, 2022, payroll check, and federal withholdings in the amount of \$430,660.96. – Enclosure F
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$23,162.19. – Enclosure G
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Kasson Elementary/Middle School (Student Council) – projected revenue - \$300.00
Philip Barbour High School (Swim Team) – projected revenue - \$700.00; (Class of 2024)
- \$500.00; (FBLA) - \$500.00, \$200.00; (Junior Class) - \$500.00

Curriculum & Instruction –

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

Belington Middle School (Incentive) – to Snyder Farms, Huttonsville on October 25, 2022
Junior Elementary School (Whole school) – to Good Samaritan on October 27, 2022
Philip Barbour High School (FBLA) – to Morgantown on November 9-10, 2022; (HSTA and CNA Students) – to Brushy Fork Event Center on November 4, 2022;
(HOSA) – to Morgantown on November 9-10, 2022
9. Recommendation: Approve a contract with Revolution Prep to provide tutoring services for the 2022/2023 School year. – Enclosure J

Facilities & Maintenance –

Food Service –

Policies –

Student Support –

Transportation –

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Travel –

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

Vocational –

Personnel –

11. Recommendation: Accept the resignation of Mason Fox as a Long Term Substitute Itinerant Physical Education and Health Instructor home based at Philippi Middle School effective October 7, 2022. – Enclosure L
12. Recommendation: Approve student teachers from Alderson Broaddus University for the 2022/2023 School year. – Enclosure M
13. Recommendation: Accept the resignation of Ryan Freeman as a substitute teacher effective October 10, 2022. – Enclosure N
14. Recommendation: Accept the resignation of Carla Knotts Boylen as Head Cheerleading Coach at Philippi Middle School effective October 28, 2022. – Enclosure O
15. Recommendation: Accept the resignation of Mason Fox as Head Boys Basketball Coach at Belington Middle School and as a substitute teacher effective October 12, 2022. – Enclosure P
16. Recommendation: Employ the following personnel for the 2022/2023 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 Q

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 4061: Long Term Substitute Multi-Categorical w/Autism Instructor
	JES, Itinerant	Job 4093: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 4103: Multi-Categorical w/Autism Instructor
Teena Haddix	PMS	Job 4114: Custodian

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Substitute Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	KEMS	Job 4039: Long Term Substitute Mathematics/Social Studies Instructor
	PES, itinerant	Job 4040: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PBHS, itinerant	Job 4061: Long Term Substitute Multi-Categorical w/Autism Instructor
Kimberly Fetter	BES	Job 4084: Long Term Substitute Kindergarten Instructor
Krystal Cantrell	PBHS	Job 4117: Long Term Substitute Mathematics Instructor

Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
Christie Allen, Rachelle Wolfe	PES	Job 4104: (2)After School Title I Tutor(s) (Extra-Curricular)
	PMS	Job 4112: (1)After School 6-8th Grades English/Language Arts Tutor (Extra-Curricular)
	PMS	Job 4113: (1) After School 6-8th Grades Math Tutor (Extra-Curricular)
Freda Cross	BMS	Job 4115: Cook (Extra-Curricular)
Gerald Furby	BMS	Job 4116: Head Boys Basketball Coach

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

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

1. Adopt board goals for the 2022/2023 school year
2. Other

Next board meetings:

November 14, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)
November 28, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Curriculum & Instruction –

18. Recommendation: Approve a Memorandum of Understanding with the West Virginia Department of Education in Response to Comprehensive Support & Improvement for Philippi Elementary School. - Enclosure #1
19. Recommendation: Approve a Memorandum of Understanding with the West Virginia Department of Education in Response to Comprehensive Support & Improvement for Philippi Middle School. - Enclosure #2

Personnel –

20. Recommendation: Approve leave of absence for a professional employee at Philip Barbour High School effective October 31, 2022, through the end of the 2022/2023 school year or is able to return during the 2022/2023 school year. – Enclosure #3
21. Recommendation: Accept the resignation/retirement of Tamela Jack as a Title I Teacher at Philippi Elementary School and Philippi Middle School effective October 25, 2022. – Enclosure #4
22. Recommendation: Accept the resignation of Lauren Corder as a Special Needs Aide at Kasson Elementary/Middle School effective October 20, 2022. – Enclosure #5
23. Recommendation: Employ the following personnel for the 2022/2023 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 #6

Substitute Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
Nicholas Culberson	County	Job 4077: Substitute Bus Operator(s)