

**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 22, 2013**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 28, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Work Session –**

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

**Recognition (s) –**

**Minutes -**

Approve Minutes of the October 14, 2013 meeting. – Enclosure A

**Delegation(s) –**

**Reports –**

September 30, 2013 Financial Report – Enclosure B  
Facilities Report  
Monthly Attendance – Enrollment Report for month ending October 11, 2013 – Enclosure C

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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 2013-2014. – Enclosure D

**Business & Finance –**

2. Recommendation: Approve payment of bills for the period of October 10, 2013 through October 22, 2013 at a total expenditure of \$368,621.01. – Enclosure E
3. Recommendation: Authorize the October 28, 2013 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 due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the October 15, 2013 payroll check and federal withholdings in the amount of \$352,381.71. – Enclosure F
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Belington Elementary School (Faculty) – projected revenue - \$2,500.00; (3<sup>rd</sup> Grade) - \$300.00

Junior Elementary School (PTA) – projected revenue - \$50.00, \$150.00; (Office) - \$450.00

Kasson Elementary/Middle School (Student Council) – projected revenue - \$0.00, \$200.00; (Band) - \$500.00

Philip Barbour High School (Class of 2016) – projected revenue - \$500.00; (Band) - \$1,000.00

Philippi Middle School (Positive Behavior Support Committee) – projected revenue - \$40.00

**Curriculum & Instruction –**

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

Kasson Elem/Middle School (Varsity Band) – to Philippi on November 11, 2013; (Varsity Band) – to Philippi on November 2, 2013

Philip Barbour High School (Students) – to Italy on June 8-21, 2014; (Junior & Seniors) to Fairmont on November 22, 2013

8. Recommendation: Approve educational leave request for a student at Mt. Vernon Elementary School. – Enclosure I

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9. Recommendation: Approve Priority Schools Memorandum of Understanding for Philippi Middle School and Junior Elementary School. – Enclosure J

**Facilities & Maintenance –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K
- Mt. Vernon Elementary School on November 9, 2013 – requested by Tracy Kelley for Reception
  - Philip Barbour High School on November 10, 2013 – requested by Karen Shannon for Family & Friends get together; on December 6, 2013 – requested by Gene Hovatter for Donkey Basketball; on the 2<sup>nd</sup> Thursday of each month – requested by Wendy Hardesty for 4H meetings
  - Philippi Middle School on November 9, 2013 – requested by Boyd Mayle for Birthday party
11. Recommendation: Approve Change Order #18 for the Career/Technical Center Renovation Project. – Enclosure L

**Food Service –**

**Policies –**

**Student Support –**

12. Recommendation: Approve agreement for the Brandon Wellness Center with the Belington Community Medical Services Association. – Enclosure M
13. Recommendation: Approve contract with Interim Healthcare to provide substitute/nursing services for the 2013/2014 school year. – Enclosure N

**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 unpaid maternity leave for Amanda Harsh beginning October 14 for approximately 6 weeks. – Enclosure Q
17. Recommendation: Accept resignation/retirement of Sharon Poe as an aide at Philippi Elementary School effective January 1, 2014. – Enclosure R

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18. Recommendation: Employ Sharon Poe as a substitute aide effective January 2, 2014. – Enclosure S

19. Recommendation: Employ the following personnel for the 2013-2014 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 T

_____	Substitute Custodian
Lori McElroy	Substitute Cook
Jessica Moore	Substitute Cook
Rebecca Dickenson	Substitute Teacher

20. Recommendation: Employ the following personnel for the 2013-2014 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

Jeff Kittle	Mentor Principal	
Nicholas Wolfe	Assistant Boys Basketball	BMS
_____	Tennis Coach	PBHS

21. Recommendation: Employ the following personnel for the 2013-2014 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). Any person recommended for a classroom teaching position will not move until the 2014/2015 school year as per WV Code 18A-4-7a.** – Enclosure V

Amanda Sweet	Title I Reading/Math Teacher	PES
_____	Half Time Cook	PES

22. Recommendation: Approve mutual agreements for the 2013/2014 school year. – Enclosure W

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

1. School Newsletters – Enclosure X
2. Other

Next board meetings:

November 12, 2013 at 6:00 p.m. at Board of Education Office – LSIC Presentation  
from Belington Elementary School and Belington Middle School

**Adjournment**

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**ADDENDUM**

**Business & Finance –**

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

Philip Barbour High School (HOSA) – projected revenue - \$100.00, \$100.00, \$100.00;  
(3<sup>rd</sup> Grade) - \$300.00

Philippi Middle School (Science Dept.) – projected revenue - \$500.00

**Curriculum & Instruction –**

24. Recommendation: Approve/Confirm curricular trips. – Enclosure #2

Philip Barbour High School (Quiz Team) – to Nitro on November 9, 2013; (Prom) – to Bridgeport Conference Center on May 10, 2014

**Student Support –**

25. Recommendation: Approve contract with Integrated Speech Solutions LLC to provide Speech Therapy Services beginning November 1, 2013 for the remainder of the 2013-2014 school year. – Enclosure #3

**Personnel –**

26. Recommendation: Employ the following personnel for the 2013-2014 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 #4

Kendra Zara

Educational Interpreter/Sign Language Specialist/  
Supervisory Aide/Transportation Aide

BES