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**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JEFF KITTLE, ACTING SUPERINTENDENT**

**DATE: NOVEMBER 5, 2010**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 8, 2010**, at the **Barbour County Board of Education Office, 105 South Railroad Street, Philippi, WV 26416**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the October 25, 2010 and November 2, 2010 meetings. – Enclosure A

**Recognitions -**

**FFA First Place Livestock Judging Contest -Derek Price**

**2010 Governor's Honor Academy - Chase Byrne, Kelby Fetter, Sarah Garcia, Lauren Norris**

**2010 Mountaineer Boys State - Aaron Corley, Sam Crickenberger, Michael Cross, Kelby Fetter, Parker Kines, Neil Pitzer, Travis Talbott**

**2010 Rhododendron Girls State - Ashley Champ, Trinity Gray, Jessica Menear, Kayla Poling, Emma Post, Samantha Raleigh, Amanda Spargo, Jennifer Triplett, Amanda Ware, Emily Watkins**

**Delegation(s) –**

Tom Whetzel – Issues at Philippi Elementary School

**AGENDA**  
**November 8, 2010**

**Reports –**

Facilities Report

**Superintendent's Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for school year 2010-2011. – Enclosure B

**Business & Finance –**

2. Recommendation: Approve budget adjustments. – Enclosure C
3. Recommendation: Approve payment of bills for the period of October 21, 2010 through November 4, 2010 at a total expenditure of \$213,327.72 - Enclosure D
4. Recommendation: Authorize the payment of rent, travel and utility bills due before next board meeting not to exceed \$50,000.00. – (Refer to Enclosure D)
5. Recommendation: Authorize the November 15, 2010 payroll and federal withholdings not to exceed the amount of \$850,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure D)
6. Recommendation: Authorize the November 26, 2010 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure D)
- 7.
8. Recommendation: Approve the final total of the October 28, 2010 payroll check and federal withholdings in the amount of \$882,571.38. – Enclosure E
9. Recommendation: Approve final total of utility bills in the amount of \$905.27. – Enclosure F
10. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure G

Belington Middle School (6, 7, 8 Grade Teams) – projected revenue - \$1,000.00; (Mrs. Hickman & Mrs. Davis Student Desks) - \$500.00

Philip Barbour High School (TSA) – projected revenue - \$750.00, \$1,000.00, \$1,000.00; (HOSA) - \$100.00

Volga-Century Elementary School (5<sup>th</sup> Grade) – projected revenue - \$100.00

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11. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure H
- Belington Middle School on November 30, December 2, 7, 9 and 14, 2010 - requested by World Vision for Community Action Training for Middle School Students; on the 2<sup>nd</sup> Thursday of each month – requested by Melody Everitt for Girl Scouts Adult Meeting
- Kasson School on November 4, 2010 – requested by Stephanie Reed for Soccer Practice
- Philip Barbour High School on October 26, 2010 – requested by Charla Reger for Barbour County Autism Support Group
12. Recommendation: Approve agreement with eSchool Solutions to provide a substitute employee management system. – Enclosure I
13. Recommendation: Approve contract with Verizon Wireless to provide cellular service for the maintenance staff and transportation office for the next year with the option to renew on an annual basis. – Enclosure J
14. Recommendation: Approve the following copier contracts for the listed schools. – Enclosure K
- \_\_\_\_\_, to provide 2 copiers for use in Philippi Elementary School under the WV State Contract
- \_\_\_\_\_, to provide 1 large volume copier for use in Belington Elementary School under the WV State Contract
- \_\_\_\_\_, to provide 1 small volume copier for use in Belington Elementary School under the WV State Contract

**Curriculum & Instruction –**

15. Recommendation: Approve/Confirm curricular trips. – Enclosure L
- Philip Barbour High School (Seniors) – to WVU on November 19, 2010; (After-School Book Club) – to Elkins Cinema 7 on December 2, 2010
16. Recommendation: Approve chaperones for the Kasson School 5<sup>th</sup> grade band for the 2010/2011. – Enclosure M
17. Recommendation: Approve educational leave for Graham Klaus from November 15-19, 2010 and November 29-December 3, 2010. – Enclosure N
18. Recommendation: Approve Memorandum of Understanding with the West Virginia Department of Education to support Safe and Supportive Schools at Philip Barbour High School for the 2010-2011 school year. – Enclosure O

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**Facilities –**

19. Recommendation: Approve building/ground modifications. – Enclosure P  
Belington Middle School (Gymnasium) – install basketball hoops on wall
20. Recommendation: Authorize the Barbour County Community Corrections program to demolish the maintenance storage building. – Enclosure Q

**Food Service –**

**Policies –**

21. Recommendation: Review revised Policy 7400, Barbour County Student Retention Policy for first reading. – Enclosure R
22. Recommendation: Review revised Policy 6360, Early Notification of Retirement for first reading. – Enclosure S

**Student Support –**

23. Recommendation: Approve the providing of Speech Therapy Services for a home school student for the 2010/2011 school year. – Enclosure S.1

**Transportation –**

24. Recommendation: Approve transportation travel requests. – Enclosure T

**Travel –**

25. Recommendation: Approve/Confirm requests for professional leave. – Enclosure U

**Vocational –**

26. Recommendation: Approve the listed Careers in Education students at Philip Barbour High School to begin clinical observations at Philippi Elementary School on November 9, 2010. – Enclosure V

**Personnel –**

27. Recommendation: Rescind the employment of Jodi Devores as Critical Need Afterschool Tutor at Belington Elementary School that took place on October 25, 2010. – Enclosure W
28. Recommendation: Employ Odie Cassidy as Critical Need After School Tutor at Belington Elementary School. – (Refer to Enclosure W)

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29. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure X
- \_\_\_\_\_, Instructor, Junior Elementary School (remainder of 200 day contract)
- \_\_\_\_\_, LPN/Special Needs Classroom Aide/Transportation Aide, Itinerant home based at Philippi Middle School (remainder of 200 day contract)
30. Recommendation: Employ \_\_\_\_\_ as a Long Term Substitute 1<sup>st</sup> Grade Teacher at Kasson Elementary School for approximately six weeks or until regular employee returns. – Enclosure Y
31. Recommendation: Employ William Cather as a substitute bus operator for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure Z
32. Recommendation: Approve a paternity leave of absence for Doug Row beginning approximately December 1, 2010 for approximately 5 to 10 days. – Enclosure AA
33. Recommendation: Approve two days of unpaid leave for Miranda Zickefoose on December 16 & 17, 2010. – Enclosure BB
34. Recommendation: Accept resignation of Anthony Sturm as a substitute teacher effective October 27, 2010. – Enclosure CC
35. Recommendation: Approve a medical leave of absence for Linda Coffman beginning October 25, 2010 through approximately December 27, 2010. – Enclosure DD
36. Recommendation: Accept resignation of Tina Shriver as Head Girl's Volleyball coach at Kasson Elem/Middle School, effective November 3, 2010. – Enclosure EE
37. Recommendation: Approve a medical leave of absence for Cindy Wilmoth from October 25, 2010 through November 12, 2010. – Enclosure FF
38. Recommendation: Approve Jennifer Clay as a trained volunteer as per Board of Education policy. **Contingent upon clearance of criminal convictions.** – Enclosure GG
39. Recommendation: Approve a family medical leave of absence for Tamela Corder beginning approximately December 5, 2010 for approximately 5 days. – Enclosure - HH

## **AGENDA**

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### **Items For Discussion, Consideration and/or Possible Action -**

1. School Newsletters – Enclosure II
2. Playground Equipment at Belington Elementary School – Enclosure JJ
3. Other

### **Adjournment**