

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Dana Stemple
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: November 3, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 9, 2015**, at the **Belington Middle School, 469 Morgantown Pike, Belington, WV 26250.**

Call to Order

Pledge to Flag

Invocation

Oath of Office administered to Ronald Phillips newly appointed board member

Belington Middle School – LSIC Presentation

Minutes -

Approve minutes of October 26, 2015 meeting. – Enclosure A

Delegation(s) –

Reports –

Facilities Report

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2015-2016 contingent upon compliance with pupil-teacher ratio. – Enclosure B

Business & Finance –

2. Recommendation: Approve payment of bills for the period of October 21, 2015 through November 3, 2015 at a total expenditure of \$156,931.00. – Enclosure C
3. Recommendation: Authorize the November 15, 2015 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 C)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure C)
5. Recommendation: Approve the final total of the October 28, 2015 payroll check and federal withholdings in the amount of \$528,127.65. – Enclosure D
6. Recommendation: Approve final total of utility/copier bills in the amount of \$17,265.69. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Junior Elementary School (Office) – projected revenue \$500.00; (PTA) - \$100.00
Kasson Elementary/Middle School (Builders Club) – projected revenue - \$500.00
Mount Vernon Elementary School (PTO) – projected revenue - \$100.00
Philip Barbour High School (Career Tech Students) – projected revenue - \$500.00;
(HOSA) - \$100.00; (Key Club) - \$400.00; (FGBF) - \$1,000.00; (FFA) - \$1,500.00
Philippi Middle School (Band) – projected revenue - \$500.00

8. Recommendation: Approve School Support Organizations for the 2015/2016 school year. – Enclosure G

Curriculum & Instruction –

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

Kasson Elem/Middle School (PreK-8) – to Morgantown on November 19, 2015
Mount Vernon Elementary School (3-4 Grades) – to AB University on November 17, 2015
Philip Barbour High School (Early Childhood) – to Philippi Elementary School on Various dates in November and December 2015

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10. Recommendation: Approve chaperones for Mount Vernon Elementary Schools field trip to AB University on November 17, 2015. – Enclosure I

Facilities & Maintenance –

11. Recommendation: Approve building/ground modifications. – Enclosure J

Philippi Elementary School (computer lab) – Install projectors & screens

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K

Junior Elementary School on November 6, 2015 – requested by Cindy Wilmoth for Family Game Night

Mount Vernon Elementary School on January 24, 2016 – requested by Shelly Wolfe for Birthday Party

Philip Barbour High School on February 20, 2016 - requested by Fran Greco for Youth Group Activity; on November 22, 2015 – requested by Ray Freeman for FFA Breakfast; on January 21, 2016 – requested by Tonya Ferguson for Math ACT Prep; on various dates beginning November 2015 through March 2016 – requested by Will Gregory for Indoor Youth Soccer

Philippi Middle School on November 14, 2015 – requested by Dawn Mayle for Birthday Party

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

14. Recommendation: Approve leave of absence for Angela Thompson (medical) beginning November 7, 2015 through approximately December 14, 2015. – Enclosure M

15. Recommendation: Approve volunteers at Philippi Elementary School. – **Contingent upon clearance of criminal convictions.** - Enclosure N

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16. Recommendation: Employ the following personnel for the 2015-2016 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 O**

Regular Employee Assignments:		
Name	School/Location	Position
	Philip Barbour High School	858-Multi-Categorical with Autism Instructor
	Philip Barbour High School	860-Health Instructor
	Belington Middle School	865-Elementary Education Instructor
	Philip Barbour High School	869-Multi-Categorical with Autism Instructor
	Philippi Middle School	899-Elementary Education Instructor
	Philippi Middle School	902-Math Instructor
Timothy Newman	Route 30	911-Bus Operator, Route 30
Connie Mayle	Itinerant Home based at Belington Middle School	918-Special Education Aide/Supervisory Aide/Transportation Aide/

17. Recommendation: Employ the following personnel for the 2015-2016 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) – (Refer to Enclosure O)**

Substitute Assignments:		
Name	School/Location	Position
Valarie Cross	County-wide	888-Substitute Bus Operator
Brad Isner	County-wide	888-Substitute Bus Operator
	County-wide	888-Substitute Bus Operator
	Philip Barbour High School	870-Long-term substitute Multi-Categorical with Autism
	Itinerant home based at Belington Middle School	890-Hearing Impaired/Multi-Categorical Instructor
	Long-Term Substitute at Belington Middle School	895-Elementary Instructor
	Philippi Middle School	842-Long-term Math Instructor
	County-wide	901-Substitute Teacher
	County-wide	901-Substitute Teacher
	County-wide	901-Substitute Teacher
	County-wide	901-Substitute Teacher
	County-wide	901-Substitute Teacher
	Philippi Middle School	915-Long-term Substitute Science/Social Studies Instructor

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18. Recommendation: Employ the following personnel for the 2015-2016 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)** – (Refer to Enclosure O)

Extra-Curricular Assignments:		
Name	School/Location	Position
Kelli Killen	Kasson Elementary/Middle School	896-Volunteer Assistant Girls Basketball Coach
	Philippi Middle School	897-Head Boys Basketball Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters - Enclosure P
2. Other

Next board meeting:

November 16, 2015 meeting at 6:00 p.m. at Philippi Elementary School (Regular Session)

Adjournment

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ADDENDUM

Reports –

Monthly Attendance - Enrollment Report for month ending October 30, 2015 – Enclosure #1

Personnel –

20. Recommendation: Rescind the October 12, 2015 board action to employ Jonathon Carpenter as an Itinerant Alternative Learning Center Instructor for the 2015-2016 School year and allow him to return to his former position as a Multi-Categorical Instructor w/Autism at Philip Barbour High School for the 2015-2016 school year.