

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: November 5, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Tuesday, November 12, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Belington Elementary School - Presentation

Minutes –

Approve minutes of October 28, 2019 meeting. – Enclosure A

Recognitions –

Delegation(s) –

Reports –

Attendance/Enrollment Report – Enclosure B

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve payment of bills for the period of October 22, 2019, through November 5, 2019, at a total expenditure of \$60,878.79. – Enclosure C
2. Recommendation: Authorize the November 15, 2019, 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)
3. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$30,000.00. (Refer to Enclosure C)
4. Recommendation: Approve the final total of October 28, 2019, payroll check and federal withholdings in the amount of \$500,256.66. – Enclosure D
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$12,867.78. – Enclosure E
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Middle School (Girls Basketball) – projected revenue - \$600.00; (6th Grade team) - \$500.00
Kasson Elementary Middle School (Agricultural Club) – projected revenue - \$0.00; (Office) - \$500.00; (General Fund) - \$2,000.00; (Robotics) - \$750.00; (Mrs. Wagler’s 2nd Grade Class) - \$0.00
Philip Barbour High School (HOSA) – projected revenue - \$100.00, \$100.00, \$100.00, \$100.00, \$100.00, \$200.00, \$200.00, \$200.00; (Boys/Girls Soccer) - \$500.00

Curriculum & Instruction –

7. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure G
8. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. – Enclosure H
9. Recommendation: Approve educational leave request for a student at Philip Barbour High School. – Enclosure I
10. Recommendation: Approve educational leave request for a student at Philippi Middle School. – Enclosure J
11. Recommendation: Ratify the expulsion agreement for a student at Philip Barbour High School. – Enclosure K

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12. Recommendation: Approve/Confirm curricular trips. – Enclosure L

Philip Barbour High School (FFA) – to Preston High School on December 11, 2019;
(AG/FFA) – to Stonewall on December 6, 2019
Philippi Middle School (7th Grade) – to Fairmont on November 15, 2019

Facilities & Maintenance –

13. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure M

Philip Barbour High School on December 5, 2019 – requested by Megan Ruppert for Choir Concert; on November 20-21, 2019 – requested by Megan Ruppert for Theatre Production; November 2019 – November 2020 – requested by Holly Talkington for Youth Wrestling Practice

Food Service –

Policies –

14. Recommendation: Adopt new policy 2210, Random Selection for Seniority for Professional Employees, on third reading. – Enclosure N
15. Recommendation: Adopt new policy 2220, Qualifications for Professional Employees, on third reading. – Enclosure O
16. Recommendation: Review revised policy 8200, School Attendance Zones and Transfers, for second reading. – Enclosure P

Student Support –

Transportation –

17. Recommendation: Approve transportation travel requests. – Enclosure Q

Travel –

18. Recommendation: Approve/Confirm requests for professional leave. – Enclosure R

Vocational –

Personnel –

19. Recommendation: Approve leave of absence (maternity) for a professional employee at Junior Elementary School beginning approximately December 12, 2019, through April 24, 2020. – Enclosure S
20. Recommendation: Accept the resignation of Mary Kate Kincaid as a Special Needs at Kasson Elementary Middle School effective December 6, 2019. – Enclosure T

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21. Recommendation: Accept the resignation of Kelli Kittle as an Early Childhood Classroom Assistant Teacher/Aide at Belington Elementary School effective December 1, 2019. – Enclosure U
22. Recommendation: Accept the resignation of Shannon Jones Lamb as an Athletic Trainer for Winter Sports effective November 1, 2019. – Enclosure V
23. Recommendation: Rescind the hiring of Lisa Hamilton as a long term substitute teacher for Job ID 2532 at Philippi Elementary School which took place at the October 28, 2019 board meeting. – Enclosure W
24. Recommendation: Employ the following personnel for the 2019/2020 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 X

Regular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	PMS	Job 2537: Science Instructor
Christina Sterk	BMS	Job 2538: Science Instructor
	County	Job 2563: Mechanic/Bus Operator

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	County	Job 2544: Substitute Bus Operator(s)
Kayla Bartlett, Christina Waybright, Jeff Conley	County	Job 2553: Substitute Teacher(s)
	PES, Itinerant	Job 2562: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, Itinerant	Job 2565: Long Term Substitute Multi-Categorical w/Autism Instructor

Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Carla Knotts	PMS	Job 2552: Volunteer Assistant Cheerleading Coach

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

Justin Crites _____

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

November 18, 2019, at 6:00 p.m. at Board of Education Office (Regular Session)

December 9, 2019, at 6:00 p.m. at Board of Education Office (Regular Session)

December 16, 2019, at 6:00 p.m. at Kasson Elementary/Middle School (Regular Session)

Adjournment