

**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, 2018**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Tuesday, November 13, 2018**, at the **Junior Elementary School, 49 West First Street, Junior, WV 26275.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Junior School LSIC Presentation**

**Minutes –**

Approve minutes of October 22, 2018 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

Rob Simon – regarding lighting the softball field

**Reports –**

Monthly Attendance-Enrollment Report – Enclosure B

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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 2018-2019. – Enclosure C

**Business & Finance –**

2. Recommendation: Approve payment of bills for the period of October 17, 2018 through November 5, 2018 at a total expenditure of \$291,801.08. – Enclosure D
3. Recommendation: Authorize the November 15, 2018 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 D)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure D)
5. Recommendation: Approve the final total of the October 26, 2018 payroll check and federal withholdings in the amount of \$481,693.98. – Enclosure E
6. Recommendation: Approve final total of utility/copier bills in the amount of \$20,137.77. – Enclosure F
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Belington Middle School (Robotics) – projected revenue - \$400.00; (8<sup>th</sup> Grade) - \$500.00, \$500.00, \$250.00

Philip Barbour High School (Key Club) – projected revenue - \$200.00; (Baseball) - \$500.00; (Athletics) - \$3,000.00; (Senior Class) - \$500.00

Philippi Elementary School (Kindergarten/PreK) – projected revenue - \$1,000.00

Philippi Middle School (Science Dept.) – projected revenue - \$3,000.00; (PTO) - \$750.00

**Curriculum & Instruction –**

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

Belington Elementary School (School) – to Elkins on November 15, 2018

9. Recommendation: Approve educational leave request for a student at Philippi Middle School. - Enclosure I
10. Recommendation: Approve contract with Zoe Payne to provide an educational/entertainment program for professional development at Junior Elementary School. - Enclosure J

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11. Recommendation: Ratify the expulsion agreement for a student at Belington Middle School. – Enclosure K

**Facilities & Maintenance –**

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure L  
Kasson Elem/Middle School on November 23, 2018 – requested by Kelly Schoonover for Birthday party  
Philip Barbour High School on December 7, 2018 – requested Tonya Baker for Philippi Elementary School's Christmas program

**Food Service –**

**Policies –**

13. Recommendation: Review revised policy 8100: Equal Education Opportunities for first reading. – Enclosure M

**Student Support –**

14. Recommendation: Approve memorandum of understanding with Expectations Therapy Services to provide pediatric occupational services during the 2018/2019 school year. – Enclosure N

**Transportation –**

15. Recommendation: Approve transportation travel requests. – Enclosure O

**Travel –**

16. Recommendation: Approve/Confirm requests for professional leave. – Enclosure P

**Vocational –**

**Personnel –**

17. Recommendation: Approve the payment of timesheets for Ray Freeman for hours that were worked outside of their extra-curricular job postings. – Enclosure Q
18. Recommendation: Accept resignation of Dyanna Auvil as an Itinerant Visually Impaired/SLD Instructor home based at Belington Middle School effective at the end of the day on November 14, 2018. – Enclosure R
19. Recommendation: Accept resignation of Nikita Ware as a substitute aide effective October 29, 2018. – Enclosure S
20. Recommendation: Accept resignation of Jessica Sanetrik as a substitute aide effective October 25, 2018. – Enclosure T

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21. Recommendation: Accept resignation of Alison Bailey as a substitute cook effective October 23, 2108. – Enclosure U
22. Recommendation: Accept resignation of Gerald Furby as an assistant boys' basketball coach at Philip Barbour High School effective October 22, 2018. – Enclosure V
23. Recommendation: Employ the following personnel for the 2018/2019 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 W

<b>Regular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	Kasson	Job 2095: Elementary Education Instructor
	PES	Job 2100: Multi-Categorical w/Autism Instructor
	PBHS	Job 2101: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PES, Itinerant	Job 2102: PreK/Prek Special Needs Instructor (half-time)
	PBHS	Job 2103: Option Pathway Instructor/Mathematics Instructor
	PBHS, Itinerant	Job 2104: School Nurse - RN (half-time)
Colton Weese	PBHS	Job 2117: Mathematics Instructor
	PBHS	Job 2119: Counselor
	BMS	Job 2120: Hearing Impaired/Multi-Categorical Instructor
	PBHS	Job 2121: Mathematics Instructor
Shannon DeWitt	PMS	Job 2122: Language Arts Instructor
Noah Shaffer (will move at beginning of 2019/2020 school year)	PBHS	Job 2140: Art Instructor

<b>Substitute Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Sally Hammack	Kasson	Job 2096: Long Term Substitute Elementary Education Instructor
	County	Job 2105: Substitute

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		LPN/Aide(s)
	PES, Itinerant	Job 2106: Long Term Substitute PreK/Prek Special Needs Instructor (halftime)
	PES, Itinerant	Job 2107: Long Term Substitute Multi-Categorical w/Autism Instructor
	PBHS	Job 2108: Long Term Substitute Counselor
Jacob Coleman	PBHS	Job 2109: Long Term Substitute Mathematics Instructor
Malcolm Tatum	PBHS	Job 2111: Long Term Substitute Physical Education/Health Instructor
Dyanna Auvil , Jacob Coleman	County	Job 2137: Substitute Teacher(s)
	PBHS	Job 2138: Long Term Substitute Mathematics Instructor

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Shannon Jones	PBHS	Job 2097: Athletic Trainer (Winter Sports)
Hillary Hulver	BMS	Job 2099: Volunteer Assistant Girls Basketball Coach
	County	Job 2114: Homebound Instructor/Virtual School Facilitator
	County	Job 2115: Technology Systems Specialist (North)
Summer Knight	PBHS	Job 2131: Volunteer Assistant Tennis Coach
Jeff Moss	PBHS	Job 2133: Volunteer Assistant Softball Coach
John Schola	PBHS	Job 2134: Volunteer Assistant Softball Coach
Tyler Rogers	PBHS	Job 2136: Assistant Boys Basketball Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

November 26, 2018 at 6:00 p.m. at Belington Middle School LSIC Presentation (Regular Session)

December 10, 2018 at 6:00 p.m. at Philippi Middle School LSIC Presentation (Regular Session)

**Adjournment**