

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: November 4, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 14, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the October 24, 2022, and November 4, 2022 meetings. – Enclosure A

Recognitions –

Discussion –

Work Orders

Delegation(s) –

Reports –

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2022/2023 contingent upon compliance with pupil-teacher ratio. – Enclosure B

Business & Finance –

2. Recommendation: Approve payment of bills for the period of October 19, 2022, through November 4, 2022, at a total expenditure of \$274,809.92. – Enclosure C
3. Recommendation: Authorize November 15, 2022, 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 the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure C)
5. Recommendation: Approve the final total of October 28, 2022, payroll check, and federal withholdings in the amount of \$504,093.97. – Enclosure D
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$28,404.71. – Enclosure E
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Middle School (6th Grade Team) – projected revenue - \$1,000.00; (Girls Basketball) - \$1,250.00, \$2,000.00; (Band) - \$1,000.00
Philip Barbour High School (Boys Basketball) – projected revenue - \$400.00; (HOSA) - \$600.00, \$600.00; (Class of 2024) - \$500.00
Philippi Elementary School (Media) – projected revenue - \$1,000.00
Philippi Middle School (Boys Basketball) – projected revenue - \$1,000.00; (School) - \$1,000.00

Curriculum & Instruction –

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

Belington Elementary School (PreK-4th Grade) – to Elkins Cinema on November 30, 2022
Junior Elementary School (Whole school) – to Elkins Cinema and Pizza Hut on December 21, 2022; (Whole school) – to Good Sam on December 19, 2022
Kasson Elementary Middle School (Whole school) – to Robinson Grand Theater on November 15, 2022

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9. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure H

Facilities & Maintenance –

10. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure I

Philip Barbour High School on November 7, 2022 – requested by Sabrina Beal for 4-H Officer training; on December 8, 2022 – requested by Tonya Baker for Philippi Elementary School Christmas Program; on February 4, 2023 – requested by Michelle Hedrick for Fire & Ice Pageant; on January 15, 2023 – requested by Christina Holbrook for Paint Party

Food Service –

Policies –

11. Review revised policy 7610, Distance Learning and Virtual School Courses, for first reading. (<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>) – Enclosure J

Student Support –

12. Recommendation: Approve a contract with Amplified IT to provide Google Workspace for Education for three years. – Enclosure K

Transportation –

Travel –

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

Vocational –

Personnel –

14. Recommendation: Approve leave of absence for a service employee at Junior Elementary School beginning approximately November 25, 2022, for approximately 40 days. – Enclosure M
15. Recommendation: Approve leave of absence for a professional employee at Philippi Middle School beginning October 25, 2022, through November 18, 2022. – Enclosure N
16. Recommendation: Approve leave of absence for a professional employee home based at Kasson Elementary/Middle School beginning November 2, 2022, through November 30, 2022. – Enclosure O
17. Recommendation: Accept the resignation/retirement of Kimberly Neff as a Music teacher at Junior Elementary School effective January 3, 2023. – Enclosure P

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18. Recommendation: Accept the resignation of Christine Savidge as a substitute teacher effective October 31, 2022. – Enclosure Q
19. Recommendation: Accept the resignation of Sarah Kelley as an Itinerant School Nurse home based at Philip Barbour High School effective November 29, 2022. – Enclosure R
20. Recommendation: Employ the following personnel for the 2022/2023 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 S

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 4062: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 4063: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PBHS, Itinerant	Job 4064: Multi-Categorical w/Autism Instructor
	PMS, Itinerant	Job 4065: Physical Education/Health Instructor
	PBHS, Itinerant	Job 4066: Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	PBHS	Job 4067: Counselor
	PES, Itinerant	Job 4068: Multi-Categorical w/Autism Instructor
	PES, Itinerant	Job 4069: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 4070: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 4071: Mathematics Instructor
	PBHS	Job 4079: Mathematics Instructor
	PES	Job 4080: Title I Reading/Math Instructor
	BMS, Itinerant	Job 4081: Multi-Categorical w/Autism Instructor
	BES	Job 4083: Elementary Education Instructor
	County	Job 4085: Mechanic/Bus Operator

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	PES	Job 4086: Title I Reading/Math Instructor
Olivia Bolyard	KEMS	Job 4105: Science Instructor
	PMS	Job 4108: Language Arts Instructor
	KEMS	Job 4109: Mathematics/Social Studies Instructor
Matthew Upton	PBHS	Job 4119: Custodian
	PMS, Itinerant	Job 4122: Multi-Categorical w/Autism Instructor
LaTosha Dumire	KEMS, Itinerant	Job 4150: Special Needs Aide/Transportation Aide/Supervisory Aide
	PBHS, Itinerant	Job 4153: School Nurse - RN (half-time)

Substitute Employee Assignments 2022-23

Name of Person	Location	Job ID: Position
Amos Dunn	County	Job 4073: Substitute Custodian(s)
	County	Job 4074: Substitute LPN/Aide(s)
	County	Job 4075: Substitute School Nurse RN(s)
Shanda Worthington	County	Job 4076: Substitute Cook(s)
Calvin Poston	County	Job 4077: Substitute Bus Operator(s)
	County	Job 4078: Substitute Teacher(s)
	County	Job 4110: Restricted Short-Term Substitute Teacher(s)
	PBHS, Itinerant	Job 4111: Long Term Substitute Multi-Categorical w/Autism Instructor
	PMS, Itinerant	Job 4124: Long Term Substitute Physical Education/Health Instructor
	BES, Itinerant	Job 4152: Long Term Substitute School Nurse – RN

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Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	PMS	Job 4082: Volunteer Assistant Softball Coach
	PBHS	Job 4106: Athletic Trainer (Winter Sports)
	PBHS	Job 4107: Athletic Trainer (Fall Sports)
Shelby Collins	PBHS	Job 4118: After School Science Tutor
Amanda Kennedy	PMS	Job 4123: Head Cheerleading Coach
Christopher Halterman	PBHS	Job 4151: Assistant Boys Basketball Coach

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

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

1. Other

Next board meetings:

November 28, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)
December 12, 2022, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment