

**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 10, 2015

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 16, 2015**, at the **Philippi Elementary School, 547 Cherry Hill Road, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Philippi Elementary School – LSIC Presentation

Minutes -

Approve minutes of November 4, 2015 meeting. – Enclosure A

Delegation(s) –

Reports –

October 2015 financial report – Enclosure B
Facilities Report

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve the final total of the November 13, 2015 payroll check and federal withholdings in the amount of \$353,107.00. – Enclosure D
3. Recommendation: Authorize the November 28, 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 D)
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 D)
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Junior Elementary School (Office) – projected revenue \$500.00, \$200.00

Kasson Elementary/Middle School (8th Grade) – projected revenue - \$300.00

Philip Barbour High School (Class of 2018) - projected revenue - \$1,000.00; (Future Educators) - \$20.00, \$200.00

6. Recommendation: Approval to start the process for developing an excess levy to be run during the primary election in May 2016.

Curriculum & Instruction –

7. Recommendation: Approve/Confirm curricular trips. – Enclosure F

Philip Barbour High School (FFA) – to Preston High School on December 10, 2015; (FFA) - to Stonewall Resort December 4, 2015; (FFA) - to Grafton High School on December 12, 2015; (PRO Start) – to Fairmont State on November 18, 2015

Facilities & Maintenance –

8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure G

Belington Middle School on December 4, 2015 – requested by Ladonna Davis for Great Game Night

Mount Vernon Elementary School on November 29, 2015 – requested by Bertha Montgomery for Birthday Party

Philip Barbour High School on December 1, 2015 - requested by Gene Hovatter for BCLA Christmas Dinner; on January 19, 2016 – requested by Sissy Collins for County Math Field Day; on March 19, 2016 – requested by Sissy Collins for Regional Math Field Day

9. Recommendation: Accept bid of \$9,895.00 from American Trailers, for the purchase of an equipment trailer. – Enclosure H

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Food Service –

Policies –

Student Support –

Transportation –

10. Recommendation: Approve transportation travel requests. – Enclosure I

Travel –

11. Recommendation: Approve/Confirm requests for professional leave. – Enclosure J

Vocational –

Personnel –

12. Recommendation: Approve leave of absence for Holly Talkington (primary care) beginning November 12, 2015 through approximately December 23, 2015. – Enclosure K

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

14. 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 M

Regular Employee Assignments:		
Name	School/Location	Position
	Itinerant Home-Based at Belington Middle School	903-Educational Interpreter/Sign Language Specialist/Aide/Transportation Aide (closes 11-13-15)
	Belington Middle School	906-Title 1 Instructor (closes 11-13-15)
	Itinerant Home-Based at Belington Elementary School	907-Multi-Categorical with Autism Instructor (closes 11-13-15)
	Belington Elementary School	908-Student Support Services/Multi-Categorical with Autism (closes 11-13-15)

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15. 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 M)

<u>Substitute Assignments:</u>		
Name	School/Location	Position
	County-wide	888-Substitute Bus Operator
	County	909-Substitute Cook (closes 11-13-15)
	Philip Barbour High School	904-Long-Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor with Autism (closes 11-13-15)
	Belington Middle School	905- Long-Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor with Autism (closes 11-13-15)
	Philippi Elementary School	921-Long-Term Substitute for 3 rd grade (closes 11-16-15)
	Philip Barbour High School	922-Long-term Substitute Cook (closes 11-16-15)

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)** – (Refer to Enclosure M)

<u>Extra-Curricular Assignments:</u>		
Name	School/Location	Position
Milford Row	Philippi Middle School	917-Assistant Girls Basketball Coach (closes 11-05-15)
	Philip Barbour High School	919-Bus Operator for Early Childhood Class (closes 11-16-15)
	Philip Barbour High School	920-Assistant Wrestling Coach (closes 11-16-15)
	Home to Philippi Middle School by 11:05am	923-Bus Operator Special Needs (closes 11-16-15)
	Belington Middle School	924-Academic Afterschool Tutor (closes 11-16-15)
	County	892-Middle/High School Homebound Instructor (closes 11-13-15)

*pending proof of employment requirements

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters - Enclosure N
2. Transfer Enrollment Study 3rd Month FY16 – Enclosure O
3. Other

Next board meeting:

December 14, 2015 meeting at 6:00 p.m. at Junior Elementary School (Regular Session)

Adjournment