

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 12, 2019

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 18, 2019**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Recognitions –

Delegation(s) –

Reports –

October 2019 Financial Report – Enclosure A

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure B

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2. Recommendation: Approve payment of bills for the period of November 5, 2019, through November 12, 2019, at a total expenditure of \$186,688.23. – Enclosure C
3. Recommendation: Authorize the November 27, 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)
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 November 15, 2019, payroll check and federal withholdings in the amount of \$399,602.27. – Enclosure D
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$7,494.45. – 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 (8th Grade Youth & Government) – projected revenue - \$300.00,
\$500.00

Kasson Elementary/Middle School (8th Grade Parents) – projected revenue - \$100.00

Philip Barbour High School (Skills USA) – projected revenue - \$200.00

Philippi Middle School (PTO) – projected revenue - \$1,000.00; (Community Service) -
\$0.00

Curriculum & Instruction –

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

Belington Elementary School (School) – to Elkins on December 5, 2019

Belington Middle School (Band) – to Kennywood on May 13, 2020

Junior Elementary School (School) – to Elkins on December 2, 2019

Facilities & Maintenance –

9. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure H

Philip Barbour High School on December 19, 2019 – requested by Megan Ruppert for
Choir Concert; on various dates – requested by Rochelle Carpenter for Club
Volleyball Practice

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10. Recommendation: Approve building/ground modifications. – Enclosure I

Belington Elementary School (Mrs. Golden’s Classroom) – mount projector
 Junior Elementary School (Kindergarten Classroom) – Hang smart tv
 Philippi Elementary School (Mrs. Carpenter’s Prek Classroom) – remove bulletin board and install smartboard; (Mrs. Warner’s Classroom) – remove bulletin board and install smartboard; (Mrs. Carpenter’s Classroom) - install smartboard; (Mrs. Reed’s Classroom) - install smartboard

Food Service –

Policies –

11. Recommendation: Adopt revised policy 8200, School Attendance Zones and Transfers, on third reading. – Enclosure J

Student Support –

Transportation –

Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure K

Vocational –

Personnel –

13. Recommendation: Accept the resignation/retirement of Debra Daugherty as a Teacher at Philip Barbour High School effective December 31, 2019. – Enclosure L

14. 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 M

| Regular Employee Assignments 2019-20 | | |
|---|----------------------|--|
| Name of Person | Location | Job ID: Position |
| | Kasson, Itinerant | Job 2535: Hearing Impaired /Multi-Categorical Instructor |
| | PBHS | Job 2536: Language Arts/Library-Media Instructor |
| Larry Kittle | County | Job 2563: Mechanic/Bus Operator |

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| Substitute Employee Assignments 2019-20 | | |
|--|-----------------|---|
| Name of Person | Location | Job ID: Position |
| | County | Job 2541: Substitute LPN/Aide(s) |
| | County | Job 2542: Substitute Cook(s) |
| | County | Job 2543: Substitute Custodian(s) |
| Sable Hall | County | Job 2545: Substitute School Nurse RN(s) |
| Brittany McNemar | PES | Job 2569: Long Term Substitute 1st Grade Teacher |
| Debra Johnson | JES | Job 2570: Long Term Substitute Elementary Education Teacher |
| | County | Job 2544: Substitute Bus Operator(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 |
| Casey Mayle | Kasson | Job 2547: Head Cheerleading Coach |
| | PBHS | Job 2564: Head Girls Track Coach |

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

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