

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 16, 2021

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 22, 2021**, 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 November 8, 2021, meeting. – Enclosure A

Recognitions –

Delegation(s) –

Jonathon Carpenter – Middle School Baseball and Softball

Reports –

October 2021 Financial Report – Enclosure B

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of November 3, 2021, through November 16, 2021, at a total expenditure of \$63,376.30. – Enclosure D
3. Recommendation: Authorize November 26, 2021, 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 the next board meeting not to exceed \$50,000.00. (Refer to Enclosure D)
5. Recommendation: Approve the final total of November 15, 2021, payroll check, and federal withholdings in the amount of \$383,110.32. – Enclosure E
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$26,172.98. – Enclosure F
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure G

Kasson Elementary/Middle School (8th grade trip) – projected revenue - \$1,000.00,
\$300.00, \$300.00, \$500.00; (PTO) - \$1,500.00, \$300.00
Philip Barbour High School (Boys Basketball) – projected revenue - \$500.00
Philippi Middle School (Boys Basketball) – projected revenue - \$1,500.00; (PTO) -
\$600.00, \$400.00; (Spring Pictures) - \$400.00

8. Recommendation: Approve the Professional Land and Timer Services Agreement with Leon W. Brown, Individually and DBA B&B Land Services Company. – Enclosure H
9. Recommendation: Approve agreement with Samantha Heflin to provide planning, spending, and monitoring of ESSERF funding and set-up of SoftDocs during the 2021/2022 school year. – Enclosure I

Curriculum & Instruction –

10. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Belington Elementary School (PreK/Kindergarten/1st grade) – to Elkins Cinema on
December 6, 2021
Philip Barbour High School (Sophomores) – to Fred Eberle Technical Center on
December 3, 2021

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Facilities & Maintenance –

11. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure L

Philip Barbour High School on November 2021 through April 2022 – requested by Holly Talkington for Youth Wrestling practice
Philippi Middle School on January 28, 2022 – requested by Philippi Middle School PTO for Lock In

Food Service –

Policies –

12. Recommendation: Review new policy 5600, Management of Risk, for first reading. – Enclosure M
13. Recommendation: Review new policy 6160, Notice of Privacy, for first reading. – Enclosure N

Student Support –

Transportation –

Travel –

14. Recommendation: Approve/Confirm requests for professional leave. – Enclosure O

Vocational –

Personnel –

15. Recommendation; Approve leave of absence for a professional employee at Belington Middle School beginning November 24, 2021, through approximately December 10, 2021. – Enclosure P
16. Recommendation: Employ the following personnel for the 2021/2022 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 Q

Regular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 3525: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 3526: Visually Impaired/Multi-Categorical Instructor
	PES, Itinerant	Job 3527: PreK/Prek Special Needs Instructor (half-time)

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	PMS, Itinerant	Job 3528: Gifted/Multi-Categorical Instructor (half-time)
	PES, Itinerant	Job 3529: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PMS	Job 3530: Mathematics Instructor
	PES, Itinerant	Job 3531: Multi-Categorical w/Autism Instructor
	County	Job 3547: Groundsman/Custodian III/General Maintenance/Sanitation Plant Operator
Evan Chitester	PBHS	Job 3548: Custodian

Substitute Employee Assignments 2021-22

Name of Person	Location	Job ID: Position
McKenzie Moss	County	Job 3532: Substitute Aide(s)
Steven Carpenter	County	Job 3533: Substitute Custodian(s)
	County	Job 3534: Substitute LPN/Aide(s)
Sarah Kelley	County	Job 3535: Substitute School Nurse RN(s)
	County	Job 3536: Substitute Secretary(s)
Delores Marsh	County	Job 3537: Substitute Cook(s)
	County	Job 3538: Substitute Bus Operator(s)
	County	Job 3539: Substitute Teacher(s)

Extra-Curricular Employee Assignments 2021-22

	PBHS	Job 3540: Assistant Wrestling Coach
Stephanie Reed	KEMS	Job 3541: Head Girls Basketball Coach
Raymond Hicks	PMS	Job 3542: Assistant Girls Basketball Coach
Christopher Halterman	BMS	Job 3543: Assistant Boys Basketball Coach

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Allyson McNaboe	County	Job 3545: Homebound Instructor
Kammy Peacock	County	Job 3546: Homebound Instructor

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

Anna Holt _____

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

1. Other

Next board meetings:

December 13, 2021, at 6:00 p.m. at Board of Education Office (Regular Session)

December 20, 2021, at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment