

**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 21, 2017

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 27, 2017**, at the **Philip Barbour High School, 99 Horseshoe Drive, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Philip Barbour High School LSIC Presentation

Minutes -

Approve minutes of November 13, 2017 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Reports –

October 2017 Financial Report – Enclosure B

Monthly Attendance – Enrollment Report for month ending October 31, 2017 – Enclosure C

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of November 8, 2017 through November 21, 2017 at a total expenditure of \$553.4; ; 69. – Enclosure E
3. Recommendation: Authorize the November 28, 2017 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 E)
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 E)
5. Recommendation: Approve the final total of the November 15, 2017 payroll check and federal withholdings in the amount of \$341,434.84. – Enclosure F
6. Recommendation: Approve final total of utility/copier bills in the amount of \$6,077.54. – Enclosure G
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure H

Belington Elementary School (Blue & Gray 5K) – projected revenue - \$1,000.00
Belington Middle School (Girls Basketball) – projected revenue - \$1,000.00
Junior Elementary School (Office) – projected revenue - \$150.00; (2nd & 4th Grades) - \$800.00; (3rd Grade) - \$150.00, \$200.00
Kasson Elem/Middle School (School) – projected revenue - \$750.00, \$200.00; \$450.00; (Yearbook staff) - \$100.00; (Youth & Government) - \$300.00, \$300.00, \$200.00
Philippi Middle School (Boys Basketball) – projected revenue - \$800.00; (PTO) - \$300.00

Curriculum & Instruction –

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

Belington Middle School (School) – to Elkins on December 1, 2017
Junior Elementary School (3rd Grade) – to Pennsylvania Trolley Museum on December 14, 2017; (3rd & 4th Grade Science fair winners) – to Philip Barbour High School on December 8, 2017
Philip Barbour High School (FFA) – to Preston High School on December 7, 2017
Philippi Middle School (8th Grade Science Students) – to Fairmont on November 29, 2017
9. Recommendation: Approve chaperones for Junior Elementary Schools field trip to the Trolley Museum on December 14, 2017. – Enclosure J
10. Recommendation: Approve chaperones for Philippi Middle School events for the 2017-2018 school year. – Enclosure K

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11. Recommendation: Approve educational leave for a student at Philip Barbour High School. – Enclosure L

Facilities & Maintenance –

12. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure M
 - Belington Elementary School on December 2, 2017 – requested by Shasta Tenney for Breakfast with Santa
 - Junior Elementary School on December 2, 2017 & December 9, 2017 – requested by Sandy Wilmoth for fundraiser for 3rd grade
 - Kasson Elem/Middle School during January 2017 through May 2017 – requested by Crystal Gray for Girls on the Run; on December 8, 2017 – requested by Kasson PTO for Family Movie Night
 - Philip Barbour High School Complex on December 5, 2017 – requested by Gene Hovatter for BCLA Christmas Dinner; on November 12, 2017 – requested by Jazzriel Clark-Casto for Birthday Party; on February 17, 2018 – requested by Savannah Quick for Benefit Concert & Spaghetti Dinner

Food Service –

Policies –

13. Recommendation: Adopt revised policy 8200 Attendance Zones, on second reading. – Enclosure N
14. Recommendation: Adopt revised policy 8210 Attendance, on second reading. – Enclosure O

Student Support –

Transportation –

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

Travel –

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

Vocational –

Personnel –

17. Recommendation: Approve leave of absence (medical) for a professional employee at Philippi Elementary School beginning November 30, 2017 for approximately 6 weeks. - Enclosure R
18. Recommendation: Approve Agreement with Pierpont Community & Technical College for the placement of interpreter education program students. – Enclosure S

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19. Recommendation: Allow Samuel Wagner, a student at Pierpont Community & Technical College, to complete observation and practicum for interpreting from December 2017 until May 31, 2018. – Enclosure T
20. Recommendation: Employ the following personnel for the 2017-2018 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 U

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PBHS	1683: Chemistry/Physics Instructor
	PBHS	1685: French Instructor
	Kasson, Itinerant	1725: Multi-Categorical w/Autism Instructor
	PBHS	1656: Instructor (half-time)
Jamie Cross	PHBS	1736: Custodian

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PBHS	1686: Long Term Substitute French Instructor
Bruce Howell	County	Substitute Bus Operator(s)
	County	1692: Substitute Bus Operator(s)
	County	1692: Substitute Bus Operator(s)
	County	1696: Substitute Teacher(s)
	County	1696: Substitute Teacher(s)

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

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Items For Discussion, Consideration and/or Possible Action –

1. Administrative Attendance Transfer – Enclosure V
2. School Newsletters – Enclosure W
3. Other

Next board meetings:

December 4, 2017 at 6:00 p.m. at Philippi Middle School LSIC Presentation (Regular Session)

Adjournment