

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Doward Matlick
Joanne McConnell
David Strait
Bob Wilkins

FROM: JOE SUPER, SUPERINTENDENT

DATE: November 22, 2011

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 28, 2011**, at the **Volga-Century Elementary School, Volga, WV 26238**.

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve Minutes of the November 8, 2011 and November 14, 2011 meetings. – Enclosure A

Delegation(s) –

Recognition (s) –

Philip Barbour High School's Girl's and Boy's Cross Country Teams

Reports –

Volga-Century Elementary School LSIC Presentation

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. - Enclosure B
2. Recommendation: Approve payment of bills for the period of November 9, 2011 through November 21, 2011 at a total expenditure of \$160,982.96. – Enclosure C

AGENDA

November 28, 2011

3. Recommendation: Authorize the November 28, 2011 payroll and federal withholdings not to exceed the amount of \$900,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure C)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure C)
5. Recommendation: Approve the final total of the November 15, 2011 payroll check and federal withholdings in the amount of \$741,995.70. – Enclosure D
6. Recommendation: Approve final total of travel/utility bills in the amount of \$3,452.66. - Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure F

Belington Middle School (Yearbook) – projected revenue - \$0.00

Junior Elementary School (5th Grade) – projected revenue - \$100.00

Mt. Vernon Elementary School (Physical Education) - projected revenue - \$0.00

Philip Barbour High School (Wrestling) – projected revenue - \$300.00; (Girl's Soccer) - \$300.00

Philippi Middle School (Athletic Boosters) – projected revenue - \$150.00, \$250.00;

Curriculum & Instruction –

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

Belington Elementary School (Chorus) – to Meadowbrook Mall on December 16, 2011

Philip Barbour High School (Foundations in Education and Child Development Specialist Classes) – to Philippi Elementary School on December 6, 2011

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

Belington Middle School on November 26, 2011 – requested by Tammy Tallman for Family Christmas Dinner

Kasson Elem/Middle School on December 4, 2011 – requested by Twila Matlick for Christmas Dinner

Mt. Vernon Elementary School on December 17, 2011 – requested by Vanessa Short for Christmas Food Baskets

Philippi Middle School on December 3, 2011 – requested by Benita Swick for Dinner; on December 11, 2011 – requested by Carla Knotts for Birthday party

AGENDA
November 28, 2011

Facilities –

10. Recommendation: Award snow removal bids. – Enclosure I

Belington Elementary & Middle School - Jeff Sickler
Junior Elementary School – Jeff Sickler
Kasson Elementary/Middle School – Jeff Sickler
Mt. Vernon Elementary School – Jeff Sickler
Philippi Elementary School – Jeff Sickler
Philippi Middle School – Jeff Sickler
Volga-Century Elementary School – Jeff Sickler
Philip Barbour High School – Jeff Sickler
Bus Garage – Jeff Sickler

Food Service –

Policies –

Student Support –

Transportation –

11. Recommendation: Approve transportation travel requests. – Enclosure J

Travel –

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

Vocational –

13. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2011-2012 school year. – Enclosure L

Personnel –

14. Recommendation: Accept resignation/retirement of Christine Weese as a Counselor at Philip Barbour High School effective at the end of the 2011/2012 school year. – Enclosure M
15. Recommendation: Accept resignation/retirement of Maxine Haymond as a Kindergarten Aide at Philippi Elementary School effective June 30, 2012. – Enclosure N
16. Recommendation: Accept resignation of Melissa Kaiser as Head Softball Coach at Philip Barbour High School effective October 28, 2011. – Enclosure O
17. Recommendation: Accept resignation of Meloney Wilson as before/afterschool supervisory employee at Volga-Century Elementary School effective November 18, 2011. – Enclosure P

AGENDA

November 28, 2011

18. Recommendation: Employ the following personnel for the 2011/2012 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

Extra Curricular Assignments

Frances Greco, Critical Skills Tutor, Volga-Century Elementary School

19. Recommendation: Accept resignation/retirement of Barbara Barkley as a Social Studies Instructor at Philip Barbour High School effective at the end of the 2011/2012 school year. – Enclosure Q.1

AGENDA

November 28, 2011

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure R
2. Expenditure report – Enclosure S
3. Middle School Softball
4. Young Life – Enclosure T
5. Innovation Zone/Drop Out Prevention Grant
6. Other

Adjournment