

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Doward Matlick  
Joanne McConnell  
David Strait  
Bob Wilkins

**FROM: JEFF KITTLE, ACTING SUPERINTENDENT**

**DATE: NOVEMBER 24, 2010**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, November 29, 2010**, at the **Kasson Elementary/Middle School, Moatsville, WV 26405.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Minutes -**

Approve Minutes of the November 8, 2010 meeting. – Enclosure A

**Recognitions -**

**Boy's Cross Country A-AA State Runner Ups** - Wes Anderson, Matt King, Scott Nesland,  
Trey Furby, Chase Byrne, Andrew Phillips, Nick Stockberger

**Girl's Cross Country A-AA State Champs** - Sarah McCauley, Brianna Waybright, Katie  
Mahoney, Amber Abbott, Allison Villers, Mary Beth Long, Marissa Long

**Delegation(s) –**

Howard Swick

**Reports –**

Kasson LSIC Report  
Monthly Attendance – Enrollment Report - Enclosure B  
Facilities Report

**AGENDA**  
**November 29, 2010**

**Superintendent's Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of November 4, 2010 through November 24, 2010 at a total expenditure of \$377,495.32. - Enclosure D
3. Recommendation: Approve the final total of the November 15, 2010 payroll check and federal withholdings in the amount of \$572,436.21. – Enclosure E
4. Recommendation: Approve the final total of the November 26, 2010 payroll check and federal withholdings in the amount of \$837,652.47. – Enclosure F
5. Recommendation: Approve final total of travel/utility bills in the amount of \$21,083.02. – Enclosure G
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure H

Belington Elementary School (2<sup>nd</sup> Grade) – projected revenue - \$1,000.00; (5<sup>th</sup> Grade) - \$200.00

Belington Middle School (Student Council) – projected revenue - \$200.00

Junior Elementary School (JES Faculty) – projected revenue - \$6,000.00; (PTO) - \$50.00

Kasson Elem/Middle School (Yearbook Class) – projected revenue – \$0.00; (School) - \$1,000.00

Mt. Vernon Elementary School (PTO) – projected revenue - \$200.00, \$500.00, \$200.00

Philip Barbour High School (Swim Team) – projected revenue - \$1,000.00

Philippi Elementary School (Faculty Senate) – projected revenue - \$200.00

7. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure I

Belington Middle School on November 13, 2010 – requested by Tracey Neville for Birthday Party; on January 1-2, 2011 – requested by Charlie Curkendall for New Venturing Crew lock-in

Philip Barbour High School on December 2, 2010 – requested by Charla Reger for Barbour County Autism Support Group; on December 4, 2010 – requested by Ira Mayle for Christmas Dinner for ESP members

Philippi Elementary School on December 11, 2010 – requested by Carol Malcolm-Parsons for Christmas Present Distribution for KidREACH; Philippi Middle School on December 4, 2010 – requested by Haven of Hope Worship Center for church Christmas Dinner

**AGENDA**  
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**Curriculum & Instruction –**

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

Belington Elementary School (3<sup>rd</sup> grade) – to Morgantown on December 9, 2010; (2<sup>nd</sup> Grade) – to Morgantown on December 16, 2010  
Kasson Elem/Middle (Band) – to Philippi on December 3, 2010, to Belington on December 11, 2010
9. Recommendation: Approve chaperones for the Belington Middle School band for the 2010/2011 school year. – Enclosure K
10. Recommendation: Allow Clista Shahan, a student at Philip Barbour High School, to travel on a bus to Belington Middle School away games as statistician for the 2010-2100 basketball season. – Enclosure L

**Facilities –**

11. Recommendation: Approve building/ground modifications. – Enclosure M  

Philippi Middle School (Creek side of school, blacktop area of driveway) – install basketball hoops
12. Recommendation: Award snow removal bids. – Enclosure N  

Jeff Sickler – Junior Elementary, Mt. Vernon Elementary, Philippi Middle, Volga-Century Elementary  
George David of G & J Builders – Belington Elementary and Middle  
Marty Waybright – Kasson School, Philippi Elementary
13. Recommendation: Award the following backflow bids. – Enclosure N.1  

Brewer & Company of WV – Belington Elementary, Belington Middle Philippi Elementary, Philippi Middle  
H & S Controls and Instrumentation – Belington Middle School

**Food Service –**

**Policies –**

14. Recommendation: Review revised Policy 7400, Barbour County Student Retention Policy for second reading. – Enclosure O
15. Recommendation: Adopt new Policy 6360, Early Notification of Retirement on second reading. – **Refer to minutes of November 8, 2010**

**Student Support –**

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**Transportation –**

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

**Travel –**

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

**Vocational –**

18. 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 2010-2011 school year. – Enclosure R

**Personnel –**

19. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure S

\_\_\_\_\_, Itinerant School Nurse, home based at Belington Middle School (remainder of 200 day contract)

\_\_\_\_\_, Itinerant Technology Systems Specialist, home based at Philippi Elementary School (remainder of 200 day contract) **(Position will terminate at the end of the 2010/2011 school year. Some summer days of work may be needed to finish grant and required projects. Projected grant start date: January 1, 2011)**

Scott Cooper, Long Term Substitute Mathematics Instructor at Philip Barbour High School **(beginning December 1, 2010 until the end of the 2010/2011 school year or until permanent replacement begins)**

20. Recommendation: Employ Trista Dalton as a Mathematics Instructor at Philip Barbour High School employment is to begin at the start of the 2011/2012 school year. (200 day contract) – Enclosure T

21. Recommendation: Employ the following substitute personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure U

\_\_\_\_\_, LPN/Aide

22. Recommendation: Accept resignation/retirement of Brenda Cogar as a Teacher at Philip Barbour High School, effective at 5:30 p.m. on December 31, 2010. – Enclosure V

23. Recommendation: Approve an extended medical leave of absence for Vicki Gogikar from November 11, 2010 through December 2, 2010. – Enclosure W

## **AGENDA**

**November 29, 2010**

24. Recommendation: Accept resignation of Jo-Ellen Lawson as an LPN/Special Needs Classroom Aide/Transportation Aide, Itinerant home based at Philippi Middle School, effective November 23, 2010. – Enclosure X
25. Recommendation: Accept resignation of Jo-Ellen Lawson as a substitute LPN/Aide, effective November, 23, 2010. – (Refer to Enclosure X)
26. Recommendation: Employ Jodi Devores as a Critical Needs Afterschool Tutor (Extra-Curricular) at Philippi Elementary School. – Enclosure Y
27. Recommendation: Ratify the suspension without pay of a service employee (902-00-1336) at the central office pending outcome of felony charges.

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**Items For Discussion, Consideration and/or Possible Action -**

1. School Newsletters – Enclosure Z
2. Other

**Adjournment**

**AGENDA**  
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**ADDENDUM**

**Business & Finance –**

28. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure #1

Belington Elementary School (4<sup>th</sup> Grade) – projected revenue - \$500.00

**Personnel –**

29. Recommendation: Accept resignation of Jerry David Robinson as a Bus Operator effective December 1, 2010. – Enclosure #2