

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

Doward Matlick  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Bob Wilkins

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: November 26, 2013**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 2, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Work Session –**

Philippi Middle School LSIC presentation  
Philippi Elementary School LSIC presentation

**Recognition (s) –**

**Minutes -**

Approve Minutes of the October 21, 2013, October 28, 2013, October 29, 2013, November 12, 2013, November 18, 2013 and November 21, 2013 meetings. – Enclosure A

**Delegation(s) –**

**Reports –**

Facilities Report

**Superintendents Recommendations –**

**Attendance –**

**AGENDA**  
**December 2, 2013**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of November 14, 2013 through November 26, 2013 at a total expenditure of \$198,583.11. – Enclosure B
2. Recommendation: Authorize the December 13, 2013 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 B)
3. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure B)
4. Recommendation: Approve the final total of the November 15, 2013 payroll check and federal withholdings in the amount of \$348,224.20. – Enclosure C
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure D

Belington Elementary School (4<sup>th</sup> Grade) – projected revenue - \$1,000.00  
Belington Middle School (8<sup>th</sup> Grade Youth & Government) – projected revenue - \$800.00  
Junior Elementary School (PTA) – projected revenue - \$1,000.00  
Kasson Elem/Middle School (Athletic Boosters) – projected revenue - \$1,500.00,  
\$5,000.00  
Mt. Vernon Elementary School (PTO) – projected revenue - \$50.00  
Volga-Century Elementary School (Faculty) – projected revenue - \$500.00

**Curriculum & Instruction –**

6. Recommendation: Approve/Confirm curricular trips. – Enclosure E

Philip Barbour High School (Quiz Team) – to Fairmont State University on December 3, 2013; (Quiz Team) - to Brooke High School on December 7, 2013

**Facilities & Maintenance –**

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

Philip Barbour High School on December 14, 2013 – requested by D.J. Harris for Shop with a Cop Benefit Basketball Game; on December 12, 2013 – requested by Tonya Baker for Philippi Elementary School's Annual Christmas Program; December 2013 to March 2014 – requested by Will Gregory for indoor youth soccer  
Philippi Middle School on December 1, 2013 – requested by Howard Swick for Christmas Dinner for Church

**Food Service –**

**AGENDA**  
**December 2, 2013**

**Policies –**

8. Recommendation: Review new Policy 8430, Student Random Drug Testing Policy For Students Involved In The Simulated Workplace and “Opt-In Participants”, for second reading. – Enclosure G

**Student Support –**

**Transportation –**

9. Recommendation: Approve transportation travel requests. – Enclosure H

**Travel –**

10. Recommendation: Approve/Confirm requests for professional leave. – Enclosure I

**Vocational –**

**Personnel –**

11. Recommendation: Approve extension of unpaid medical leave of absence (maternity) of Amanda Harsh through January 2, 2014. – Enclosure J
12. Recommendation: Approve extension of unpaid medical leave of absence of Tamela Hoyman through approximately March 1, 2014. – Enclosure K
13. Recommendation: Employ the following personnel for the 2013-2014 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 L

\_\_\_\_\_ Long Term Substitute 5th Grade Teacher PES  
Until Approximately March 1, 2014 or until  
employee returns in 2013/14 year

14. Recommendation: Employ the following personnel for the 2013-2014 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

\_\_\_\_\_  
\_\_\_\_\_ Bus Operator, Rt. 17  
Kindergarten Aide/Supervisory Aide/Transportation Aide PES  
Beginning January 2, 2014

**AGENDA**  
**December 2, 2013**

15. Recommendation: Employ the following personnel for the 2013-2014 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 N

Extra Curricular Assignments

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Assistant Wrestling Coach

PBHS

**AGENDA**  
**December 2, 2013**

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

1. School Newsletters – Enclosure O
2. Affordable Care Act Resolution – Measurement Periods – Enclosure P
3. Deed for Board of Education Office – Enclosure Q
4. CTE Center Meat room
5. Other

Next board meetings:

December 16, 2013 at 6:00 p.m. at Board of Education Office – LSIC Presentation  
from Philip Barbour High School

**Adjournment**