

**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: December 4, 2018**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 10, 2018**, at the **Philippi Middle School, 611 Cherry Hill Road, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Philippi Middle School LSIC Presentation**

**Minutes –**

Approve minutes of November 26, 2018 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

**Reports –**

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2018-2019. – Enclosure B

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**Business & Finance –**

2. Recommendation: Approve payment of bills for the period of November 20, 2018 through December 4, 2018 at a total expenditure of \$100,518.90. – Enclosure C
3. Recommendation: Authorize the December 14, 2018 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 C)
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 C)
5. Recommendation: Approve the final total of the November 28, 2018 payroll check and federal withholdings in the amount of \$491,064.34. – Enclosure D
6. Recommendation: Approve final total of utility/copier bills in the amount of \$26,331.25. – Enclosure E
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Elementary School (Office) – projected revenue - \$200.00;

Belington Middle School (Band) – projected revenue - \$1,000.00

Junior Elementary School (Office) – projected revenue - \$0.00; (Kindergarten & Preschool) - \$400.00

Philip Barbour High School (Baseball) – projected revenue - \$500.00; (Math Dept.) - \$2,000.00; (Boys Basketball) - \$800.00, \$900.00, \$400.00

Philippi Middle School (8<sup>th</sup> Grade) – projected revenue - \$200.00

**Curriculum & Instruction –**

8. Recommendation: Approve/Confirm curricular trips. – Enclosure G
  - Junior Elementary School (3<sup>rd</sup> & 4<sup>th</sup> Grade Science Fair Winners) – to Philip Barbour High School on January 17, 2019
  - Kasson Elem/Middle School (KidREACH & REACH.U.) – to A-B College on February 2, 2019
9. Recommendation: Approve educational leave request for a student at Belington Middle School. - Enclosure H
10. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. - Enclosure I
11. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. - Enclosure J

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12. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School. - Enclosure K

**Facilities & Maintenance –**

**Food Service –**

**Policies –**

**Student Support –**

**Transportation –**

13. Recommendation: Approve transportation travel requests. – Enclosure L

**Travel –**

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

**Vocational –**

**Personnel –**

15. Recommendation: Accept resignation of Laura Grose as a substitute LPN/Aide effective November 20, 2018. – Enclosure N
16. Recommendation: Employ the following personnel for the 2018/2019 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 O

<b>Regular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PMS – Itinerant	Job 2125: Gifted/Multi-Categorical Instructor (half-time)
	PBHS	Job 2126: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	County	Job 2127: Mechanic/Bus Operator
Mary Shaver	KEMS	Job 2142: Custodian
	County	Job 2143: Groundsman/Custodian III/General Maintenance

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<b>Substitute Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 2128: Substitute Custodian(s)
	County	Job 2130: Substitute Cook(s)
	County	Job 2135: Substitute Secretary(s)
	County	Job 2139: Substitute Bus Operator(s)
	County	Job 2161: Substitute Teacher(s)

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	PMS, Itinerant	Job 2129: English Language Learner Instructor (Extra-Curricular)
	BES	Job 2132: Cook (Extra-Curricular)
	BMS	Job 2124: Assistant Girls Basketball Coach

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

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Items For Discussion, Consideration and/or Possible Action –

1. Other

Next board meetings:

December 17, 2018 at 6:00 p.m. at Board of Education Office (Regular Session)

January 14, 2019 at 6:00 p.m. at Board of Education Office (Regular Session)

January 28, 2019 at 6:00 pm. at Board of Education Office – CTC Presentation (Regular Session)

**Adjournment**