

**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 6, 2016**

**RE: REVISED - BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 12, 2016**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416**.

**Call to Order**

**Pledge to Flag**

**Invocation**

**Belington Middle School LSIC Presentation**

**Minutes -**

Approve minutes of November 28, 2016 meeting. – Enclosure A

**Recognitions -**

**Delegation(s) –**

Ruston Seamon/Signs of Hope

**Reports –**

Superintendent's report  
Facilities report

**AGENDA**  
**December 12, 2016**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve payment of bills for the period of November 22, 2016 through December 2, 2016 at a total expenditure of \$56,359.59. – Enclosure B
2. Recommendation: Authorize the December 15, 2016 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 and copier bills due before next board meeting not to exceed \$30,000.00. (Refer to Enclosure B)
4. Recommendation: Approve final total of utility/copier bills in the amount of \$15,817.05. – Enclosure C
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure D

Philip Barbour High School (Girls Basketball) – projected revenue - \$200.00, \$500.00  
Philippi Middle School (PTO/Athletic Booster) – projected revenue - \$800.00; (School) - \$200.00

**Curriculum & Instruction –**

6. Recommendation: Approve educational leave request for a student at Belington Elementary School. – Enclosure E
7. Recommendation: Approve/Confirm curricular trips. – Enclosure F  

Junior Elementary School/Kasson Elementary Middle School (3-4 Grade Science Fair Winners) – to Philip Barbour High School on December 8, 2016  
Junior Elementary School (PreK-K) – to Good Samaritan Center on December 19, 2016  
Kasson Elementary/Middle School (School) – to Barbour Lanes on January 13, 2017
8. Recommendation: Approve chaperones for Junior Elementary School and Kasson Elementary/Middle School field trip to Philip Barbour High School on December 8, 2016. – Enclosure G

**Facilities & Maintenance –**

9. Recommendation: Approve building/ground modifications. – Enclosure H  

Kasson Elem/Middle School (Gym) – replace mats  
Philippi Middle School (Band Room) – replace carpet; (Counselor's Room) – replace carpet

**AGENDA**  
**December 12, 2016**

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

Kasson Elem/Middle School on December 22, 2016 – requested by Teresa Marsh for Christmas Concert

Philip Barbour High School on December 8, 2016 – requested by Charla Reger for County Elementary Science Fair; on December 17, 2016 – requested by Lana Weese for Craft Show/Bazaar/Bake Sale; on every Sunday December 2016 through March 2017 – requested by Sissy Collins for Barbour Elite Club Volleyball

**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 –**

**Personnel –**

13. Recommendation: Approve leave of absence for David Shelton from November 10, 2016 through February 10, 2017. – Enclosure L

14. Recommendation: Approve leave of absence for Tammy Martin from December 2, 2016 for approximately four to six weeks. – Enclosure M

15. Recommendation: Approve intermittent leave of absence for Gina Wolfe for the 2016-2017 school year. – Enclosure N

16. Recommendation: Employ the following personnel for the 2016-2017 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 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Susan Mitchell	PBHS (itinerant)	1331 – School Nurse (.5) Closes 11/28/16
	Volga	1328 – Elementary Ed. Instructor Closes 11/28/16

**AGENDA**  
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<b>Substitute Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
Joann Shomo	County	Job 1353 Substitute Cook Closes 11/30/16
	Volga-Century Elem	Job 1355 Long Term Sub Kindergarten Closes 11/30/16
	County	Job 1356 Substitute Custodian Closes 11/30/16
	County	Job 1359 Substitute Teacher Closes 11/30/16

**AGENDA**  
**December 12, 2016**

Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure P
2. Other

Next board meetings:

December 19, 2016 at 6:00 p.m. at Board of Education Office – Philippi Elementary  
School LSIC Presentation (Regular Session)

**Adjournment**