

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: December 6, 2022

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 12, 2022**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the November 28, 2022 meeting. – Enclosure A

Recognitions –

HSTA students helping at Belington Elementary School

Discussion –

Delegation(s) –

Reports –

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve payment of bills for the period of November 22, 2022, through December 6, 2022, at a total expenditure of \$269,077.68. – Enclosure B
2. Recommendation: Authorize December 15, 2022, 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 the next board meeting not to exceed \$60,000.00. - (Refer to Enclosure B)
4. Recommendation: Approve the final total of November 28, 2022, payroll check, and federal withholdings in the amount of \$522,752.41. – Enclosure C
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$17,167.76. – Enclosure D
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure E

Belington Middle School (5th Grade Class) – projected revenue - \$100.00; (6th Grade Team) - \$600.00

Philip Barbour High School (Football) – projected revenue - \$1,000.00; (Physical Education Dept.) - \$700.00

Curriculum & Instruction –

7. Recommendation: Approve/Confirm curricular trips. – Enclosure F

Belington Middle School (Youth & Government) – to Charleston, West Virginia on February 22-24, 2023

Kasson Elementary/Middle School (Whole school) – to Tygart Valley Cinema on January 12, 2023

Philippi Middle School (5th Grade) – to Morris Park, Fairmont, West Virginia on December 14, 2022

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Facilities & Maintenance –

8. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure G
- Belington Middle School on Various dates – requested by Sarah Harris for 3rd/4th Grade Volleyball Clinic
 - Kasson Elementary/Middle School on Wednesdays beginning January 11, 2023, through May 24, 2023 – requested by Jeff Bartlett for Snacks, games, and bible lessons
 - Philip Barbour High School on December 17, 2022 – requested by Ruston Seaman for Chess Tournament; on Sundays from January 2023 through April 2023 – requested by Rochelle Carpenter for Barbour Elite Club Volleyball
9. Recommendation: Approve building/ground modifications. – Enclosure H
- Kasson Elementary/Middle School (Office) – hang tv on wall

Food Service –

Policies –

10. Recommendation: Review revised policy 7610, Distance Learning and Virtual School Courses, for third reading. (<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>) – Enclosure I

Student Support –

Transportation –

Travel –

11. Recommendation: Approve/Confirm requests for professional leave. – Enclosure J

Vocational –

Personnel –

12. Recommendation: Approve a Memorandum of Understanding with the University of Southern California concerning teacher candidates and student teachers for the 2022/2023 School year. – Enclosure K
13. Recommendation: Approve leave of absence for a professional employee at Junior Elementary School beginning approximately February 12, 2023, for approximately 10-12 weeks. – Enclosure L
14. Recommendation: Accept the resignation/retirement of Lisa Lepsch as a School Psychologist effective January 1, 2023. – Enclosure M

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15. Recommendation: Employ the following personnel for the 2022/2023 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**

Regular Employee Assignments 2022-23 (FY23)		
Name of Person	Location	Job ID: Position
John Roy	County	Job 4147: Mechanic/Bus Operator
Amos Dunn	PBHS	Job 4154: Custodian
	JES	Job 4155: Music Instructor (half-time)
	PMS	Job 4156: Music Instructor
	BES	Job 4157: Elementary Education Instructor
	PBHS, Itinerant	Job 4160: School Nurse - RN (half-time)
	PMS, Itinerant	Job 4161: Multi-Categorical w/Autism Instructor
LaTosha Dumire (move will take place with the 2023/2024 school year)	BES	Job 4191: Early Childhood Classroom Assistant Teacher/Kindergarten Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	PMS, Itinerant	Job 4162: Long Term Substitute Physical Education/Health Instructor

Extra-Curricular Employee Assignments 2022-23		
Name of Person	Location	Job ID: Position
	PBHS	Job 4158: Athletic Trainer (Winter Sports)
	BES, Itinerant	Job 4159: Long Term Substitute School Nurse – RN
James Poling	PBHS	Job 4163: After School Credit Recovery Instructor (Extra-Curricular)

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

Shawn Kirkpatrick _____

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

1. Other

Next board meetings:

December 19, 2022, at 6:00 p.m. at the Philippi Elementary School (LSIC Presentation)
(Regular Session)

January 9, 2023, at 6:00 p.m. at the Philippi Middle School (LSIC Presentation) (Regular
Session)

Adjournment