

**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: December 11, 2013**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 16, 2013**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Work Session –**

Philip Barbour High School LSIC presentation

**Recognition (s) –**

**Minutes -**

Approve Minutes of the December 2, 2013 meeting. – Enclosure A

**Delegation(s) –**

Christina Chewning – Student Issue  
WVU Extension Office  
Brian Moats/Mary Snelson (WVEA) – Competitive Employee Pay Resolution - Enclosure B

**Reports –**

Middle School Literacy Initiatives/Middle School Libraries (Middle School Literacy Coach)  
November 2013 Financial Report – Enclosure C  
Facilities Report

**AGENDA**  
**December 16, 2013**

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2013-2014 contingent upon compliance with pupil-teacher ratio. – Enclosure. – Enclosure D

**Business & Finance –**

2. Recommendation: Approve budget adjustments. – Enclosure E
3. Recommendation: Approve payment of bills for the period of November 27, 2013 through December 10, 2013 at a total expenditure of \$329,638.42. – Enclosure F
4. Recommendation: Authorize the December 27, 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 F)
5. Recommendation: Authorize the payment of utility bills due before next board meeting not to exceed \$90,000.00. (Refer to Enclosure F)
6. Recommendation: Approve the final total of the November 28, 2013 payroll check and federal withholdings in the amount of \$557,949.82. – Enclosure G
7. Recommendation: Approve the final total of the December 13, 2013 payroll check and federal withholdings in the amount of \$341,594.39. – Enclosure H
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I

Belington Middle School (Band) – projected revenue - \$600.00; (Student Council) - \$300.00, \$150.00

Junior Elementary School (PTA) – projected revenue - \$0.00

Philip Barbour High School (HOSA) – projected revenue - \$100.00, \$100.00, \$100.00, \$100.00

**Curriculum & Instruction –**

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

Junior Elementary School (PreK-5th) – to Elkins Cinema on December 17, 2013

Philip Barbour High School (Current Issues in the Digital Age) – to WBOY TV on December 18, 2013; (Students Earning Incentive) – to Elkins YMCA on December 19, 2013; (FFA) – to Cedar Lakes, West Virginia on January 9-10, 2014

**AGENDA**  
**December 16, 2013**

**Facilities & Maintenance –**

10. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure K
- Mt. Vernon Elementary School on December 21, 2013 – requested by Bessie Farley for Birthday Party; on December 15, 2013 – requested by Linda McKinney for Birthday Party
  - Philip Barbour High School on January 11, 2014 – requested by Dick Curry for MSHA Annual Refresher Training; on January 14, 2014 – requested by Judy Goodson for WVSSPA meeting
  - Philippi Elementary School on December 15, 2013 – requested by Midway Apostolic Church for Church Christmas Party
11. Recommendation: Approve building/ground modifications. – Enclosure L
- Belington Middle School (Gym) – remove old scoreboard and install new scoreboard; (Library) – Remove old computers, cut 3 inches off current computer stations base, remount counter top to wall and paint if necessary, add additional computer tables to library to hold 50 computers
  - Philip Barbour High School (New Gym) – hang the new State Girls XC picture on wall
12. Recommendation: Approve contract with West Virginia Division of Highways for the Mt. Vernon Elementary School Sidewalk Project. – Enclosure M

**Food Service –**

**Policies –**

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

**Student Support –**

**Transportation –**

**Travel –**

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

**Vocational –**

**Personnel –**

15. Recommendation: Approve medical leave of absence (maternity) of Jessica Jones beginning approximately January 27, 2014 through approximately March 7, 2014. – Enclosure P
16. Recommendation: Approve medical leave of absence for Marsha Mayle beginning January 13, 2014 through approximately February 24, 2014. – Enclosure Q

**AGENDA**  
**December 16, 2013**

- 17. Recommendation: Accept resignation/retirement of Susan Marsh as a half-time Multi-Categorical Instructor at Volga-Century Elementary School and Mt. Vernon Elementary School effective December 31, 2013. – Enclosure R
- 18. Recommendation: Accept resignation of Larry Stuart as Assistant Boys Basketball Coach at Philippi Middle School effective December 10, 2013. – Enclosure S
- 19. 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 T

Marsha Mayle	Kindergarten Aide/Supervisory Aide/Transportation Aide	JES
	Beginning January 2, 2014	
Sherman Wilkinson	Bus Operator, Rt. 31	
Thomas Scott Kittle	Bus Operator, Rt. 5/Mechanic Assistant	
Katherine Super	Multi-Categorical Teacher with AU	PBHS

- 20. 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 U

Amanda Sweet	Title I Reading/Math Teacher	BES
	Currently employed teacher recommended for a classroom teaching position will not move until the 2014/15 school year as per WV Code 18A-4-7a.	

- 21. 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 V

\_\_\_\_\_ Substitute Teacher

- 22. 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 W

Extra-Curricular Assignments

Rebecca Bartlett	Math Tutor	BMS
James Seaton	Head Boys' Track Coach	PBHS

**AGENDA**  
**December 16, 2013**

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

1. School Newsletters – Enclosure X
2. Affordable Care Act Resolution – Measurement Periods – Enclosure Y
3. CTE Center Meat room
4. Other

Next board meetings:

January 13, 2013 at 6:00 p.m. at Board of Education Office

**Adjournment**