

**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 12, 2012**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 17, 2012**, 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  
Staffing/Budget  
Continuation of Board of Education Goals

**Minutes -**

**Delegation(s) –**

**Recognition (s) –**

Philip Barbour High School Quiz bowl team

**Reports –**

November 2012 Financial Report – Enclosure A  
Facilities Report

**AGENDA**  
**December 17, 2012**

**Superintendents Recommendations –**

**Attendance –**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure B
2. Recommendation: Approve payment of bills for the period of December 6, 2012 through December 11, 2012 at a total expenditure of \$154,763.84. – Enclosure C
3. Recommendation: Authorize the December 15, 2012 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 due before next board meeting not to exceed \$25,000.00. (Refer to Enclosure C)
5. Recommendation: Approve the final total of the December 15, 2012 payroll check and federal withholdings in the amount of \$357,979.42. – Enclosure D
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) – Enclosure E

Belington Middle School (8<sup>th</sup> Grade) – projected revenue - \$500.00  
Mt. Vernon Elementary School (2<sup>nd</sup> Grade) – projected revenue - \$60.00

**Curriculum & Instruction –**

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

Mt. Vernon Elementary School (5<sup>th</sup> Grade) – to Cincinnati, Ohio on June 7, 2013  
Philip Barbour High School (PRO Start) – to Mt. Vernon Elementary School on December 19, 2012; (At-Risk Students) – to AB College on December 17, 2012
8. Recommendation: Approve graduation exercises for the Class of 2013. – Enclosure G  

Commencement Exercises – Saturday, June 1, 2013, 1:00 p.m. at the Barbour County Fairgrounds

**AGENDA**  
**December 17, 2012**

**Facilities –**

9. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure H
- Belington Middle School on November 24, 2012 – requested by Tammy Tallman for Family Christmas Party; on December 27-28, 2012 – requested by Gerald Furby and Jim Steele for Boy Scouts Lock-in; on December 22, 2012 – May 31, 2013 requested by Carol Malcolm-Parsons for KidREACH
- Mt. Vernon Elementary School on December 21, 2012 – requested by Patricia Castilow for Birthday Party; on December 22, 2012 – requested by Bessie Farley for Birthday Party
- Philippi Middle School on January 5, 2013 – requested by Lisa Murphy for Birthday Party

**Food Service –**

**Policies –**

10. Recommendation: Repeal policy 7210, Exam Exemption. – Enclosure I

**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 a medical leave of absence (maternity) for Jennifer Martin beginning approximately January 26, 2013 for approximately six weeks. – Enclosure L
14. Recommendation: Approve a unpaid medical leave of absence for Karen Jones beginning January 25, 2013 through March 25, 2013. – Enclosure M
15. Recommendation: Accept resignation of Patrick Gallagher as a substitute teacher effective December 7, 2012. – Enclosure N

**AGENDA**

**December 17, 2012**

16. Recommendation: Employ the following personnel for the 2012-2013 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

\_\_\_\_\_, Cook, Philip Barbour High School (Beginning January 2, 2013)

\_\_\_\_\_, Long Term Substitute Language Arts Instructor, Philippi Middle School (Beginning January 2, 2013 and lasting approximately 6 weeks)

17. Recommendation: Employ the following personnel for the 2012-2013 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 P

Extra Curricular Assignments

\_\_\_\_\_, Science Fair Coordinator, Belington Middle School

\_\_\_\_\_, Science Fair Coordinator, Kasson Elem/Middle School

\_\_\_\_\_, Science Fair Coordinator, Philippi Middle School

\_\_\_\_\_, Math Tutor, Philippi Elementary School (Beginning December 19, 2012 through the end of school year as grant funds are available 8:30 a.m. – 2:30 p.m. Monday and Tuesday)

**AGENDA**  
**December 17, 2012**

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

1. School Newsletters – Enclosure Q
2. Review Superintendents Goals
3. Other

Next board meeting regular session on January 14, 2013 – 6:00 p.m. at Board of Education Office

**Adjournment**