

**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 13, 2016**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 19, 2016**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

**Philippi Elementary School LSIC Presentation**

**Minutes -**

**Recognitions -**

**Delegation(s) –**

**Reports –**

November 2016 Financial Report – Enclosure A

Monthly Attendance – Enrollment Report for Month Ending: December 5, 2016 – Enclosure B

Facilities report

**Superintendents Recommendations –**

**Attendance –**

**AGENDA**  
**December 19, 2016**

**Business & Finance –**

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of December 3, 2016 through December 13, 2016 at a total expenditure of \$891,889.02. – Enclosure D
3. Recommendation: Authorize the December 28, 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 D)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$100,000.00. (Refer to Enclosure D)
5. Recommendation: Approve the final total of the December 15, 2016 payroll check and federal withholdings in the amount of \$355,287.18. – Enclosure E
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

Belington Elementary School (2<sup>nd</sup> Grade) – projected revenue - \$300.00

Kasson Elem/Middle School (Science/Robotics Team) – projected revenue - \$500.00;  
School) - \$1,000.00

Philippi Middle School (Band) – projected revenue - \$300.00; (Athletic/Cheerleading) -  
\$500.00

**Curriculum & Instruction –**

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

Volga-Century Elementary School (School) - to Barbour Lanes on December 20, 2016

8. Recommendation: Approve contract resolution for a student's discipline in lieu of expulsion hearing before the Board for an incident that occurred at Belington Middle School. – Enclosure H

**Facilities & Maintenance –**

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

Philip Barbour High School (Entrance Area beside room 156A) – paint the two columns  
inside door #20, east entrance, beside room 156A

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

Philip Barbour High School on every Sunday December 18, 2016 through April 2, 2017 –  
requested by Dean Herrod and Garrett Phillips for Youth Travel Baseball Practice;  
on December 13, 2016 – requested by Gene Hovatter for BCLA Christmas Dinner

**Food Service –**

**AGENDA**  
**December 19, 2016**

**Policies –**

11. Recommendation: Repeal policy 6910, Use of Federal Funds for Tuition Assistance and Employment of Highly Qualified Teachers, effective July 1, 2017. – Enclosure K

**Student Support –**

**Transportation –**

**Travel –**

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure L

**Vocational –**

13. Recommendation: Approve businesses, agencies and organizations located in Barbour County or surrounding areas as sites for work-based experience for high school students for the 2016-2017 school year. – Enclosure M

**Personnel –**

14. Recommendation: Accept resignation/retirement of Charlotte Haddix as a Cafeteria Manager/Cook at Philip Barbour High School effective December 31, 2016. – Enclosure N
15. 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>
Rose Wyse	Volga	1328 – Elementary Ed. Instructor Closes 11/28/16
	Itinerant, Home Based Belington Elem	Job 1339 Multi-Cat w/Autism and Severly Profoundly Impaired Instructor Closes 12/13/16
	Itinerant, Home Based at Kasson	Job 1340 Multi-cat w/Autism Instructor (Half-time) Closes 12/13/16
Angela McDaniel (Will start 7/1/17)	Philippi Middle	Job 1341 Science Instructor Closes 12/13/16
	Itinerant, Home Based Philippi Elementary	Job 1342 PreK/Prek Specials Needs Instructor (Half-time) Closes 12/13/16
	Philippi Middle	Job 1343 Language Arts Instructor Closes 12/13/16

**AGENDA**  
**December 19, 2016**

	Kasson	Job 1344 Gifted/Multi cat Instructor (Half-time) Closes 12/13/16
	Philip Barbour Complex	Job 1345 Multi-cat/Severely Profoundly Impaired Instructor Closes 12/13/16
	Belington Middle School	Job 1346 Language Arts Instructor Closes 12/13/16
	Philippi Middle	Job 1348 Language Arts Instructor Closes 12/13/16
Thomas Wegener	Belington Middle	Job 1349 Social Studies/Language Arts Instructor Closes 12/13/16
Sarah Hoxie	Kasson	Job 1351 Elementary Education Instructor Closes 12/13/16
	County	Job 1369 Bus Operator Rt 34/Mechanic Asst. Closes 12/19/16
Connie Mayle	Itinerant Home based at PES	Job 1365 Sp Ed Aide/supervisory aide/transportation Aide Closes 12/12/16
	Mt. Vernon (itinerant)	Job 1374 Multi-Cat w/ Autism Instructor (half time) Closes 12/19/16
	PMS	Job 1375 Multi-Cat w/ Autism Instructor (half time) Closes 12/19/16

**Substitute Employee Assignments 2016-2017**

<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
	Philippi Elementary	Job 1347 Long Term PreK/PreK special Needs Instructor (Half-time) Closes 12/13/16
	County	Job 1350 Sub LPN/Aide(s) Closes 12/13/16
	County	Job 1364 Sub Bus Operator Closes 12/19/16
	County	Job 1367 Sub Custodian Closes 12/12/16
	County	Job 1367 Sub Custodian Closes 12/12/16
	County	Job 1368 Sub Teacher

**AGENDA**  
**December 19, 2016**

		Closes 12/12/16
Christine Davies	County	Job 1368 Sub Teacher Closes 12/12/16
Seana Lasky	County	Job 1368 Sub Teacher Closes 12/12/16
Madison Riffle	County	Job 1368 Sub Teacher Closes 12/12/16
	County	Job 1371 Sub Cook Closes 12/12/16
	County	Job 1371 Sub Cook Closes 12/12/16
	County	Job 1371 Sub Cook Closes 12/12/16
	Volga-Century	Job 1355 Long Term Sub Kindergarten Closed
Teri Howell	Belington Elem	Job 1361 Long Term Sub Kindergarten Closes 12/16/16
	County	Job 1359 Substitute Teacher
Marla Summerfield	County	Job 1353 Substitute Cook
Robert Dean	County	Job 1356 Substitute Custodian

<b>Extra-Curricular Employee Assignments 2016-2017</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Position</b>
	PBHS	Job 1363 Head Girls Track Coach Closes 12/12/16
Erlo Kennedy	PMS	Job 1373 Chorus/Band Instructor (Extra-curricular) Closes 12/19/16
	Jr. Elem	Job 1376 Tutor (Extra- curricular)1 of 2 positions Closes 12/19/16
	Jr. Elem	Job 1376 Tutor (Extra- curricular) 2 of 2 positions Closes 12/19/16

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

**AGENDA**  
**December 19, 2016**

Items For Discussion, Consideration and/or Possible Action –

1. Support World Vision’s request to apply for a 21<sup>st</sup> Century Community Learning Centers grant to Serve Belington Elementary and Belington Middle Schools, beginning in the 2017-2018 academic year. – Enclosure P
2. Other

Next board meetings:

January 9, 2017 at 6:00 p.m. at Board of Education Office – Career Technical Education  
Center Presentation (Regular Session)

**Adjournment**