

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Doward Matlick
Joanne McConnell
David Strait
Bob Wilkins

FROM: JEFF KITTLE, ACTING SUPERINTENDENT

DATE: DECEMBER 15, 2010

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 20, 2010**, at the **Belington Elementary School, Belington, WV.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve Minutes of the October 1, 2010, December 3, 2010 and December 7, 2010 meetings.
– Enclosure A

Delegation(s) –

Reports –

Belington Elementary School LSIC Report
Monthly Attendance/Enrollment Report - Enclosure B
Facilities Report
Personnel Presentation

Superintendent's Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure C
2. Recommendation: Approve payment of bills for the period of December 3, 2010 through December 15, 2010 at a total expenditure of \$311,268.15. - Enclosure D

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3. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$40,000.00. – (Refer to Enclosure D)
4. Recommendation: Authorize the December 21, 2010 payroll and federal withholdings not to exceed the amount of \$1,100,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure D)
5. Recommendation: Approve the final total of the December 15, 2010 payroll check and federal withholdings in the amount of \$570,065.65. – Enclosure E
6. Recommendation: Approve final total of utility bills in the amount of \$16,211.12. – Enclosure F
7. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure G

Belington Middle School on December 30-31, 2010 – requested by Gerald Furby/Jim Steel for Boy Scout Lock-in
Philip Barbour High School on January 29, 2011 – requested by Danny Wagner for Youth Rally/Church Group Activity
Philippi Elementary School on February 4-5, 2011 – requested by Adam Carpenter for Cub Scout Pine Car Derby; on December 12, 2010 – requested by Joyce Cross for Church Christmas Party

Curriculum & Instruction –

8. Recommendation: Approve the CSOs for the following elective courses: - Enclosure H

Belington Middle School: Yearbook and Lifetime Fitness
Kasson Middle School: Game Design, Yearbook and Lifetime Fitness
Philip Barbour High School: Contemporary World Issues, Astronomy, Advanced Musical Studies, Guitar, Psychology, Creative Writing, Novel, Keys to Intervention, Wilson Reading, Weight Lifting, Percussion Pedagogy, and Forensics.

Facilities –

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

Belington Middle School (Boy's Locker Room) – repaint the locker room, replace ceiling tiles, replace stall panels and install lock on door.
Kasson Elem/Middle School (Main Lobby) – install sign

10. Recommendation: Award snow removal bids. – Enclosure J

Marty Waybright, Philip Barbour High School
Marty Waybright, Bus Garage

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Food Service –

11. Recommendation: Approve the Child Nutrition program to write off the names and make adjustments/credits of students with outstanding lunch bills that should have been free or later changed to free. – Enclosure K

Policies –

Student Support –

Transportation –

12. Recommendation: Approve transportation travel requests. – Enclosure L

Travel –

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure M

Vocational –

Personnel –

14. Recommendation: Appoint Jack Reger as Interim Treasurer until January 24, 2011.
15. Recommendation: Employ the following personnel for the 2010/2011 school year. **Employment is contingent upon certification and clearance of criminal conviction as defined in WV Codes §18-5-15c(d) and §15-2-24(d).** – Enclosure N

Sharon Nuzum, Long Term Substitute Itinerant Multi-Categorical Instructor, home based at Philippi Elementary School (position will terminate at the end of the 2010/2011 school year or when permanent position is filled)

Matthew Kittle, Bus Operator, Route 18 effective January 3, 2011

Christopher White, Long Term Substitute Social Studies Instructor at Philip Barbour High School (position will terminate at the end of the 2010/2011 school year)

16. Recommendation: Employ the following personnel for the 2010/2011 school year. – Enclosure O

Extra Curricular Assignments

Lana Jill Weese, CNA Instructor (minimum of 120 clock hours and up to 225 clock hours) beginning January 2011

Linda Haller, LPN/Aide for After School Tutoring Program at Philippi Middle School beginning January 3, 2011 as student enrollment warrants

17. Recommendation: Accept resignation of Melissa Mitchell as a Substitute Cook, effective December 15, 2010. – Enclosure P

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18. Recommendation: Accept resignation of Adreanne Long as a Substitute Secretary, effective December 7, 2010. – Enclosure Q
19. Recommendation: Accept resignation of Lisa Boylen as a Substitute Aide, effective December 15, 2010. – Enclosure R

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Items For Discussion, Consideration and/or Possible Action -

1. School News Letters – Enclosure S
2. Other

Adjournment