

**BARBOUR COUNTY SCHOOLS  
PHILIPPI WV 26416**

**MEMORANDUM -**

**TO: BOARD MEMBERS**

David Everson  
Joanne McConnell  
Eric Ruf  
Dana Stemple  
Reggie Trefethen, Jr.

**FROM: JOE SUPER, SUPERINTENDENT**

**DATE: December 16, 2014**

**RE: BOARD MEETING AGENDA**

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, December 22, 2014**, at the **Board of Education Office, 105 South Railroad Street, Philippi, WV 26416.**

**Call to Order**

**Pledge to Flag**

**Invocation**

Philip Barbour High School Complex LSIC presentation

**Recognition (s) –**

**Minutes -**

Approve minutes of November 10, 2014, November 17, 2014 and December 8, 2014 meetings. –  
Enclosure A

**Delegation(s) –**

Dr. Howard O’Cull/WV School Board Association  
Andy Cocina/Wendel Energy regarding Comprehensive Energy Study

**Reports –**

Financial Report for Month Ended: November 30, 2014 – Enclosure B  
Monthly Attendance – Enrollment Report for Month Ending: December 4, 2014 – Enclosure C  
Facilities Report

**AGENDA**  
**December 22, 2014**

**Superintendents Recommendations –**

**Attendance –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for In-county out-of-zone attendance for school year 2014-2015 contingent upon compliance with pupil-teacher ratio. – Enclosure D

**Business & Finance –**

2. Recommendation: Approve budget adjustments. – Enclosure E
3. Recommendation: Approve payment of bills for the period of December 2, 2014 through December 15, 2014 at a total expenditure of \$370,484.03. – Enclosure F
4. Recommendation: Authorize the December 28, 2014 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 and copier bills due before next board meeting not to exceed \$150,000.00. (Refer to Enclosure F)
6. Recommendation: Approve final total of utility bills in the amount of \$23,331.11. – Enclosure G
7. Recommendation: Approve the final total of the December 15, 2014 payroll check and federal withholdings in the amount of \$333,110.63. – Enclosure H
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I

Belington Elementary School (Office) – projected revenue - \$400.00

Junior Elementary School (Staff) – projected revenue - \$100.00

Philip Barbour High School (Boys Basketball) – projected revenue - \$1,000.00, \$1,000.00;  
(Class of 2016) - \$3,000.00, \$3,000.00; (Key Club) - \$500.00; (Theatre) - \$100.00

**Curriculum & Instruction –**

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

Philip Barbour High School (FFA) – to Morgantown on January 2, 2015

## **AGENDA**

**December 22, 2014**

10. Recommendation: Approve the following changes to the 2014/2015 School Calendar. – Enclosure K

WV Code §18-5-45 stipulates that school systems have 180 full days of instruction for students and gives each board of education the ability to reschedule a lost instructional day on any available noninstructional day that is not a legal holiday.

Given the stipulations of WV Code, above, it is recommended that January 2, 2015 be converted from a noninstructional day to an instructional day to help ensure that the school system achieves 180 days of instruction.

### **Facilities & Maintenance –**

11. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure L

Junior Elementary School on various dates – requested by Cindy Wilmoth for EIPA Written Tests; on December 12, 2014 – requested by Junior Elementary School PTA for Movie Night

Mount Vernon Elementary School on December 7, 2014 – requested by Randy Montgomery for Dinner

Philip Barbour High School on May 1, 2015 – requested by Marcus Johnson for NAYS Basketball Tournament; on various dates – requested by Sissy Collins for Volleyball practice

12. Recommendation: Approve Comprehensive Energy Study Agreement with Wendel Energy Services, LLC. – Enclosure M

### **Food Service –**

### **Policies –**

### **Student Support –**

### **Transportation –**

13. Recommendation: Approve transportation travel requests. – Enclosure N

### **Travel –**

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

### **Vocational –**

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**Personnel –**

15. Recommendation: Accept resignation/retirement of H. Moke Post as a 5<sup>th</sup> Grade Teacher at Belington Middle School effective June 30, 2015. – Enclosure P
16. Recommendation: Approve leave of absence for Angela Hodge (maternity leave) beginning January 2, 2015 through approximately March 23, 2015. – Enclosure Q
17. Recommendation: Approve leave of absence for Julie Ware (medical leave) beginning December 1, 2014 through February 1, 2015. – Enclosure R
18. Recommendation: Accept resignation of Joshua Ashby as an assistant baseball coach at Philip Barbour High School effective December 9, 2014. – Enclosure S
19. Recommendation: Accept resignation of Sarah Harris as an assistant volleyball coach at Philip Barbour High School effective December 4, 2014. – Enclosure T
20. Recommendation: Accept resignation of Lauren Celender as a Itinerant Multi-Categorical instructor with Autism home based at Junior Elementary School effective December 9, 2014. – Enclosure U
21. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for a Teacher in Residence Program. – Enclosure V
22. Recommendation: Employ the following personnel for the 2014-2015 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

Toby Poling	Substitute Teacher
Kerrie Snyder	Substitute Teacher
_____	Substitute Secretary
_____	Substitute Secretary
_____	Substitute Switchboard Operator/Receptionist

23. Recommendation: Employ the following personnel for the 2014-2015 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 X

Tammy White	PE/Health Instructor	KEMS
	Will begin Assignment beginning 2015/16	
	Due to WV 18a-4-7a	
_____	Elementary Instructor	BES
Suetta Durst	Half Time Cook	PES

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24. Recommendation: Employ the following personnel for the 2014-2015 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 Y

Extra Curricular Assignments

_____	Head Girls Track Coach	PBHS
_____	Volunteer Assistant Boys Basketball Coach	PMS
_____	Volunteer Assistant Boys Basketball Coach	PBHS

3-5 Academic Tutors for After School Tutoring at JES beginning January 25 and lasting approximately 5 weeks as grant funds exist

_____	Tutor
_____	Tutor
_____	Tutor
_____	Tutor
_____	Tutor

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

1. Resignation of James Sprouse as Energy Manager effective June 30, 2015 – Enclosure Z
2. School Newsletters – Enclosure AA
3. Other

Next board meeting:

January 12, 2015 meeting at 6:00 p.m. at Board of Education Office (Regular Session)

**Adjournment**