

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, February 14, 2022, at the Board of Education Office, 45 School Street, Philippi, WV 26416.

David Everson, Adam Starks, Joanne McConnell, Jared Nestor, and Ron Phillips, Members, and Jeffrey Woofter, Secretary, were present. Also in attendance were: Judy Larry, Annette Hughart, Julie Bibey, David Neff, Connie Mundy, Michelle Fleming, Kira Randolph, Heather Wilmoth, Kelly Hawkins, Will Gregory, Dean Herrod, Derick A. Spencer, Angie Nuzum and Michelle Denison.

Mrs. McConnell called the meeting to order at 6:00 p.m.

Mrs. McConnell led the pledge to the flag.

Invocation by Mrs. McConnell

A hearing was conducted regarding the 2022/2023 School Calendar

A motion was made by Mr. Everson to approve the minutes of the January 24, 2022, meeting. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

The following delegations addressed the board:

Judy Buckner Larry/Philippi Public Library – regarding funding
Angie Nuzum – regarding masks
Dean Herrod – regarding masks

Superintendents Recommendations –

1. Recommendation: The wearing of face masks will be optional effective February 28, 2022.
2. Recommendation: Approve payment of bills for the period of January 19, 2022, through February 8, 2022, at a total expenditure of \$276,702.52.
3. Recommendation: Authorize February 15, 2022, payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law.
4. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$50,000.00.
5. Recommendation: Approve the final total of January 28, 2022, payroll check, and federal withholdings in the amount of \$501,047.68.
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$49,060.11.
7. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
 - Belington Elementary School (Blue & Gray 5K) – projected revenue - \$1,000.00; (PTA) - \$250.00
 - Belington Middle School (6th Grade) – projected revenue - \$1,000.00, \$500.00; (8th Grade) - \$300.00
 - Kasson Elementary/Middle School (Front Office) – projected revenue - \$500.00; (Office) - \$500.00
 - Philip Barbour High School (Baseball) – projected revenue - \$500.00, \$500.00, \$300.00, \$1,000.00, \$800.00; (Boys Basketball) - \$1,500.00; (PB Admin) - \$5,000.00; (Library) - \$1,000.00; (Suckers) - \$400.00
 - Philippi Elementary School (PTO) – projected revenue - \$2,000.00
 - Philippi Middle School (PTO) – projected revenue - \$1,000.00; (School) - \$1,500.00
8. Recommendation: Approve agreement with World Vision for After School Snack for the 2021/2022 School year.
9. Recommendation: Approve District by Design Agreement for Capturing Kids' Hearts.
10. Recommendation: Approve agreement with Educational Testing Service for delivery of high school equivalency examination.

11. Recommendation: Approve/Confirm curricular trips.

Junior Elementary School (PreK & Kindergarten) – to Morgantown on March 14, 2022
 Kasson Elementary/Middle School (School) – to White Hall on March 17, 2022
 Philip Barbour High School (FFA) – to South Harrison High School on February 26, 2022;
 (AP Government Students) – to Charleston, West Virginia on February 11, 2022;
 (ProStart) – to Greenbrier Resort on February 26-28, 2022
 Philippi Middle School (8th Grade) – to Fred Eberle on February 17, 2022

12. Recommendation: Approve/Confirm the use of buildings and/or grounds.

Philip Barbour High School on Various dates – requested by Jonathon Carpenter for Flex Baseball Practices; on Various dates – requested by Jamie & Rochelle Carpenter for Barbour Elite Volleyball Practices; on March 12, 2022 and March 26, 2022 – requested by John Hawkins for Leer Mining Annual Training
 Philippi Middle School on March 19, 2022 – requested by Teresa Williamson for Bingo

13. Recommendation: Approve/Confirm requests for professional leave.

14. Recommendation: Accept the resignation of Trista Dalton as a High School Math Support Teacher at Philip Barbour High School effective January 3, 2022.

15. Recommendation; Approve leave of absence for Morgan Stuart a professional employee at Philippi Elementary School beginning approximately May 15, 2022, through approximately August 8, 2022.

16. Recommendation: Approve Memorandum of Understanding with Western Governors University for student teachers.

17. Recommendation: Employ the following personnel for the 2021/2022 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)**

Regular Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
	PBHS, Itinerant	Job 3620: 2022Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 3621: Visually Impaired/Multi-Categorical Instructor
	PES, Itinerant	Job 3622: PreK/Prek Special Needs Instructor (half-time)
	PMS, Itinerant	Job 3623: Gifted/Multi-Categorical Instructor (half-time)
	PES, Itinerant	Job 3624: Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PMS	Job 3625: Mathematics Instructor
	PES, itinerant	Job 3626: Multi-Categorical w/Autism Instructor
	PBHS	Job 3627: Language Arts Instructor
	KEMS, itinerant	Job 3628: Hearing Impaired/Multi-Categorical Instructor
	PMS, Itinerant	Job 3629: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	BES	Job 3639: Elementary Education Instructor
	PES	Job 3646: Title I Reading/Math Instructor
	BMS	Job 3648: Language Arts Instructor
Julie Bibey	County	Job 3649: Director of Student Services

Substitute Employee Assignments 2021-22		
Name of Person	Location	Job ID: Position
Latosha Dumire	County	Job 3630: Substitute Aide(s)
	County	Job 3631: Substitute Custodian(s)
	County	Job 3632: Substitute LPN/Aide(s)
	County	Job 3633: Substitute School Nurse RN(s)
Joyce Barbe	County	Job 3634: Substitute Secretary(s)
	County	Job 3635: Substitute Cook(s)
	County	Job 3636: Substitute Bus Operator(s)
	County	Job 3637: Substitute Teacher(s)
Casey Puffenbarger	BMS	Job 3650: Long Term Substitute Language Arts Instructor
Ryan Freeman	PBHS	Job 3651: Long Term Substitute Social Studies Instructor

Extra-Curricular Employee Assignments 2021-22		
Amanda McDaniel	PBHS	Job 3638: Volunteer Assistant Softball Coach
Allyson Green	PES	Job 3652: (1) After School Title I Kindergarten Tutor (Extra-Curricular)

18. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.
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19. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
- Philip Barbour High School (Student Council) – projected revenue - \$1,000.00
20. Recommendation: Approve/Confirm curricular trips.
- All Schools (All-County Music Festival) – to Philip Barbour High School on March 14, 2022
21. Recommendation: Approve/Confirm the use of buildings and/or grounds.
- Philip Barbour High School on March 14, 2022 – requested by Tonya Baker for All-County Music Festival
22. Recommendation: Extend FMLA leave request for Tina Anglin a service employee at Belington Elementary School, through May 1, 2022.

A motion was made by Mr. Starks to approve agenda item 1 as recommended. The motion was seconded by Mr. Nestor. After discussion, the motion passed three (3) to two (2) with Mrs. McConnell and Mr. Starks voting nay.

A motion was made by Mr. Everson to approve agenda items 2-13 and items 19-21 as recommended. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

Mr. Phillips made a motion to adjourn into executive session at 7:21 p.m. to discuss personnel issues. The motion was seconded by Mr. Starks and passed five (5) to zero (0).

The board returned to open session at 7:51 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Everson to approve agenda items 14-18 and item 22 as recommended. The motion was seconded by Mr. Phillips. After discussion, the motion passed five (5) to zero (0).

The board acted upon or discussed the following items:

1. Ratify Superintendent's Contract

THIS CONTRACT OF EMPLOYMENT is made and entered into this 24th day of January 2022 by and between the **Board of Education of the County of Barbour**, State of West Virginia (hereinafter called the Board), and **Jeffrey P. Woofter**, of 99 Allegheny Lane, Philippi, West Virginia (hereinafter called the Superintendent). The Board approved the employment of said Superintendent at its lawful meeting held January 24, 2022, and made such action a part of its minute record.

This contract is for a four-year term commencing the first day of July 2022 ending June 30, 2026, and is subject to the following mutually agreed upon terms and conditions:

1. In consideration of an annual salary of \$122,000.00 to be paid on a monthly basis, said Superintendent agrees to serve as Secretary of the Board and to perform the duties of Superintendent of Schools as set out by the laws of the State of West Virginia and the policies, rules, and regulations of the West Virginia Board of Education and the Board of Education of said County.

2. This contract shall be subject to any and all existing state laws, West Virginia Board of Education policies, County Board of Education policies, and such laws, policies, rules, and regulations as may hereinafter be enacted or adopted.

3. In the event of an intervention into the operation of a county school system by the West Virginia Board of Education pursuant to WV Code § 18-2E-5, the State Superintendent may declare the office of County Superintendent vacant, thereby voiding any existing employment contract between the County Board and the County Superintendent.

4. The Board shall provide the Superintendent with all reasonable and necessary travel expenses actually incurred in the performance of official duties during employment under this contract. This includes mileage reimbursement for all work related travel using his personal vehicle

5. The Superintendent shall attend appropriate professional meetings at the local, state, and national level, the necessary expenses of said attendance to be incurred by the Board as a part of the Superintendent's travel expense allocation.

6. The board shall provide for the payment of dues for membership in professional trade associations at the State and National level and the cost for subscriptions to professional trade magazines or newsletters.

7. The Superintendent, by agreement with the Board, may undertake consultative work, speaking engagements, writing, lecturing, and other professional duties and obligations.

8. The Superintendent shall receive annually twenty vacation days exclusive of legal holidays, and shall be entitled to one-and-one-half days per month personal leave for illness and other causes as provided by state law and Board policy. At the conclusion of each fiscal year, any unused vacation days may be either converted to personal leave days or exchanged for compensation at the Superintendent daily rate based on the salary outlined in condition 1. The choice of how to convert unused vacation days will be at the sole discretion of the Superintendent.

9. The Board shall provide the following additional benefits, subject to limitations of the School Laws of West Virginia:

The Superintendent shall receive all benefits that are available to regular full-time employees of the Barbour County Board of Education, upon the same terms as such benefits are available to such employees, including: health insurance, life insurance, dental insurance, and participation in the Barbour County teachers retirement plan, and participation in the West Virginia State Teachers Retirement Plan.

10. This contract may be terminated by the Board at any time for just cause pursuant to the West Virginia Code § 18-4-3 or by mutual consent of the parties.

WITNESS the following signatures:

Jeffrey P. Woofter, Superintendent

Date

Joanne McConnell, President

Date

A motion was made by Mr. Starks to ratify the Superintendent's contract. The motion was seconded by Mr. Nestor. After discussion, the motion passed five (5) to zero (0).

2. Other

Next board meetings:

February 28, 2022, at 6:00 p.m. at Board of Education Office (Regular Session)

The meeting adjourned at 8:07 p.m.

President

Secretary