

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, March 9, 2020, at the Philippi Elementary School, 547 Cherry Hill Road, Philippi, WV 26416.

David Everson, Eric Ruf, Joanne McConnell, and Ron Phillips, Members, and Jeffrey Woofter, Secretary, were present. Adam Starks, Member, was absent. Also in attendance were: James Poling, Rebecca Shumway, Robin McGill, Robert McGill, Gracie Bowen, Heather Bowen, Leo Roe, and Julie Bibey.

Mr. Ruf called the meeting to order at 6:00 p.m.

Mr. Everson led the pledge to the flag.

Invocation by Mr. Everson

The board recognized the following:

Gracie Bowen, Amber McGill and Beth Shumway for winning awards at the WV Student Art Show.

Philippi Elementary School – presentation

A motion was made by Mrs. McConnell to approve the minutes of the February 24, 2020 meeting. The motion was seconded by Mr. Everson. After discussion, the motion passed four (4) to zero (0).

Superintendents Recommendations –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2019/2020 contingent upon compliance with pupil-teacher ratio.
2. Recommendation: Approve payment of bills for the period of February 19, 2020, through March 3 2020, at a total expenditure of \$244,973.49.
3. Recommendation: Authorize March 13, 2020, 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 utility/copier bills in the amount of \$9,367.51.
6. Recommendation: Approve the final total of February 28, 2020, payroll check and federal withholdings in the amount of \$499,711.56.
7. Recommendation: Approve the Annual Memorandum of Agreement with the West Virginia University Cooperative Extension Service in the amount of \$18,000.00 for FY '21.
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
 - Kasson Elementary/Middle School (Youth & Government) – projected revenue - \$150.00;
(Kasson School Garden) - \$300.00
 - Philip Barbour High School (FBLA) – projected revenue - \$500.00; (Softball) - \$100.00,
\$50.00; (Baseball) - \$400.00, \$400.00, \$200.00, \$150.00; (ProStart/The Barbour
Grill) - \$500.00, \$1,000.00
 - Philippi Elementary School (Media) – projected revenue - \$500.00
 - Philippi Middle School (School) – projected revenue - \$500.00; (Band & Choir) - \$500.00;
(Band) - \$1,800.00
9. Recommendation: Approve proposed levy rates for FY '21 for submission to the State Auditor's Office and the WV Department of Education.

**SCHEDULE OF PROPOSED LEVY RATES
BARBOUR COUNTY BOARD OF EDUCATION
For the Fiscal Year Ended June 30, 2021**

The following is a true copy from the record of orders entered by BARBOUR COUNTY BOARD OF EDUCATION on the 9th day of March 2020:

	Column E	Current Expense Levy	
	Certificate of Valuation Assessed Value for Tax Purposes	Levy Rate/\$100	Taxes Levied
Class I			
Personal Property	\$0.00	19.40	\$ -
Public Utilities	-		-
Total Class I	-		-
Class II			
Real Estate	\$292,320,910	38.80	1,134,205
Personal Property	3,928,701		15,243
Total Class II	296,249,611		1,149,448
Class III			
Real Estate	\$120,158,490	77.60	932,430
Personal Property	157,373,834		1,221,221
Public Utilities	39,959,694		310,087
Total Class III	317,492,018		2,463,738
Class IV			
Real Estate	\$46,987,670	77.60	364,624
Personal Property	22,077,820		171,324
Public Utilities	11,416,621		88,593
Total Class IV	80,482,111		624,541
Total Assessed Valuation and Projected Gross Tax Collections	\$ 694,223,740		\$ 4,237,727
Less Allowance for Uncollectibles, Exonerations and Delinquencies		5.00%	(211,886)
Less Allowance for Tax Discounts		2.00%	(80,517)
Less Allowance for Tax Increment Financing - see worksheet (Subtracted from regular current expense tax levy only)			-
Net Projected Tax Collections, before allowance for Assessor's Valuation Fund			3,945,324
Less - Allowance for Assessor's Valuation Fund (Subtracted from regular current expense tax levy only)		2.00%	(78,906)
Projected Net Taxes to be Collected			\$ 3,866,418

Note: Copies of all approved excess and/or bond levy orders and certified copies of the canvass of votes must be on file with the State Auditor's Office and the State Department of Education before excess or bond levy rates can be approved.

SIGNED THIS 9th DAY OF MARCH, 2020, BY
Jeffrey Woofert, SECRETARY OF THE BOARD OF

Signature

(Revised 3-10-15)

10. Recommendation: Adopt Calendar for the 2020/2021 school year.

SCHOOL CALENDAR - 2020-2021 School Year PROPOSED																																										
For <u>Barbour</u> County Schools																																										
WEIS: <u>2</u>																																										
Month	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Instructional Days	Compensated Not Taught Days	Total Employment Days				
First			PM	PM	PM	P	18	19	20	21	24	25	26	27	28	31	1	2	3	4	OS	H	7	8														14	6	20		
Second			9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	1	2	O	E	5	6														20	0	20		
Third			7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	O	2	3	4															19	1	20	
Fourth			5	6	9	10	11	H	12	13	16	17	18	19	20	O	O	23	24	O	H	O	1	2	3	4	7	8										18	2	20		
Fifth						9	10	11	14	15	16	17	18	19	20	23	24	25	28	29	O	H	O	O	O	H	4	5	6	7	8	11	12				18	2	20			
Sixth						13	14	15	H	18	19	20	21	22	25	26	27	28	29	1	2	3	4	5	8	9												19	1	20		
Seventh						10	11	12	15	16	17	18	19	22	23	24	25	26	1	2	3	4	5	8	9													20	0	20		
Eighth						10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31	1	2	3	4	5	6	7	8										17	3	20	
Ninth						OS	9	12	13	14	15	16	19	20	21	22	23	26	27	28	FS	28	29	30	3	4	5	6											19	1	20	
Tenth						7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	H	31	1	2	3														16	4	20
First and Last Dates						Faculty Senate Meetings						School Holidays Within Instructional Term (West Virginia Code §18A-5-2)						Noninstructional Days - Recap						Totals	180	20	200															
08/12/20 First day employment term						08/17/20 1st meeting 0 Days						September 7, Labor Day						PL 5 Professional Learning Day- 2 Hour Early Release						Out-of-Calendar (Non-paid) Days																		
08/18/20 First day instructional term						10/14/20 2nd Meeting 0 Days						November 3, General Election Day						P 2 Preparation for Opening/Closing Schools						0 12 Out of Calendar Days																		
10/06/20 Last day of second month						12/23/20 3rd Meeting 0 Days						November 11, Veteran's Day						TP 1 Teacher-Pupil-Parent Conference																								
12/23/20 Last day first semester						02/17/21 4th Meeting 0 Days						November 26, Thanksgiving Day						OS 6 Outside School Environment																								
05/27/21 Last day instructional term						04/28/21 5th Meeting						December 25, Christmas Day						SE 0 Special or Bond Levy Election																								
06/02/21 Last day employment term												January 1, New Years Day						E 1 Primary/General Election																								
												January 18, Martin Luther King Jr.'s Birthday						H 7 Holidays																								
												May 31, Memorial Day						PM 3 Professional Meeting																								
																		MU 0 Make-up Day																								
																		FS 5 Faculty Senate																								
																		S 0 Snow Day																								
																		20 Total Noninstructional Days																								
Dates of Graduation																																										
School	Philip Barbour HS	Graduation date	5/21/2021	School		Graduation date		School		Graduation date		School		Graduation date		School		Graduation date		School		Graduation date		School		Graduation date		School		Graduation date		School		Graduation date		School		Graduation date				
		Date	Name of County Superintendent																																							

11. Recommendation: Approve educational leave request for a student at Philippi Elementary School.
12. Recommendation: Approve educational leave request for a student at Philippi Elementary School.
13. Recommendation: Approve/Confirm curricular trips.
 - Belington Elementary School (Kindergarten) – to Pittsburgh on May 8, 2020; (3rd Grade) – to Belington Public Library on March 19, 2020; (Special Needs) – to Elkins on May 8, 2020; (Honor Roll) – to Morgantown on May 21, 2020; (1st Grade) – to Smoke Hole Caverns on May 7, 2020
 - Belington Middle School (8th Grade) – to Fred Eberle on March 31, 2020
 - Junior Elementary School (PreK-4) – to Morgantown on May 18, 2020; (Kindergarten/First Grade) – to Smoke Hole Caverns on May 8, 2020; (Robotics Team) – to Fairmont on March 8, 2020
 - Philip Barbour High School (Student Council) – to Marietta, Ohio on March 31, 2020
14. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University regarding the use of County facilities.
15. Recommendation: Approve building/ground modifications.
 - Belington Middle School (Room 12) – remove wall fixtures and repaint walls
 - Kasson Elementary/Middle School (Office) – hang letter board
16. Recommendation: Approve/Confirm the use of buildings and/or grounds.
 - Kasson Elementary/Middle School on April 5, 2020 – requested by Twila Matlick for Dinner
 - Philip Barbour High School on March 20, 2020 – requested by Christina Waybright for PB Idol Competition
17. Recommendation: Approve/Confirm requests for professional leave.
18. Recommendation: Accept the resignation/retirement of Kimberly Fetter as a Special Needs teacher at Belington Elementary School effective at the end of the 2019-2020 school year.
19. Recommendation: Accept the resignation of Tracey Chenoweth as an English Language Arts teacher at Philippi Middle School effective at the end of the 2019-2020 school year.
20. Recommendation: Accept the resignation of Kimberly Burnett as a Volunteer Assistant Swim Coach at Philip Barbour High School effective February 24, 2020.

21. Recommendation: Accept the resignation of Joan Sturm as a substitute teacher effective February 26, 2020.
22. Recommendation: Ratify the paid suspension of Vernon Woods a service employee assigned to the Bus Garage.
23. Recommendation: Ratify the unpaid suspension of Travis Delauder a service employee assigned to Philippi Middle School.
24. Recommendation: Terminate the employment of Travis Delauder a service employee assigned to Philippi Middle School due to willful neglect of duty and insubordination.
25. Recommendation: Employ the following personnel for the 2019/2020 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 2019-20		
Name of Person	Location	Job ID: Position
	PMS	Job 2625: Science Instructor
	PBHS, Itinerant	Job 2641: Physical Education/Health/Parenting Instructor
	PMS, Itinerant	Job 2628: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
	PES, Itinerant	Job 2626: Long Term Substitute Multi-Categorical/Severely Profoundly Impaired Instructor w/Autism
	PES, Itinerant	Job 2627: Long Term Substitute Multi-Categorical w/Autism Instructor
	County	Job 2630: Substitute Bus Operator(s)
	PBHS	Job 2634: Long Term Substitute Mathematics /Project Lead the Way/Option Pathway Instructor

26. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.
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27. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
 - Belington Middle School (5th Grade) – projected revenue - \$300.00
 - Philip Barbour High School (Boys Basketball) – projected revenue - \$500.00
 - Philippi Elementary School (2nd Grade) – projected revenue - \$500.00
 28. Recommendation: Approve an increase in funding for the Belington Public Library and Philippi Library in the amount of \$500.00 starting with fiscal year 20/21.
 29. Recommendation: Approve/Confirm the use of buildings and/or grounds.
 - Philip Barbour High School on March 23, 2020 – requested by Jody Carpenter/Sabrina Beal for 4-H Visual Presentation Contest
 30. Recommendation: Accept the resignation of Vernon Woods as a bus operator effective March 5, 2020.
 31. Recommendation: Approve the following list of new positions to be created for the 2020-2021 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations.

Position	Location	Funding Source	FTE
3 rd Grade	KEMS	County	1
2 nd Grade	PES	County	1

A motion was made by Mr. Phillips to approve agenda items 1-31 as recommended. The motion was seconded by Mr. Everson. After discussion, the motion passed four (4) to zero (0).

The board acted upon or discussed the following items:

1. Other

Next board meetings:

- March 23, 2020, at 6:00 p.m. at Board of Education Office (Regular Session)
- April 2, 2020, at 6:00 p.m. at Board of Education Office (Special Session)
- April 14, 2020, at 6:00 p.m. at Board of Education Office (Regular Session)

The meeting recessed at 6:52 p.m.

The Barbour County Board of Education reconvened the recessed meeting of March 9, 2020 Board meeting session at 6:00 p.m. on Tuesday, April 21, 2020 via Zoom.

Ron Phillips, Adam Starks, Joanne McConnell, Eric Ruf, Members, and Jeff Woofter, Secretary, were present. Also in attendance were: Brian Moats.

Mr. Ruf called the reconvened March 9, 2020 meeting to order at 6:00 p.m.

A motion was made by Mrs. McConnell to approve the Levy Order and Rates Sheet for Fiscal Year Ending June 30, 2020. The motion was seconded by Mr. Everson. After discussion the motion passed five (5) to zero (0).

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SIGNED THIS 9th DAY OF MARCH, 2020, BY
Jeffrey Woofter, SECRETARY OF THE BOARD OF

Signature

(Revised 3-10-15)

The meeting adjourned at 6:15 p.m.

President

Secretary