

**Minutes**

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, March 11, 2019 at the Board of Education Office, 45 School Street, Philippi, WV 26416.

Eric Ruf, Adam Starks, Joanne McConnell, Ron Phillips, David Everson, Members, and Jeffrey Woofter, Secretary, were present. Also in attendance were: Annette Hughart, Glenn Sweet, James Poling, Sherri Vazquen, Mike Smith, David Neff, Jeff Kittle, Tamela Smith and Maria Ilic.

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

Mrs. McConnell, led the pledge to flag.

Invocation by Mrs. McConnell

A motion was made by Mr. Everson to approve the minutes of the February 25, 2019 meeting. The motion was seconded by Mr. Starks. After discussion the motion passed five (5) to zero (0).

The following delegations addressed the board:

WV State Auditor John B. McCuskey regarding the county using wvcheckbook.gov  
Tamela Smith/Belington Public Library regarding funding

**Superintendents Recommendations –**

1. Recommendation: Approve payment of bills for the period of February 20, 2019 through March 5, 2019 at a total expenditure of \$274,964.92.
2. Recommendation: Authorize the March 15, 2019 payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law.
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00.
4. Recommendation: Approve the final total of the February 28, 2019 payroll check and federal withholdings in the amount of \$475,865.45.
5. Recommendation: Approve final total of utility/copier bills in the amount of \$25,058.71.
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours)

Belington Elementary School (Preschool) – projected revenue - \$200.00  
Junior Elementary School (Strawberry) – projected revenue - \$300.00  
Kasson Elem/Middle School (Band) – projected revenue - \$400.00  
Philip Barbour High School (Tennis) – projected revenue - \$300.00; (FFA) - \$300.00,  
\$500.00; (Volleyball) - \$500.00, \$750.00, \$1,500.00  
Philippi Elementary School (2<sup>nd</sup> Grade) – projected revenue - \$400.00  
Philippi Middle School (Office/SLT) – projected revenue - \$2,500.00; (SLT) - \$300.00

7. Recommendation: Approve proposed levy rates for FY '20 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, 2020**

The following is a true copy from the record of orders entered by BARBOUR COUNTY BOARD OF EDUCATION on the 11th day of March 2019:

	Column E Certificate of Valuation Assessed Value for Tax Purposes	Current Expense Levy	
		Levy Rate/\$100	Taxes Levied
<b>Class I</b>			
Personal Property	\$0.00	19.40	\$ -
Public Utilities	-		-
<b>Total Class I</b>	-		-
<b>Class II</b>			
Real Estate	\$286,097,070	38.80	1,110,057
Personal Property	3,893,640		15,107
<b>Total Class II</b>	289,990,710		1,125,164
<b>Class III</b>			
Real Estate	\$118,563,690	77.60	920,054
Personal Property	144,871,411		1,124,202
Public Utilities	38,496,701		298,734
<b>Total Class III</b>	301,931,802		2,342,990
<b>Class IV</b>			
Real Estate	\$46,372,980	77.60	359,854
Personal Property	20,243,557		157,090
Public Utilities	11,398,126		88,449
<b>Total Class IV</b>	78,014,663		605,393
<b>Total Assessed Valuation and Projected Gross Tax Collections</b>	<b>\$ 669,937,175</b>		<b>\$ 4,073,547</b>

Less Allowance for Uncollectibles, Exonerations and Delinquencies	5.00%	(203,677)
Less Allowance for Tax Discounts	2.00%	(77,397)
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		3,792,473
Less - Allowance for Assessor's Valuation Fund (Subtracted from regular current expense tax levy only)	2.00%	(75,849)
<b>Projected Net Taxes to be Collected</b>		<b>\$ 3,716,624</b>

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 11th DAY OF MARCH, 2019, BY  
Jeffrey Woofter, SECRETARY OF THE BOARD OF

\_\_\_\_\_  
Signature

(Revised 3-10-15)

8. Recommendation: Approve the following changes to the 2018/2019 School calendar.

<b>Date of Lost Instructional Day</b>	<b>Date to be Rescheduled as Instructional Day</b>
February 1, 2019	March 15, 2019 (previously an OS Day);
February 19, 2019	April 15, 2019 (previously an OS Day);
February 20, 2019	April 16, 2019 (previously an OS Day);
March 4, 2019	Snow Pack Day #1 (No Make-up Required).

9. Recommendation: Approve/Confirm curricular trips.

- Belington Elementary School (Kindergarten) – to Wheeling on May 14, 2019;  
(Preschool/Student Council) – to Morgantown on April 8, 2019; (3<sup>rd</sup> Grade) – to  
Carnegie Science Center on May 20, 2019
- Belington Middle School (Robotics Team) – to Fairmont on February 23, 2019; (Band) – to  
Kennywood on May 15, 2019
- Junior Elementary School (Preschool/Kindergarten) – to Hovatter's Zoo on May 16, 2019
- Philip Barbour High School (FFA) – to Jackson's Mill on April 12, 2019; (Prostart) – to  
Morgantown on March 4-5, 2019
- Philippi Middle School (8<sup>th</sup> Grade) – to Fred Eberle on April 2, 2019

10. Recommendation: Approve/Confirm use of buildings and/or grounds.
- Kasson Elem/Middle School on April 14, 2019 – requested by Twila Matlick for Family Dinner
- Philip Barbour High School on March 25, 2019 – requested by Beryl Curkendall for 4-H Visual Presentation/Public Speaking Contest; on Sundays in February to April – requested by Rochelle Carpenter and Sissy Collins for Club Volleyball Practice; on March 22, 2019 – requested by Toby Poling for Young Life Lock-in; on May 10, 2019 – requested by Toby Poling for Young Life Lock-in; on Tuesdays and Thursdays – requested by Jamie Carpenter for Off-season Basketball; March 1, 2019 through October 1, 2019 – requested by Randy Shriver for Off season conditioning program
- Philippi Middle School on Mondays, Wednesdays and Thursdays in March to May – requested by Amanda McDaniel for Strength & Conditioning; on April 15, 2019 – requested by Lisa Heinbaugh for School Lock In; on April 4, 2019 – requested by Lisa Heinbaugh for Bingo; on various dates in March – requested by Lisa Heinbaugh for Hunter’s Safety Course
11. Recommendation: Approve Comprehensive Educational Facilities Plan Amendment for Philippi Elementary School.
12. Recommendation: Approve MIP submittal for Philippi Elementary School.
13. Recommendation: Approve Omni Associates Architectural/Engineering professional to assist with the preparation of the digital Comprehensive Educational Facilities Plan.
14. Recommendation: Approve contract with Best Life Therapy to provide physical therapy services for the remainder of the 2018/2019 school year.
15. Recommendation: Approve/Confirm requests for professional leave.
16. Recommendation: Approve contract with Mountain State Educational Services Cooperative to provide TASC Examiner services for the 2018/2019 School year.
17. Recommendation: Accept resignation/retirement of Diana Bibey as Elementary Education Instructor Interventionist at Junior Elementary School effective at the end of the 2018/2019 school year.
18. Recommendation: Accept resignation/retirement of Twila Smith as a Social Studies Instructor at Philip Barbour High School effective June 30, 2019.
19. Recommendation: Accept resignation/retirement of James Stuart as a Custodian at Belington Middle School effective at the end of the 2018/2019 school year.
20. Recommendation: Accept resignation of Danielle Gray as an Itinerant Physical Education/Parenting Instructor effective at the end of the 2018/2019 school year.
21. Recommendation: Approve leave of absence (medical) for Sheila Wilson a service employee at Kasson Elementary Middle School beginning February 15, 2019 through April 30, 2019.
22. Recommendation: Approve leave of absence (maternity) for Violet Shaver a service employee at Kasson Elementary Middle School beginning February 27, 2019 for approximately 6 weeks.
23. Recommendation: Employ the following personnel for the 2018/2019 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 2018-19		
Name of Person	Location	Job ID: Position
	PBHS	Job 2214: Mathematics Instructor
	PMS, Itinerant	Job 2222: Visually Impaired/SLD Instructor
Danielle Vild	PBHS, Itinerant	Job 2194: School Nurse – RN(Half Time)

Substitute Employee Assignments 2018-19		
Name of Person	Location	Job ID: Position
	County	Job 2215: Substitute Cook(s)
Brent Bouscher	County	Job 2216: Substitute Custodian(s)
Laura Saporito	County	Job 2217: Substitute Teacher(s)
	County	Job 2218: Substitute Bus Operator(s)
	County	Job 2219: Substitute School Nurse RN(s)

	County	Job 2221: Substitute Secretary(s)
Jessica Summerfield	Kasson	Job 2237: Long Term Substitute Cafeteria Manager/Cook
Tracey Lantz	Kasson	Job 2238: Long Term Substitute Cook (half-time)

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Thomas Short	PBHS	Job 2236: Volunteer Assistant Baseball Coach

24. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.

April McCauley \_\_\_\_\_

A motion was made by Mr. Phillips to approve agenda items 1-24 as recommended. The motion was seconded by Mr. Starks. After discussion the motion passed five (5) to zero (0).

The board acted upon or discussed the following items:

1. Other

Next board meetings:

March 25, 2019 at 6:00 p.m. at Board of Education Office (Regular Session)

The meeting recessed at 7:21 p.m.

The Barbour County Board of Education reconvened the recessed meeting of March 11, 2019 Board meeting session at 6:00 p.m. on Tuesday, April 16, 2019 at the Board of Education Office, 45 School Street Philippi, WV 26416.

Ron Phillips, Adam Starks, Joanne McConnell, Eric Ruf, Members, and Jeff Woofter, Secretary, were present. Adam Starks, Member was absent. Also in attendance were: Annette Hughart, James Poling, Michael Ferguson, Connie Mundy, Jeff Kittle, Mary Beth Hovatter, Gene Hovatter and Ashley Workman.

Mr. Ruf called the reconvened March 11, 2019 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 four (4) to zero (0).

**LEVY ORDER AND RATE SHEET  
BARBOUR COUNTY BOARD OF EDUCATION  
For the Fiscal Year Ended June 30, 2020**

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SIGNED THIS 16th DAY OF APRIL 2019, BY  
Jeffrey Woofter, SECRETARY OF THE BOARD OF

\_\_\_\_\_  
Signature

(Revised 3-10-15)

The meeting adjourned at 6:02 p.m.

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President

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Secretary