

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, April 10, 2017 at the Board of Education Office, 45 School Street, Philippi, WV 26416.

Ron Phillips, Adam Starks, David Everson, Joanne McConnell, Members, and Jeffrey Woofler, Secretary, were present. Eric Ruf, Board Member, was absent. Also in attendance were: Annette Hughart, Sherman Wilkinson, Valarie Cross, Douglas Schiefelbein, Bayli Helmick, James Poling, Connie Mundy and Hannah Fincham.

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

Mr. Everson led the pledge to flag

Invocation by Mr. Everson

A motion was made by Mr. Phillips to approve the minutes of the March 27, 2017 meeting. The motion was seconded by Mr. Starks. After discussion the motion passed five (5) to zero (0).

The following delegations addressed the board

Hannah Fincham – regarding WVU Extension service funding

Sherman Wilkinson – regarding Bus overcrowding

Doug Schiefelbein – regarding Philip Barbour High School Hall of Fame

Superintendents Recommendations –

1. Recommendation: Approve payment of bills for the period of March 22, 2017 through April 4, 2017 at a total expenditure of \$163,595.30.
2. Recommendation: Authorize the April 15, 2017 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 March 28, 2017 payroll check and federal withholdings in the amount of \$530,920.60.
5. Recommendation: Approve final total of utility/copier bills in the amount of \$16,949.65.
6. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours)
 - Junior Elementary School (Kindergarten & PreK) – projected revenue - \$200.00
 - Kasson Elem/Middle School (Band) - \$200.00, \$250.00
 - Philip Barbour High School (Educators Rising) – projected revenue - \$50.00, \$200.00, \$200.00, \$200.00, \$200.00; (Volleyball) - \$200.00, \$250.00, \$500.00, \$500.00
 - Philippi Middle School (8th Grade) – projected revenue - \$2,500.00
7. Recommendation: Approve/Confirm curricular trips.
 - Belington Middle School (8th Grade) – to Pittsburgh on May 18, 2017
 - Junior Elementary School (4th Grade) – Belington Middle School on April 25, 2017
 - Kasson Elem/Middle School (Robotics Team) – to Barbour County Fairgrounds on September 1, 2017
 - Mount Vernon Elementary School (School) – to Morgantown on April 10, 2017
 - Philip Barbour High School (Educators Rising) – to Phoenix, Arizona on June 23-26, 2017; (Junior & Seniors) – to Fairmont on April 28, 2017
8. Recommendation: Adopt Calendar for the 2017/2018 school year.
9. Recommendation: Approve building/ground modifications.
 - Philippi Middle School (Band Room) – install ceiling mount projector
10. Recommendation: Approve/Confirm use of buildings and/or grounds.

Belington Middle School on August 5, 2017 – requested by Christine Hicks for Family Reunion; on Tuesdays – requested by Jamie Carpenter for Youth Basketball Practice; April 3, 2017 to June 1, 2017 – requested by Jared Nestor for Youth Baseball Tutoring/Practice; on June 3-8, 2017 – requested by Mary Beth Hovatter for Recoating Gym Floor

Junior Elementary School on May 5, 2017 – requested by Delores Bonnell & Christy Weese for Lularoe Sale

Kasson Elem/Middle School on April 8, 2017 – requested by Crystal Gray for Birthday party

Philip Barbour High School on April 11, 2017 – requested by Educators rising for School Carnival; on June 28, 2017 – requested by Heather Halfin for Summer Volleyball Tournament; on Thursdays – requested by Jamie Carpenter for Youth Basketball; on April 6, 2017 – requested by Rachel Propst for Documentary/Discussion

11. Recommendation: Review revised policy 9100, Parent Involvement for first reading.

1. GENERAL EXPECTATIONS

1.1 Barbour County Schools agrees to implement the following statutory requirements:

- 1.1.a. The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned, scheduled, and implemented with flexibility to provide meaningful consultation with parents of participating children.
- 1.1.b. Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- 1.1.c. The school district will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- 1.1.d. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- 1.1.e. If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- 1.1.f. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- 1.1.g. The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- A. *that parents play an integral role in assisting their child's learning;*
- B. *that parents are encouraged to be actively involved in their child's education at school;*
- C. *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- D. *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

2. DESCRIPTION OF HOW BARBOUR COUNTY SCHOOLS WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

- 2.1. BARBOUR COUNTY SCHOOLS will take the following actions to involve parents in the joint development of its district wide parental involvement plan under sections 1112 and 1114 of the ESEA:

Parents of participating children are included on the district's Five Year Plan Committee that is responsible for reviewing school performance and making plans to correct deficiencies.

- 2.2. BARBOUR COUNTY SCHOOLS will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents of participating children are included on the district's Five Year Plan Committee that is responsible for reviewing school performance and making plans to correct deficiencies.

- 2.3. BARBOUR COUNTY SCHOOLS will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

Our district will provide staff development for schools in programs designed to increase, enhance, and promote meaningful parental involvement in schools. Steps will be taken to monitor schools to ensure high levels of parent involvement. Each school will provide a detailed plan of parental involvement activities.

- 2.4. BARBOUR COUNTY SCHOOLS will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs such as: Head Start, Family Resource Network, Birth to Three, DHHR, and the Barbour County Parent Center by:

The Preschool Committee for the county consists of representatives from WVDE preschools, Head Start, DHHR, Title 1 teachers, community organizations and parents of participating children. This committee develops and implements a parent involvement plan to ensure high levels of parent involvement in the preschool program.

- 2.5. BARBOUR COUNTY SCHOOLS will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

The Title 1 Director will annually survey parents in each Title 1 school to assess the quality of the Title 1 program. The steering committee for each school will be notified of the results and modifications to the school's program will be made. The county's Five Year Plan Committee will also analyze the results of the survey to look for barriers to parent participation and to assess the quality of the LEA program.

- 2.6. BARBOUR COUNTY SCHOOLS will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The school district will, with the assistance of its Title I, Part A, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Part A,
- the curriculum and useful websites to access textbooks and resources,
- how to monitor their child's progress, and
- how to work with educators:

Each school will name the above bulleted items in their family-school compact and parent involvement plan. Each school will conduct a workshop designed for parents to inform them of the requirements of the content standards, achievement standards, academic measures, Title 1 requirements, how to work with teachers, and how to monitor their child's progress.

- B. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement and provide an opportunity to make suggestions, by:

Each school will hold a workshop for parents on how to support their children in developing their literacy skills, technology skills as well as their numeracy skills.

- C. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

Annually, the Title 1 Director will hold a workshop for all personnel in the county to educate them on how to reach out to, communicate with, and include parents as valuable partners in the educational process. The Title 1 Director will also monitor each school to ensure parent programs are being implemented.

- D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Barbour County Schools has established a Preschool Committee that includes Head Start, WVDE preschool programs, DHHR, and other community organizations. One of the purposes of this committee is to ensure effective parental involvement and parent education opportunities

- E. The school district will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

The LEP Coordinator for the county will be given any and all necessary documents related to school programs to be translated into the parent's native language.

3. ADOPTION

This District wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by BARBOUR COUNTY SCHOOLS' FIVE YEAR PLAN COMMITTEE.

This policy was adopted by BARBOUR COUNTY SCHOOLS on April 22, 2013 and will be in effect for the period of one year beginning July 1, 2013. The school district will distribute this policy to all parents of participating Title I, Part A children on or before September 1, 2013.

- 12. Recommendation: Approve transportation requests.

<u>Date</u>	<u>Destination</u>	<u>No. Buses</u>
Philip Barbour High School (Baseball)		
04/07/17	Berekley Springs	1
04/13/17	Preston High School	1
04/24/17	Lewis Co.	1
04/25/17	East Fairmont	1
05/02/17	Tucker	1
(Track)		
03/31/17	Elkins High	1
04/04/17	Grafton High	1
04/18/17	Grafton High	1
05/02/17	Grafton High	1
Philippi Middle School (Band)		

05/13/17	Kennywood	1
05/29/17	Grafton	1

13. Recommendation: Approve/Confirm requests for professional leave.
14. Recommendation: Accept resignation of Philip G. Cross as Chief Mechanic/Bus Operator effective April 14, 2017.
15. Recommendation: Accept resignation of Brandon Antion as Head Football Coach at Belington Middle School effective March 22, 2017.
16. Recommendation: Employ the following personnel for the 2016-2017 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 2016-2017		
Name of Person	Location	Position
	Bus Garage	Job 1453 Chief Mechanic/Bus Operator

Substitute Employee Assignments 2016-2017		
Name of Person	Location	Position
Mariah Jennings	County	Job 1431 Substitute Teacher
	County	Job 1412 Substitute Secretary
	Philippi Elementary	Job 1417 Long Term Substitute PreK/Prek Special Needs Teacher
Jessica Summerfield	County	Job 1419 Substitute Cook

Extra-Curricular Employee Assignments 2016-2017		
Name of Person	Location	Position
Cheryl Hawkins	Kasson	Job 1427 Special Education Designee (extra curricular)

17. Recommendation: Employ the following personnel for the 2017-2018 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 2017-18 (These positions start at the beginning of the 2017-18 school year.)		
Name of Person	Location	Position
	Itinerant/ PMS-BMS	Job 1438 Assistant Principal
	PES	Job 1439 Elementary Education Instructor
	PES	Job 1440 Elementary Education Instructor
	Itinerant/PMS Home base	Job 1441 Multi-categorical W/Autism Instructor
	PES	Job 1442 Title I Reading/Math instructor (half-time)
Diana Bibey	Junior Elementary	Job 1443 Elementary Education Instructor Interventionist
Mark Lamb	Itinerant County	Job 1444 Assistant Attendance Officer
	PES	Job 1445 Elementary Education Instructor
	Kasson	Job 1446 Math/Social Studies Instructor
	Kasson	Job 1447 Science Instructor
	Kasson	Job 1448 Physical Education/Health Instructor
	Itinerant/PBHS Home-based	Job 1449 Multi-cat w/Autism Instructor
	PES	Job 1450 Elementary Education Instructor
	PBHS	Job 1451 Art Instructor
	BES	Job 1452 Elementary Education Instructor

Extra-Curricular Employee Assignments 2017-2018		
Name of Person	Location	Position
George Collett	PBHS	Job 1424. Head Football Coach

18. Recommendation: Terminate the extra-curricular contracts of the following employees at the end of the 2016-2017 school year.

Employee	Position
Matt Edge	Itinerant Sanitation Plant Operator at Volga Century Elementary School and Mt. Vernon Elementary School

19. Recommendation: Eliminate the following extra-curricular positions at the end of the 2016-2017 school year.

Volga-Century Elem. School/Mt. Vernon Elem. School - Waste Water Sanitation Plant

20. Recommendation: Place the following service employees on the transfer for subsequent assignment list for the 2017-2018 school year.

21. Recommendation: Employ professional educators and auxiliary and service personnel and grant probationary contract status for school year 2017/2018. Teacher employment is contingent upon receipt and maintenance of valid certification.

Professional

Bouscher, Kayla
 Burge, Stephanie
 Butler, Samantha
 Celender, Lauren
 Cleavenger, Casey
 Dickenson, Rebecca
 Echard, Heather
 Eisenbrey, Eric
 Eriksen, Amanda
 Francis, Jennifer
 Hackett, Michael
 Hendershot, Lara
 Henthorne, Stephanie
 Levesque-Gosnell, Patricia
 Lindamood, Sara
 Linger, Nathan
 Lucchesi, Jessica
 Mayle, Boyd
 Mayle, Rachel
 McDermott, Holly
 Mitchell, Susan
 Otto, Pamela
 Poling, Edward
 Poling, Toby
 Propst, Rachel
 Ross, Shanda
 Sellers, Erin
 Streets, Darla
 Weyandt, Jennifer
 Workman, Ashley

Service

Auvil, Matthew
 Cross, Valarie
 Duckworth, Melyssa
 Kittle, Janet
 Newman, Timothy
 Park, Jason
 Taylor, Kenadee
 Woods, Vernon
 Zirkle, Melissa

22. Recommendation: Employ professional educators and auxiliary and service personnel and grant tenure (continuing contract status) for school year 2017/2018. Teacher employment is contingent upon receipt and maintenance of valid certification.

Professional

Carpenter, Jennifer
 Cooper, Tonya
 Crites, Jessica
 Fultineer, Sarah
 Golden, Samantha
 Haller, Amber

Service

Bolton, Misty
 Chitester, Evan
 Kittle, Thomas S
 Mouser, Camron
 Wilkinson, Sherman

Harris, Michelle
Hovatter, Mary Beth
Jones, Jonna
Keener, Ronald
Lockwood, Nancy
Parsons, Melissa
Prieto, Markita
Propst, Samuel
White, Tammy

The Superintendent pulled item 20 off the agenda.

A motion was made by Mr. Everson to approve agenda items 1-13 as recommended. The motion was seconded by Mr. Starks. After discussion the motion passed four (4) to zero (0).

Mr. Phillips made a motion to adjourn into executive session at 6:57 p.m. to discuss personnel issues. The motion was seconded by Mr. Starks and passed four (4) to zero (0).

The board returned to open session at 7:30 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Starks to approve agenda items 14-19 and items 21 and 22 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. FY16 Audited Financial Statements
2. Kasson Elem/Middle Schools Robotics Team Funding Request

A motion was made by Mr. Phillips to support the Kasson Schools Robotics Team Funding Request with up to \$900.00. The motion was seconded by Mr. Everson. After discussion the motion passed four (4) to zero (0).

3. School Newsletters
4. Other

Next board meetings:

- April 18, 2017 at 5:00 p.m. at Board of Education Office (reconvene March 13, 2017 meeting)
- April 18, 2017 at 5:30 p.m. at Board of Education Office (Special Session – Personnel Hearings)
- April 24, 2017 at 6:00 p.m. at Board of Education Office (Regular Session)

The meeting adjourned at 7:32 p.m.

President

Secretary