

**Philippi WV 26416**

**May 24, 2021**

**Minutes**

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, May 24, 2021, at the Board of Education Office, 45 School Street, Philippi, WV 26416, and via Zoom.

David Everson, Jared Nestor, Adam Starks, Joanne McConnell, and Ron Phillips, Members, and Jeffrey Woofert, Secretary, were present or via Zoom. Also in attendance and via Zoom were: Russ Collett, David Neff, Michelle Fleming, Annette Hughart, and Mike Ferguson.

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

Mr. Starks led the pledge to the flag.

Invocation by Mr. Starks

A motion was made by Mr. Everson to approve the minutes of the May 10, 2021, meeting. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

**Reports –**

Maintenance/Transportation Report  
April 2021 Financial Report

**Superintendents Recommendations –**

1. Recommendation: Approve FY2022 Budget.
2. Recommendation: Approve budget adjustments.

BUDGET JOURNAL ENTRY

LINE NO.	ACCOUNT / DESCRIPTION	DEBIT	CREDIT
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	MONTH - APRIL NUMBER - 04100 ENTRY DATE 4/06/21		
	61.40110 - TITLE II		
0001	61.40110.04511.009.000.0000.0000.00		.15
0002	61.40110.76191.911.000.0000.0000.00	.44	
0003	61.40110.11111.611.000.0000.0000.00		.29
0004	BUDGET SUPPLEMENT FY21 TITLE II GRANT;		
0005	SEE ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	.44	.44
	MONTH - APRIL NUMBER - 04101 ENTRY DATE 4/06/21		
	61.42110 - TITLE 4		
0001	61.42110.04511.009.000.0000.0000.00		.05
0002	61.42110.76191.911.000.0000.0000.00		.50
0003	61.42110.11111.611.000.0000.0000.00	.55	
0004	BUDGET SUPPLEMENT FOR FY21 TITLE 4 GRANT		
0005	SEE ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	.55	.55
	MONTH - APRIL NUMBER - 04102 ENTRY DATE 4/09/21		
	11.00000 - PEIA REALLOCATION		
0001	11.00000.03915.009.000.0000.0000.00		13,565.00
0002	11.00000.03918.009.000.0000.0000.00	10,651.00	
0003	11.00000.11111.211.000.0000.0000.00	2,914.00	
0004	BUDGET SUPPLEMENT FOR FY21 PEIA		
0005	REALLOCATION FROM THE WVDE; SEE		
0006	ATTACHMENTS TO JOURNAL ENTRY FOR		
0007	DOCUMENTATION.		
	* J/E TOTALS	13,565.00	13,565.00
	MONTH - APRIL NUMBER - 04103 ENTRY DATE 4/13/21		
	61.13010 - ECEF PBHS		
0001	61.10130.03211.009.000.0000.0000.00 NEW		32,050.00
0002	61.10130.91910.611.000.0000.0000.00 NEW	12,050.00	
0003	61.10130.91920.611.000.0000.0000.00 NEW	20,000.00	
0004	BUDGET SUPPLEMENT FOR FY21 ECEF PBHS		
0005	GRANT; SEE ATTACHMENTS TO JOURNAL ENTRY		
0006	FOR DOCUMENTATION.		
	* J/E TOTALS	32,050.00	32,050.00
	MONTH - APRIL NUMBER - 04104 ENTRY DATE 4/13/21		
	61.88111 - CHILD NUTRITION STATE MATCHING		
0001	61.88111.03211.009.000.0000.0000.00 NEW		12,249.00
0002	61.88111.13121.619.000.0000.0000.00 NEW	12,249.00	
0003	BUDGET SUPPLEMENT FOR FY2021 CHILD		
0004	NUTRITION STATE MATCHING GRANT; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	12,249.00	12,249.00
	MONTH - APRIL NUMBER - 04105 ENTRY DATE 4/19/21		
	61.35110 - NATIONAL FOREST LAND		
0001	61.35110.04821.009.000.0000.0000.00		6.19
0002	61.35110.11111.111.000.0000.0000.00	6.19	
0003	BUDGET SUPPLEMENT NATIONAL FOREST LAND		
0004	REVENUE; SEE ATTACHMENTS TO JOURNAL		
0005	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	6.19	6.19
	MONTH - APRIL NUMBER - 04106 ENTRY DATE 4/19/21		
	11.00100 - EARLY RETIREMENT		
0001	11.00100.03191.009.000.0000.0000.00 NEW		542.00
0002	11.00100.11111.112.000.0000.0000.00 NEW	542.00	
0003	BUDGET SUPPLEMENT FY21 EARLY RETIREMENT		
0004	SEE ATTACHMENTS TO JOURNAL ENTRY FOR		
0005	DOCUMENTATION.		
	* J/E TOTALS	542.00	542.00
	MONTH - APRIL NUMBER - 04107 ENTRY DATE 4/20/21		
	61.41110 - TITLE I		
0001	61.41110.04511.009.000.0000.0000.00	.30	
0002	61.41110.11111.211.201.0000.0000.00	1.00	
0003	61.41110.11111.211.202.0000.0000.00	1.00	
0004	61.41110.11111.211.204.0000.0000.00	3.00	
0005	61.41110.11111.211.302.0000.0000.00	1.00	
0006	61.41110.11111.211.303.0000.0000.00	1.00	
0008	61.41110.11111.221.201.0000.0000.00		1,539.00
0009	61.41110.11111.221.202.0000.0000.00	1.00	
0010	61.41110.11111.221.204.0000.0000.00	1.00	
0011	61.41110.11111.221.302.0000.0000.00	1.00	
0012	61.41110.11111.233.204.0000.0000.00	1.00	
0013	61.41110.11111.233.303.0000.0000.00	1.00	
0014	61.41110.11111.262.201.0000.0000.00	1.00	
0015	61.41110.11111.262.202.0000.0000.00	1.00	
0016	61.41110.11111.262.204.0000.0000.00	1.00	
0017	61.41110.11111.262.302.0000.0000.00	1.00	
0018	61.41110.11111.611.001.0000.0000.00		121,039.00
0019	61.41110.11111.611.202.0000.0000.00	900.00	
0020	61.41110.11111.611.204.0000.0000.00	1,000.00	
0021	61.41110.11111.611.302.0000.0000.00	4,000.00	
0022	61.41110.11115.111.204.0000.0000.00		52,484.00

0023	61.41110.11115.211.204.0000.0000.00		9,650.00
0024	61.41110.11111.218.204.0000.0000.00		2,016.00
0025	61.41110.11115.221.204.0000.0000.00		3,746.00
0026	61.41110.11111.231.204.0000.0000.00		3,936.00
0027	61.41110.11115.262.204.0000.0000.00		94.00
0028	61.41110.11119.112.201.0000.0000.00	14,496.00	
0029	61.41110.11119.112.202.0000.0000.00	14,496.00	
0030	61.41110.11119.112.204.0000.0000.00	14,496.00	
0031	61.41110.11119.112.302.0000.0000.00	14,496.00	
0032	61.41110.11119.112.303.0000.0000.00	14,496.00	
0033	61.41110.12110.611.001.0000.0000.00	2,000.00	
0034	61.41110.12170.611.001.0000.0000.00	1,016.12	
0035	61.41110.12170.611.201.0000.0000.00	6,089.00	
0036	61.41110.12170.611.202.0000.0000.00	8,695.09	
0037	61.41110.12170.611.204.0000.0000.00	1,900.00	
0038	61.41110.12170.611.302.0000.0000.00	6,000.00	
0039	61.41110.12170.611.303.0000.0000.00	5,800.00	
0040	61.41110.12211.111.001.0000.0000.00	4,035.64	
0041	61.41110.12211.211.001.0000.0000.00	2.00	
0042	61.41110.12211.218.001.0000.0000.00	2.00	
0043	61.41110.12211.221.001.0000.0000.00	4,606.00	
0044	61.41110.12211.233.001.0000.0000.00	2.00	
0045	61.41110.12211.262.001.0000.0000.00	2.00	
0046	61.41110.12213.114.201.0000.0000.00	1,792.00	
0047	61.41110.12213.114.202.0000.0000.00	3,784.00	
0048	61.41110.12213.114.204.0000.0000.00	7,783.00	
0049	61.41110.12213.114.302.0000.0000.00	1,051.00	
0050	61.41110.12213.114.303.0000.0000.00	3,548.00	
0051	61.41110.12213.321.204.0000.0000.00	24,000.00	
0052	61.41110.12213.321.302.0000.0000.00	21,600.00	
0053	61.41110.12213.321.303.0000.0000.00	12,000.00	
0054	61.41110.12213.582.204.0000.0000.00	100.00	
0055	61.41110.12213.582.302.0000.0000.00 NEW	100.00	
0056	61.41110.12213.611.202.0000.0000.00	100.00	
0057	61.41110.12213.611.204.0000.0000.00	100.00	
0058	61.41110.76191.911.001.0000.0000.00		.15
0059	NEGATIVE BUDGET SUPPLEMENT FOR FY21		
0060	TITLE I; GRANT AWARD LETTER LESS THAN		
0061	ESTIMATE RECEIVED FROM WVDE; SEE		
0062	ATTACHMENTS TO JOURNAL ENTRY FOR		
0063	DOCUMENTATION		
	* J/E TOTALS	194,504.15	194,504.15
	MONTH - APRIL	NUMBER - 04108	ENTRY DATE 4/22/21
	61.59100 - TITLE V		
0001	61.59100.04511.009.000.0000.0000.00	.18	
0002	61.59100.76191.911.000.0000.0000.00		.49
0003	61.59100.11111.535.000.0000.0000.00	.31	
0004	NEGATIVE BUDGET SUPPLEMENT FOR FY21		
0005	TITLE V; GRANT AWARD LESS THAN ESTIMATE		
0006	RECEIVED FROM WVDE; SEE ATTACHMENTS TO		
0007	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	.49	.49
	MONTH - APRIL	NUMBER - 04109	ENTRY DATE 4/22/21
	71.52150 - ESSERF SUMMER SOLE		
0001	71.52150.04511.009.000.0000.0000.00 NEW		271,893.24
0002	71.52150.11119.112.000.0000.0000.00 NEW	144,837.00	
0003	71.52150.11119.221.000.0000.0000.00 NEW	11,080.00	
0004	71.52150.11119.233.000.0000.0000.00 NEW	11,616.00	
0005	71.52150.11119.262.000.0000.0000.00 NEW	260.00	
0006	71.52150.11119.611.000.0000.0000.00 NEW	826.00	
0007	71.52150.12611.122.000.0000.0000.00 NEW	8,980.00	
0008	71.52150.12611.221.000.0000.0000.00	688.00	
0009	71.52150.12611.233.000.0000.0000.00 NEW	720.00	
0010	71.52150.12611.264.000.0000.0000.00 NEW	204.00	
0011	71.52150.12611.532.000.0000.0000.00 NEW	69,430.29	
0012	71.52150.13121.122.000.0000.0000.00 NEW	8,712.00	
0013	71.52150.13121.221.000.0000.0000.00 NEW	668.00	
0014	71.52150.13121.233.000.0000.0000.00 NEW	700.00	
0015	71.52150.13121.264.000.0000.0000.00 NEW	200.00	
0016	71.52150.76191.911.000.0000.0000.00 NEW	12,971.95	
0017	BUDGET SUPPLEMENT FOR FY21 ESSERF SUMMER		
0018	SOLE GRANT; SEE ATTACHMENTS TO JOURNAL		
0019	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	271,893.24	271,893.24
	MONTH - APRIL	NUMBER - 04110	ENTRY DATE 4/28/21
	61.29040 - ATTENDANCE INCENTIVE BONUS		
0001	61.29040.03196.009.000.0000.0000.00		30,925.00
0002	61.29040.03211.009.000.0000.0000.00	30,925.00	
0003	BUDGET SUPPLEMENT FOR 2ND HALF OF FY20		
0004	ATTENDANCE INCENTIVE BONUS REVENUE; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	30,925.00	30,925.00
	MONTH - APRIL	NUMBER - 04111	ENTRY DATE 4/29/21
	11.00083 - MEDICAID		
0001	11.00083.04221.009.000.0000.0000.00		3,967.04
0002	11.00083.11111.111.000.0000.0000.00	3,967.04	
0003	BUDGET SUPPLEMENT FOR MEDICAID; SEE		
0004	ATTACHMENTS TO JOURNAL ENTRY FOR		
0005	DOCUMENTATION.		
	* J/E TOTALS	3,967.04	3,967.04
	MONTH - APRIL	NUMBER - 04112	ENTRY DATE 4/30/21

	11.00810 - PB ATHLETIC TRANSP		
0001	11.00810.91920.513.000.0000.0000.00		5,000.00
0002	11.00810.76271.911.000.0000.0000.00	5,000.00	
0003	11.00000.05281.009.000.0000.0000.00		5,000.00
0004	11.00000.76321.842.000.0000.0000.00	5,000.00	
0005	BUDGET TRANSFER TO MOVE FUNDS FROM		
0006	11.00810 TO RESERVE FOR CONTINGENCIES;		
0007	FUNDS ARE NOT NEEDED FOR FY21; SEE		
0008	ATTACHMENTS TO JOURNAL ENTRY FOR		
0009	DOCUMENTATION.		
	* J/E TOTALS	10,000.00	10,000.00
	MONTH - APRIL NUMBER - 04113 ENTRY DATE 4/30/21		
	61.18110 - LIMITED ENGLISH PROFICIENCY		
0001	61.18110.03211.009.000.0000.0000.00	96.00	
0002	61.18110.11119.611.000.0000.0000.00		96.00
0003	NEGATIVE BUDGET TRANSFER TO REMOVE FY21		
0004	LIMITED ENGLISH PROFICIENCY GRANT		
0005	ESTIMATE; GRANT WILL NOT BE RECEIVED;		
0006	SEE ATTACHMENTS TO JOURNAL ENTRY FOR		
0007	DOCUMENTATION.		
	* J/E TOTALS	96.00	96.00
	MONTH - APRIL NUMBER - 04114 ENTRY DATE 4/30/21		
	11.00000 - MISCELLANEOUS REVENUE		
0001	11.00000.01914.009.000.0000.0000.00		31.52
0002	11.00000.01914.009.000.0000.0000.00		42.88
0003	11.00000.01981.009.000.0000.0000.00		240.00
0004	11.00000.01989.009.000.0000.0000.00		532.00
0005	11.00000.01989.009.000.0000.0000.00		14.40
0006	11.00000.01989.009.000.0000.0000.00		100.00
0007	11.00000.01989.009.000.0000.0000.00		10.00
0008	11.00000.76321.842.000.0000.0000.00	970.80	
0009	11.00101.01984.009.000.0000.0000.00		124.23
0010	11.00101.01984.009.000.0000.0000.00		230.66
0011	11.00101.11119.112.000.0000.0000.00	354.89	
0012	11.00501.01984.009.000.0000.0000.00		110.22
0013	11.00501.01984.009.000.0000.0000.00		264.46
0014	11.00501.01984.009.000.0000.0000.00		288.34
0015	11.00501.01984.009.000.0000.0000.00		192.22
0016	11.00501.01984.009.000.0000.0000.00		845.69
0017	11.00501.91980.123.000.0000.0000.00	426.96	
0018	11.00501.91980.221.000.0000.0000.00	85.33	
0019	11.00501.91980.233.000.0000.0000.00	100.33	
0020	11.00501.91980.262.000.0000.0000.00	2.00	
0021	11.00501.91980.123.000.0000.0000.00	1,086.31	
0022	BUDGET SUPPLEMENT APRIL 2021		
0023	MISCELLANEOUS REVENUE; SEE ATTACHMENTS		
0024	TO JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	3,026.62	3,026.62
	** REPORT TOTALS	572,825.72	572,825.72

3. Recommendation: Approve payment of bills for the period of May 5, 2021, through May 18, 2021, at a total expenditure of \$274,576.62.
4. Recommendation: Authorize May 28, 2021, payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law.
5. Recommendation: Authorize the payment of utility bills and copier bills due before the next board meeting not to exceed \$50,000.00.
6. Recommendation: Approve the final total of May 14, 2021, payroll check, and federal withholdings in the amount of \$389,123.58.
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$6,817.69.
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
  - Junior Elementary School (Office) – projected revenue - \$450.00; (PreK/Kindergarten) - \$500.00, \$500.00; (PreK/Strawberry) - \$8,000.00; (1<sup>st</sup> Grade) - \$2,000.00; (Strawberry) - \$1,000.00; (4<sup>th</sup> Grade/Office/Honor Roll) - \$500.00; (4<sup>th</sup> Grade/Office) - \$750.00; (4<sup>th</sup> Grade) - \$500.00; (Office/Honors/4<sup>th</sup> Grade) - \$300.00
  - Philip Barbour High School (Volleyball) – projected revenue - \$500.00, \$500.00, \$500.00, \$500.00
  - Philippi Middle School (Yearbook) – projected revenue - \$50.00
9. Recommendation: Approve educational leave request for a student at Philip Barbour High School.
10. Recommendation: Approve/Confirm curricular trips.
  - Junior Elementary School (3<sup>rd</sup>/4<sup>th</sup> Grades) – to River in front of School on May 21, 2021
  - Kasson Elementary/Middle School (8<sup>th</sup> Grade) – to Tygart Lake on May 25, 2021

11. Recommendation: Approve building/ground modifications.  
Philippi Elementary School (Room 101) – replace old whiteboard with a new whiteboard
12. Recommendation: Review revised policy 7610: Distance Learning and Virtual School Courses, for second reading.
13. Recommendation: Approve/Confirm requests for professional leave.
14. Recommendation: Accept the resignation of Jessica Moreno as an Assistant Girls Basketball Coach at Philippi Middle School effective May 10, 2021.
15. Recommendation: Accept the resignation of Justin Carter as Head Boys Basketball Coach at Philippi Middle School effective May 11, 2021.
16. Recommendation: Accept the resignation of Gail Wright as a Kindergarten Teacher at Philippi Elementary School effective June 30, 2021.
17. Recommendation: Accept the resignation of Amanda McDaniel as Head Girls Basketball Coach at Philippi Middle School effective May 17, 2021.
18. Recommendation: Accept the resignation of Christopher Halterman as an Assistant Boys Basketball Coach at Belington Middle School effective May 18, 2021.
19. Recommendation: Accept the resignation of Charity Bolyard as a Kindergarten Summer School Instructor at Belington Elementary School effective May 13, 2021.
20. Recommendation: Employ the following personnel for the 2020/2021 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 2020-21		
Name of Person	Location	Job ID: Position
	PMS, Itinerant	Job 3167: Educational Interpreter/Sign Language Specialist/ Supervisory Aide/Transportation Aide
	BMS	Job 3181: Assistant Principal
Jocelyn Humpe	County	Job 3204: Accounts Payable Supervisor

Extra-Curricular Employee Assignments 2020-21		
Name of Person	Location	Job ID: Position
Erin Fincham	BES	Job 3223: (1) Kindergarten Summer School Teachers(s) (Extra-Curricular)

21. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.
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22. 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 3199: Educational Interpreter/Sign Language Specialist/ Supervisory Aide/ Transportation Aide
	PMS, Itinerant	Job 3200: Visually Impaired/Multi-Categorical Instructor
	PBHS, Itinerant	Job 3201: Multi-Categorical Instructor w/Autism
	PMS, Itinerant	Job 3202: LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	PMS	Job 3208: Language Arts Instructor
	PES	Job 3210: Elementary Education Instructor
	PES, Itinerant	Job 3212: Multi-Categorical w/Autism Instructor

	PMS, Itinerant	Job 3213: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
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**Substitute Employee Assignments 2021-22**

<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Madison Moats	County	Job 3169: Substitute Teacher(s)
	County	Job 3182: Substitute Bus Operator(s)
	County	Job 3194: Substitute Bus Operator(s)
	County	Job 3195: Substitute Custodian(s)
	County	Job 3196: Substitute LPN/Aide(s)
	County	Job 3197: Substitute School Nurse RN(s)
	County	Job 3198: Substitute Secretary(s)

**Extra-Curricular Employee Assignments 2021-22**

	County	Job 3179: (1) Sign Language Interpreter/Special Needs/Supervisory Summer School Aide (Extra-Curricular)
	BES, Itinerant	Job 3180: (1) Special Needs/Supervisory Summer School Aide (Extra-Curricular)
	PBHS	Job 3187: Assistant Wrestling Coach
	KEMS	Job 3205: Head Girls Basketball Coach
	BMS	Job 3206: Head Boys Soccer Coach
	BMS	Job 3207: Volunteer Assistant Girls Soccer Coach
	PMS	Job 3209: Head Boys Basketball Coach
	PMS	Job 3211: Assistant Girls Basketball Coach
Toby Poling	PBHS	Job 3224: Volunteer Assistant Football Coach
	PMS	Job 3225: Head Girls Basketball Coach
	BMS	Job 3226: Assistant Boys Basketball Coach

23. Recommendation: Accept the resignation of Emilee Fairchild as a Language Arts/Library-Media Instructor at Philip Barbour High School effective at the end of the 2020/2021 school year.

The Superintendent pulled agenda item #12 off the agenda.

A motion was made by Mr. Phillips to approve agenda items 1-11 and item 13 as recommended. The motion was seconded by Mr. Starks. After discussion, the motion passed four (4) to one (1) with Mr. Nestor voting Nay.

Mr. Everson made a motion to adjourn into executive session at 7:12 p.m. to discuss personnel/legal issues. The motion was seconded by Mr. Nestor and passed five (5) to zero (0).

The board returned to open session at 8:01 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Nestor to approve agenda items 14-23 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:

June 14, 2021, at 6:00 p.m. at Board of Education Office - Regular Session

June 28, 2021, at 6:00 p.m. at Board of Education Office - Regular Session

The meeting adjourned at 8:02 p.m.

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**President**

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**Secretary**