

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, July 10, 2023, at the Board of Education Office, 45 School Street, Philippi, WV 26416.

David Everson, Adam Starks, Ron Phillips, Jared Nestor, Joanne McConnell, Members, and Eddie Vincent, Secretary, were present. Also in attendance were: Annette Hughart, Lela Miller, Gabrielle Rhodes, Julie Bibey, Mary B. Hovatter, Tonya Ferguson, Sharon Wamsley, Terry Suder, and Kenslea Price.

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

Mr. Everson led the pledge to the flag.

Invocation by Mr. Everson

A motion was made by Mr. Everson to approve the minutes of June 12, 2023 and June 26, 2023 meetings. The motion was seconded by Mr. Nestor. After discussion, the motion passed five (5) to zero (0).

The board recognized the following:

Mr. Nestor – recognized the Maintenance department regarding the landscaping work at Philip Barbour High School.

The board discussed the following items:

School performance, student outcomes, academics: Philippi Middle School improvement met with the state department on Friday, July 7, 2023.

Adam Starks – made a personal statement regarding transgender concerns in the schools.

Superintendents Recommendations –

1. Recommendation: Approve the final total of utility/copier bills in the amount of \$65,169.56.
2. Recommendation: Approve agreement with Advantage Technology for the 2023/2024 school year.
3. Recommendation: Review revised policy 4200, Wellness, on second reading.

1.0 Purpose

The Barbour County Board of Education supports the notion that student health and physical well-being is an essential part of their overall development. Poor nutritional choices and lack of physical activity can lead to obesity and other diseases later in life. The Barbour County Board of Education is aware that proper choices by our children today will allow them to become productive adults leading healthy, physically active lives.

It is the objective of the Barbour County Board of Education to provide leadership, training and support for schools and their communities designed to improve collaboration and ensure the health and educational achievement of children in a safe, nurturing and disciplined environment by establishing goals in the following areas:

1. Nutrition Education
2. Physical Activity
3. Nutrition Standards for all Foods/Beverages
4. Celebrations/parties
5. Other School-Based Activities Designed to Promote Student Wellness
6. Measurements and Evaluation

2.0 Nutrition Education Goals

The primary goal of nutrition education is to influence students' eating behaviors. Building of nutrition knowledge and skills helps children make healthier eating and physical activity choices. To make a difference, Barbour County Schools will provide nutrition education that is appropriate for students' ages; that reflects students' cultures; that is integrated into subjects such as math, reading and other curriculum areas; and provide opportunities for students to practice the skills they learn. Barbour County Schools has also chosen a nutrition education curricula that is easy to teach and foster lifelong healthy eating.

2.1 In order for this goal to be obtained key components need to be involved in the process.

2.1.1 All Barbour County Schools shall become Team Nutrition Schools by the end of the 2nd month of school in order to promote good nutrition knowledge. They shall conduct nutrition education activities that involve parents, students and the community. (Team Nutrition is an

integrated, behavior-based, comprehensive plan for promoting the nutrition health of the Nation's school children. The US Department of Agriculture – Food and Nutrition Service -- developed Team Nutrition in response to the need to improve the nutritional quality of meals served in schools. Team Nutrition develops messages and materials that can be used consistently throughout the country. It promotes support and training at the State and local levels through infrastructure developed by the Nutrition Education and Training Program as well as new Team Nutrition partnerships.)

- 2.1.2 Students will receive nutritional messages consistent with this policy that shall be provided in schools, classrooms, cafeterias, homes, communities and media by Barbour County Schools Child Nutritionist. Messages shall be gathered from WVDE, USDA and other resources.
- 2.1.3 Students in grades PreK-12 shall receive the nutrition education needed for them to adopt healthy eating behaviors as deemed appropriate by the WVDE policy 2510, Barbour County Schools Nutritionist, Principal, or other health related professional.
- 2.1.4 Students in grades 6-12 shall be taught health education that includes the importance of healthy eating and physical activity per WVDE policy 2520.
- 2.1.5 Nutrition education shall be integrated into health education and other core curriculum as determined by the school health committee.
- 2.1.6 Faculty who provide nutrition education shall have the appropriate and up-to-date training.
- 2.1.7 Tips to increase awareness of healthy lifestyles shall be sent home to parents in school newsletters.

3.0 Physical Activity Goals

The primary goals for physical activity components in schools are: to provide opportunities for every student to develop the knowledge and skills for specific physical activities; to maintain students' physical fitness; to ensure students' regular participation in physical activity, and; to teach students short-and long-term benefits of a physical active and healthful lifestyle.

3.1 Definition

- 3.1.1 Physical activity is defined as any bodily movement produced by skeletal muscles that result in energy expenditure.

3.2 In order for this goal to be obtained, key components need to be involved in the process:

- 3.2.1 Physical education requirements shall include those outlined in WVDE Policy 2510.
- 3.2.2 Students shall be given opportunities for physical activity during the school day through physical education classes, daily recess periods for elementary students, and before/after school activities.
- 3.2.3 Students shall be given opportunities for physical activity through a combination of before and/or after school programs including, but not limited to intramurals, interscholastic athletics and physical activity clubs.
- 3.2.4 Schools shall encourage parents and guardians to support their children's participation in physical activity, to be physically active role models and include physical activities in family events.
- 3.2.5 Students shall annually undergo a nationally accepted fitness testing program in grades 4th through 12th grades.
- 3.2.6 Barbour County Schools Child Nutritionist will provide schools with updated ideas and resources for integrating physical activities into the instructional day.

4.0 Nutrition Standards for all Food/Beverages

Students' lifelong eating habits are greatly influenced by the types of foods and beverages available in their daily environment. To ensure that reimbursable school meals meet program requirements nutrition standards and guidelines shall be established to address all foods and beverages sold or served to students, including those available outside of the school meal programs. To encourage students to develop good eating habits and to provide for the nutritional needs of all students in attendance, only *healthy beverages* shall be made available to students during the *school day*.

4.1 Definition

- 4.1.1 *healthy beverage* is defined as water, one hundred percent fruit and vegetable juice and fluid milk.
- 4.1.2 *school day* is defined as the period of time between the arrival of the first student at the school building and the end of the last instructional period.

- 4.2 In accordance to West Virginia State Board of Education Policy 4320, Section 2.2.2, non-nutritious foods, namely candy, soft drinks, chewing gum and flavored ice bars, shall not be sold during the school day (i.e., that period of time between the arrival of the first child at school and the end of the last scheduled instructional period) except that, county boards may permit the sale of soft drinks in county high schools except during breakfast and lunch periods.

- 4.2.1 The sale of such soft drinks shall be in compliance with the rules of the National School Lunch Program and the School Breakfast Program of the State Board and the Food and Nutrition Service (FNS) of the United States Department of Agriculture (USDA).
- 4.2.2 Seventy-five percent of the profits from the sale of soft drinks shall be allocated by a majority vote of the faculty senate of each school and twenty-five percent of the profits from the sale of soft drinks shall be allocated to the purchase of necessary supplies by the principal of the schools within Barbour County Schools.
- 4.2.3 Section 121.1 states 'Food or beverage items sold or served during the school day must meet the requirements of *Standards for School Nutrition*':
 - 4.2.3.1 Entrée items and side dish serving size shall be no larger than the portions of those foods served as part of the federal school meal program;
 - 4.2.3.2 Schools shall refrain from using foods of minimal nutritional value as rewards for student achievement;
 - 4.2.3.3 Barbour County Schools will encourage school organizations, including boosters groups, to use creative means of fundraising that does not include selling foods and/or drinks of minimal nutritional value;
 - 4.2.3.4 Schools shall educate parents, guardians and staff annually on the standards and procedures for serving outside nutritional items at celebrations/parties and other school based-activities;
 - 4.2.3.5 All employees involved in nutrition and food service programs shall be properly trained.

5.0 Celebrations/parties

- 5.1 Snacks provided to students during the school day will meet standards set by the county in accordance with local wellness policies.
- 5.2 Outside foods and beverages that are determined to be acceptable will be permitted for the general student population as long as they meet nutrition and safety standards for classroom snacks and celebrations/parties.
 - 5.2.1 Each school may schedule up to four (4) celebrations/parties during the school year that include outside foods and caffeine free beverages brought in for consumption by the general student population.
 - 5.2.1.1 The school principal will oversee the scheduling and content of the celebrations/parties.
 - 5.2.1.2 The four (4) celebration windows may include: Fall (e.g. Halloween); Winter (e.g. Christmas); Spring (e.g. Easter) and a fourth of the school's choosing (e.g. Valentine's Day).
 - 5.2.2 These outside foods and caffeine free beverages must be commercially prepared and sealed prior to their use during the school event. (For example, store-bought packaged cupcakes would be acceptable while parent-baked cupcakes would not; sealed store-bought jugs of flavored drinks would be acceptable while drink powders mixed with water at school would not.)
 - 5.2.3 The acceptable foods and caffeine free beverages shall be approved by the school principal for classroom snacks and celebrations and shall be communicated to parents and guardians.
 - 5.2.4 Questions or comments regarding this section of policy shall be directed to the school principal.

5.3 Students with Special Dietary Needs and Food Allergies

- 5.3.1 Students with special dietary needs and food allergies must be considered at all times when outside foods and beverages are provided in a general setting. Schools will operate with utmost care and caution when allowing outside foods and beverages to be provided to students. The Barbour County Wellness Policy and USDA Regulation 7, CFR Part 15b will provide requirements and guidance in each school's plan to accommodate students with special dietary needs and food allergies, as verified by a physician's statement when outside foods and beverages are permitted and provided.
 - 5.3.1.1 Because Barbour County Schools allows outside foods and caffeine free beverages to be brought in for consumption by the general student population for celebrations or other special events, county schools will accommodate students with special dietary needs or food allergies. Such accommodations will be made based upon the individual needs and restrictions of such students as identified by a physician's Special Dietary Needs Medical Statement, according to the Barbour County Wellness Policy and USDA Regulation 7, CFR Part 15b. These carefully considered procedures will help to ensure the health, safety and well-being of all
 - 5.3.1.2 The school principal, with input from the school health team, shall oversee all such accommodations.

5.4 Definition

- 5.4.1 *snacks* in this section refers to outside foods and caffeine free beverages to be brought in for consumption by the general student population.
- 5.4.2 *celebrations/parties* in this section refers to school wide or classroom wide celebrations/parties or special events that include outside foods and caffeine free beverages brought in for consumption by the general student population. **This statement is not meant to override the standards set forth by Smart Snacks guidelines or the West Virginia policy for foods and beverages sold to students**

6.0 Other School-Based Activities Designed to Promote Student Wellness

- 6.1 The goal in promoting student wellness is to create a total school environment that is conducive to healthy eating and being physically active.
- 6.2 In order for this goal to be obtained key components need to be involved in the process:
 - 6.2.1 Barbour County Schools will provide clean, safe meal environments with enough space per WVDE policy 6200 to ensure all students have access to school meals with minimum wait time per WVDE policy 4321;
 - 6.2.2 Drinking water will be made available in all schools through water coolers and/or fountains;
 - 6.2.3 Barbour County Board of Education shall establish a school health committee which shall meet annually that will help coordinate physical activities, nutrition information, student health topics and staff wellness. The committee may be composed of a nurse, physical education/health teacher, cook, LSIC member, child nutrition director, a board of education member, a school principal, a student, and a parent.
 - 6.2.4 Schools are to encourage all students to participate in the school meal program and protect the identity of students who eat free and reduced price meals.

7.0 Measurement and Evaluation Goals

- 7.1 The WVDE shall annually administer the evaluation/assessment component. It shall be conducted in sixth, eighth and all high school wellness/health classes.
- 7.2 The health committee and other county school officials shall determine the effectiveness of this policy by reviewing the results of the evaluation /assessment component.
- 7.3 If deemed necessary by this committee, following the review of their assessment, the committee can forward recommended revisions to this policy to the Superintendent for review and the approval of the Barbour County Board of Education.

- 4. Recommendation: Approve Memorandum of Understanding with Marion County Board of Education to provide Audiology services for the 2023/2024 school year.
- 5. Recommendation: Approve Memorandum of Understanding with Marion County Board of Education to provide Medicaid billing services for the 2023/2024 school year.
- 6. Recommendation: Approve agreement with Interim HealthCare to provide Nursing Services during the 2023/2024 school year.
- 7. Recommendation: Approve agreement with Briton Education LLC for the Insights to Behavior Program for the 2023/2024 school year.
- 8. Recommendation: Approve/Confirm requests for professional leave.
- 9. Recommendation: Accept the resignation of Christopher Bennett as a Volunteer Assistant Football Coach at Philippi Middle School effective on June 21, 2023.
- 10. Recommendation: Accept the resignation of Crystal Collett as a custodian at Kasson Elementary/Middle School effective on June 27, 2023.
- 11. Recommendation: Approve the following new position to be created for the 2023-2024 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
Multi-Cat. Special Education Teacher	PMS	State Aid/County	1

- 12. Recommendation: Approve the consultant agreement with Ronda’s Assistant Services for the 2023/2024 school year.
- 13. Recommendation: Employ the following personnel for the 2023/2024 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)**

Name of Person	Location	Job ID: Position
	JES	Job 2529: Music Instructor (half-time)
	PBHS	Job 2530 Itinerant Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	PMS	Job 2531: Itinerant Gifted/Multi-Categorical Instructor (Half-time)
	PBHS	Job 2532: Mathematics Instructor
	PBHS	Job 2533: Mathematics Instructor
	PES	Job 2534: Itinerant Multi-Categorical w/Autism Instructor
	KEMS	Job 3163: Mathematics/Social Studies Instructor
	KEMS	JobID: 3165 Preschool/Preschool Special Needs Instructor
	PMS	JobID: 3125 Itinerant LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	KEMS	JobID: 3127 Itinerant Multi-Categorical w/Autism Instructor
	Barbour Board Office	JobID: 3134 School Psychologist
	BES	JobID: 3136 Elementary Education Instructor
	PMS	JobID: 3138 Language Arts Instructor
	PMS	JobID: 3139 Mathematics Instructor

Substitute Employee Assignments 2023-24

Name of Person	Location	Job ID: Position
	County	Job 2535: Substitute Custodian(s)
	County	Job 2536: Substitute LPN/Aide(s)
Tammy Ross	County	Job 2537: Substitute School Nurse RN(S)
	County	Job 2538: Substitute Cook(s)
	County	Job 2539: Substitute Bus Operator(s)
	County	Job 2540: Substitute Teachers
	County	Job 2542: Substitute Secretary(S)
Jennifer Young	Barbour Board Office	JobID: 3143 Substitute Aide(s)

Extra-Curricular Employee Assignments 2023-24

Name of Person	Location	Job ID: Position
	BMS	JobID: 3165 Head Cheerleading Coach
	PBHS	JobID: 3167 Assistant Cheerleading Coach
	PMS	JobID: 3169 Head Cross Country Coach
	PBHS	JobID: 3170 Athletic Trainer (Winter Sports)
	PBHS	JobID: 3171 Athletic Trainer (Fall Sports)
	PMS	JobID: 3130 Assistant Girls Basketball Coach
	Barbour Board Office	JobID: 3140 2023 Homebound Instructor (Extra-Curricular)

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

15. Recommendation: Approve/Confirm curricular trips.

Philip Barbour High School (Football) – to Barbour County 4-H Camp on July 27-30, 2023

16. Recommendation: Employ the following personnel for the 2023/2024 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 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
	JES	Job 2529: Music Instructor (half-time)
	PBHS	Job 2530: Itinerant Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	PMS	Job 2531: Itinerant Gifted/Multi-Categorical Instructor (Half-time)
	PBHS	Job 2532: Mathematics Instructor
	PBHS	Job 2533: Mathematics Instructor
	PES	Job 2534: Itinerant Multi-Categorical w/Autism Instructor
	KEMS	Job 3163: Mathematics/Social Studies Instructor
	KEMS	JobID: 3165 Preschool/Preschool Special Needs Instructor
	PMS	JobID: 3125 Itinerant LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	KEMS	JobID: 3127 Itinerant Multi-Categorical w/Autism Instructor
	Barbour Board Office	JobID: 3134 School Psychologist
	BES	JobID: 3136 Elementary Education Instructor
	PMS	JobID: 3137 Mathematics Instructor -
	PMS	JobID: 3138 Language Arts Instructor
	PMS	JobID: 3139 Mathematics Instructor
	KEMS	JobID: 3928 Custodian
Leah Morehead	PES	JobID: 3930 Elementary Education Instructor
Marsha Hopkins	PES	JobID: 3931 Cook (half-time)
Christine Toscano-Nixon	PMS	JobID: 3932 Principal
Connie Mayle	PES	JobID: 3933 1st Grade Instructional Aide/Supervisory Aide
	PBHS	JobID: 3949 Counselor
	PBHS	JobID: 3951 Counselor
	PMS	JobID: 3953 Counselor (Itinerant)
	PES	JobID: 3955 Elementary Education Instructor
Allison Byrne	PES	JobID: 3956 Itinerant Multi-Categorical w/Autism Instructor
	PBHS	JobID: 3957 Mathematics Instructor
	PBHS	JobID: 3958 Mathematics Instructor
	BMS	JobID: 3959 Mathematics/Social Studies Instructor

	PMS	JobID: 3960 Custodian
	PMS	JobID: 3961 Elementary Education Instructor
	KEMS	JobID: 3962 LPN/ECCAT/Kindergarten Aide/SupervisoryAide/Transportation Aide
	BES	JobID: 3964 Elementary Education Instructor
Johnna Upton	PMS	JobID: 3103 Secretary

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	County	Job 2535: Substitute Custodian(s)
	County	Job 2536: Substitute LPN/Aide(s)
Tammy Ross	County	Job 2537: Substitute School Nurse RN(S)
	County	Job 2538: Substitute Cook(s)
	County	Job 2539: Substitute Bus Operator(s)
	County	Job 2540: Substitute Teachers
	County	Job 2542: Substitute Secretary(S)
Jennifer Young	Barbour Board Office	JobID: 3143 Substitute Aide(s)
	Barbour Board Office	JobID: 3945 Substitute Administrator(s)
	Barbour Board Office	JobID: 3947 Substitute Teacher(s)

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	BMS	JobID: 3166 Head Cheerleading Coach
	PBHS	JobID: 3167 Assistant Cheerleading Coach
	PMS	JobID: 3169 Head Cross Country Coach
	PBHS	JobID: 3170 Athletic Trainer (Winter Sports)
	PBHS	JobID: 3171 Athletic Trainer (Fall Sports)
Raymond Hicks	PMS	JobID: 3130 Assistant Girls Basketball Coach
	Barbour Board Office	JobID: 3140 Homebound Instructor (Extra-Curricular)
	PMS	JobID: 3938 Volunteer Assistant Football Coach
	PBHS	JobID: 3942 Limited Sports Trainer

A motion was made by Mr. Starks to approve agenda items 1-8 as recommended. The motion was seconded by Mr. Everson. After discussion, the motion passed five (5) to zero (0).

A motion was made by Mrs. McConnell to consider agenda item 15 separately. The motion was seconded by Mr. Everson. After discussion, the motion passed four (4) to one (1) with Mr. Nestor voting nay.

A motion was made by Mr. Phillips to approve agenda items 9-14 and item 16 as recommended. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

Mrs. McConnell made a motion to adjourn into executive session at 6:20 p.m. to discuss personnel and legal issues. The motion was seconded by Mr. Phillips and passed five (5) to zero (0).

The board returned to open session at 7:00 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Nestor to approve agenda item 15 as recommended. The motion was seconded by Mr. Everson. After discussion, the motion failed zero (0) to five (5).

The board acted upon or discussed the following items:

1. Other
 - Building ready to be picked up at Fred Eberle
 - Mantrap at Philippi Elementary School

A motion was made by Mr. Nestor to have a recommendation on the next agenda for the Mantrap at Philippi Elementary School. The motion was seconded by Mr. Phillips. After discussion, the motion passed five (5) to zero (0).

- Possibility of property gate with neighbor at Junior Elementary School
- Brush around pond at Philip Barbour High School
- Athletic Trainer position
- West Virginia School Board Association

Next board meetings:

July 24, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session)

The meeting adjourned at 7:27 p.m.

President

Secretary