

**Philippi WV 26416**  
**August 27, 2018**

**Minutes**

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, August 27, 2018 at the Board of Education Office, 45 School Street, Philippi, WV 26416.

Joanne McConnell, Ron Phillips, David Everson, Members, and Jeffrey Woofter, Secretary, were present. Adam Starks and Eric Ruf, Members, were absent. Also in attendance were: James Poling, Jeff Kittle, Annette Hughart and Connie Mundy.

Mrs. McConnell 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 August 13, 2018 meeting. The motion was seconded by Mr. Phillips. After discussion the motion passed three (3) to zero (0).

**Reports –**

July 2018 Financial report

**Superintendents Recommendations –**

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2018-2019.
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2018-2019 contingent upon compliance with pupil-teacher ratio.
3. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county to in-county attendance for school year 2018-2019.
4. Recommendation: Approve budget adjustments.

BUDGET JOURNAL ENTRY

LINE NO.	ACCOUNT / DESCRIPTION	DEBIT	CREDIT
	MONTH - JULY NUMBER - 07100 ENTRY DATE 7/03/18		
	11.00810 - WORLD VISION PBHS ATHLETIC BUSING		
0001	61.90012.02211.009.000.0000.0000.00		3,900.00
0002	61.90012.12711.123.000.0000.0000.00	3,326.51	
0003	61.90012.12711.221.000.0000.0000.00	254.48	
0004	61.90012.12711.233.000.0000.0000.00	249.49	
0005	61.90012.12711.263.000.0000.0000.00	69.52	
0006	BUDGET SUPPLEMENT FY19 WORLD VISION KID		
0007	REACH GRANT FOR PBHS AFTER-SCHOOL		
0008	ACTIVITY BUSING; \$3,900.00 PER YEAR; SEE		
0009	ATTACHMENTS TO JOURNAL ENTRY FOR		
0010	DOCUMENTATION.		
	* J/E TOTALS	3,900.00	3,900.00
	MONTH - JULY NUMBER - 07101 ENTRY DATE 7/05/18		
	61.43831 - IDEA SETIS		
0001	61.43831.04511.009.000.0000.0000.00		5,000.00
0002	61.43831.22213.582.000.0000.0000.00 NEW	2,000.00	
0003	61.43831.22213.331.000.0000.0000.00 NEW	1,000.00	
0004	61.43831.22213.114.000.0000.0000.00 NEW	866.99	
0005	61.43831.22213.136.000.0000.0000.00 NEW	927.30	
0006	61.43831.22213.221.000.0000.0000.00 NEW	137.27	
0007	61.43831.22213.233.000.0000.0000.00 NEW	65.03	
0008	61.43831.22213.262.000.0000.0000.00 NEW	3.41	
0009	BUDGET SUPPLEMENT FOR FY18 IDEA SETIS		
0010	GRANT AWARD; SEE ATTACHMENTS TO JOURNAL		
0011	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	5,000.00	5,000.00
	MONTH - JULY NUMBER - 07102 ENTRY DATE 7/09/18		
	41.00000 - SALE OF MOUNT VERNON ELEMENTARY		
0001	41.00000.05301.009.000.0000.0000.00		79,200.00
0002	41.00000.76321.842.000.0000.0000.00	79,200.00	
0003	BUDGET SUPPLEMENT FOR PROCEEDS FROM		
0004	SALE OF MT VERNON ELEMENTARY SCHOOL; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	79,200.00	79,200.00
	MONTH - JULY NUMBER - 07103 ENTRY DATE 7/16/18		
	11.00000 - COMPUTER CAPITAL LEASE		
0001	11.00000.05501.009.000.0000.0000.00 NEW		678,696.00
0002	11.00000.12589.341.000.0000.0000.00	19,765.50	
0003	11.00000.11111.734.000.0000.0000.00 NEW	658,930.50	
0004	BUDGET SUPPLEMENT PENDLETON COMMUNITY		
0005	BANK CAPITAL LEASE FOR PURCHASE OF		
0006	COMPUTERS; SEE ATTACHMENTS TO JOURNAL		
0007	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	678,696.00	678,696.00
	MONTH - JULY NUMBER - 07104 ENTRY DATE 7/18/18		
	41.00000 - MVES SALE DOWNPAYMENT		
0001	41.00000.05301.009.000.0000.0000.00		4,290.00
0002	41.00000.76321.842.000.0000.0000.00	4,290.00	
0003	BUDGET SUPPLEMENT FOR DOWNPAYMENT OF		
0004	SALE OF MVES THAT FELL THROUGH; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	4,290.00	4,290.00
	MONTH - JULY NUMBER - 07105 ENTRY DATE 7/19/18		
	61.50910 - CARL PERKINS		
0001	61.50910.04511.009.000.0000.0000.00		2,463.00
0002	61.50910.31311.611.000.0000.0000.00 NEW	1,419.00	
0003	61.50910.31331.611.000.0000.0000.00	312.00	
0004	61.50910.31333.611.000.0000.0000.00	220.00	
0005	61.50910.31361.611.000.0000.0000.00	512.00	
0006	61.50910.31391.611.000.0000.0000.00		66.06
0007	61.50910.76191.911.000.0000.0000.00	66.06	
0008	BUDGET SUPPLEMENT FOR FY19 CARL PERKINS		
0009	GRANT; SEE ATTACHMENTS TO JOURNAL ENTRY		
0010	FOR DOCUMENTATION.		
	* J/E TOTALS	2,529.06	2,529.06
	MONTH - JULY NUMBER - 07106 ENTRY DATE 7/25/18		
	61.91001 - ARTS ED		
0001	61.91001.01922.009.000.0000.0000.00		20.00
0002	61.91001.11111.611.000.0000.0000.00 NEW	20.00	
0003	BUDGET SUPPLEMENT ARTS ED DONATION ON		
0004	DEPOSIT 201900021, DATED 7/25/18; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	20.00	20.00
	MONTH - JULY NUMBER - 07107 ENTRY DATE 7/26/18		
	11.00083 - MEDICAID		
0001	11.00083.04221.009.000.0000.0000.00		522.05
0002	11.00083.11111.111.000.0000.0000.00	522.05	
0003	BUDGET SUPPLEMENT MEDICAID REVENUE ON		
0004	DEPOSIT 201900016, DATED 7/18/18; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	522.05	522.05
	MONTH - JULY NUMBER - 07200 ENTRY DATE 7/12/18		
	61.05820 - STATE CTE		
0001	61.05820.31345.611.000.0000.0000.00 NEW		21,044.00
0002	61.05820.31344.611.000.0000.0000.00 NEW	21,044.00	
0003	BUDGET TRANSFER WITHIN FY18 STATE CTE TO		
0004	REDISTRIBUTE BUDGET; PER TONYA FERGUSON,		
0005	7/11/18; SEE ATTACHMENTS TO JOURNAL		

0006	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	21,044.00	21,044.00
	MONTH - JULY	NUMBER - 07300	ENTRY DATE 7/03/18
	11.00810 - PBHS AFTER-SCHOOL ATHLETIC BUSING		
0001	11.00000.76321.842.000.0000.0000.00		5,000.00
0002	11.00000.76271.911.000.0000.0000.00		5,000.00
0003	11.00810.05281.009.000.0000.0000.00		4,264.76
0004	11.00810.12711.123.000.0000.0000.00		326.25
0005	11.00810.12711.221.000.0000.0000.00		319.86
0006	11.00810.12711.233.000.0000.0000.00		89.13
0007	11.00810.12711.263.000.0000.0000.00		
0008	BUDGET TRANSFER FROM RESERVE FOR		
0009	CONTINGENCIES FOR PBHS AFTER-SCHOOL		
0010	BUSING THAT THE GENERAL FUND IS TO		
0011	COVER THE COST, PER MR. WOOFER; SEE		
0012	ATTACHMENTS TO JOURNAL ENTRY FOR		
0013	DOCUMENTATION.		
	* J/E TOTALS	10,000.00	10,000.00
	** REPORT TOTALS	805,201.11	805,201.11

5. Recommendation: Approve payment of bills for the period of August 8, 2018 through August 21, 2018 at a total expenditure of \$224,046.76.
6. Recommendation: Authorize the August 28, 2018 payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law.
7. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00.
8. Recommendation: Approve the final total of the August 15, 2018 payroll check and federal withholdings in the amount of \$50,470.29.
9. Recommendation: Approve final total of utility/copier bills in the amount of \$467.81.
10. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours)
  - Belington Elementary School (Library/Media) – projected revenue - \$4,000.00, \$600.00; (Office) - \$200.00, \$200.00, \$500.00, \$400.00, \$500.00
  - Belington Middle School (8<sup>th</sup> Grade) – projected revenue - \$1,000.00
  - Kasson Elementary/Middle School (School) – projected revenue - \$150.00, \$675.00, \$200.00, Books, \$400.00; (Athletics & 8<sup>th</sup> Grade) - \$5,000.00; (Athletics/General Fund) - \$3,000.00; (8<sup>th</sup> Grade) - \$1,000.00
  - Philip Barbour High School (Volleyball) – projected revenue - \$1,000.00; (Girls Soccer) - \$100.00
  - Philippi Elementary School (Office) – projected revenue - \$500.00; (Faculty Senate) - \$900.00
  - Philippi Middle School (Cheerleading) – projected revenue - \$500.00, \$1,000.00
11. Recommendation: Award photography bids for the 2018/2019 school year.
  - LifeTouch: County Level Fall School Pictures
  - Eric Cutright: Belington Middle Athletics and Band Pictures
  - Eric Cutright: Kasson Athletics and Band Pictures
  - Bruce Short: PBHS Social Events
  - Bruce Short: PBHS Band Pictures
  - Eric Cutright: PBHS Athletics
  - Eric Cutright: Philippi Middle Athletics and Band Pictures
12. Recommendation: Approve/Confirm curricular trips.
  - Belington Elementary School (3<sup>rd</sup> grade) – to Barbour County Fair on August 29, 2018
  - Belington Middle School (Varsity Volleyball) – to Marshall University on September 28, 2018
  - Junior Elementary School (PreK-1<sup>st</sup> Grade) – to Swartz Farm Pond on September 11, 2018; (2<sup>nd</sup>-4<sup>th</sup> Grade) – to Swartz Farm Pond on September 13, 2018
  - Kasson Elem/Middle School (8<sup>th</sup> Grade) – to Washington DC on May 9, 2019; (Robotics Team) – to Barbour County Fair on August 31, 2018; (3<sup>rd</sup> Grade) – to Barbour County Fair on August 29, 2018
  - Philippi Elementary School (3<sup>rd</sup> Grade) – to Barbour County Fair on August 29, 2018
  - Philippi Middle School (Forensics Class) – to Fairmont State on October 5, 2018
13. Recommendation: Approve educational leave request for a student at Belington Middle School.
14. Recommendation: Approve educational leave request for a student at Philip Barbour High School.
15. Recommendation: Approve educational leave request for a student at Philippi Middle School.
16. Recommendation: Approve chaperones for Philip Barbour High School Band for the 2018/2019 school year.

Abbott, Amber	Harris, Kelli	Johns, Lorrie
Armstrong, Diana	Harris, Mark	Phillips, Garrett
Cross, Sharon L.	Hart, Derek	Streets, Frank
Cross, Valerie	Hart, Magan	Kittle, Chrystal
Davis, Rob	Marshall, Jama	Phillips, Jennifer
Dickenson, Sierra	Marshall, Jim	Strushensky, Duretha
Austin, John	McBee-Musgrove, Chasity	Kittle, Jeremy
Austin, Morgan	McBee, Evelyn	Knight, David
Croston, Harter	McCord Jay	Phillips, Lilah
Croston, Linda	McCord, Amy	Phillips, Ronald
Edmond, Casey	McCord, Jakob	Strushensky, Shawn
Edmond, Jason	McDonald, Joanna	Summerfield, Marla
Austin, Tammy	McElroy, Deanna	Knox, Steve
Cunningham, Micah	McElroy, Ken	Pingley, Iva
Elmore, Lisa	Miller, Shawn	Summerfield, Shawn
Baker, Jason	Mitchell, Eric	Knox, Tracy
Curkendall, Charlie	Mitchell, Melissa	Pinnell, Desirea
Elmore, Michael	Robinson, Grant	Sunderman, Alexis
Baker, Tonya	Rothenburgh, Rob	Kyle, Frank
Curkendall, Nancy	Ruf, Eric	Poling, Erika
Evix, John	Ruf, Jana	Talkington, Holly
Bartlett, Kamian	Saltis, Alexis	Kyle, Gabrielle
Cutlip, Tiffany	Saltis, Amy	Poling, Jennifer
Faulkner, Melody	Saporito, Abby	Tallman, Tammy
Bolyard, Amy	Saporito, Gabe	Kyle, Kelly
Cutlip, Tiffany	Saporito, Gabriella	Poling, Leckta
Faulkner, Scott	Saporito, Laura	Thompson, Angela
Bowen, Heather	Schroeder, Patricia	Lake, Morgan
Dadisman, Haley	Shomo, Tabitha	Poling, Bobbie
Ferguson, Pete	Simmons, Amber	Thompson, Dorsey
Bowen, Joe	Helmick, Michael	Lane, Kelley
Dadisman, Tom	Montgomery, Betina	Price, Donna
Ferguson, Sarah	Simmons, William	Tompkins, Jessica
Carpenter, Adam	Helmick, Patrick	Luff, Jenny
Carr, Betty	Montgomery, Jean	Price, Jacob
Dasher, Kelly	Sites, Janie	Tucker, Foster
Dasher, Steve	Herron, Savannah	Mace, Kathy
Floyd, Jamie	Morgan, Paula	Price, Matt
Freeman, Kristi	Sites, Joe	Utt, April
Carr, Janessa	Hill, Mark	Mace, Rich
Davies, Christine	Moyer, Donnie	Reed, Chuck
Freeman, Tom	Sites, Leslie	Wagner, Jean
Chambers, Richard	Humphries, Debbie	Marshall, Donna
Davies, John	Moyer, Jeff	Reed, Julie
Furby, Gerald	Sites, Tony	Wagner, Jim
Chambers, Tracy	Hutchison, Cole	Warner, Ashley
Davis, Anna	Moyer, Lucretia	Weese, Shon
Furby, Traci	Skidmore, Christina	Wise, Julie
Coffman, Jeff	Hutzler, Iwana	Warner, Cheryl
Davis, Jeff	Murphy, Brian	Welch, Leslie
Furby, Tristen	Skidmore, Ron	Wolfe, Gavin
Coffman, Kim	lapalucci, Allison	Weaver, Barbara
Davis, Lisa	Murphy, Lisa	Whetzel, Jennifer
Gallo, Becky	Skidmore, Stephanie	Workman, Lodema
Crites, Lisa	lapalucci, Victor	Weaver, Brandon
Davis, Peggy	Musgrove, Matthew R.	White, Alison
George, Nancy	Snider, Kelli	Wyatt, Priscilla
Gray, Rob	Jack, Brian	Weese, D.J.
Gray, Shelli	Oldaker, Bobby	White, Crystal
Green, Nicole	Stonebraker, Julie	Wyatt, Ronald
Hall, K.C.	Jack, Crystal	Weese, Erica
Hall, Sable	Owens, Dave	White, Dick
Haller, Vickie	Stonebraker, William	Zimmerman, Mabel
Harris, Brandi	Jennings, Mariah	Weese, Jill
Harris, Debbie	Owens, Melissa	Wilfong, Rob
Harris, Jessica	Streets, Darla	

17. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools field trip to the Barbour County Fair on August 29, 2018.

Justin Mayle  
Casey Mayle  
Nick Baker

Marcy Baker  
Shelley Starkey  
Tara Graham

Karina Poe  
Mystee Carter  
Justin Carter

Emily Knight  
Thad Knight  
Rachel Wright  
Holly Talkington  
Matt Price  
Troy Smith

Susanna Smith  
Teresa Pancake  
Ashley Herrod  
Dean Herrod  
Angie Moats  
Ashley Marsh

Shana Frey  
Chad Frey  
Misty Bolton  
Amanda Daughtery

18. Recommendation: Approve the CSOs for the following elective courses at Philip Barbour High School.

Keys to Intervention  
PAES II  
Skills Development 9-12

19. Recommendation: Approve/Confirm use of buildings and/or grounds.

Philip Barbour High School on August 17, 2018 – requested by Taylor Swiff for Middle School Lock-In

20. Recommendation: Approve building/ground modifications.

Kasson Elementary/Middle School (GYM) – hang banners  
Philippi Middle School (Counselor’s office) – add phone line

21. Recommendation: Approve Memorandum of Understanding with Marion County Board of Education to provide Audiology services for the 2018/2019 school year.

22. Recommendation: Approve transportation travel requests.

23. Recommendation: Approve/Confirm requests for professional leave.

24. Recommendation: Approve Briana Park to dispense medicine to students at Junior Elementary School.

25. Recommendation: Accept resignation of Stephanie Moss as Special Education Designee at Philippi Elementary School effective August 8, 2018.

26. Recommendation: Approve leave of absence (FMLA) for Tina Anglin a service employee at Belington Elementary School beginning August 8, 2018 through approximately September 10, 2018.

27. Recommendation: Approve leave of absence (Medical) for Matthew Kittle a service employee at Bus Garage beginning August 24, 2018 for approximately 6-8 months.

28. Recommendation: Accept resignation of Christopher Haller as a substitute teacher effective August 6, 2018.

29. Recommendation: Accept resignation of Katherine Smith as a substitute teacher effective August 8, 2018.

30. Recommendation: Accept resignation of Brent Bouscher as a substitute custodian effective August 13, 2018.

31. Recommendation: Accept resignation of Amber Haller as a Multi-Categorical/Severe Profound Instructor at Philip Barbour High School effective August 30, 2018.

32. Recommendation: Approve student teachers from Alderson Broaddus University for the 2018/2019 School year.

33. 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, Itinerant	Job 1961: School Nurse - RN (half-time)
Samuel Wagner	BMS, Itinerant	Job 1989: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PBHS	Job 1991: Counselor
	PBHS	Job 1998: Pro Start Instructor
Justin Suder	BMS	Job 1999: Language Arts Instructor

	PES, Itinerant	Job 2000: Multi-Categorical w/Autism Instructor
	PBHS, Itinerant	Job 2001: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
	PMS, Itinerant	Job 2002: Gifted/Multi-Categorical Instructor (half-time)
	PES	Job 2003: Elementary Education Instructor
	PES, Itinerant	Job 2004: PreK/Prek Special Needs Instructor (half-time)
	PBHS	Job 2005: Option Pathway Instructor/Mathematics Instructor
George Collett	PBHS	Job 2007: Associate Principal
	Kasson, Itinerant	Job 2009: Multi-Categorical w/Autism Instructor
Marsha Mayle	Junior	Job 2010: Early Childhood Classroom Assistant Teacher/PreK Special Needs Aide/Supervisory Aide/Transportation Aide
	Kasson	Job 2011: Elementary Education Instructor
Robin Reed	PES	Job 2012: Elementary Education Instructor
	PBHS	Job 2014: Multi-Categorical/severely profoundly impaired instructor w/autism

<b>Substitute Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	County	Job 1992: Substitute Custodian(s)
	County	Job 1993: Substitute Cook(s)
	County	Job 1995: Substitute School Nurse RN(s)

<b>Extra-Curricular Employee Assignments 2018-19</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Jessica Crites	PMS	Job 2006: Volunteer Assistant Cheerleading Coach
Brittany Freeman	PES	Job 2008: Special Education Designee (Extra-Curricular)
	PMS	Job 2013: English Language Learner Instructor (Extra-Curricular)
	PES	Job 2015: Cook (extra-curricular)
Kimberly Swick	PMS	Job 2016: Cook (extra-curricular)
Sheila Wilson	Kasson	Job 2017: Cook (extra-curricular)

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

Jonathan Talkington

The superintendent pulled item 22 off the agenda.

A motion was made by Mr. Phillips to approve agenda items 1-21 and item 23 as recommended. The motion was seconded by Mr. Everson. After discussion the motion passed three (3) to zero (0).

Mr. Everson made a motion to adjourn into executive session at 6:41 p.m. to discuss personnel. The motion was seconded by Mr. Phillips and passed three (3) to zero (0).

The board returned to open session at 7:23 p.m. (No votes or decisions were made in executive session).

A motion was made by Mrs. McConnell to approve agenda items 24-34 as recommended. The motion was seconded by Mr. Everson. After discussion the motion passed three (3) to zero (0).

The board acted upon or discussed the following items:

1. Administrative Attendance Transfers

2. Other

Next board meetings:

September 10, 2018 at 6:00 p.m. at Kasson Elementary/Middle School LSIC Presentation  
(Regular Session)

September 24, 2018 at 6:00 p.m. at Philippi Elementary School LSIC Presentation (Regular  
Session)

The meeting adjourned at 7:24 p.m.

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**President**

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**Secretary**