

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, August, 28, 2017 at the Board of Education Office, 45 School Street, Philippi, WV 26416.

Ron Phillips, Joanne McConnell, David Everson, Members, and Jeffrey Woofler, Secretary, were present. Adam Starks and Eric Ruf, Members, were absent. Also in attendance were: Brian Moats and Marija Ilic.

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 14, 2017 meeting. The motion was seconded by Mr. Phillips. After discussion the motion passed three (3) to zero (0).

Reports –

July 2017 Financial Report

The Superintendent pulled item 9 off the agenda.

The Superintendent pulled the two fundraising requests off the agenda for the Belington Elementary School PTA which were included in item 10.

Superintendents Recommendations –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-county attendance for school year 2017-2018.
2. Recommendation: In compliance with Attendance Policy 8200, approve requests for in-county out-of-zone attendance for school year 2017-2018 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 2017-2018 contingent upon compliance with pupil-teacher ratio.
4. Recommendation: Approved budget adjustments.

BUDGET JOURNAL ENTRY

LINE NO.	ACCOUNT / DESCRIPTION	DEBIT	CREDIT
	MONTH - JULY NUMBER - 07100 ENTRY DATE 7/10/17		
	11.00010 - PBHS ATHLETIC EQUIPMENT DONATION		
0001	11.00010.01922.009.000.0000.0000.00		500.00
0002	11.00010.91920.611.000.0000.0000.00 NEW	500.00	
0003	BUDGET SUPPLEMENT PBHS ATHLETIC		
0004	EQUIPMENT DONATION; SEE ATTACHMENTS TO		
0005	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	500.00	500.00
	MONTH - JULY NUMBER - 07101 ENTRY DATE 7/13/17		
	11.00083 - MEDICAID		
0001	11.00083.04221.009.000.0000.0000.00		751.63
0002	11.00083.11111.111.000.0000.0000.00	751.63	
0003	BUDGET SUPPLEMENT FOR MEDICAID REVENUE		
0004	RECEIVED ON DEPOSIT 201800008, DATED		
0005	7/13/17; SEE ATTACHMENTS TO JOURNAL		
0006	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	751.63	751.63
	MONTH - JULY NUMBER - 07102 ENTRY DATE 7/17/17		
	61.88880 - FRESH FRUITS & VEGETABLES		
0001	61.88880.04658.009.000.0000.0000.00		382.20
0002	61.88880.13121.634.000.0000.0000.00	382.20	
0003	BUDGET SUPPLEMENT FOR FY18 FRESH FRUITS		
0004	AND VEGETABLES GRANT AWARD; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	382.20	382.20
	MONTH - JULY NUMBER - 07103 ENTRY DATE 7/17/17		
	61.88881 - FRESH FRUITS AND VEGETABLES		
0001	61.88881.04658.009.000.0000.0000.00 NEW		3,817.80
0002	61.88881.13121.634.000.0000.0000.00 NEW	2,382.41	
0003	61.88881.13121.636.000.0000.0000.00 NEW	375.00	
0004	61.88881.13121.122.000.0000.0000.00 NEW	762.65	
0005	61.88881.13121.221.000.0000.0000.00 NEW	58.34	
0006	61.88881.13121.233.000.0000.0000.00 NEW	57.20	
0007	61.88881.13121.264.000.0000.0000.00 NEW	21.81	
0008	61.88881.76191.911.000.0000.0000.00 NEW	160.39	
0009	BUDGET SUPPLEMENT FOR FY18 FRESH FRUITS		
0010	AND VEGETABLES GRANT AWARD; SEE		
0011	ATTACHMENTS TO JOURNAL ENTRY FOR		
0012	DOCUMENTATION.		
	* J/E TOTALS	3,817.80	3,817.80
	MONTH - JULY NUMBER - 07104 ENTRY DATE 7/17/17		
	61.26830 - TOOLS FOR SCHOOLS		
0001	61.26830.03914.009.000.0000.0000.00 NEW		72,707.00
0002	61.26830.11111.652.000.0000.0000.00 NEW	72,707.00	
0003	BUDGET SUPPLEMENT FY18 TOOLS FOR		
0004	SCHOOLS ALLOCATION; SEE ATTACHMENTS TO		
0005	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	72,707.00	72,707.00
	MONTH - JULY NUMBER - 07105 ENTRY DATE 7/24/17		
	11.00083 - MEDICAID		
0001	11.00083.04221.009.000.0000.0000.00		2,904.75
0002	11.00083.11111.111.000.0000.0000.00	2,904.75	
0003	BUDGET SUPPLEMENT FOR MEDICAID REVENUE		
0004	RECEIVED ON DEPOSIT 201800018, DATED		
0005	7/19/17; SEE ATTACHMENTS TO JOURNAL		
0006	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	2,904.75	2,904.75
	MONTH - JULY NUMBER - 07106 ENTRY DATE 7/31/17		
	61.71810 - PROGRAM MODERNIZATION		
0001	61.71810.03211.009.000.0000.0000.00 NEW		13,974.00
0002	61.71810.31311.611.000.0000.0000.00 NEW	13,974.00	
0003	BUDGET SUPPLEMENT FOR FY18 PROGRAM		
0004	MODERNIZATION GRANT; SEE ATTACHMENTS TO		
0005	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	13,974.00	13,974.00
	MONTH - JULY NUMBER - 07107 ENTRY DATE 7/31/17		
	61.50810 - CARL PERKINS		
0001	61.50810.04511.009.000.0000.0000.00		419.00
0002	61.50810.76191.911.000.0000.0000.00	13.88	
0003	61.50810.31345.611.000.0000.0000.00	405.12	
0004	BUDGET SUPPLEMENT FOR FY18 CARL PERKINS		
0005	GRANT; GRANT AWARD LETTER WAS MORE THAN		
0006	ESTIMATE RECEIVED FROM WVDE; SEE		
0007	ATTACHMENTS TO JOURNAL ENTRY FOR		
0008	DOCUMENTATION.		
	* J/E TOTALS	419.00	419.00
	MONTH - JULY NUMBER - 07108 ENTRY DATE 7/31/17		
	61.05810 - STATE CTE		
0001	61.05810.03211.009.000.0000.0000.00		5,220.00
0002	61.05810.31311.611.000.0000.0000.00	1,491.00	
0003	61.05810.31345.611.000.0000.0000.00	745.80	
0004	61.05810.31361.611.000.0000.0000.00	745.80	
0005	61.05810.31333.611.000.0000.0000.00	745.80	
0006	61.05810.31334.611.000.0000.0000.00 NEW	745.80	
0007	61.05810.31331.611.000.0000.0000.00	745.80	
0008	BUDGET SUPPLEMENT FOR FY18 STATE CTE		
0009	GRANT; GRANT AWARD LETTER IS MORE THAN		
0010	ESTIMATE RECEIVED FROM WVDE; SEE		
0011	ATTACHMENTS TO JOURNAL ENTRY FOR		
0012	DOCUMENTATION.		
	* J/E TOTALS	5,220.00	5,220.00
	MONTH - JULY NUMBER - 07109 ENTRY DATE 7/31/17		

	11.000000 - MISCELLANEOUS REVENUE		
0001	11.000000.01914.009.000.0000.0000.00		82.33
0002	11.000000.01986.009.000.0000.0000.00		163.00
0003	11.000000.01989.009.000.0000.0000.00		25.90
0004	11.000000.01989.009.000.0000.0000.00		100.00
0005	11.000000.01989.009.000.0000.0000.00		32.26
0006	11.000000.01989.009.000.0000.0000.00		100.00
0007	11.000000.01989.009.000.0000.0000.00		10.00
0008	11.000000.12317.341.000.0000.0000.00	513.49	
0009	BUDGET SUPPLEMENT FOR MISCELLANEOUS		
0010	REVENUE FOR JULY 2017; SEE ATTACHMENTS		
0011	TO JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	513.49	513.49
	** REPORT TOTALS	101,189.87	101,189.87

5. Recommendation: Approve payment of bills for the period of August 8, 2017 through August 22, 2017 at a total expenditure of \$240,614.92.
6. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00.
7. Recommendation: Approve the final total of the August 15, 2017 payroll check and federal withholdings in the amount of \$38,659.53.
8. Recommendation: Approve the final total of the August 28, 2017 payroll check and federal withholdings in the amount of \$107,581.71.
9. Recommendation: Approve final total of utility/copier bills in the amount of \$10,482.08.
10. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours)
 - Belington Elementary School (PTA) – projected revenue - \$500.00, \$500.00; (Office) - \$300.00
 - Belington Middle School (Community Development Committee) – projected revenue - \$500.00; (Office) - \$200.00; (Office/Student Body) - \$3,500.00, \$500.00; (School Athletics) - \$3,500.00
 - Junior Elementary School (Strawberry Fund) – projected revenue \$200.00; (Slush Fund) - \$100.00
 - Philip Barbour High School (Freshman Class) – projected revenue - \$1,000.00, \$500.00; (Volleyball) - \$250.00; (Math Dept.) - \$300.00; (Junior Class) - \$500.00; (Class of 2020) - \$500.00
 - Philippi Middle School (Band) – projected revenue - \$800.00
11. Recommendation: Approve the following contracts for contracted positions through RESA 7.
 - Title I Home-School Interventionist
12. Recommendation: Award photography bids for the 2017/2018 school year.
 - Life Touch County Level Fall School Pictures
 - Eric Cutright BMS Athletic and Band Pictures
 - Eric Cutright KEMS Athletic and Band Pictures
 - Eric Cutright PMS Athletic and Band Pictures
 - Bruce Short PBHS Band Pictures
 - Bruce Short PBHS Social Events
 - Eric Cutright PBHS Athletics
13. Recommendation: Approve/Confirm curricular trips.
 - Belington Elementary School (3rd Grade) – to Barbour County Fair on August 30, 2017
 - Belington Middle School (8th Grade) – to Buckhannon on TBA
 - Junior Elementary School (3rd Grade) – to Barbour County Fair on August 30, 2017; (Special Needs) – to Belington Dollar General Store on October 17, 2017; (Special Needs) – to Belington Dollar General Store on December 12, 2017; (Special Needs) – to Belington Shop N Save on February 6, 2018; (Special Needs) – to Barb’s Restaurant on April 10, 2018
 - Kasson Elem/Middle School (4th-8th Grades) – to Charleston on November 16, 2017; (3rd Grade) – to Barbour County Fair on August 30, 2017
 - Philip Barbour High School (Prom) – to Gandy Dancer on April 28, 2018
 - Philip Barbour High School/Philippi Middle School (PBHS Students/PMS Choir & Theatre) – to Pittsburgh, Pennsylvania on January 25, 2018
 - Philippi Elementary School (3rd Grade) – to Barbour County Fair on August 30, 2017
14. Recommendation: Approve chaperones for Kasson Elementary/Middle Schools 3rd grade field trip to the Barbour County Fairgrounds on August 30, 2017.

Monte Herrera
 Devon Jordon
 Kevin Helmick
 Tiffany Helmick
 Mark Richards
 Sarah Richards
 Diane Mick
 Tracey Lantz
 Perry Lantz
 Andy Mitchell
 Abrezia Mitchell
 Matt Pharis
 Emily Pharis
 Jonathan Carpenter
 Nikki Carpenter
 Mike Ervin
 Amber Ervin
 John Frye
 Heather Frye

Tracey Bolyard
 Doug Bolyard
 Mark Duvall
 Jennifer Duvall
 Stephanie Louk
 Amanda Pierson
 Melissa Miller
 Tracy Knotts
 Dennis Knotts
 Susan Mitchell
 Daren Frayer
 Justin Carter
 Mystee Carter
 Waylon Alexander
 Roxanne Hardin
 Jessica Sanetrik
 Thomas Sanetrik
 Jane Prince

- 15. Recommendation: Approve educational leave request for a student at Belington Middle School.
- 16. Recommendation: Approve educational leave request for a student at Junior Elementary School.
- 17. Recommendation: Approve educational leave request for a student at Philip Barbour High School.
- 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: Implement the new phone system to all schools in the county at a cost of \$85,707.81.
- 20. Recommendation: Approve/Confirm use of buildings and/or grounds.

 Belington Middle School each Friday – requested by LaDonna Davis for Kids Jam Weekly Meeting
- 21. Recommendation: Approve contract with Best Life Therapy, LLC to provide Speech Therapy Services for the 2017/2018 school year.
- 22. Recommendation: Approve contract with Best Life Therapy, LLC to provide Occupational Therapy Services for the 2017/2018 school year.
- 23. Recommendation: Approve transportation travel requests.

<u>Date</u>	<u>Destination</u>	<u>No. Buses</u>
Philip Barbour High School (Band) 08/25/17	Grafton, WV	3
(Football) 08/25/17	Grafton, WV	1
(Soccer) 09/21/17	Petersburg	1
Philippi Middle School (Band) 09/28/17	Buckwheat Festival	1
05/28/18	Grafton, WV	1

- 24. Recommendation: Approve/Confirm requests for professional leave.
- 25. Recommendation: Accept resignation of Terri Riffle as an after school tutor at Junior Elementary School effective August 22, 2017.
- 26. Recommendation: Accept resignation of LaDonna Davis as an after school tutor at Junior Elementary School effective August 22, 2017.
- 27. Recommendation: Accept resignation/retirement of Stanley Fitzwater as a Physical Education Teacher at Philip Barbour High School effective December 1, 2017.

28. Recommendation: Accept resignation of Kammi Dalton-Mayle as a substitute teacher effective August 18, 2017.
29. Recommendation: Approve leave of absence (Medical) for Rebecca Bartlett a professional employee at Belington Middle School beginning approximately August 14, 2017 through approximately October 11, 2017.
30. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for the placement of teacher candidates and other school professionals.
31. Recommendation: Reassign Tina Anglin to Junior Elementary School for the 2017/2018 school per WV Code 18A-2-7(e).
32. 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		
Name of Person	Location	Job ID: Position
	PMS	1645: Elementary Education Instructor
Charlene DeBarr	County	1618: Bus Operator, Rt. 34/Mechanic Assistant
	Kasson, Itinerant	1614: Gifted/Multi-Categorical Instructor (half-time)
Sharon Nuzum	PES	1625: Title I Reading/Math Instructor

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
Sharon Nuzum	County	1613: Substitute Teacher(s)
	County	1613: Substitute Teacher(s)
	PES, Itinerant	1628: Long Term Substitute PreK/Prek Special Needs Instructor (half-time)
	Junior, Itinerant	1636: Long Term Substitute Music Instructor (half-time)
	PBHS	1620: Long Term Substitute Chemistry/Physics Instructor
	PBHS	1622: Long Term Substitute French Instructor
	BMS	1639: Long Term Substitute Mathematics Instructor
	BMS, Itinerant	1617: Long Term Substitute Multi-Categorical Instructor w/Autism
	Kasson, Itinerant	1630: Long Term Substitute Multi-Categorical w/Autism Instructor (half-time)
	BES, Itinerant	1632: Long Term Substitute Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	BMS, Itinerant	1640: Long Term Substitute Hearing Impaired/Multi-Categorical Instructor
	BMS, Itinerant	1643: Long Term Substitute Multi-Categorical Instructor w/Autism
	County	1642: Substitute Bus Operator(s)

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	PBHS	1611: Volunteer Assistant Girls Soccer Coach
Noah Shaffer	PBHS	1612: Volunteer Assistant Football Coach
	Kasson	1623: 1 Academic Afterschool Tutor (Extra-Curricular)
	County	1624: Technology Systems Specialist (Extra-Curricular)

33. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.
- Sherri Mullens
34. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School.
35. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School.
36. Recommendation: Accept resignation of Glen Auvil as Head Girls Basketball Coach at Philippi Middle School effective August 23, 2017.
37. Recommendation: Accept resignation of Lindsay Bracey as Head Swim Coach at Philip Barbour High School effective August 23, 2017.
38. Recommendation: Re-employ Richard Weiford as a substitute bus operator for the 2017-2018 school year.

A motion was made by Mr. Phillips to approve agenda items 1-8, items 10-24 and items 34-35 as recommended. The motion was seconded by Mr. Everson. After discussion the motion passed three (3) to zero (0).

Mrs. McConnell made a motion to adjourn into executive session at 6:12 p.m. to discuss personnel issues. The motion was seconded by Mr. Everson and passed three (3) to zero (0).

The board returned to open session at 6:37 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Everson to approve agenda items 25-33, and items 36-38 as recommended. The motion was seconded by Mr. Phillips. After discussion the motion passed three (3) to zero (0).

The board acted upon or discussed the following items:

1. Review Superintendent's Goals

Superintendent's Goals were tabled

2. School Newsletters
3. Other

Next board meetings:

September 11, 2017 at 6:00 p.m. at Kasson Elem/Middle School LSIC Presentation (Regular Session)

The meeting adjourned at 6:41 p.m.

President

Secretary