

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, September 11, 2023, at the Board of Education Office, 45 School Street, Philippi, WV 26416.

David Everson, Ron Phillips, Joanne McConnell, Members, and Eddie Vincent, Secretary, were present. Jared Nestor and Adam Starks, Members, were absent. Also in attendance were: Annett Hughart, Gabrielle Rhodes, David Neff, Mary B. Hovatter, and Terry Suder.

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

Mr. Phillips led the pledge to the flag.

Invocation by Mr. Phillips

A motion was made by Mr. Everson to approve the minutes of September 11, 2023 meetings. The motion was seconded by Mr. Phillips. After discussion, the motion passed three (3) to zero (0).

The board recognized the following:

Philip Barbour High School Band; David Everson's work at the Fairgrounds during Kids Day; Barbour County Schools Social Media Posts

The board discussed the following items:

**School performance, student outcomes, academics:**

Facilities report

**Superintendents Recommendations –**

1. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
  - A. Belington Elementary School
    1. (Library/Media) - \$600.00
  - B. Belington Middle School
    1. (Office/Incentive Fund) - \$3,000.00
    2. (Athletics) - \$500.00
    3. (6<sup>th</sup> Grade Class) – \$200.00
    4. (6<sup>th</sup> Grade Class) - \$300.00
    5. (Science Department) - \$700.00
  - C. Kasson Elementary/Middle School
    1. (Girls Volleyball) - \$100.00
  - D. Philip Barbour High School
    1. (Baseball) - \$1,000.00
    2. (Baseball) - \$1,000.00
    3. (Baseball) - \$1,000.00
    4. (Baseball) - \$1,000.00
    5. (Baseball) - \$500.00
    6. (Baseball) - \$250.00
    7. (Prostart) - \$2,000.00
    8. (Prostart) - \$500.00
  - E. Philippi Middle School
    1. (PBIS) - \$500.00
2. Recommendation: Approve payroll in the amount of \$182,793.18.
3. Recommendation: Approve regular payroll in the amount of \$41,149.40.
4. Recommendation: Approve the final total of utility/copier bills in the amount of \$11,635.38.
5. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$622.98.
6. Recommendation: Approve/Confirm curricular trips.
  - A. Philip Barbour High School
    1. (HSTA) – to Morgantown on October 6, 2023
    2. (Junior & Senior Classes) – to Wesleyan College on September 12, 2023

7. Recommendation: Approve building/ground modifications.
- A. Belington Middle School
    - 1. (Front Lawn) – install handicapped sidewalk
8. Recommendation: Approve/Confirm the use of buildings and/or grounds.
- A. Junior Elementary School
    - 1. on September 25, 2023, through May 20, 2024 – requested by Carol Malcolm-Parsons for World Vision KidREACH
  - B. Philip Barbour High School
    - 1. on September 23-24, 2023, September 30-October 1, 2023, and October 7-8, 2023 – requested by John Hawkins for Leer South EMT Class for the Mines
    - 2. on September 26, 2023, through May 20, 2024 – requested by Carol Malcolm-Parsons for World Vision KidREACH
  - C. Philippi Elementary School
    - 1. on September 25, 2023, through May 20, 2024 – requested by Carol Malcolm-Parsons for World Vision KidREACH
9. Recommendation: Review policy 7200, Student Grading System.
- 1.0 Purpose.** The purpose of the student grading system policy is to communicate student progress in meeting the West Virginia College and Career Readiness Standards (WVCCRS) & Barbour County Schools’ College and Career Readiness Standards
- 1.1 Barbour County Schools expects each student to perform to the best of his/her ability. Each staff member will develop and maintain a climate that encourages and supports rigorous academic achievement and high standards of behavior.
- 1.2 Barbour County Schools will provide all students with highly rigorous instructional programs, assignments, tests, projects, and other instructional activities designed to promote individual learning and measure individual student performance.
- 2.0 Responsibility.** The West Virginia Department of Education along with Barbour County Schools will determine standards that relate to the essential elements for grade level subjects and courses.
- 2.1 The standards will address skills needed for successful performance in the next grade or next course in a sequence of courses.
- 2.2 On-site administrators and school personnel are directed to provide for and monitor an educational climate that encourages and supports individual academic achievement and high standards of behavior.
- 3.0 Procedures.** The Superintendent is directed to establish procedures for the purposes of promoting and ensuring fair and equitable grading practices in all Barbour County schools.
- 3.1 The Superintendent is directed to take the Student Grading System Procedures before the Barbour County Board of Education for annual review prior to August 15 of each school year.
- 3.2 A synopsis of the Student Grading System Procedures shall be published, along with this policy, in all student and faculty handbooks.
10. Recommendation: Approve/Confirm requests for professional leave.
11. Recommendation: Accept the resignation of Laura Shelton as a Long Term Substitute Elementary Education Instructor at Belington Elementary School effective August 29, 2023.
12. Recommendation: Accept the resignation of Daniel Propst as a substitute bus operator effective August 27, 2023.
13. 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.

<b>Position</b>	<b>Location</b>	<b>Funding Source</b>	<b>FTE</b>
ECCAT/PK-Special Needs Aide/Special Needs Aide - Itinerant	BES	State Aid/County	1
Multi Cat/Special Education - Itinerant	KEMS	State Aid/County	1
Nurse RN – Itinerant	PBHS – County	State Aid/County	Add .5 to make a full time position

14. 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)**

<b>Regular Employee Assignments 2023-24 (FY24)</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
Matthew Upton	Philip Barbour High School	JobID: 8148 Itinerant Groundsman/Custodian III/General Maintenance
Phillis Tarley	Junior Elementary School	JobID: 8149 Secretary/Media Aide/Supervisory Aide
LaTosha Dumire	Belington Elementary School	JobID: 9257 1st Grade Instructional Aide/Supervisory Aide
Franklin Kyle	Barbour Board Office	JobID: 9258 Bus Operator, Route 23
Toby Poling (will remain in place until replaced)	Philip Barbour High School	JobID: 9261 Health Instructor

<b>Substitute Employee Assignments 2023-24</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
William Klaus, John Hanna, John Hicks, Elizabeth Rebrook	Barbour Board Office	JobID: 8415 Substitute Teacher(s)
	Barbour Board Office	JobID: 8416 Restricted Short-Term Substitute Teacher(s)
Raquel Freeman	Philip Barbour High School	JobID: 8419 Long Term Substitute Itinerant Multi-Categorical w/Autism Instructor
	Barbour Board Office	JobID: 8107 Substitute Custodian(s)
Kendall Campbell	Barbour Board Office	JobID: 8110 Substitute Cook(s)
Everett Propst	Barbour Board Office	JobID: 8111 Substitute Bus Operator(s)
	Barbour Board Office	JobID: 8112 Substitute Secretary(s)
	Philippi Middle School	JobID: 8137 Long Term Substitute Elementary Education Instructor
	Philippi Middle School	JobID: 8138 Long Term Substitute Mathematics Instructor
	Philippi Middle School	JobID: 8139 Long Term Substitute Mathematics Instructor
Sally Hammack	Philippi Elementary School	JobID: 8140 Long Term Substitute Elementary Education Instructor
Elizabeth Rebrook	Philippi Middle School	JobID: 8141 Long Term Substitute Elementary Education Instructor
Nick Allen	Junior Elementary School	JobID: 8145 Long Term Substitute Music Instructor (half-time)
	Barbour Board Office	JobID: 8415 Substitute Teacher(s)
	Barbour Board Office	JobID: 8416 Restricted Short-Term Substitute Teacher(s)
	Belington Elementary School	JobID: 9259 Long Term Substitute Elementary Education Instructor
	Kasson Elementary & Middle School	JobID: 9260 Long Term Substitute Preschool/Preschool SpecialNeeds Instructor
	Philippi Middle School	JobID: 9262 Long Term Substitute Mathematics Instructor
	Philippi Middle School	JobID: 9263 Long Term Substitute Mathematics Instructor
	Belington Middle School	JobID: 9265 Long Term Substitute Itinerant Multi-Categorical w/Autism Instructor
	Barbour Board Office	JobID: 9266 Substitute Custodian(s)
	Barbour Board Office	JobID: 9267 Substitute LPN/Aide(s)

	Barbour Board Office	JobID: 9268 Substitute School Nurse RN(s)
Lora McElroy	Barbour Board Office	JobID: 9269 Substitute Cook(s)
	Barbour Board Office	JobID: 9270 Substitute Bus Operator(s)
	Barbour Board Office	JobID: 9271 Substitute Secretary(s)
Ashley Morrell	Philip Barbour High School	JobID: 9276 Long Term Substitute Itinerant Hearing Impaired/Visually Impaired/Multi-Categorical Instructor

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Barbour Board Office	JobID: 8120 Homebound Instructor (Extra-Curricular)
	Kasson Elementary & Middle School	JobID: 9280 Head Boys Basketball Coach
	Philip Barbour High School	JobID: 9284 (1)After School English Language Arts Tutor(Extra-Curricular)
	Philip Barbour High School	JobID: 9297 (1)After School Social Studies/English LanguageArts Tutor (Extra-Curricular)
	Philip Barbour High School	JobID: 9300 (1) After School Mathematics Tutor (Extra-Curricular)
	Philip Barbour High School	JobID: 9301 (1) After School Mathematics Tutor (Extra-Curricular)
	Philip Barbour High School	JobID: 9302 (1)After School Targeted/Credit Recovery Tutor(Extra-Curricular)

15. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.
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16. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
- A. Philip Barbour High School
1. (Baseball) - \$1,000.00
2. (Athletics) - \$4,000.00
3. (Class of 2024) - \$500.00
17. Recommendation: Approve/Confirm curricular trips.
- A. Philip Barbour High School
1. (FFA) – to Ripley, WV on September 20-21, 2023
18. Recommendation: Approve/Confirm the use of buildings and/or grounds.
- A. Belington Elementary School
1. on September 25, 2023, through May 20, 2024 – requested by Carol Malcolm-Parsons for World Vision KidREACH
- B. Philippi Middle school
1. on September 25, 2023, through May 20, 2024 – requested by Carol Malcolm-Parsons for World Vision KidREACH
19. Recommendation: Accept the resignation/retirement of Melody Faulkner as an Elementary Education Instructor at Belington Elementary School effective December 31, 2023.
20. Recommendation: Approve a Memorandum of Understanding with Region 8 Planning & Development for the Foster Grandparent Program.

A motion was made by Mr. Phillips to approve agenda items 1-10 and items 16-18 as recommended. The motion was seconded by Mr. Everson. After discussion, the motion passed four (4) to zero (0).

Mrs. McConnell made a motion to adjourn into executive session at 6:28 p.m. to discuss personnel. The motion was seconded by Mr. Everson and passed three (3) to zero (0).

The board returned to open session at 6:47 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Everson to approve agenda items 11-15 and items 19-20 as recommended. The motion was seconded by Mr. PhillipsD. After discussion, the motion passed three (3) to zero (0).

The board acted upon or discussed the following items:

1. September 22, 2023, proclaimed as West Virginia School Service Personnel Day
2. Kasson Elementary/Middle School Newsletter
3. Board goals
4. Other

Next board meetings:

September 25, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session)

The meeting adjourned at 6:59 p.m.

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**President**

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**Secretary**