

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, October 9, 2017 at the Junior Elementary School, 415 West First Street, Junior, WV 26275.

Ron Phillips, Adam Starks, Eric Ruf, Joanne McConnell, David Everson, Members, and Jeffrey Woofter, Secretary, were present. Also in attendance were: Rachel Knotts, Kimberly Pharis, Ashley Boram, Nathash Martin, Tina Johnson, Amanda Sweet, Delores Bonnell, Charles Wilson, James Poling, Allison Pugh, Ashleigh Watson, Tom Williams, Diana Bibey, Charla Reger, Deloris Phillips, Ed Lanham, Jeff Kittle, David Neff, Kathy Kocher, Chad Kocher, Crystal Blankenship, Amanda Baker, Latisha Bolyard, Debbie McDonald and Raymond McDonald.

Mr. Ruf called the meeting to order at 6:00 p.m.

Mr. Phillips led the pledge to flag.

Invocation by Mr. Phillips

Junior Elementary School LSIC presentation

The board recessed from 6:30 p.m. to 6:36 p.m.

A motion was made by Mr. Everson to approve the minutes of the September 25, 2017 meeting. The motion was seconded by Mr. Starks. After discussion the motion passed five (5) to zero (0).

**Reports**

Monthly Attendance – Enrollment Report for month ending: September 5, 2017

**Superintendents Recommendations –**

1. Recommendation: Approve payment of bills for the period of September 20, 2017 through October 3, 2017 at a total expenditure of \$263,157.46.
2. Recommendation: Authorize the October 15, 2017 payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law.
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00.
4. Recommendation: Approve the final total of the September 28, 2017 payroll check and federal withholdings in the amount of \$506,998.05.
5. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours)

Belington Elementary School (American Heart Association) – projected revenue - \$400.00  
Belington Middle School (Student Council) – projected revenue - \$2,000.00  
Junior Elementary School (1<sup>st</sup> Grade) – projected revenue - \$150.00, \$150.00; (4<sup>th</sup> Grade trip & supplies) - \$300.00; (Honor Roll Banquet) - \$300.00  
Kasson Elementary/Middle School (Middle School) – projected revenue - \$0.00; (Robotics) - \$500.00, \$800.00; (School) - \$500.00, \$600.00, Books; (Student Council) - \$60.00  
Philip Barbour High School (Art) – projected revenue \$400.00; (Class of 2019) - \$2,000.00; (Hat Day) - \$40.00; (Student Council-Pep Club) - \$50.00; (Teacher T-Shirts) - \$100.00

6. Recommendation: Approve/Confirm curricular trips.

Kasson Elementary/Middle School (Band) – to Buckwheat Festival on September 29, 2017; (Lady Eagles Robotics team) – to Westwood Middle School on October 11, 2017; (LEGO Robotics team) – to Bridgeport on November 18, 2017; (VEX EDR Teams) – to Fairmont on February 10, 2018  
Philip Barbour High School (FFA) – to Fairmont on October 14, 2017; (HOSA) – to Jackson’s Mill on October 19, 2017; (Seniors & Juniors) – to WV Wesleyan on October 24, 2017  
Philippi Middle School (8<sup>th</sup> Grade) – to Charleston on October 18, 2017; (Band) – to Hershey Park on May 11-12, 2018; (School) – to AB Pool on September 28, 2017

7. Recommendation: Approve educational leave for a student at Philippi Middle School.
8. Recommendation: Approve educational leave for a student at Philippi Middle School.
9. Recommendation: Approve chaperones for Kasson Elementary/Middle School Band for the 2017/2018 school year.

Dorsey Thompson	Angie Thompson	Garrett Phillips
Jennifer Phillips	Mark Harris	Kelly Harris
John Frye	Heather Frye	Valerie Welch
Eric Canfield	Penny Canfield	Greg Holsberry
Chris Hardin	Roxanne Hardin	Charles Shaver
Mary Shaver	Kathern Findley	Mike Sypolt
Stacey Haller	Wesley Gray	Crystal Gray
Dean Herrod	Ashley Herrod	Jeremy Foy
Natasha Foy	Greg Phillips	Brandi Phillips
Jordan Robinson	Heather Robinson	Geof Mitcheltree
Jillian Mitcheltree	Damon Phillips	Tracy Bolyard
Doug Bolyard		

10. Recommendation: Approve chaperones for Kasson Elementary/Middle School robotics field trip on October 11, 2017.

Teresa Marsh	Mrs. Payne	Mrs. Ferber
Juva Charlene Stemple		

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

Kasson Elementary/Middle School on October 19, 2017 – requested by Teresa Marsh for Family Night at Book Fair; on October 26, 2017 – requested by Teresa Marsh for Pumpkin Drop; on October 20, 2017 – requested by Teresa Marsh for Trunk or Treat & Fall Dance

Philip Barbour High School Complex on October 27, 2017 – requested by Kirsten Wetzel and Cadie McNaboe for Breast Cancer Survivors Cook Out; on October 15, 2017 – requested by Nikki England for Birthday Party; on October 13, 2017 – requested by Toby Poling for Lock-in for Young Life

12. Recommendation: Adopt 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 2<sup>nd</sup> 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 will be composed of a nurse, physical education/health teacher, cook, LSIC members, child nutrition director, board of education members and a school principal.

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.

13. Recommendation: Approve transportation travel requests.

<u>Date</u>	<u>Destination</u>	<u>No. Buses</u>
Philip Barbour High School (Band)		
09/28/17	Kingwood	3
09/30/17	Morgantown	3

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

15. Recommendation: Accept resignation of Laura Shelton as an after school academic tutor at Junior Elementary School effective September 25, 2017.

16. 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)**

<b>Regular Employee Assignments 2017-18</b>		
<b>Name of Person</b>	<b>Location</b>	<b>Job ID: Position</b>
	Itinerant, PBHS	1676: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
Marcus Johnson (will move at the beginning of the 2018/2019 school year)	PBHS	1667: High School Teaching: Physical Education

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

Zachariah John Wilson

A motion was made by Mr. Phillips to approve agenda items 1-17 as recommended. The motion was seconded by Mrs. McConnell. After discussion the motion passed five (5) to zero (0).

The board acted upon or discussed the following items:

1. School Newsletters
2. Other

Next board meetings:

October 23, 2017 at 6:00 p.m. at Belington Elementary School LSIC Presentation (Regular Session)

The meeting adjourned at 6:45 p.m.

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**President**

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**Secretary**