

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, October 14, 2019, at the Board of Education Office, 45 School Street, Philippi, WV 26416.

David Everson, Adam Starks, Joanne McConnell, Eric Ruf, Ron, Phillips, Members, and Jeffrey Woofter, Secretary, were present. Also in attendance were: Ruston Seaman, David Strait, James Poling, Connie Mundy, and Marija Ilic.

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

Mrs. McConnell led the pledge to the flag.

Invocation by Mrs. McConnell

A motion was made by Mr. Everson to approve the minutes of the September 23, 2019 meeting. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

The following delegations addressed the board:

Ruston Seaman – regarding Bright Futures
David Strait – regarding Stop the Bleed

Reports –

Attendance/Enrollment Report

Superintendents Recommendations –

1. Recommendation: Approve payment of bills for the period of September 18, 2019, through October 8, 2019, at a total expenditure of \$261,201.02.
2. Recommendation: Authorize the October 15, 2019, 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 the next board meeting not to exceed \$30,000.00.
4. Recommendation: Approve the final total of September 27, 2019, payroll check and federal withholdings in the amount of \$495,837.98.
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$15,448.80.
6. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)

Belington Elementary School (PTA) – projected revenue \$500.00, \$500.00, \$500.00,
\$500.00, \$1,000.00, \$1,000.00, \$1,000.00
Belington Middle School (Robotics) – projected revenue \$1,000.00
Junior Elementary School (PreK/Kindergarten) – projected revenue \$299.00
Kasson Elementary/Middle School (Builders Club) – projected revenue - \$50.00
Philip Barbour High School (Cheerleading) – projected revenue - \$1,000.00; (9th Grade Class)
- \$1,000.00; (Senior Class) - \$1,000.00
Philippi Elementary School (Preschool) – projected revenue - \$500.00; (PreK/Kindergarten)
- \$500.00

7. Recommendation: Approve the following school support organizations for the 2019-2020 school year.

Belington Elementary
PTA
Belington Middle
Band Boosters
Junior Elementary
PTO
Kasson Elem/Middle
PTO
Philip Barbour High
Band Boosters
Athletic Boosters

Philippi Elementary
PTO
Philippi Middle
Faculty Senate
PTO
Band Boosters

8. Recommendation: Approve agreement with Frontline Technologies Group LLC to provide an Absence & Substitute Management system.
9. Recommendation: Approve educational leave request for a student at Belington Elementary School.
10. Recommendation: Approve educational leave request for a student at Belington Middle School.
11. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School.
12. Recommendation: Approve educational leave request for a student at Kasson Elementary/Middle School.
13. Recommendation: Approve educational leave request for a student at Philip Barbour High School.
14. Recommendation: Approve educational leave request for a student at Philippi Elementary School.
15. Recommendation: Approve Memorandum of Understanding with North Central West Virginia Community Action Association, Inc. – Head Start Program.
16. Recommendation: Approve/Confirm curricular trips.

Junior Elementary School (School) – to Good Sam on December 16, 2019; (PreK/Kindergarten/1st Grade) – to French Creek on October 17, 2019; (Science fair winners) – to Philip Barbour High School on January 9, 2020

Philip Barbour High School (HOSA) – to Flatwoods on October 16, 2019; (Ag/FFA) – to Moorefield on November 21, 2019; (FFA) – to Middletown Tractor on October 19, 2019; (HSTA-CNA Students) – to Elkins on November 8, 2019

17. Recommendation: Approve building/ground modifications.

Philip Barbour High School (Exterior Connector Wall) – install Pierpont Community and Technical College partnership sign

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

Belington Elementary School on October 25, 2019 – requested by Stephanie Moss for Halloween Dance; on November 2, 2019 – requested by Stephanie Moss for Fall Carnival; on February 21, 2020 – requested by Stephanie Moss for Valentines Dance-Father/Daughter Dance; on March 29, 2020 – requested by Stephanie Moss for Movie Night; on May 15, 2020 – requested by Stephanie Moss for End of School Dance

Belington Middle School on November 22, 2019 – requested by Shanda Ross for School Dance; on October 18, 2019 – requested by Mary Beth Hovatter for Community-Wide Fall Fest; on every Friday during the school year – requested by LaDonna Davis for Kids JAM

Kasson Elementary/Middle School beginning January 2020 through May 2020 – requested by Crystal Gray for Girls on the Run

Philip Barbour High School on January 9, 2020 – requested by Charla Reger for Elementary Science Fair

Philippi Elementary School on November 9, 2019 – requested by Monique Warner for Craft Show

19. Recommendation: Review new policy 2210, Random Selection for Seniority for Professional Employees, for first reading.

1.0 Scope:

This policy establishes a process to determine seniority for professional employees with the same seniority date.

2.0 Purpose:

This policy establishes the procedure to determine a professional employee's seniority qualification for the purposes of: reduction in force, recall, transfer, and grade level realignment within a school.

3.0 Implementation:

If two or more employees with the same certification establish an identical seniority date as a result of initial employment as a regular teacher on or after July 1, 2019, the priority between these employees shall be determined by random selection. The board shall conduct the random selection within 30 days of the time the employees establish identical seniority dates. As long as the affected employees hold the identical seniority date within a certification, the random selection shall be permanent for the duration of employment by the board.

- 3.1** Teachers with the same certification hired by the board with the identical seniority date shall participate in a random drawing to establish a permanent seniority date with the county.
- 3.2** The drawing shall happen within 30 days of the establishment of identical seniority.
- 3.3** The teachers shall be invited in writing to the random drawing. Date, time, and location will be indicated in the notice.
- 3.4** The teacher will not be required to attend the drawing and may send a representative with written proxy rights to participate in the teacher's place.
- 3.5** The drawing shall be held by the superintendent or designated representative with one other central office assistant superintendent/director/coordinator serving as a witness.
- 3.6** Teachers will sign in if in attendance at the drawing.
- 3.7** Names will be placed on individual slips of paper and blindly drawn. The first name selected shall be the most senior, the second name the next senior, and so forth until all names with the same seniority dates and qualifications have been drawn.
- 3.8** The superintendent (or designee) and witness shall sign and date the seniority roster. Teachers (or proxies) in attendance will also sign indicating the witnessing of the drawing.

4.0 Authority:

WV Code 18A-4-7a(h) . Employment, promotion, and transfer of professional personnel; qualifications.

- 20. Recommendation: Review new policy 2220, Qualifications for Professional Employees, for first reading.

1.0 Scope:

This policy establishes a process to determine qualifications for professional employees.

2.0 Purpose:

This policy defines and establishes what will be considered to determine a professional employee's qualifications for the purposes of: reduction in force, recall, transfer, and grade level realignment within a school.

3.0 Implementation:

Decisions on reduction in force, recall, transfer, and grade level realignment within a school, shall be based on qualifications as set forth in this county board policy. The word "qualifications" means the qualifications set forth to determine which employee is more highly qualified. This set of criteria does not constitute qualifications being considered for hiring of employees. The following criteria will be considered in order to determine the least qualified employee:

- 3.1** The least qualified person shall be personnel whose previous two consecutive years' performance evaluation conducted pursuant to 18A-2-12 or 18A-3C-2 is less than satisfactory,
- 3.2** Personnel who are working on a temporary permit, and then,
- 3.3** Personnel who are less senior.

Authority:

WV Code 18A-4-7a. Employment, promotion, and transfer of professional personnel; qualifications.

21. Recommendation: Approve transportation travel requests.

<u>Date</u>	<u>Destination</u>	<u>No. Buses</u>
Belington Middle School (Band) 09/29/2019	Elkins	3
(Volleyball) 10/04/2019	Philippi	1
Philip Barbour High School (Band) 09/30/2019	University High	3
10/12/2019	Pennsylvania	3

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

23. Recommendation: Approve agreement with Western Governors University for student teaching.

24. Recommendation: Approve student teachers from Alderson Broaddus University for the 2019/2020 School year.

25. Recommendation: Approve leave of absence (maternity) for Markita Poe a professional employee at Philippi Elementary School beginning approximately December 11, 2019, for at least 6 weeks.

26. Recommendation: Accept the resignation of David Matko as a Bus Operator effective at the end of the day on October 11, 2019.

27. Recommendation: Accept the resignation of Sherman Wilkinson as a Bus Operator effective at the end of the day on October 25, 2019.

28. Recommendation: Accept the resignation of Carla Knotts as Head Cheerleading Coach at Philippi Middle School effective November 2, 2019.

29. Recommendation: Accept the resignation of Tami Wilt as a Science Teacher at Philippi Middle School effective at the end of the day on September 27, 2019.

30. Recommendation: Accept the resignation of Marc Smith as a Science Teacher at Belington Middle School effective at the end of the day on October 1, 2019.

31. Recommendation: Accept the resignation of Stephanie Moss as a Home-bound Instructor effective November 2, 2019.

32. Recommendation: Accept the resignation of Barbara Anderson as a long term substitute secretary/aide at Junior Elementary school effective at the end of the day on September 27, 2019.

33. Recommendation: Employ the following personnel for the 2019/2020 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 2019-20		
Name of Person	Location	Job ID: Position
	PBHS, itinerant	Job 2486: Physical Education/Health/Parenting Instructor
	Kasson, itinerant	Job 2502: Hearing Impaired/Multi-Categorical Instructor
	PES, Itinerant	Job 2503: Multi-Categorical w/Autism Instructor
	PBHS	Job 2504: Language Arts/Library-Media Instructor
Jamie Short	Kasson, itinerant	Job 2512: Special Needs Aide/Supervisory Aide/Transportation Aide
Brent Bouscher	PBHS	Job 2526: Custodian
	PMS	Job 2528: Science Instructor
Zachariah Wilson	County	Job 2529: Bus Operator, Rt. 5
Matthew Auvil	County	Job 2530: Bus Operator, Rt. 3
	BMS	Job 2532: Science Instructor

Substitute Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Pam Manista	County	Job 2491: Substitute Secretary(s)
	County	Job 2505: Substitute LPN/Aide(s)
	County	Job 2506: Substitute Cook(s)

Lynn Barcus	County	Job 2507: Substitute Custodian(s)
Sherman Wilkinson, Bruce Booth	County	Job 2508: Substitute Bus Operator(s)
Rebekah Workman	County	Job 2509: Substitute School Nurse RN(s)
Joan Sturm, Donna Seaman, Susan Hawkins	County	Job 2510: Substitute Teacher(s)
John Calkins	County	Job 2483: Substitute Teacher(s)
	PBHS, Itinerant	Job 2527: Long Term Substitute Physical Education/Health/Parenting Instructor
	County	Job 2471: Substitute Cook(s)
Rebekah Workman	County	Job 2474: Substitute School Nurse RN(s)
	County	Job 2473: Substitute Bus Operator(s)

Extra-Curricular Employee Assignments 2019-20		
Name of Person	Location	Job ID: Position
Debra Carey	Philippi Schools	Job 2511: Cook (Extra-Curricular)
	KEMS	Job 2525: Head Cheerleading Coach
Brian Moats	County	Job 2533: Homebound Instructor/Virtual School Facilitator

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

35. Recommendation: Ratify the suspension with pay for Kelli Kittle a service employee at Belington Elementary School.

The Superintendent pulled agenda item 8 off the agenda.

A motion was made by Mr. Phillips to approve agenda items 1-7, and items 9-22 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 6:37 p.m. to discuss legal and personnel issues. The motion was seconded by Mr. Everson and passed five (5) to zero (0).

The board returned to open session at 7:15 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Starks to approve agenda items 23-35 as recommended. The motion was seconded by Mr. Phillips. After discussion, the motion passed five (5) to zero (0).

The board acted upon or discussed the following items:

1. Other
 - Big hole in field between Philippi Elementary School and Philippi Middle School

Next board meetings:

October 28, 2019, at 6:00 p.m. at Philippi Middle School (Regular Session)
November 12, 2019, at 6:00 p.m. at Board of Education Office (Regular Session)
November 18, 2019, at 6:00 p.m. at Board of Education Office (Regular Session)

The meeting adjourned at 7:20 p.m.

President

Secretary