

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, November 27, 2023, at the Board of Education Office, 45 School Street, Philippi, WV 26416.

David Everson, Ron Phillips, Jared Nestor, Joanne McConnell, Adam Starks, Members, and Eddie Vincent, Secretary, were present. Also in attendance were: Cindy Sigley, Annette Hughart, Tonya Ferguson, Gabrielle Rhodes, Mary Beth Hovatter, Odie Haddix, Paula Townsend, Terry Suder, David Neff, and Julie Bibey.

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 November 13, 2023 meeting. The motion was seconded by Mr. Nestor. After discussion, the motion passed five (5) to zero (0).

The board recognized the following:

Philip Barbour High School Volleyball, Victor Iapalucci, and Philip Barbour High School Girls Soccer

The board discussed the following items:

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

Belington Elementary School Presentation  
Attendance/Enrollment Report

**Reports –**

October 23 Financial Report  
Softdocs Usage

**Superintendents Recommendations –**

1. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
  - A. Belington Middle School
    1. (7<sup>th</sup> Grade Team) - \$300.00
    2. (Basketball) - \$300.00
    3. (Science) - \$250.00
  - B. Philip Barbour High School
    1. (Boys Basketball) - \$500.00
2. Recommendation: Approve budget adjustments.

BUDGET JOURNAL ENTRY

LINE NO.	ACCOUNT / DESCRIPTION	DEBIT	CREDIT
	MONTH - OCTOBER      NUMBER - 10100      ENTRY DATE 10/02/23		
	61.43431 - IDEA TEACHER BOOTCAMP		
0001	61.43431.04511.009.000.0000.0000.00 NEW		296.45
0002	61.43431.76191.911.000.0000.0000.00 NEW	11.02	
0003	61.43431.21210.582.000.0000.0000.00 NEW	285.43	
0004	BUDGET SUPPLEMENT FOR FY24 IDEA TEACHERS		
0005	BOOTCAMP; SEE ATTACHMENTS TO JOURNAL		
0006	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	296.45	296.45
	MONTH - OCTOBER      NUMBER - 10101      ENTRY DATE 10/09/23		
	61.43410 - IDEA PART B		
0001	61.43410.04511.009.000.0000.0000.00		36,118.00
0002	61.43410.21210.111.000.0000.0000.00		.50
0003	61.43410.21210.114.000.0000.0000.00 NEW	10,000.00	
0004	61.43410.21210.124.000.0000.0000.00 NEW	5,000.00	
0005	61.43410.21210.131.000.0000.0000.00	20,000.00	
0006	61.43410.21210.211.000.0000.0000.00		.32
0007	61.43410.21210.221.000.0000.0000.00	50.44	
0008	61.43410.21210.233.000.0000.0000.00	.04	
0009	61.43410.21210.262.000.0000.0000.00		.04
0010	61.43410.21210.331.000.0000.0000.00 NEW	10,000.00	
0011	61.43410.21210.551.000.0000.0000.00 NEW	5,000.00	
0012	61.43410.21210.581.000.0000.0000.00	10,000.00	
0013	61.43410.21210.582.000.0000.0000.00	10,000.00	
0014	61.43410.21210.591.000.0000.0000.00	2,000.00	
0015	61.43410.21210.611.000.0000.0000.00		269,551.00
0016	61.43410.21210.651.000.0000.0000.00	2,500.00	
0017	61.43410.21210.652.000.0000.0000.00 NEW	5,000.00	
0018	61.43410.21210.653.000.0000.0000.00	2,000.00	
0019	61.43410.21210.657.000.0000.0000.00	10,000.00	
0020	61.43410.21210.733.000.0000.0000.00 NEW	10,453.64	
0021	61.43410.21210.819.000.0000.0000.00	200.00	
0022	61.43410.21215.211.000.0000.0000.00		.16
0023	61.43410.21215.221.000.0000.0000.00	113.84	
0024	61.43410.21215.231.000.0000.0000.00		.15
0025	61.43410.21215.262.000.0000.0000.00		.50
0026	61.43410.21219.111.000.0000.0000.00	15,000.00	
0027	61.43410.21221.341.000.0000.0000.00	2,000.00	
0028	61.43410.21221.611.000.0000.0000.00	2,000.00	
0029	61.43410.21223.611.000.0000.0000.00 NEW	2,000.00	
0030	61.43410.22130.121.000.0000.0000.00		65,600.00
0031	61.43410.22130.211.000.0000.0000.00		10,847.00
0032	61.43410.22130.218.000.0000.0000.00		840.00
0033	61.43410.22130.221.000.0000.0000.00		4,843.00
0034	61.43410.22130.231.000.0000.0000.00		5,092.00
0035	61.43410.22130.233.000.0000.0000.00		2,374.00
0036	61.43410.22130.262.000.0000.0000.00		85.00
0037	61.43410.22131.121.000.0000.0000.00	65,600.00	
0038	61.43410.22131.211.000.0000.0000.00	10,846.80	
0039	61.43410.22131.218.000.0000.0000.00	840.00	
0040	61.43410.22131.221.000.0000.0000.00	5,018.39	

0041	61.43410.22131.231.000.0000.0000.00	5,092.48	
0042	61.43410.22131.233.000.0000.0000.00	2,373.74	
0043	61.43410.22131.262.000.0000.0000.00	85.24	
0044	61.43410.22134.341.000.0000.0000.00	70,000.00	
0045	61.43410.22140.111.000.0000.0000.00		11,688.00
0046	61.43410.22140.221.000.0000.0000.00		894.00
0047	61.43410.22140.233.000.0000.0000.00		877.00
0048	61.43410.22140.262.000.0000.0000.00		15.00
0049	61.43410.22140.611.000.0000.0000.00	2,000.00	
0050	61.43410.22140.657.000.0000.0000.00	2,000.00	
0051	61.43410.22140.111.000.0000.0000.00	11,687.52	
0052	61.43410.22140.221.000.0000.0000.00	894.09	
0053	61.43410.22140.233.000.0000.0000.00	876.56	
0054	61.43410.22140.262.000.0000.0000.00	15.20	
0055	61.43410.22140.341.000.0000.0000.00	35,000.00	
0056	61.43410.22150.591.000.0000.0000.00	5,000.00	
0057	61.43410.22150.611.000.0000.0000.00	2,000.00	
0058	61.43410.22161.611.000.0000.0000.00	2,000.00	
0059	61.43410.22162.611.000.0000.0000.00	10,000.00	
0060	61.43410.22170.111.000.0000.0000.00	10,000.00	
0061	61.43410.22211.111.000.0000.0000.00	17,053.60	
0062	61.43410.22211.211.000.0000.0000.00	1,410.12	
0063	61.43410.22211.218.000.0000.0000.00	168.00	
0064	61.43410.22211.221.000.0000.0000.00	1,402.97	
0065	61.43410.22211.232.000.0000.0000.00	1,279.06	
0066	61.43410.22211.262.000.0000.0000.00	21.83	
0067	61.43410.22213.114.000.0000.0000.00	20,000.00	
0068	61.43410.22213.331.000.0000.0000.00	1,500.00	
0069	61.43410.76191.911.000.0000.0000.00	1,342.11	
0070	BUDGET SUPPLEMENT FOR FY24 IDEA PART B;		
0071	SEE ATTACHMENTS TO JOURNAL ENTRY FOR		
0072	DOCUMENTATION.		
	* J/E TOTALS	408,825.67	408,825.67
	MONTH - OCTOBER	NUMBER - 10102	ENTRY DATE 10/09/23
	61.43420 - IDEA PRESCHOOL		
0001	61.43420.04511.009.000.0000.0000.00		547.00
0002	61.43420.21210.111.000.0000.0000.00	4,794.00	
0003	61.43420.21282.111.000.0000.0000.00		3,288.57
0004	61.43420.21282.211.000.0000.0000.00		.44
0005	61.43420.21282.221.000.0000.0000.00	.41	
0006	61.43420.21282.233.000.0000.0000.00		979.02
0007	61.43420.21282.262.000.0000.0000.00	.24	
0008	61.43420.76191.911.000.0000.0000.00	20.38	
0009	BUDGET SUPPLEMENT FOR FY24 IDEA		
0010	PRESCHOOL; SEE ATTACHMENTS TO JOURNAL		
0011	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	4,815.03	4,815.03
	MONTH - OCTOBER	NUMBER - 10103	ENTRY DATE 10/11/23
	61.02410 - STATE SPECIAL EDUCATION		
0001	61.02410.03211.009.000.0000.0000.00		10,208.00
0002	61.02410.21282.114.000.0000.0000.00 NEW	3,000.00	
0003	61.02410.21282.331.000.0000.0000.00 NEW	5,000.00	
0004	61.02410.21282.611.000.0000.0000.00	2,208.00	
0005	BUDGET SUPPLEMENT FOR FY24 STATE SPECIAL		
0006	EDUCATION; SEE ATTACHMENTS TO JOURNAL		
0007	ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	10,208.00	10,208.00
	MONTH - OCTOBER	NUMBER - 10104	ENTRY DATE 10/13/23

	61.88491 - FROM SCRATCH TRAINING		
0001	61.88491.03211.009.000.0000.0000.00 NEW		2,000.00
0002	61.88491.13121.611.000.0000.0000.00 NEW	2,000.00	
0003	BUDGET SUPPLEMENT FOR FY24 FROM SCRATCH		
0004	TRAINING GRANT; SEE ATTACHMENTS TO		
0005	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	2,000.00	2,000.00
	MONTH - OCTOBER NUMBER - 10105	ENTRY DATE 10/19/23	
	61.90204 - PES DONATION		
0001	61.90204.01921.009.000.0000.0000.00		23.83
0002	61.90204.11111.611.000.0000.0000.00 NEW	23.83	
0003	BUDGET SUPPLEMENT PES DONATION; SEE		
0004	ATTACHMENTS TO JOURNAL ENTRY FOR		
0005	DOCUMENTATION.		
	* J/E TOTALS	23.83	23.83
	MONTH - OCTOBER NUMBER - 10106	ENTRY DATE 10/30/23	
	61.88413 - SUPPLY CHAIN		
0001	61.88413.04511.009.000.0000.0000.00 NEW		66,149.87
0002	61.88413.13121.632.000.0000.0000.00 NEW	66,149.87	
0003	BUDGET SUPPLEMENT FOR FY24 CHILD		
0004	NUTRITION SUPPLY CHAIN GRANT; SEE		
0005	ATTACHMENTS TO JOURNAL ENTRY FOR		
0006	DOCUMENTATION.		
	* J/E TOTALS	66,149.87	66,149.87
	MONTH - OCTOBER NUMBER - 10107	ENTRY DATE 10/31/23	
	61.41340 - TITLE I SIG		
0001	61.41340.04511.009.000.0000.0000.00	235,212.05	
0002	61.41340.11111.321.000.0000.0000.00 NEW		151,090.04
0003	61.41340.11111.341.000.0000.0000.00 NEW		13,268.60
0004	61.41340.12213.321.000.0000.0000.00		51,963.94
0005	61.41340.12213.611.000.0000.0000.00		10,147.72
0006	61.41340.76191.911.000.0000.0000.00		8,741.75
0007	NEGATIVE BUDGET SUPPLEMENT TO CLOSE OUT		
0008	REMAINING FY23 TITLE I SIG FUNDS THAT		
0009	WON'T BE USED; SEE ATTACHMENTS TO		
0010	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	235,212.05	235,212.05
	MONTH - OCTOBER NUMBER - 10108	ENTRY DATE 10/31/23	
	11.00000 - MISCELLANEOUS REVENUE		
0001	11.00000.01511.009.000.0000.0000.00		32,976.21
0002	11.00000.01513.009.000.0000.0000.00		.98
0003	11.00000.01912.009.000.0000.0000.00		100.00
0004	11.00000.01914.009.000.0000.0000.00		87.22
0005	11.00000.01989.009.000.0000.0000.00		4,828.44
0006	11.00000.76321.842.000.0000.0000.00	37,992.85	
0007			
0008	11.00501.01989.009.000.0000.0000.00		976.79
0009	11.00501.91910.122.000.0000.0000.00	976.79	
0010	BUDGET SUPPLEMENT OCTOBER 2023		
0011	MISCELLANEOUS REVENUE; SEE ATTACHMENTS		
0012	TO JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	38,969.64	38,969.64
	MONTH - OCTOBER NUMBER - 10200	ENTRY DATE 10/09/23	
	61.08170 - STEP 7D		
0001	61.08170.11111.112.000.0000.0000.00	2,400.00	
0002	61.08170.11111.231.000.0000.0000.00	90.00	
0003	61.08170.11111.233.000.0000.0000.00	135.00	
0004	61.08170.11111.262.000.0000.0000.00	3.11	

0005	61.08170.12213.114.000.0000.0000.00	1,464.12	
0006	61.08170.12213.221.000.0000.0000.00	112.12	
0007	61.08170.12213.233.000.0000.0000.00	109.80	
0008	61.08170.12213.262.000.0000.0000.00	1.92	
0009	61.08170.12213.331.000.0000.0000.00		4,316.07
0010	BUDGET TRANSFER WITHIN STEP 7D TO		
0011	REDISTRIBUTE BUDGET; PER MICHELLE		
0012	FLEMING, 10/05/23; SEE ATTACHMENTS TO		
0013	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	4,316.07	4,316.07
	MONTH - OCTOBER NUMBER - 10201	ENTRY DATE 10/09/23	
	61.28011 - MATH 4 LIFE		
0001	61.28011.11111.643.000.0000.0000.00	2,675.35	
0002	61.28011.12213.114.000.0000.0000.00	1,000.00	
0003	61.28011.12213.221.000.0000.0000.00	76.50	
0004	61.28011.12213.233.000.0000.0000.00	75.00	
0005	61.28011.12213.262.000.0000.0000.00	1.30	
0006	61.28011.12570.114.000.0000.0000.00		2,061.83
0007	61.28011.12570.581.000.0000.0000.00		1,000.00
0008	61.28011.12570.233.000.0000.0000.00		766.32
0009	BUDGET TRANSFER WITHIN FY20 MATH 4 LIFE		
0010	TO REDISTRIBUTE BUDGET; PER MICHELLE		
0011	FLEMING, 10/05/23; SEE ATTACHMENTS TO		
0012	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	3,828.15	3,828.15
	MONTH - OCTOBER NUMBER - 10202	ENTRY DATE 10/09/23	
	61.28312 - INVEST CONFERENCE		
0001	61.28312.12213.114.000.0000.0000.00 NEW	12,875.00	
0002	61.28312.12213.124.000.0000.0000.00 NEW	500.00	
0003	61.28312.12213.221.000.0000.0000.00 NEW	1,023.16	
0004	61.28312.12213.231.000.0000.0000.00 NEW	187.50	
4100	61.28312.12213.232.000.0000.0000.00 NEW	93.75	
0005	61.28312.12213.233.000.0000.0000.00 NEW	778.13	
0006	61.28312.12213.262.000.0000.0000.00 NEW	17.39	
0007	61.28312.12213.582.000.0000.0000.00		15,474.93
0008	BUDGET TRANSFER WITHIN FY23 INVEST		
0009	CONFERENCE TO REDISTRIBUTE BUDGET; PER		
0010	MICHELLE FLEMING, 10/05/23; SEE		
0011	ATTACHMENTS TO JOURNAL ENTRY FOR		
0012	DOCUMENTATION.		
	* J/E TOTALS	15,474.93	15,474.93
	MONTH - OCTOBER NUMBER - 10203	ENTRY DATE 10/09/23	
	61.40310 - TITLE II		
0001	61.40310.12213.114.000.0000.0000.00	387.50	
0002	61.40310.12213.231.000.0000.0000.00 NEW	1.87	
0003	61.40310.12213.232.000.0000.0000.00 NEW	.94	
0004	61.40310.12213.331.000.0000.0000.00	24,635.58	
0005	61.40310.12213.131.000.0000.0000.00		9,599.25
0006	61.40310.12213.233.000.0000.0000.00		4,475.56
0007	61.40310.12213.112.000.0000.0000.00		197.02
0008	61.40310.12213.221.000.0000.0000.00		3,170.40
0009	61.40310.12213.657.000.0000.0000.00		3,108.10
0010	61.40310.12213.233.000.0000.0000.00		4,475.56
0011	BUDGET TRANSFER WITHIN FY23 TITLE II TO		
0012	REDISTRIBUTE BUDGET; PER MICHELLE		
0013	FLEMING, 10/05/23; SEE ATTACHMENTS TO		
0014	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	25,025.89	25,025.89

	MONTH - OCTOBER	NUMBER - 10204	ENTRY DATE 10/09/23	
	61.40410 - TITLE II			
0001	61.40410.12213.114.000.0000.0000.00		100.00	
0002	61.40410.12213.221.000.0000.0000.00		7.65	
0003	61.40410.12213.233.000.0000.0000.00		7.50	
0004	61.40410.12213.262.000.0000.0000.00		.14	
0005	61.40410.12213.611.000.0000.0000.00			115.29
0006	BUDGET TRANSFER WITHIN FY24 TITLE II TO			
0007	REDISTRIBUTE BUDGET; PER MICHELLE			
0008	FLEMING, 10/05/23; SEE ATTACHMENTS TO			
0009	JOURNAL ENTRY FOR DOCUMENTATION.			
	* J/E TOTALS		115.29	115.29
	MONTH - OCTOBER	NUMBER - 10205	ENTRY DATE 10/09/23	
	61.59300 - TITLE V			
0001	61.59300.11111.561.000.0000.0000.00		7,424.59	
0002	61.59300.11111.652.000.0000.0000.00 NEW		2,164.50	
0003	61.59300.11111.653.000.0000.0000.00 NEW		21,780.00	
0004	61.59300.11119.561.000.0000.0000.00 NEW		325.00	
0005	61.59300.11111.114.000.0000.0000.00			31,694.09
0006	BUDGET TRANSFER WITHIN FY23 TITLE V TO			
0007	REDISTRIBUTE BUDGET; PER MICHELLE			
0008	FLEMING, 10/05/23; SEE ATTACHMENTS TO			
0009	JOURNAL ENTRY FOR DOCUMENTATION.			
	* J/E TOTALS		31,694.09	31,694.09
	MONTH - OCTOBER	NUMBER - 10206	ENTRY DATE 10/09/23	
	61.08410 - PROFESSIONAL STAFF DEVELOPMENT			
0001	61.08410.12213.331.000.0000.0000.00		600.00	
0002	61.08410.12213.611.000.0000.0000.00			600.00
0003	BUDGET TRANSFER WITHIN FY24 PROFESSIONAL			
0004	STAFF DEVELOPMENT TO REDISTRIBUTE BUDGET			
0005	PER MICHELLE FLEMING, 10/05/23; SEE			
0006	ATTACHMENTS TO JOURNAL ENTRY FOR			
0007	DOCUMENTATION.			
	* J/E TOTALS		600.00	600.00
	MONTH - OCTOBER	NUMBER - 10207	ENTRY DATE 10/31/23	
	71.52160 - ESSER ARP			
0001	71.52160.11111.112.000.0000.0000.00		501.85	
0002	71.52160.11111.134.000.0000.0000.00		488.70	
0003	71.52160.11111.135.000.0000.0000.00		149.14	
0004	71.52160.11111.221.000.0000.0000.00		1,004.80	
0005	71.52160.11111.233.000.0000.0000.00		97.78	
0006	71.52160.11111.262.000.0000.0000.00		17.07	
0007	71.52160.11119.112.000.0000.0000.00		437.50	
0008	71.52160.12220.121.000.0000.0000.00		11,836.35	
0009	71.52160.12220.141.000.0000.0000.00		.54	
0010	71.52160.12220.211.000.0000.0000.00 NEW		2,232.85	
0011	71.52160.12220.221.000.0000.0000.00		902.56	
0012	71.52160.12220.233.000.0000.0000.00		887.68	
0013	71.52160.12220.262.000.0000.0000.00		15.45	
0014	71.52160.12239.111.000.0000.0000.00		.01	
0015	71.52160.12239.221.000.0000.0000.00		.01	
0016	71.52160.12239.218.000.0000.0000.00			1,960.00
0017	71.52160.12239.221.000.0000.0000.00		.03	
0018	71.52160.12239.233.000.0000.0000.00		.02	
0019	71.52160.12411.121.000.0000.0000.00		.01	
0020	71.52160.12411.141.000.0000.0000.00		6.42	
0021	71.52160.12411.262.000.0000.0000.00		.21	
0022	71.52160.12510.141.000.0000.0000.00		2.16	

0023	71.52160.12510.211.000.0000.0000.00	.01	
0024	71.52160.12510.221.000.0000.0000.00	1.02	
0025	71.52160.12510.262.000.0000.0000.00	.03	
0026	71.52160.12611.264.000.0000.0000.00	.03	
0027	71.52160.12711.263.000.0000.0000.00	.01	
0028	71.52160.12911.233.000.0000.0000.00	.01	
0029	71.52160.13121.122.000.0000.0000.00	85.68	
0030	71.52160.13121.123.000.0000.0000.00 NEW	57.12	
0031	71.52160.13121.145.000.0000.0000.00	301.65	
0032	71.52160.13121.221.000.0000.0000.00	34.02	
0033	71.52160.13121.233.000.0000.0000.00	33.33	
0034	71.52160.13121.264.000.0000.0000.00	6.78	
0035	71.52160.21210.141.000.0000.0000.00	16.50	
0036	71.52160.21210.144.000.0000.0000.00	419.90	
0037	71.52160.21210.191.000.0000.0000.00	500.25	
0038	71.52160.21210.221.000.0000.0000.00	71.68	
0039	71.52160.21210.262.000.0000.0000.00	1.25	
0040	71.52160.11111.111.000.0000.0000.00		18,150.41
0041	71.52160.12110.341.000.0000.0000.00 NEW	30,000.00	
0042	71.52160.12120.341.000.0000.0000.00 NEW	22,069.60	
0043	71.52160.12130.341.000.0000.0000.00 NEW	68,400.00	
0044	71.52160.12213.114.000.0000.0000.00		120,469.60
0045	BUDGET TRANSFER WITHIN FY21 ESSERF TO		
0046	REDISTRIBUTE BUDGET; SEE ATTACHMENTS TO		
0047	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	140,580.01	140,580.01
	MONTH - OCTOBER NUMBER - 10208	ENTRY DATE 10/31/23	
	61.88410 - CHILD NUTRITION		
0001	61.88410.01621.009.000.0000.0000.00		423.97
0002	61.88410.04653.009.000.0000.0000.00	423.97	
0003	BUDGET TRANSFER WITHIN FY24 CHILD		
0004	NUTRITION TO REDISTRIBUTE REVENUE		
0005	BUDGET; SEE ATTACHMENTS TO JOURNAL ENTRY		
0006	FOR DOCUMENTATION.		
	* J/E TOTALS	423.97	423.97
	MONTH - OCTOBER NUMBER - 10209	ENTRY DATE 10/31/23	
	61.88313 - SUPPLY CHAIN		
0001	61.88313.13121.632.000.0000.0000.00	2,477.63	
0002	61.88313.13121.634.000.0000.0000.00		2,477.63
0003	BUDGET TRANSFER WITHIN FY23 SUPPLY CHAIN		
0004	TO REDISTRIBUTE BUDGET; SEE ATTACHMENTS		
0005	TO JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	2,477.63	2,477.63
	MONTH - OCTOBER NUMBER - 10300	ENTRY DATE 10/09/23	
	11.01001 - STEP 7		
0001	11.01001.12239.262.000.0000.0000.00	.01	
0002	11.01001.32411.211.000.0000.0000.00	.01	
0003	11.01001.32411.262.000.0000.0000.00	.01	
0004	11.01001.32411.221.000.0000.0000.00		.03
0005	11.01005.12520.581.000.0000.0000.00	222.82	
0006	11.01005.11111.581.000.0000.0000.00		222.82
0007	11.01008.76165.911.000.0000.0000.00	1,599.83	
0008	11.01008.11111.641.000.0000.0000.00		1,599.83
0009	11.01011.11111.531.000.0000.0000.00	749.75	
0010	11.01011.12531.431.000.0000.0000.00		749.75
0011	BUDGET TRANSFER FOR STEP 7 TO		
0012	REDISTRIBUTE BUDGET; PER MICHELLE		
0013	FLEMING, 10/09/23; SEE ATTACHMENTS TO		

0014	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	2,572.43	2,572.43
	MONTH - OCTOBER		
	NUMBER - 10301		
	ENTRY DATE	10/23/23	
	11.01008 - STEP 7		
0001	11.01008.11111.641.000.0000.0000.00		2,000.00
0002	11.01008.12213.136.000.0000.0000.00	2,000.00	
0003	BUDGET TRANSFER WITHIN STEP 7 TO		
0004	REDISTRIBUTE BUDGET PER MICHELLE		
0005	FLEMING, 10/20/23; SEE ATTACHMENTS TO		
0006	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	2,000.00	2,000.00
	MONTH - OCTOBER		
	NUMBER - 10302		
	ENTRY DATE	10/31/23	
	11.00000 - PAYROLL ACCOUNTS		
0001	11.00000.12510.123.000.0000.0000.00	625.92	
0002	11.00000.12611.123.000.0000.0000.00	79.01	
0003	11.00000.12621.123.000.0000.0000.00	45.92	
0004	11.00000.12711.123.000.0000.0000.00	1,210.77	
0005	11.00000.12731.123.000.0000.0000.00	356.40	
0006	11.00000.22721.123.000.0000.0000.00	3,362.69	
0007	11.00000.11111.111.000.0000.0000.00		5,680.71
0008	OVERTIME		
0009			
0010	11.00000.11111.134.000.0000.0000.00	8,157.62	
0011	11.00000.11111.135.000.0000.0000.00	1,817.59	
0012	11.00000.11111.136.000.0000.0000.00	155.98	
0013	11.00000.11111.138.000.0000.0000.00	929.04	
0014	11.00000.11111.141.000.0000.0000.00	13.75	
0015	11.00000.11111.144.000.0000.0000.00	2,461.53	
0016	11.00000.11111.161.000.0000.0000.00	13,270.80	
0017	11.00000.11111.191.000.0000.0000.00	1,960.35	
0018	11.00000.11121.134.000.0000.0000.00	821.19	
0019	11.00000.11121.141.000.0000.0000.00	58.69	
0020	11.00000.11121.144.000.0000.0000.00	574.50	
0021	11.00000.11121.161.000.0000.0000.00	1,723.29	
0022	11.00000.11121.191.000.0000.0000.00	2,199.02	
0023	11.00000.12120.161.000.0000.0000.00	516.54	
0024	11.00000.12220.135.000.0000.0000.00	675.30	
0025	11.00000.12411.141.000.0000.0000.00	4.36	
0026	11.00000.12411.144.000.0000.0000.00	390.09	
0027	11.00000.12510.141.000.0000.0000.00	7.28	
0028	11.00000.12510.144.000.0000.0000.00	791.85	
0029	11.00000.12611.141.000.0000.0000.00	2.48	
0030	11.00000.12611.144.000.0000.0000.00	806.55	
0031	11.00000.12611.145.000.0000.0000.00	1,505.10	
0032	11.00000.12611.148.000.0000.0000.00	2,209.95	
0033	11.00000.12711.144.000.0000.0000.00	1,517.40	
0034	11.00000.12711.191.000.0000.0000.00	126.45	
0035	11.00000.21210.134.000.0000.0000.00	1,691.09	
0036	11.00000.21210.135.000.0000.0000.00	350.96	
0037	11.00000.21210.138.000.0000.0000.00	461.10	
0038	11.00000.21210.161.000.0000.0000.00	1,738.80	
0039	11.00000.21210.191.000.0000.0000.00	179.00	
0040	11.00000.21282.134.000.0000.0000.00	282.83	
0041	11.00000.21282.141.000.0000.0000.00	29.31	
0042	11.00000.21282.144.000.0000.0000.00	463.75	
0043	11.00000.21282.161.000.0000.0000.00	800.48	
0044	11.00000.21282.191.000.0000.0000.00	1,148.65	
0045	11.00000.31311.134.000.0000.0000.00	311.96	

0046	11.00000.31331.135.000.0000.0000.00	262.83	
0047	11.00000.31345.134.000.0000.0000.00	39.00	
0048	11.00000.31361.135.000.0000.0000.00	311.96	
0049	11.00000.31371.134.000.0000.0000.00	116.99	
0050	11.00000.32411.141.000.0000.0000.00	.99	
0051	11.00000.32411.144.000.0000.0000.00	175.59	
0052	11.00000.41421.161.000.0000.0000.00 NEW	94.95	
0053	11.00000.11111.131.000.0000.0000.00		51,156.94
0054	SUBSTITUTES		
0055			
0056	11.00000.11111.215.000.0000.0000.00	657.33	
0057	11.00000.11121.211.000.0000.0000.00	14.55	
0058	11.00000.12120.211.000.0000.0000.00	.02	
0059	11.00000.12120.215.000.0000.0000.00	161.00	
0060	11.00000.12211.211.000.0000.0000.00	.01	
0061	11.00000.12212.211.000.0000.0000.00	.01	
0062	11.00000.12220.211.000.0000.0000.00	.01	
0063	11.00000.12411.211.000.0000.0000.00		1,171.18
0064	11.00000.12411.215.000.0000.0000.00	246.24	
0065	11.00000.12510.211.000.0000.0000.00	1,116.49	
0066	11.00000.12520.211.000.0000.0000.00	.04	
0067	11.00000.12611.211.000.0000.0000.00		8,179.79
0068	11.00000.12621.215.000.0000.0000.00	1,086.28	
0069	11.00000.12711.211.000.0000.0000.00		19.79
0070	11.00000.12711.215.000.0000.0000.00	178.70	
0071	11.00000.12731.211.000.0000.0000.00	.01	
0072	11.00000.21210.211.000.0000.0000.00	3.97	
0073	11.00000.21282.211.000.0000.0000.00	7.23	
0074	11.00000.21282.215.000.0000.0000.00	375.00	
0075	11.00000.22150.211.000.0000.0000.00	.01	
0076	11.00000.22211.211.000.0000.0000.00	.01	
0077	11.00000.22711.211.000.0000.0000.00	.01	
0078	11.00000.31345.211.000.0000.0000.00	.01	
0079	11.00000.31371.211.000.0000.0000.00		.01
0080	11.00000.32411.211.000.0000.0000.00		.01
0081	11.00000.41421.211.000.0000.0000.00	8.31	
0082	11.00000.11111.211.000.0000.0000.00	5,515.54	
0083	HEALTH INSURANCE		
0084			
0085	11.00000.11111.112.000.0000.0000.00	8,766.09	
0086	11.00000.11111.115.000.0000.0000.00	3,560.22	
0087	11.00000.11111.121.000.0000.0000.00		23,490.56
0088	11.00000.11111.221.000.0000.0000.00		834.22
0089	11.00000.11111.231.000.0000.0000.00	122.83	
0090	11.00000.11111.233.000.0000.0000.00		8,354.06
0091	11.00000.11111.262.000.0000.0000.00		26.01
0092	11.00000.11121.111.000.0000.0000.00		.01
0093	11.00000.11121.112.000.0000.0000.00	244.25	
0094	11.00000.11121.121.000.0000.0000.00	16,244.50	
0095	11.00000.11121.122.000.0000.0000.00		38.89
0096	11.00000.11121.221.000.0000.0000.00	1,654.57	
0097	11.00000.11121.233.000.0000.0000.00	1,233.75	
0098	11.00000.11121.262.000.0000.0000.00	28.21	
0099	11.00000.12110.111.000.0000.0000.00	.01	
0100	11.00000.12110.221.000.0000.0000.00	.01	
0101	11.00000.12110.233.000.0000.0000.00	.01	
0102	11.00000.12120.221.000.0000.0000.00	37.76	
0103	11.00000.12120.233.000.0000.0000.00		.02

0104	11.00000.12120.262.000.0000.0000.00	.67	
0105	11.00000.12130.111.000.0000.0000.00	.01	
0106	11.00000.12130.221.000.0000.0000.00	.09	
0107	11.00000.12130.233.000.0000.0000.00	.04	
0108	11.00000.12130.262.000.0000.0000.00		.03
0109	11.00000.12211.111.000.0000.0000.00	.03	
0110	11.00000.12211.221.000.0000.0000.00		.56
0111	11.00000.12211.233.000.0000.0000.00	.04	
0112	11.00000.12211.262.000.0000.0000.00	.05	
0113	11.00000.12212.111.000.0000.0000.00		.02
0114	11.00000.12212.221.000.0000.0000.00	.03	
0115	11.00000.12212.262.000.0000.0000.00	.01	
0116	11.00000.12220.111.000.0000.0000.00	.01	
0117	11.00000.12220.112.000.0000.0000.00	109.85	
0118	11.00000.12220.221.000.0000.0000.00	60.10	
0119	11.00000.12220.231.000.0000.0000.00		.01
0120	11.00000.12220.233.000.0000.0000.00	8.22	
0121	11.00000.12220.262.000.0000.0000.00	1.02	
0122	11.00000.12311.221.000.0000.0000.00	97.92	
0123	11.00000.12311.262.000.0000.0000.00	1.68	
0124	11.00000.12321.121.000.0000.0000.00	.02	
0125	11.00000.12321.221.000.0000.0000.00	.05	
0126	11.00000.12321.233.000.0000.0000.00	.01	
0127	11.00000.12321.262.000.0000.0000.00	.01	
0128	11.00000.12331.122.000.0000.0000.00	527.82	
0129	11.00000.12331.221.000.0000.0000.00	40.38	
0130	11.00000.12331.233.000.0000.0000.00	39.58	
0131	11.00000.12331.264.000.0000.0000.00	8.08	
0132	11.00000.12411.111.000.0000.0000.00		26,101.95
0133	11.00000.12411.121.000.0000.0000.00	.05	
0134	11.00000.12411.221.000.0000.0000.00		1,939.31
0135	11.00000.12411.232.000.0000.0000.00		.01
0136	11.00000.12411.233.000.0000.0000.00		1,957.62
0137	11.00000.12411.262.000.0000.0000.00		33.46
0138	11.00000.12411.264.000.0000.0000.00 NEW	.49	
0139	11.00000.12510.122.000.0000.0000.00	374.98	
0140	11.00000.12510.221.000.0000.0000.00	112.13	
0141	11.00000.12510.232.000.0000.0000.00		.01
0142	11.00000.12510.233.000.0000.0000.00	75.03	
0143	11.00000.12510.262.000.0000.0000.00	2.38	
0144	11.00000.12520.264.000.0000.0000.00		.49
0145	11.00000.12520.121.000.0000.0000.00		.04
0146	11.00000.12520.221.000.0000.0000.00		.18
0147	11.00000.12520.233.000.0000.0000.00	.02	
0148	11.00000.12520.264.000.0000.0000.00	.04	
0149	11.00000.12560.221.000.0000.0000.00		.06
0150	11.00000.12560.233.000.0000.0000.00		.01
0151	11.00000.12570.121.000.0000.0000.00		.02
0152	11.00000.12570.221.000.0000.0000.00	.04	
0153	11.00000.12571.111.000.0000.0000.00	.01	
0154	11.00000.12571.231.000.0000.0000.00	.01	
0155	11.00000.12571.262.000.0000.0000.00	.01	
0156	11.00000.12611.121.000.0000.0000.00		23,844.70
0157	11.00000.12611.122.000.0000.0000.00	104.50	
0158	11.00000.12611.221.000.0000.0000.00		1,404.36
0159	11.00000.12611.233.000.0000.0000.00		2,130.41
0160	11.00000.12611.264.000.0000.0000.00		292.76
0161	11.00000.12621.121.000.0000.0000.00	.04	

0162	11.00000.12621.122.000.0000.0000.00	214.28	
0163	11.00000.12621.221.000.0000.0000.00	16.61	
0164	11.00000.12621.233.000.0000.0000.00	19.49	
0165	11.00000.12621.264.000.0000.0000.00	3.98	
0166	11.00000.12631.221.000.0000.0000.00	.02	
0167	11.00000.12631.264.000.0000.0000.00		.01
0168	11.00000.12671.111.000.0000.0000.00		.01
0169	11.00000.12671.221.000.0000.0000.00		.35
0170	11.00000.12671.233.000.0000.0000.00	.01	
0171	11.00000.12711.121.000.0000.0000.00		20,805.86
0172	11.00000.12711.122.000.0000.0000.00	2,063.05	
0173	11.00000.12711.221.000.0000.0000.00		1,238.29
0174	11.00000.12711.232.000.0000.0000.00		.01
0175	11.00000.12711.233.000.0000.0000.00		1,314.82
0176	11.00000.12711.262.000.0000.0000.00	2.14	
0177	11.00000.12711.263.000.0000.0000.00		231.32
0178	11.00000.12731.121.000.0000.0000.00		.01
0179	11.00000.12731.122.000.0000.0000.00	64.80	
0180	11.00000.12731.221.000.0000.0000.00	175.31	
0181	11.00000.12731.233.000.0000.0000.00	31.59	
0182	11.00000.12731.262.000.0000.0000.00		.03
0183	11.00000.12731.263.000.0000.0000.00	5.54	
0184	11.00000.21210.111.000.0000.0000.00	31,737.51	
0185	11.00000.21210.112.000.0000.0000.00	518.43	
0186	11.00000.21210.121.000.0000.0000.00	22,219.10	
0187	11.00000.21210.221.000.0000.0000.00	4,458.57	
0188	11.00000.21210.231.000.0000.0000.00	.01	
0189	11.00000.21210.233.000.0000.0000.00	1,820.98	
0190	11.00000.21210.262.000.0000.0000.00	76.49	
0191	11.00000.21219.112.000.0000.0000.00	2,225.00	
0192	11.00000.21219.221.000.0000.0000.00	170.21	
0193	11.00000.21219.232.000.0000.0000.00	69.38	
0194	11.00000.21219.233.000.0000.0000.00	97.50	
0195	11.00000.21219.262.000.0000.0000.00	2.89	
0196	11.00000.21221.111.000.0000.0000.00	1,922.74	
0197	11.00000.21221.221.000.0000.0000.00	147.14	
0198	11.00000.21221.262.000.0000.0000.00	2.48	
0199	11.00000.21223.111.000.0000.0000.00	3,570.87	
0200	11.00000.21223.221.000.0000.0000.00	273.14	
0201	11.00000.21223.262.000.0000.0000.00	4.67	
0202	11.00000.21282.112.000.0000.0000.00	101.51	
0203	11.00000.21282.121.000.0000.0000.00	8,120.96	
0204	11.00000.21282.122.000.0000.0000.00 NEW		11.11
0205	11.00000.21282.221.000.0000.0000.00	832.18	
0206	11.00000.21282.233.000.0000.0000.00	615.91	
0207	11.00000.21282.262.000.0000.0000.00	14.26	
0208	11.00000.22130.221.000.0000.0000.00		1.12
0209	11.00000.22130.262.000.0000.0000.00		.01
0210	11.00000.22150.111.000.0000.0000.00	.04	
0211	11.00000.22150.221.000.0000.0000.00	.11	
0212	11.00000.22150.233.000.0000.0000.00	.05	
0213	11.00000.22211.111.000.0000.0000.00		.01
0214	11.00000.22211.221.000.0000.0000.00		.06
0215	11.00000.22211.262.000.0000.0000.00		.02
0216	11.00000.22711.121.000.0000.0000.00	20,805.84	
0217	11.00000.22711.221.000.0000.0000.00	1,568.80	
0218	11.00000.22711.233.000.0000.0000.00	1,560.41	
0219	11.00000.22711.263.000.0000.0000.00	274.67	

0220	11.00000.22721.122.000.0000.0000.00	1,721.43	
0221	11.00000.22721.221.000.0000.0000.00	388.90	
0222	11.00000.22721.231.000.0000.0000.00	224.91	
0223	11.00000.22721.233.000.0000.0000.00	264.12	
0224	11.00000.22721.262.000.0000.0000.00	6.60	
0225	11.00000.31311.112.000.0000.0000.00	267.25	
0226	11.00000.31311.221.000.0000.0000.00	41.18	
0227	11.00000.31311.233.000.0000.0000.00		.57
0228	11.00000.31311.262.000.0000.0000.00	.80	
0229	11.00000.31331.221.000.0000.0000.00	20.09	
0230	11.00000.31331.233.000.0000.0000.00	20.59	
0231	11.00000.31331.262.000.0000.0000.00	.33	
0232	11.00000.31345.111.000.0000.0000.00	.02	
0233	11.00000.31345.221.000.0000.0000.00	2.99	
0234	11.00000.31345.233.000.0000.0000.00		.02
0235	11.00000.31345.262.000.0000.0000.00	.02	
0236	11.00000.31361.221.000.0000.0000.00	20.02	
0237	11.00000.31361.233.000.0000.0000.00	.01	
0238	11.00000.31361.262.000.0000.0000.00	.40	
0239	11.00000.31371.111.000.0000.0000.00		.02
0240	11.00000.31371.221.000.0000.0000.00	9.00	
0241	11.00000.31371.233.000.0000.0000.00		.01
0242	11.00000.31371.262.000.0000.0000.00	.17	
0243	11.00000.31391.112.000.0000.0000.00	86.79	
0244	11.00000.31391.221.000.0000.0000.00	6.66	
0245	11.00000.31391.233.000.0000.0000.00	6.54	
0246	11.00000.31391.262.000.0000.0000.00	.10	
0247	11.00000.32411.111.000.0000.0000.00	.02	
0248	11.00000.32411.121.000.0000.0000.00		.01
0249	11.00000.32411.221.000.0000.0000.00	10.79	
0250	11.00000.32411.262.000.0000.0000.00	.23	
0251	11.00000.41421.111.000.0000.0000.00	19,992.36	
0252	11.00000.41421.221.000.0000.0000.00	1,535.66	
0253	11.00000.41421.233.000.0000.0000.00	1,499.42	
0254	11.00000.41421.262.000.0000.0000.00	26.10	
0255	11.00000.91910.221.000.0000.0000.00	.01	
0256	11.00000.91910.233.000.0000.0000.00		.02
0257	11.00000.11111.111.000.0000.0000.00		51,366.37
0258	ALL OTHER PAYROLL ACCOUNTS		
0259			
0260	BUDGET TRANSFER WITHIN GENERAL FUND		
0261	PAYROLL ACCOUNTS TO REDISTRIBUTE BUDGET;		
0262	SEE ATTACHMENTS TO JOURNAL ENTRY FOR		
0263	DOCUMENTATION.		
	* J/E TOTALS	231,628.27	231,628.27
	MONTH - OCTOBER	NUMBER - 10303	ENTRY DATE 10/31/23
	11.00000 - TAX REVENUE ACCOUNTS		
0001	11.00000.01113.009.000.0000.0000.00		6,595.69
0002	11.00000.01121.009.000.0000.0000.00		4,572.67
0003	11.00000.01141.009.000.0000.0000.00		180.56
0004	11.00000.01142.009.000.0000.0000.00		2,176.99
0005	11.00000.01115.009.000.0000.0000.00	13,525.91	
0006	BUDGET TRANSFER WITHIN TAX REVENUE		
0007	ACCOUNTS TO REDISTRIBUTE BUDGET; SEE		
0008	ATTACHMENTS TO JOURNAL ENTRY FOR		
0009	DOCUMENTATION.		
	* J/E TOTALS	13,525.91	13,525.91
	MONTH - OCTOBER	NUMBER - 10304	ENTRY DATE 10/31/23

	11.00000 - PAYROLL		
0001	11.00000.11111.111.000.0000.0000.00		1,100,000.00
0002	11.00000.76321.842.000.0000.0000.00	1,100,000.00	
0003	BUDGET TRANSFER FROM PAYROLL TO RESERVE		
0004	FOR CONTINGENCIES; SEE ATTACHMENTS TO		
0005	JOURNAL ENTRY FOR DOCUMENTATION.		
	* J/E TOTALS	1,100,000.00	1,100,000.00
	MONTH - OCTOBER	NUMBER - 10305	ENTRY DATE 10/31/23
	11.00000 - INSURANCE		
0001	11.00000.11111.528.000.0000.0000.00	2,500.00	
0002	11.00000.12311.524.000.0000.0000.00	100.00	
0003	11.00000.12611.521.000.0000.0000.00		49,834.80
0004	11.00000.12791.522.000.0000.0000.00		199,339.20
0005	11.00000.76321.842.000.0000.0000.00	246,574.00	
0006	BUDGET TRANSFER FROM INSURANCE TO		
0007	RESERVE FOR CONTINGENCIES; SEE		
0008	ATTACHMENTS TO JOURNAL ENTRY FOR		
0009	DOCUMENTATION.		
	* J/E TOTALS	249,174.00	249,174.00
	** REPORT TOTALS	2,589,937.18	2,589,937.18

3. Recommendation: Approve regular payroll in the amount of \$415,429.18.
4. Recommendation: Approve payment of bills in the amount of \$717,207.41.
5. Recommendation: Approve payment of bills in the amount of \$\_\_\_\_\_.
6. Recommendation: Approve the final total of utility/copier bills in the amount of \$51,196.79.
7. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$4,002.37.
8. Recommendation: Approve/Confirm curricular trips.
  - A. Belington Elementary School
    1. (KidREACH afterschool program) – to WVU Coliseum on December 18, 2023
  - B. Junior Elementary School
    1. (Whole School) – to Elkins on December 19, 2023
  - C. Philippi Elementary School
    1. (Preschool-4<sup>th</sup> Grade) – to Tygart Valley Cinemas on December 18-19, 2023
9. Recommendation: Approve contract with Wendel Energy Services, LLC regarding the CTE Classroom SBA Grant.
10. Recommendation: Approve/Confirm the use of buildings and/or grounds.
  - A. Belington Middle School
    1. On December 9, 2023 – requested by Kammy Peacock for Holiday Breakfast Fundraiser
  - B. Kasson Elementary/Middle School
    1. On February 11, 2023 – requested by Dannielle Summerfield for Birthday Party
  - C. Philip Barbour High School
    1. On December 12, 2023 – requested by Joseph Hymes for FFA Holiday Dinner
  - D. Philippi Middle School
    1. On December 28-30, 2023 – requested by Justin Carter for Basketball Tournament
11. Recommendation: Review revised policy 2200: Lateral Transfer for first reading.
- 1.0 Having considered the rank of each professional position within the District, in terms of title, nature of responsibilities, salary level, certification and/or licensure and days in the period of employment, the Board has established that the following positions shall be considered lateral for purposes of the requirements of W. Va. Code § 18A-4-7a:
  - 1.1 The position of Elementary Principal shall be lateral to Elementary Principal.
  - 1.2 The position of Secondary Principal shall be lateral to Secondary Principal.
  - 1.3 The position Middle/Secondary Assistant (Associate) Principal shall be lateral to other Middle/Secondary Assistant (Associate) Principals.

- 1.4 The position Counselor shall be lateral to other Counselors at the similar programmatic level.
- 1.5 The position of Virtual School/Dual Credit Facilitator is lateral to the position of Virtual School/Dual Credit Facilitator.
- 1.6 The position Classroom Teacher shall be lateral to other Classroom Teachers.
- 1.7 The position of Special Education Specialist shall be lateral to other Special Education Specialists. If no less senior Special Education Specialist position is available the position shall be lateral to Classroom Teacher.
- 1.8 The position of Truancy Diversion Specialist shall be lateral to other Truancy Diversion Specialists.
- 1.9 The position of County Athletic/Activity Coordinator shall be lateral to other County Athletic/Activity Coordinators.
- 1.10 The position of Technology System Specialist shall be lateral to other Technology System Specialists.
- 1.11 The position of Dean of Students shall be lateral to Dean of Students.
- 1.12 The position of Community in Schools Coordinator shall be lateral to Community in Schools Coordinator
- 2.0 Eligibility for a lateral placement is dependent upon possession of appropriate certification and/or licensure.
- 3.0 Placement in positions of lower rank for which a person was previously employed is dependent upon possession of appropriate certification and/or licensure. Such placements shall be identified based upon the highest ranking position, previously held by an affected employee, occupied by a less senior professional employee.
- 4.0 Effect of Policy: Nothing within this policy shall be construed to confer any rights upon Barbour County Schools' employees beyond those rights conferred by statute.
- 12. Recommendation: Review policy 2300: Racial, Sexual, Disability, Religious/Ethnic Harassment and Violence.

### **1.0 Scope.**

Barbour County Board of Education has set the firm expectation that all schools shall be harassment and violence free.

1.1 Authority. W.Va. Constitution, Article XII, §2, and W.Va. Code §§18-2-5, 18-2-5a, and 18-2-7b, WVDE Policy 2421.

### **2.0 Purpose.**

2.1. The purpose of these regulations is to prevent racial, sexual, disability or religious/ethnic harassment or violence, toward students and staff, to protect the academic environment, and to assure that our educational community responds to harassment and/or violence incidents when they occur in a manner that effectively deters future incidents and affirms respect for individuals. Attached are the procedures that ensure Barbour County Board of Education shall implement appropriate prevention and response programs, outlines investigatory and reporting procedures and delineates penalties for violations of this policy. To the extent possible, Barbour County Schools will collaborate with other state and local agencies in carrying out the purpose of this rule. It is the intent of the Barbour County Board of Education to ensure that the learning and working environments are free from any type of harassment or violence.

### **3.0 Application.**

3.1. These regulations apply to any student, staff member or member of the public during any school related activity or during any education sponsored event whether in a building or other property used or operated by a county board of education, RESA or state department of education or in another facility being used by any of those agencies. The term "staff members", as used in these regulations, shall encompass all employees of the county board of education or other applicable local agency or facility.

3.2. No student, staff member or member of the public, during any school related activity or during any education sponsored event, whether in a building or other property used or operated by Barbour County Board of Education, or in another facility being used by any of this agency, shall engage in sexual, racial, disability or ethnic/religious harassment or violence. Persons found to have violated this prohibition shall be subject to the penalties in Section 8.1.

3.3. Amorous relationships between staff members and students are prohibited, and staff members found to have violated this prohibition shall be subject to the penalties outlined in Section 8.1.

### **4.0 Definitions.**

4.1. Sexual Harassment - Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

4.1.1. submission to the conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or

4.1.2. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or

4.1.3. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education; or creating an intimidating, hostile or offensive employment or educational environment.

4.1.4. sexual harassment may include but is not limited to:

a. unwelcome verbal harassment of a sexual nature or abuse;

b. unwelcome pressure for sexual activity;

c. unwelcome, sexually motivated or inappropriate patting, pinching or physical contact;

d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or

f. unwelcome behavior, verbal or written words or symbols directed at an individual because of gender.

g. the use of authority to emphasize the sexuality of a student in a manner that prevents or impairs that student's full enjoyment of educational benefits, climate or opportunities.

4.2. Racial Harassment - Racial harassment consists of physical, verbal or written conduct relating to an individual's race when the conduct:

4.2.1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;

4.2.2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

4.2.3. otherwise adversely affects an individual's employment or academic opportunities.

4.3. Disability Harassment - Disability harassment consists of physical, verbal or written conduct which is related to an individual's disability when the conduct:

4.3.1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;

4.3.2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

4.3.3. otherwise adversely affects an individual's employment or academic opportunities.

4.4. Religious/Ethnic Harassment - Religious/ethnic harassment consists of physical, verbal or written conduct which is related to an individual's religion or ethnic background when the conduct:

4.4.1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;

4.4.2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

4.4.3. otherwise adversely affects an individual's employment or academic opportunities.

4.5. Sexual Violence - Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts include the primary genital area, groin, inner thigh, buttocks or breast, as well as the clothing covering these areas:

4.5.1. sexual violence may include, but is not limited to:

- a. touching, patting, grabbing or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
- b. coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;
- c. coercing, forcing or attempting to coerce or force sexual intercourse or a sexual act on another; or
- d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another; or
- e. threatening or forcing exposure of intimate apparel or body parts by removal of clothing.

4.6. Racial Violence - Racial violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race.

4.7. Religious/Ethnic Violence - Religious/ethnic violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, religion or ethnicity.

4.8. Assault - Assault is:

4.8.1. an act done with intent to cause fear in another of immediate bodily harm or death;

4.8.2. the threat to do bodily harm to another with present ability to carry out the threat.

## **5.0 Complaint Procedures.**

5.1. Any person who believes he or she has been the victim of disability, religious/ethnic, racial or sexual harassment or violence by a pupil, teacher, administrator or other school personnel of the Barbour County Board of Education, or any person with knowledge or belief of conduct which may constitute disability, religious/ethnic, racial or sexual harassment or violence toward a pupil, teacher, administrator or other school personnel is encouraged to report the alleged acts immediately to an appropriate school official. Nothing in this policy shall prevent any person from reporting harassment or violence directly to the county superintendent or the state superintendent, as appropriate, or to the West Virginia Human Rights Commission, or to a law enforcement agency.

5.2. The Barbour County Board of Education has adopted appropriate procedures for investigating, reporting, and responding to violations of this policy in a manner that promotes understanding and respect. Copies of these procedures are located and are readily accessible at the Barbour County Board of Education building, and at each school building. A synopsis of this policy will be publicly published annually.

5.3. All alleged incidents of harassment or violence observed by faculty or staff must be reported to the designated investigator immediately and appropriate action should be taken as specified in part 6 and 7 of this policy.

5.4. Under certain circumstances, sexual harassment may constitute child and/or sexual abuse under Chapter 49 of the West Virginia Code. In such situations, the Barbour County Board of Education shall comply with the provisions of law for reporting such abuse.

## **6.0 Investigation.**

6.1. The individual(s) designated by the policy to investigate, shall upon receipt of a report or complaint alleging disability, religious/ethnic, racial or sexual harassment or violence, immediately undertake or authorize an investigation. The investigation may be conducted by Barbour County School officials or by a third party designated by the superintendent, in accordance with this policy.

6.2. The investigation will consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and review of circumstances deemed pertinent by the investigator.

6.3. The investigation will be completed within 15 working days from the receipt of the complaint regardless of whether it is investigated by a member of Barbour County Schools or a third party investigator.

6.4. The Superintendent or her designee (ex: Principal, Title IX Director) shall determine whether the alleged conduct constitutes a violation of this policy.

6.5. In determining the appropriate response and/or punishment, the Superintendent or her designee will, if appropriate, consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

6.6. The superintendent or her designee may take immediate steps, at her discretion, to protect the complainant, pupils, teachers, administrators or other personnel pending completion of an investigation of alleged disability, religious/ethnic, racial or sexual harassment or violence.

6.7. The investigation will be completed as noted in the procedures. The investigator shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the Barbour County Board of Education. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

6.8. The result of the investigation of each complaint filed under these procedures will be reported in writing to the complainant or his/her legal guardian by the superintendent or her designee within 5 days of receipt; or, if the superintendent is the subject of the complaint, by the Barbour County Board of Education president.

6.9. Confidentiality of the filing of complaints, the identity of subjects and witnesses of any complaint and of any action taken as a result of such complaint is essential to the effectiveness of this policy. Only those individuals necessary for the investigation and resolution of the complaint shall be given information about it. Therefore, the right of confidentiality of complainants, subjects, witnesses, and investigators will be vigorously protected and violations of such confidentiality may itself be grounds for disciplinary action.

### **7.0 Agency Action and Reporting.**

7.1. Upon receipt of a report substantiated by the investigation, the superintendent and/or the Barbour County Board of Education will take appropriate action against those found to have violated this policy as soon as is practical by law. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, termination and revocation of licensure.

7.2. The superintendent and/or the Barbour County Board of Education shall also initiate such other action as is appropriate to ease tensions and to affirm the values of respect and understanding, in accordance with the agency's plan developed pursuant to part 4 of this policy.

7.3. The superintendent or her designee shall immediately file a report with the West Virginia Department of Education of all reports of harassment or violence when investigation shows that harassment or violence did occur and all action taken in response to the incident.

### **8.0 Reprisal.**

8.1. The Barbour County Board of Education has developed discipline procedures to take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports alleged disability, religious/ethnic, racial or sexual harassment or violence or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment. Barbour County Schools has also developed a discipline process to take appropriate action against any pupil, teacher, or administrator or other school personnel who falsely reports disability, religious/ethnic, racial, or sexual harassment.

### **9.0 Right To Alternative Complaint Procedures.**

9.1. These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the West Virginia Human Rights Commission, initiating civil action or seeking redress under the state criminal statutes and/or federal law.

### **10.0 Prevention Programs.**

10.1. The Barbour County Board of Education implements an education program for each programmatic level, K-4, 5-8, and 9-12, as well as a program for all faculty and staff. These programs raise awareness of the different types of harassment, how it manifests itself, its devastating emotional and educational consequences, and its legal consequences. In addition, multicultural education programs must be developed and implemented for faculty, staff and students to foster an attitude of understanding and acceptance of individuals from a variety of cultural, ethnic, racial, and religious backgrounds or people with a disability.

### **11.0 Dissemination of Policy and Training.**

11.1. This policy or a summary shall be conspicuously posted throughout each Barbour County School's facilities in areas accessible to pupils and staff members.

11.2. This policy shall appear in the student and staff handbooks and if no handbook is available, a copy will be distributed to all students, faculty, and staff.

11.3. Barbour County Schools provides training for students and staff on these regulations and on means for effectively promoting the goals of this policy.

11.4. This policy shall be reviewed at least bi-annually for compliance with state and federal law and state board of education policy.

- 13. Recommendation: Approve/Confirm requests for professional leave.
- 14. Recommendation: Accept the resignation of Angela Harris as a Secretary/Auditor at Philip Barbour High School effective at the end of the day on December 1, 2023.
- 15. Recommendation: Rescind the employment of Cassandra Pratt as an Itinerant Multi-Categorical Instructor w/Autism home based at Philip Barbour High School that took place at the November 13, 2023 meeting.
- 16. Recommendation: Accept the resignation of Brian Moats as a homebound instructor (extra-curricular) effective November 15, 2023.
- 17. 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.

Position	Location	Funding Source	FTE
Multi-Category Instructor with Autism (Professional)	Itinerant, Philippi Elementary Homebase	State Aid	1
Special Needs Aide/Supervisory Aide/Transportation Aide (Service)	Itinerant, Philippi Middle School Homebase	State Aid	1

- 18. Recommendation: Eliminate the following professional positions for the 2023-2024 school year.

Position	Location	Funding Source	FTE
Head Teacher/ Interventionist	PES	State Aid	1

- 19. 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)**

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	Job 12536 Math Instructor
	Philip Barbour High School	Job 12537 Math Instructor
	Philip Barbour High School	Job 12538 Math Instructor
	Philip Barbour High School	Job 12539 Counselor
	Philip Barbour High School	Job 12540 Counselor
	Belington Middle School	Job 12547 Itinerant Multi-Cat w/ Autism Instructor
	Philippi Elementary School	Job 12548 Itinerant Preschool/Preschool Special Needs Instructor (half-time)
	Belington Elementary School	JobID: 12653 Elementary Education Instructor
Daniel Propst	Philippi Middle School	JobID: 11752 Language Arts Instructor
	Kasson Elementary & Middle School	JobID: 11753 Itinerant Multi-Categorical w/Autism Instructor
	Philippi Middle School	JobID: 11755 Language Arts Instructor
	Philippi Middle School	JobID: 11762 Elementary Education Instructor
	Philippi Middle School	JobID: 11763 Itinerant Multi-Categorical w/Autism Instructor
Nicholas Casey (CTR from D&E for the second semester)	Philippi Middle School	JobID: 11764 Elementary Education Instructor
	Philip Barbour High School	JobID: 11765 Counselor
	Philippi Middle School	JobID: 11768 Counselor (Itinerant)

	Philip Barbour High School	JobID: 11770 Itinerant Multi-Categorical w/Autism Instructor
	Barbour Board Office	JobID: 11780 Bus Operator, Route 24
	Philip Barbour High School	JobID: 11781 Itinerant School Nurse - RN

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	County	Job 12541 Substitute Custodian(s)
	County	Job 12542 Substitute LPN/Aide(s)
	County	Job 12543 Substitute School Nurse RN(s)
	County	Job 12544 Substitute Cook(s)
	County	Job 12545 Substitute Bus Operator(s)
	County	Job 12546 Substitute Secretary(s)
	Belington Elementary School	JobID: 12651 Long Term Substitute Elementary Education Instructor
	Barbour Board Office	JobID: 11133 Substitute Secretary(s)
	Barbour Board Office	JobID: 11134 Substitute Aide(s)
	Barbour Board Office	JobID: 11766 Substitute Teacher(s)
	Barbour Board Office	JobID: 11767 Restricted Short-Term Substitute Teacher(s)
	Barbour Board Office	JobID: 11783 Substitute LPN/Aide(s)
	Barbour Board Office	JobID: 11784 Substitute School Nurse RN(s)
	Barbour Board Office	JobID: 11785 Substitute Bus Operator(s)

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 11758 Athletic Trainer (Winter Sports)
	Philip Barbour High School	JobID: 11759 Athletic Trainer (Fall Sports)
	Philippi Elementary School	JobID: 11773 (1)Tutor (Extra-curricular)
	Philippi Middle School	JobID: 11778 (1)Supervisory Employee prior to/after School(Extra-Curricular)
Melody Meyer	Philip Barbour High School	JobID: 12646 (Up to 5) Special Needs After School Tutor(s) (Extracurricular)
	BMS	Job ID 13226 After School STEM/Minecraft Enrichment Club Sponsor
	BMS	Job ID 13230 After School Newspaper/journalism Enrichment Club Sponsor
	Philippi Middle School	JobID: 13236 - After School Theatre/Literature Club (Extra-Curricular)
	Belington Middle	JobID: 13237 - After School Yearbook Enrichment Club Sponsor (Extra-Curricular)
	Belington Middle	JobID: 13238 - After School Math Enrichment Club Sponsor (Extra-Curricular)
	Philip Barbour High School	JobID: 13240 - Volunteer Assistant Cheerleading Coach
	Philip Barbour High School	JobID: 13241 - Volunteer Assistant Boys Basketball Coach

	Philippi Middle	JobID: 13242 - (1) Supervisory Employee before/after School (Extra-Curricular)
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20. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools.

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**Tabled items from the November 13, 2023 meeting**

21. Recommendation: Approve agreement with ClearGov Budget Cycle Management Suite.

A motion was made by Mr. Starks to approve agenda items 1-13 as recommended. The motion was seconded by Mr. Phillips. After discussion, the motion passed five (5) to zero (0).

A motion was made by Mr. Nestor to approve agenda item 21 as recommended. The motion was seconded by Mr. Starks. After discussion, the motion passed four (4) to one (1) with Mr. Nestor voting Nay.

Mrs. McConnell made a motion to adjourn into executive session at 7:05 p.m. to discuss personnel issues. The motion was seconded by Mr. Phillips and passed five (5) to zero (0).

The board returned to open session at 7:50 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Phillips to approve agenda items 14-20 as recommended. The motion was seconded by Mr. Everson. After discussion, the motion passed five (5) to zero (0).

Next board meetings:

December 11, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session)

The meeting adjourned at 7:55 p.m.

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**President**

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**Secretary**