

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, December 11, 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: Annette Hughart, David Neff, Gabrielle Rhodes, Kelli Miller, Christopher Derico, Amy Phillips, Julie Phillips, Kylie Phillips, Amy Kittle, Annabelle Kittle, Laura A. Linger, Jasmine George, Brandon Jones, Jonna Jones, Jason Stutler, Taylor Stutler, Magnus Reeves, Cheryl Corley, Jaelyn Daugherty, Janelle Daugherty, Jaime Daugherty, Matthew Sisk, Josh Freeman, Sara Reeves, Crystal Mayle, Matthew Mayle, Elise Jones, Montana Marshall, Alexa Forbes, Emily Denison, Lukas White, and Elizabeth White.

Mrs. McConnell called the meeting to order at 6:18 p.m.

Mr. Starks led the pledge to the flag.

Invocation by Mr. Starks

The board recognized the following:

Philippi Middle School Student Council

A motion was made by Mr. Everson to approve the minutes of November 27, 2023 meeting. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

Reports –

Child Nutrition Update

Superintendents Recommendations –

1. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours)
 - A. Kasson Elementary/Middle School
 1. (Girls Basketball) - \$200.00
 - B. Philip Barbour High School
 1. (Girls Basketball) - \$2,000.00
 2. (Model UN) - \$300.00
 3. (Swim Team) - \$1,200.00
2. Recommendation: Approve regular payroll in the amount of \$423,312.36.
3. Recommendation: Approve regular payroll in the amount of \$538,387.16.
4. Recommendation: Approve payment of bills in the amount of \$33,932.98.
5. Recommendation: Approve payment of bills in the amount of \$186,931.75.
6. Recommendation: Approve payment of bills in the amount of \$49,614.03.
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$20,189.23.
8. Recommendation: Approve the final total of utility/copier bills in the amount of \$12,747.34.
9. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$4,076.26.
10. Recommendation: Approve/Confirm curricular trips.
 - A. Philip Barbour High School
 1. (World Vision Afterschool REACH U) – to D&E College on December 12, 2023
 - B. Philippi Elementary School
 1. (1st-4th Grade) – to WVU Coliseum on December 18, 2023
11. Recommendation: Approve/Confirm the use of buildings and/or grounds.
 - A. Kasson Elementary/Middle School
 1. From January 10, 2024, to May 22, 2024 – requested by Jeff Bartlett for JAKE
 - B. Philip Barbour High School

1. From December 3, 2023, to January 5, 2024 – requested by Emily Denison for Private, One-on-One Volleyball lessons

12. Recommendation: Adopt revised policy 2200: Lateral Transfer on second 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.
13. Recommendation: Approve/Confirm requests for professional leave.
14. Recommendation: Ratify the two (2) day suspension (without pay) of Justin Crites a service employee at the Bus Garage.
15. Recommendation: Accept the resignation of Raquel Freeman as a Long Term Substitute Multi-Categorical Instructor at Philip Barbour High School effective at the end of the day on December 8, 2023.
16. 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
	Barbour Board Office	JobID: 11780 Bus Operator, Route 24
	Belington Elementary School	JobID: 12654 Elementary Education Instructor
	Philippi Middle School	JobID: 12656 Mathematics Instructor
	Philippi Middle School	JobID: 12854 - Mathematics Instructor
Anna Marsh	Philip Barbour High School	JobID: 13752 Secretary

	Philippi Middle School	JobID: 13755 Special Needs Aide/Supervisory Aide/Transportation Aide
Jessica Jurick	Philippi Elementary School	JobID: 13758 Itinerant Multi-Categorical w/Autism 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
Lisa Hamilton	Philippi Middle School	JobID: 12652 Long Term Substitute Mathematics Instructor
	Philippi Elementary School	JobID: 13843 Long Term Substitute Itinerant Preschool/Preschool Special Needs Instructor (half-time)

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Miles Croston	Philippi Middle School	JobID: 12851 - Assistant Girls Basketball Coach
Emily Starks	Philip Barbour High School	JobID: 12852 - Volunteer Assistant Swim Coach
Trista Dalton	Belington Middle School	JobID: 13238 - After School Math Enrichment Club Sponsor (Extra-Curricular)
	Philip Barbour High School	JobID: 13243 - Volunteer Assistant Track Coach
Milford Row	Philippi Middle School	JobID: 13750 Volunteer Assistant Boys Basketball Coach
	Belington Elementary School	JobID: 13768 (1) After School Tutor (Extra-curricular)
	Belington Middle School	JobID: 13782 After School STEM/Minecraft Enrichment Club Sponsor (Extra-Curricular)
Shanda Ross	Belington Middle School	JobID: 13802 After School Newspaper/Journalism Enrichment Club Sponsor (Extra-Curricular)
Christina Sterck	Belington Middle School	JobID: 13803 After School Yearbook Enrichment Club Sponsor(Extra-Curricular)
Elizabeth Rebrook	Philippi Middle School	JobID: 13810 After School Theatre/Literature Club (Extra-Curricular)

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

Shawnae McLean _____

18. Recommendation: Approve Frontier to provide leased Ethernet services for Barbour County Schools July 1, 2024-June 30, 2027 with two optional one-year renewals.
19. Recommendation: Accept the resignation/retirement of Debra Carey as a Cafeteria Manager/Cook at Philippi Middle School effective December 31, 2023.

A motion was made by Mr. Phillips to approve agenda items 1-13 and agenda item 18 as recommended. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

Mr. Nestor made a motion to adjourn into executive session at 7:00 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 7:46 p.m. (No votes or decisions were made in executive session).

A motion was made by Mr. Everson to approve agenda items 14-17 and agenda item 19 as recommended. The motion was seconded by Mr. Starks. After discussion, the motion passed five (5) to zero (0).

The board acted upon or discussed the following items:

1. Other
 - Fundraising policy

Next board meetings:

December 18, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session) (Philip Barbour High School Presentation)

The meeting adjourned at 7:46 p.m.

President

Secretary