

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Eric Ruf
Adam Starks
Ron Phillips

FROM: JEFF WOOFER, SUPERINTENDENT

DATE: January 16, 2018

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, January 22, 2018**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes -

Approve minutes of January 8, 2018 meeting. – Enclosure A

Recognitions -

Delegation(s) –

Victor Iapalucci/Tonya Baker – All County Concert

Reports –

December 2017 Financial Report – Enclosure B
Monthly Attendance – Enrollment Report – Enclosure C

Superintendents Recommendations –

Attendance –

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Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure D
2. Recommendation: Approve payment of bills for the period of January 3, 2018 through January 16, 2018 at a total expenditure of \$259,589.91. – Enclosure E
3. Recommendation: Authorize the January 26, 2018 payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure E)
4. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$40,000.00. (Refer to Enclosure E)
5. Recommendation: Approve the final total of the December 28, 2017 payroll check and federal withholdings in the amount of \$471,921.19. – Enclosure F
6. Recommendation: Approve the final total of the January 15, 2018 payroll check and federal withholdings in the amount of \$322,162.78. – Enclosure G
7. Recommendation: Approve postage machine agreement with Neopost. – Enclosure H
8. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I

Junior Elementary School (Office/Honor Roll) – projected revenue - \$200.00, \$200.00;
(Honor Roll/4th Grade) - \$200.00
Kasson Elem/Middle School (Builders Club) – projected revenue - \$50.00; (School) -
\$0.00; (Youth & Government) - \$250.00, \$150.00, \$300.00
Philip Barbour High School (Volleyball) – projected revenue - \$500.00, \$500.00, \$500.00;
(Class of 2019) - \$500.00; (Class of 2021) - \$1,000.00
Philippi Middle School (PTO) – projected revenue - \$1,300.00, \$1,000.00

9. Recommendation: Approve contract with NaviGate Prepared. – Enclosure J

Curriculum & Instruction –

10. Recommendation: Approve/Confirm curricular trips. – Enclosure K

Belington Elementary School & Philippi Elementary School (PreK) – to Clarksburg on
February 26, 2018
Junior Elementary School (4th Grade) – to Charleston on May 18, 2018; (4th Grade) –
Blackwater Falls on February 22, 2018 or March 1, 2018
Kasson Elem/Middle School (2nd-8th Grades) – to Barbour Lanes on March 16, 2018;
(PreK-1st grades) – to Elkins Cinema on March 23, 2018
Philippi Middle School (PBS Team/School Initiative Activity) – to Blackwater Falls State
Park on February 27, 2018
Philip Barbour High School (Volleyball) – to Virginia Beach on September 13-14, 2018

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11. Recommendation: Authorize Philip Barbour High School and all middle schools to move mathematics instruction from the Integrated pathway to the Traditional pathway beginning with the 2018-2019 school year. – Enclosure L
12. Recommendation: Approve agreement with Kids Read Now, Inc. – Enclosure M
13. Recommendation: Approve agreement with Kagan. – Enclosure N
14. Recommendation: Approve educational leave request for a student at Belington Middle School. – Enclosure O
15. Recommendation: Approve the following changes to the 2017/2018 School calendar. – Enclosure P

Date of Lost Instruction

January 5, 2018

January 8, 2018

Designated Make-Up Date

March 26, 2018 (previously an OS Day)

March 27, 2018 (previously an OS Day)

16. Recommendation: Approve changes to the senior project requirements for graduation for the 2018/2019 school year. – Enclosure Q

Facilities & Maintenance –

17. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure R

Junior Elementary School on July 23-27, 2018 – requested by Ashley Workman for Summer Camp

18. Recommendation: Approve amendment to CEFPP with relation to the early childhood wing at Philippi Elementary School. – Enclosure S

Food Service –

Policies –

19. Recommendation: Review revised policy 7300, Requirements for Graduation for first reading. – Enclosure T

Student Support –

20. Recommendation: Approve contract with Kimberly Waggy to provide Psychological Services. – Enclosure U

Transportation –

Travel –

21. Recommendation: Approve/Confirm requests for professional leave. – Enclosure V

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Vocational –

Personnel –

- 22. Recommendation: Approve revised schedule of pay for central office professional administrative personnel. **(changes will become effective January 1, 2018)** – Enclosure W
- 23. Recommendation: Approve Memorandum of Understanding with Alderson Broaddus University for exercise science students observing physical and occupational therapists. – Enclosure X
- 24. Recommendation: Approve student teachers from Alderson Broaddus University for the Spring 2018 semester. – Enclosure Y
- 25. Recommendation: Accept resignation of Toby Poling as head boys track coach at Philip Barbour High School effective January 8, 2018. – Enclosure Z
- 26. 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)** – Enclosure AA

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
Christina Mayle	County	1758: School Nutrition Director (half-time)
	County	1751: Homebound Instructor/Virtual School Facilitator
Megan Stell	PMS	1773: Elementary Education Instructor (5 th grade)
Matthew Auvil	County	1794: Bus Operator, Rt. 31

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	BES	1748: Long Term Sub. 4 th Grade Instructor
Yolanda Goss	PBHS	1763: Long Term Substitute French Instructor
	County	1766: Substitute Bus Operator(s)
Tamma Borzotra	County	1767: Substitute Teacher(s)
	County	1768: Substitute Custodian(s)
	County	1769: Substitute Cook(s)
Jamie Kittle	PBHS	1772: Long Term substitute (Half time) Choir, theater, music

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
Rebecca Simmons	County	1777: Homebound Instructor/Virtual School Facilitator

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27. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure AA)

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Items For Discussion, Consideration and/or Possible Action –

1. School Newsletters – Enclosure BB
2. Ratify Superintendent’s contract – Enclosure CC
3. Other

Next board meetings:

February 12, 2018 at 6:00 p.m. at Board of Education Office (Regular Session)

Adjournment