

BARBOUR COUNTY SCHOOLS

PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

Martin Durst
David Everson
Joanne McConnell
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: February 4, 2025

RE: BOARD MEETING AGENDA

This meeting will be broadcast on Teams.

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The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, February 10, 2025**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the January 27, 2025 board meeting. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –

Hearing regarding 2025-2026 School Calendar

Delegation(s) –

Reports –

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Superintendents Recommendations –

Attendance –

Business & Finance

1. Recommendation: Approve regular payroll in the amount of \$439,355.49. – Enclosure B
2. Recommendation: Approve payment of bills in the amount of \$80,707.98. – Enclosure C
3. Recommendation: Approve the final total of utility/copier bills in the amount of \$34,241.93. – Enclosure D
4. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$562.15. – Enclosure E
5. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure F

- A. Belington Elementary School
 1. (PTA) - \$200.00
- B. Belington Middle School
 1. (5th Grade) - \$500.00
 2. (Band) - \$100.00
- C. Junior Elementary School
 1. (PTO) - \$500.00
 2. (PTO) - \$500.00
 3. (PTO) - \$500.00
- D. Kasson Elementary/Middle School
 1. (PTO) - \$150.00
 2. (PTO) - \$800.00
 3. (Schoolwide) - \$500.00
- E. Philip Barbour High School
 1. (Football) - \$1,000.00
 2. (Softball) - \$100.00
 3. (Softball) - \$500.00
 4. (Track) - \$100.00
 5. (Track) - \$400.00
 6. (Track) - \$400.00
- F. Philippi Elementary School
 1. (2nd Grade) - \$500.00
 2. (Pre-K) - \$1,000.00
- G. Philippi Middle School
 1. (Boy's Basketball) - \$2,000.00

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Curriculum & Instruction –

6. Recommendation: Approve/Confirm curricular trips. – Enclosure G
 - A. Belington Elementary School
 1. (Chorus) – to Philip Barbour High School on March 17, 2025
 - B. Belington Middle School
 1. (Band) – to Philip Barbour High School on February 21, 2025
 - C. Kasson Elementary/Middle School
 1. (Middle School Science) – to Challenger Learning Center in Wheeling, WV on February 19, 2025
 - D. Philip Barbour High School
 1. (FBLA) – to Charleston, West Virginia on February 14, 2025
 2. (School Counselor/Guidance) – to Fairmont State University on March 23, 2025
 - E. Philippi Middle School
 1. (8th Grade) – to Pittsburgh, PA on May 2, 2025
7. Recommendation: Adopt the 2025-2026 School Calendar. – Enclosure H
8. Recommendation: Approve the following changes to the 2024/2025 School calendar. – Enclosure I
 - Convert January 9th to an OS day and utilize May 30th as an instructional day
 - Convert January 21st to an OS day and utilize June 2nd as an instructional day
 - Move Preparing for End of School day to June 3rd
 - Move Teacher/Parent Conference day to June 4th

Facilities & Maintenance –

9. Recommendation: Approve the contract with JC Construction LLC for the construction work on the CTE Addition/Renovation Project. – Enclosure J
10. Recommendation: Approve the contract with Complete Professional Services to be the Clerk of the Works for the CTE Addition/Renovation Project. – Enclosure K
11. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure L
 - A. Kasson Elementary/Middle School
 1. On various dates beginning February 11, 2024 – requested by Crystal Gray for Girls on the Run/Run Club
 - B. Philip Barbour High School
 1. On February 8, 2025 – requested by Heather Perkins for Barbour County 4-H Bingo Fundraiser
 2. On March 17, 2025 – requested by Tonya Baker for All-County Concert
 - C. Philippi Middle School
 1. On February 23, 2025 – requested by Angie Everson for Birthday party

Food Service –

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Policies –

12. Recommendation: Review revised policy 8200, School Attendance Zones and Transfers for first reading. – Enclosure M
(<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)

Student Support –

Transportation –

Travel –

13. Recommendation: Approve/Confirm requests for professional leave. – Enclosure N

Vocational –

Personnel –

14. Recommendation: Approve 21 additional days of supplemental employment for Matthew Upton to be worked in March 2025. – Enclosure O
15. Recommendation: Approve medical leave of absence for an Itinerant professional employee home-based at Kasson Elementary/Middle School through April 30, 2025. – Enclosure P
16. Recommendation: Approve medical leave of absence for a service employee assigned to the Bus Garage beginning January 27, 2025, for approximately 4 weeks. – Enclosure Q
17. Recommendation: Accept the resignation of Lori McGee as an assistant girl's softball coach at Philippi Middle School effective January 27, 2025. – Enclosure R
18. Recommendation: Accept the resignation of Elijah Matlick as a volunteer assistant football coach at Philip Barbour High School effective February 1, 2025. – Enclosure S
19. Recommendation: Accept the resignation/retirement of Tonya Baker as a Music Instructor at Philippi Elementary School effective June 30, 2025. – Enclosure T
20. Recommendation: Accept the resignation/retirement of Cynthia Fitzwater as a First Grade Teacher at Belington Elementary School effective at the end of the 2024/2025 School year.. – Enclosure U
21. Recommendation: Accept the resignation/retirement of Janet Poling as a Special Education Teacher and as Special Education Designee at Philippi Elementary School effective June 30, 2025. – Enclosure V

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22. Recommendation: Employ the following personnel for the 2024/2025 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 W**

Regular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Philippi Middle School	JobID: 36296 Language Arts Instructor
	Kasson Elementary/Middle School	JobID: 36297 Elementary Education Instructor (5 th Grade)

Substitute Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
Kelly Adkins	Barbour Board Office	JobID: 34480 Substitute Secretary(s)

Extra-Curricular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
Rochelle Nestor	Barbour Board Office	JobID: 36260 (1) After School Virtual Tutor

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

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Items For Discussion, Consideration, and/or Possible Action –

1. Executive Session
2. Other

Next board meetings:

February 24, 2025, at 6:00 p.m. at the Board of Education Office – (Regular Session)(Belington Elementary School Presentation)

Adjournment