

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: August 6, 2024

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, August 12, 2024**, 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 July 22, 2024, and August 1, 2024 board meetings. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –
Testing Data

Delegation(s) –

Mary Lough – American Heart Association
Jamie Wilson – Barbour Community Health Association

Reports –

PRO Update (Jeff Walters)
Facilities Report

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Superintendents Recommendations –

Attendance –

1. Recommendation: In compliance with Attendance Policy 8200, approve requests for out-of-zone attendance for the school year 2024/2025 contingent upon compliance with pupil-teacher ratio. – Enclosure B

Business & Finance

2. Recommendation: Approve regular payroll in the amount of \$140,274.53. – Enclosure C
3. Recommendation: Approve payment of bills in the amount of \$568,691.99. – Enclosure D
4. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$4,995.19. – Enclosure E
5. Recommendation: Approve payment of utility/copier bills in the amount of \$16,860.33. – Enclosure F
6. Recommendation: Approve payment of utility/copier bills in the amount of \$8,701.12 – Enclosure G
7. Recommendation: Approve an agreement with Samantha Heflin to provide set-up and training of SoftDocs during the 2024/2025 school year. – Enclosure H
8. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure I
 - A. Philip Barbour High School
 1. (Class of 2025) - \$500.00
 2. (Golf) - \$1,500.00
 - B. Philippi Middle School
 1. (Schoolwide) - \$10,000.00

Curriculum & Instruction –

9. Recommendation: Approve an agreement with Blend Educational Consulting to provide School Improvement work, leadership mentoring, special education training/guidance, and staff development for Philippi Middle School during the 2024/2025 school year. – Enclosure J
10. Recommendation: Approve an agreement with Lynda D. Mullenax to provide ELA Coaching/Training for school improvement and staff development for Philippi Middle School during the 2024/2025 school year. – Enclosure K

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Facilities & Maintenance –

- 11. Recommendation: Approve contract with Sutter Roofing and Metal Company for the construction work on the Philippi Elementary School Roof Project. – Enclosure L
- 12. Recommendation: Approve contract with Scott Preston to be the Clerk of the Works for the Philippi Elementary School Roof Project. – Enclosure M

Food Service –

Policies –

Student Support –

Transportation –

Travel –

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

Vocational –

Personnel –

- 14. Recommendation: Accept the resignation of Allison Byrne as a Multi-Categorical w/Autism Instructor at Philippi Elementary School effective July 30, 2024. – Enclosure O
- 15. Recommendation: Accept the resignation of Jonna Jones as a 5th Grade Teacher at Philippi Middle school effective August 12, 2024. – Enclosure P
- 16. Recommendation: Accept the resignation of Lyndon Wagoner as a Volunteer Assistant Track Coach at Philip Barbour High School effective July 30, 2024. – Enclosure Q
- 17. Recommendation: Accept the resignation of Wyatt Burton as a substitute teacher effective August 1, 2024. – Enclosure R
- 18. 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 S

Regular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
Tonia Wolfe	Kasson Elementary/Middle School	JobID: 28369 Itinerant LPN/Special Needs Aide/Supervisory Aide/Transportation Aide
	Philippi Middle School	JobID: 28372 Elementary Education Instructor (5 th Grade)

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	Philippi Elementary School	JobID: 28373 Itinerant Multi-Categorical w/Autism Instructor
Delane McDaniel	Barbour Board Office	JobID: 28374 Bus Operator, Route 9
Susanne Britton	Junior Elementary School	JobID: 28378 Itinerant Title I Reading/Math Instructor

Substitute Employee Assignments 2024-25 (FY25)

Name of Person	Location	Job ID: Position
	Barbour Board Office	JobID: 24651 Substitute Custodian(s)
	Barbour Board Office	JobID: 24652 Substitute LPN/Aide(s)
	Barbour Board Office	JobID: 24653 Substitute School Nurse RN(s)
	Barbour Board Office	JobID: 24655 Substitute Cook(s)
	Barbour Board Office	JobID: 24657 Restricted Short-Term Substitute Teacher(s)
	Barbour Board Office	JobID: 24658 Substitute Bus Operator(s)
	Barbour Board Office	JobID: 24662 Substitute Teacher(s)
	Barbour Board Office	JobID: 26787 Substitute Custodian(s)
	Barbour Board Office	JobID: 26789 Substitute LPN/Aide(s)
	Barbour Board Office	JobID: 26790 Substitute School Nurse RN(s)
	Barbour Board Office	JobID: 26791 Substitute Cook(s)
	Barbour Board Office	JobID: 26792 Restricted Short-Term Substitute Teacher(s)
	Barbour Board Office	JobID: 26793 Substitute Bus Operator(s)
	Barbour Board Office	JobID: 26795 Substitute Teacher(s)
	Barbour Board Office	JobID: 27289 Substitute Secretary(s)
Elizabeth Rebrook	Philippi Middle School	JobID: 28368 Long Term Substitute Science/Social Studies – Star Academy Instructor
	Junior Elementary School	JobID: 28371 Long Term Substitute Elementary Education Instructor (4 th Grade)

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Extra-Curricular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
Wesley Johnson	Philip Barbour High School	JobID: 27885 Volunteer Assistant Boys Soccer Coach
	Philippi Middle School	JobID: 28376 Head Cross Country Coach
	Philip Barbour High School	JobID: 28377 Assistant Boys Soccer Coach

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

Tyler Gillis

Amanda Mayle

Cody Lake

Wesley Crouse

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

1. Executive Session
2. Other

Next board meetings:

August 26, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session)

Adjournment

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ADDENDUM

Business & Finance

20. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1
- A. Kasson Elementary/Middle School
 - 1. (Schoolwide) - \$1,000.00
 - B. Philip Barbour High School
 - 1. (Volleyball) - \$500.00
 - C. Philippi Middle School
 - 1. (Athletics) - \$1,000.00

Personnel –

21. Recommendation: Approve the following list of new positions to be created for the 2024-2025 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure #2

Position	Location	Funding Source	FTE
PreK/PreK Special Needs Instructor	Belington Elementary School	State Aid/County	1
ECCAT/PreK-PreK Special Needs Aide/Supervisory Aide/Transportation Aide	Belington Elementary School	State Aid/County	1