

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: October 22, 2024

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, October 28, 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 October 14, 2024 board meeting. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –

Belington Middle School Presentation – Enclosure B

Delegation(s) –

Reports –

Facilities Report – Enclosure C

September 2024 Financial Report – Enclosure D

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 E

Business & Finance

2. Recommendation: Approve budget adjustments. – Enclosure F
3. Recommendation: Approve regular payroll in the amount of \$595,492.43. – Enclosure G
4. Recommendation: Approve payment of bills in the amount of \$371,298.32. – Enclosure H
5. Recommendation: Approve payment of bills in the amount of \$31,885.18. – Enclosure I
6. Recommendation: Approve payment of bills in the amount of \$91,647.39. – Enclosure J
7. Recommendation: Approve the final total of utility/copier bills in the amount of \$_____. – Enclosure K
8. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$2,698.01. - Enclosure L
9. Recommendation: Approve the following school support organizations for the 2024-2025 school year. – Enclosure M

Belington Elementary
PTA
Belington Middle
Band Boosters
Junior Elementary
PTO
Kasson Elem/Middle
PTO
Philip Barbour High
Band Boosters
Athletic Boosters
Philippi Elementary
PTO
Philippi Middle
None

AGENDA
October 28, 2024

10. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure N
- A. Belington Elementary School
 - 1. (Blue & Gray) - \$300.00
 - 2. (PTA) - \$500.00
 - B. Philip Barbour High School
 - 1. (HOSA) - \$100.00
 - 2. (HOSA) - \$100.00
 - 3. (HOSA) - \$100.00
 - 4. (Pro Start) - \$600.00
 - 5. (Schoolwide) - \$2,000.00

Curriculum & Instruction –

11. Recommendation: Approve/Confirm curricular trips. – Enclosure O
- A. Philip Barbour High
 - 1. (ProStart 2 & Baking Pastry) – to 17 North Event Center, Philippi on December 6, 2024
 - B. Philippi Middle School
 - 1. (7th & 8th Grades) – to Battlers Knob on February 7, 2025
 - 2. (8th Grade) – to Washington D.C. on May 2, 2025

Facilities & Maintenance –

12. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure P
- A. Philip Barbour High School
 - 1. On October 30, 2024 – requested by Heather Perkins (WVU Extension) for 4-H Officers Training
 - 2. On December 13-14, 2024 – requested by Lewis Hall for Covered Bridge Christmas Play
13. Recommendation: Approve the direct purchase of electrical components needed for the BES/PES Electrical Upgrade project from Graybar/Square D. – Enclosure Q

Food Service –

Policies –

14. Recommendation: Adopt revised policy 1200, School Board Meetings on second reading. – Enclosure R
(<http://www.wvschools.com/barbourcountyschools/Policies.html#content4-3g>)

AGENDA
October 28, 2024

Student Support –

- 15. Recommendation: Approve an agreement with WVU School of Medicine, Department of Communication Sciences and Disorders for students to complete fieldwork during the 2024-2025 school year. – Enclosure S

Transportation –

- 16. Recommendation: Approve a contract with World Vision to provide funding for an after-school activities bus on the Belington End of the County. – Enclosure T

Travel –

- 17. Recommendation: Approve/Confirm requests for professional leave. – Enclosure U

Vocational –

Personnel –

- 18. Recommendation: Approve an agreement with Davis & Elkins College for the placement of student teachers and pre-service students during the 2024-2025 school year. – Enclosure V
- 19. Recommendation: Approve volunteers at Junior Elementary School. – **Contingent upon clearance of criminal convictions.** - Enclosure W
- 20. Recommendation: Accept the resignation of John Hanna as a Long Term Substitute Multi-Categorical Instructor at Philippi Middle School effective October 18, 2024. – Enclosure X
- 21. 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 Y

Regular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Kasson Elementary/Middle School	JobID: 32185 Preschool/Preschool Special Needs Instructor
	Philippi Elementary School	JobID: 32186 Itinerant Multi-Categorical w/Autism Instructor
	Philippi Middle School	JobID: 32173 Science Instructor
	Philippi Middle School	JobID: 32712 Itinerant Multi-Categorical w/Autism Instructor
	Philippi Middle School	JobID: 32192 Counselor (Itinerant)

AGENDA
October 28, 2024

Substitute Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Barbour Board Office	JobID: 33102 Substitute Bus Operator(s)
Cassity Gallo	Barbour Board Office	JobID: 33099 Substitute Cook(s)
	Barbour Board Office	JobID: 33093 Substitute Custodian(s)
	Belington Elementary School	JobID: 33089 Long Term Substitute Itinerant Visually Impaired Instructor (half-time)
	Barbour Board Office	JobID: 33092 Substitute Secretary(s)
	Barbour Board Office	JobID: 33094 Substitute LPN/Aide(s)
Erica McBee	Barbour Board Office	JobID: 33097 Substitute School Nurse RN(s)
	Barbour Board Office	JobID: 33101 Restricted Short-Term Substitute Teacher(s)
Kylie Marks, Brandi Struckman	Barbour Board Office	JobID: 33106 Substitute Teacher(s)
	Junior Elementary School	JobID: 33091 Long Term Substitute Music Instructor (half-time)

Extra-Curricular Employee Assignments 2024-25 (FY25)		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 33104 Athletic Trainer (Winter Sports)
	Barbour Board Office	JobID: 33108 Homebound Instructor
	Junior Elementary School	JobID: 33110 After School Tutor
	Philippi Middle School	JobID: 33112 (2) After School Tutor(s)

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

AGENDA
October 28, 2024

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

1. Executive Session
2. Other

Next board meetings:

November 12, 2024, at 6:00 p.m. at the Board of Education Office (Regular Session)(Kasson Elementary/Middle School Presentation)

Adjournment

AGENDA
October 28, 2024

ADDENDUM

Business & Finance

23. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure #1
- A. Belington Elementary School
 - 1. (Library) - \$600.00

Curriculum & Instruction –

24. Recommendation: Approve/Confirm curricular trips. – Enclosure #2
- A. Junior Elementary School
 - 1. (all students) – Hayride from school down river road on October 31, 2024

Personnel –

25. 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 #3

Position	Location	Funding Source	FTE
Special Needs Aide/Supervisory Aide/Transportation Aide	Philippi Middle School	State Aid/County	1.0