

Minutes

The Barbour County Board of Education met in regular session at 6:00 p.m. on Monday, February 12, 2018 at the Board of Education Office, 45 School Street, Philippi, WV 26416.

Ron Phillips, Adam Starks, Eric Ruf, Joanne McConnell, David Everson, Members, and Jeffrey Woofter, Secretary, were present. Also in attendance were: Connie Mundy, James Poling, Michael Ferguson, Jeff Kittle and Marija Ilic.

Mr. Ruf called the meeting to order at 6:00 p.m.

Mr. Everson, led the pledge to flag.

Invocation by Mr. Everson

A motion was made by Mrs. McConnell to approve the minutes of the January 22, 2018 meeting. The motion was seconded by Mr. Phillips. After discussion the motion passed five (5) to zero (0).

Reports

Monthly Attendance – Enrollment Report

Superintendents Recommendations –

1. Recommendation: Approve payment of bills for the period of January 16, 2018 through February 6, 2018 at a total expenditure of \$165,174.06.
2. Recommendation: Authorize the February 15, 2018 payroll and federal withholdings not to exceed the amount of \$1,000,000.00 to be released in accordance with Federal Law.
3. Recommendation: Authorize the payment of utility bills and copier bills due before next board meeting not to exceed \$30,000.00.
4. Recommendation: Approve the final total of the January 28, 2018 payroll check and federal withholdings in the amount of \$457,948.62.
5. Recommendation: Approve final total of utility/copier bills in the amount of \$24,529.01.
6. Recommendation: Approve 8th drawdown request for the County-Wide Energy Performance Contract financing through Freedom Bank.
7. Recommendation: Approve/Confirm fund raising activity requests as submitted (all candy sales will be done outside school hours)

Belington Elementary School (Preschool) – projected revenue - \$200.00
Belington Middle School (School) – projected revenue - \$2,400.00; (Lady Hawks) - \$500.00
Junior Elementary School (Faculty) – projected revenue - \$1,000.00
Kasson Elem/Middle School (Youth & Government) – projected revenue - \$400.00; (School) - \$0.00
Philip Barbour High School (Educators Rising) – projected revenue - \$20.00, \$30.00; (Student Council) - \$200.00, \$200.00; (Library) - \$140.00; (Key Club) - \$200.00; (Kaitlin Jones-Senior Project) - \$200.00; (TSA) - \$500.00, \$100.00; (FFA) - \$1,000.00

Philippi Elementary School (Preschool) – projected revenue - \$500.00; (PTO) - \$500.00; (3rd Grade) - \$300.00, \$300.00

Philippi Middle School (8th Grade/PTO) – projected revenue - \$500.00; (Science Dept.) - \$2,000.00; (Student Council) - \$500.00

8. Recommendation: Approve agreement with Asset Control Solution Inc.

9. Recommendation: Approve copier agreement with Hart Office Solutions.

10. Recommendation: Approve/Confirm curricular trips.

All Schools (Chorus/Band) – Philip Barbour High School on March 13, 2018 for All-County Concert practice

Kasson Elem/Middle School (School) – to Charleston on February 26, 2018; (8th Grade) – to Harper’s Ferry on September 24, 2018; (Science Bowl Team) – to Morgantown on February 9, 2018; (VEX IQ Robotics Teams) – to Fairmont on March 3, 2018; (8th Grade) – to Six Flags on May 31, 2018

Philip Barbour High School (FFA) – to Morgantown on February 23, 2018; (CTE Students) – to Charleston on February 22-23, 2018

Philippi Middle School (6th&7th Grades) – to Fairmont on May 18, 2018; (Positive Behavior Support Team) – to Beckley on May 16, 2018

11. Recommendation: Approve educational leave request for a student at Belington Middle School.

12. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School.

13. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School.

14. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School.

15. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School.

16. Recommendation: Approve educational leave request for a student at Kasson Elem/Middle School.

17. Recommendation: Approve chaperones for Junior Elementary Schools field trip to Blackwater Outdoor Adventure Park on February 22, 2018.

Christy Weese

18. Recommendation: Approve chaperones for Kasson Elem/Middle Schools Science Bowl Team to Morgantown on February 9, 2018.

Bryan and/or Chris Kennedy

Della and/or G. Sparks

Mr. Ferber and/or Mrs. Joceylyn Ferber

Heather and/or Roy Payne

Mary Shaver

Mr. Lipscomb and/or Mrs. Lipscomb

19. Recommendation: Approve the following changes to the 2017/2018 School calendar.

Date of Lost Instruction

February 2, 2018

February 5, 2018

Designated Make-Up Date

March 28, 2018 (previously an OS Day)

March 29, 2018 (previously an OS Day)

20. Recommendation: Approve/Confirm use of buildings and/or grounds.

Belington Middle School on February 10, 2018 – requested by Hillary Hulver for Painting & Crafts fundraiser
Kasson Elem/Middle School on May 17, 2018 – requested by Teresa Marsh for School Dance; on February 17, 2018 – requested by Teresa Marsh for School Dance; on every Thursday – requested by Jeff Bartlett for after-school program
Philip Barbour High School on Sunday's in January through April 2018 – requested by Garrett Phillips for Covered Bridge River Jaxx Baseball Practice; on January 12, 2019 – requested by John Stemple for Annual retraining of Coal miners; on January 5, 2019 – requested by John Stemple for Annual retraining of Coal miners; on April 7, 2018 – requested by Carol Malcolm-Parsons for STEM Day; on February 24, 2018 – requested by Brandon Antion for TSA Dinner; on March 24, 2018 – requested by Greg Zimmerman for AB Men's basketball tournament; on March 13, 2018 – requested by Tonya Baker for All County Concert; on Sundays until March 1, 2018 – requested by Willie Metheny for Girls softball workouts
Philippi Middle School after school – requested by Jeff Walters for Philippi City Police use of weight room

21. Recommendation: Approve building/ground modifications.

Philip Barbour High School (CTE Center Annex-Outer Wall) – hang sign; (Agricultural Mechanics Shop) – install washer and dryer

22. Recommendation: Review revised policy 7300, Requirements for Graduation for second reading.

1.0 Purpose Barbour County Schools provides students the 21st century knowledge, skills, and capabilities needed for adulthood.

1.1 Adolescent education at the high school level provides a rigorous course of academic study to enable students to achieve high levels of competence so that they can complete graduation requirements and be prepared to successfully enter and compete in the work place and post-secondary education.

2.0 Responsibility To graduate from high school, a student must earn a minimum of twenty-two (22) credits, including the successful completion of course requirements as specified in WV Policy 2510.

2.1 A non-credit Senior Project (experiential learning) is required of all graduating students.

2.2 In order to graduate, students will complete 6 hours of approved experiential learning.

2.3 Credits for courses will be awarded based upon demonstration of mastery of the WV Content Standards and Objectives/College and Career Readiness Standards. Students demonstrating mastery of WV Content Standards and Objectives/ College and Career Readiness Standards in the subjects will be provided the opportunity to advance to the next grade level objectives.

2.4 All students shall be scheduled for a full instructional day during each of the four high school years. Students may apply and earn dual credit college courses according to procedures. The principal will make all final determinations regarding student's graduation or credit status at the school level.

3.0 Transfer of Credits –

3.1 Credits will not be awarded or accepted from the home school learning environment unless the credit requested is in compliance with section 6.0 of this policy.

3.2 Credit from private schools will only be accepted if the school is accredited and the course complies with the requirements of WVDE Policy 2510.

4.0 Participation in Graduation Exercises –

4.1 Only those students who have successfully completed all of the requirements for graduation prior to the date set for commencement exercises shall be permitted to participate in the graduation ceremonies. All fees, fines, and charges will be paid before a student is allowed to participate in graduation exercises.

- 5.0 Personalized Education Plan**– In accordance with West Virginia Department of Education requirements, a Personalized Education Plan (PEP) shall be prepared and periodically reviewed and updated for each secondary student in grades 8-12. Students will follow a multi-faceted approach such as career investigation and self-discovery activities (interest, work values, inventories), as part of the plan which will guide selection of coursework.
- 6.0 Testing Out of Required or Prerequisite Offerings** – A student may “test out” of a required or prerequisite course by taking an approved examination to demonstrate mastery in the WV Content Standards and Objectives/ College and Career Readiness Standards for the content area as per the requirements of WVDE Policy 2510.
- 6.1** The student’s records will indicate that completion of the area of study occurred through the exam process.
- 6.2** The criteria for approval of the testing out of a high school course will follow the county’s guidelines.
- 7.0 Early Graduation** - Early graduation is defined as graduation from high school one full year prior to the class the student entered the ninth grade with.
- 7.1** In order to be eligible for early graduation, a student must petition the Barbour County Board of Education one semester in advance of the junior year.
- 7.2** The petition for early graduation must be supported by three letters of recommendation from teachers and a letter of recommendation from the principal.
- 7.3** The petition must also have a letter of pending acceptance from a post-secondary school.
- 7.4** Petitions will be decided upon by the Board of Education on an individual basis.
- 7.5** For classification purposes, early graduation students remain a member of their original cohort. For example, students will participate in school activities as a junior not a senior such as General Summative Assessment, class tournaments, prom, class trips, senior privileges, etc...
- 7.6** Students will not be ranked for recognition purposes.
- 8.0 Graduation Honors System** - All students in a class, except foreign exchange students, shall be included in the determination of rank-in-class. The **final class rank** will be determined at the completion of the end of the seventh semester of the graduation class.
- 8.1** At the end of the seventh semester of the graduation class, students will be ranked in the following classifications:
- Summa Cum Laude: 4.0+
 - Magna Cum Laude: 3.75 – 3.99
 - Cum Laude: 3.5 – 3.749
- 8.2** Grade point averages will not be rounded.
- 8.3** For “top” graduate recognition purposes, students must have achieved Summa Cum Laude status.
23. Recommendation: Review revised policy 7200, Student Grading System for first reading. – Enclosure
- 1.0 Purpose.** The purpose of the student grading system policy is to communicate student progress in meeting the West Virginia & Barbour County Schools’ Content Standards and Objectives/.
- 1.1 Barbour County Schools expects each student to perform to the best of his/her ability. Each staff member will develop and maintain a climate that encourages and supports rigorous academic achievement and high standards of behavior.
- 1.2 Barbour County Schools will provide all students with highly rigorous instructional programs, assignments, tests, projects, and other instructional activities designed to promote individual learning and measure individual student performance.
- 2.0 Responsibility.** The West Virginia Department of Education along with Barbour County Schools will determine Content Standards and Objectives/ that relate to the essential elements for grade level subjects and courses.
- 2.1 The Content Standards and Objectives/ will address skills needed for successful performance in the next grade or next course in a sequence of courses.
- 2.2 On-site administrators and school personnel are directed to provide for and monitor an educational climate that encourages and supports individual academic achievement and high standards of behavior.
- 3.0 Procedures.** The Superintendent is directed to establish procedures for the purposes of promoting and ensuring fair and equitable grading practices in all Barbour County schools.
- 3.1 The Superintendent is directed to take the Student Grading System Procedures before the Barbour County Board of Education for annual review prior to August 15 of each school year.
- 3.2 A synopsis of the Student Grading System Procedures shall be published, along with this policy, in all student and faculty handbooks.

24. Recommendation: Approve transportation travel requests.

<u>Date</u>	<u>Destination</u>	<u>No. Buses</u>
Philip Barbour High School (Band) 02/16/18	WV Wesleyan	1
(Girls Basketball) 02/12/18	Frankfurt	1

25. Recommendation: Approve/Confirm requests for professional leave.

26. Recommendation: Approve leave of absence (maternity leave) for Erin Sellers a professional employee at Philip Barbour High School to begin approximately March 3, 2018 and continue through the conclusion of instructional days for students for the 2017-2018 school year.

27. Recommendation: Approve student teachers from Alderson Broaddus University for the Spring 2018 semester.

Gunnar Hockenberry
Mylia Clarke
Kaitlyn Dingess
Jalen Jackson

28. Recommendation: Approve Misty Bolton to dispense medicine to students at Kasson Elementary/Middle School.

29. Recommendation: Accept resignation/retirement of Boyd H. Mayle as Maintenance/Electrician II/HVAC effective June 30, 2018.

30. Recommendation: Accept resignation of Patricia Levesque-Gosnell as an English Language Learners Instructor effective January 26, 2018.

31. Recommendation: Accept resignation of Angel Stull as Head Softball Coach at Philip Barbour High School effective January 16, 2018.

32. Recommendation: Accept resignation of Teresa Riccio as an afterschool tutor at Junior Elementary School effective February 1, 2018.

33. Recommendation: Accept resignation of Sandy Wilmoth as an afterschool tutor at Junior Elementary School effective February 1, 2018.

34. Recommendation: Accept resignation of Jessica Lucchesi as a teacher at Philippi Elementary School effective June 30, 2018.

35. Recommendation: Approve the payment of timesheets for Gene Hovatter and Ray Freeman for hours that were worked outside of their extra-curricular job postings.

36. 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)**

Regular Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	PBHS	1776: School Nurse - RN (half-time)
	PES, Itinerant	1778: PreK/Prek Special Needs Instructor (half-time)
	BES, Itinerant	1779: Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	PBHS	1782: Chemistry/Physics Instructor
	PBHS	1783: French Instructor
	Junior, Itinerant	1784: Music Instructor (half-time)
	PBHS	1788: Instructor (half-time)
	PBHS, Itinerant	1792: Educational Interpreter/Sign Language Specialist/Supervisory Aide/Transportation Aide
Trinity Lowther	Kasson, Itinerant	1793: Multi-Categorical w/Autism Instructor
	PMS, Itinerant	1795: Special Needs Aide/Supervisory Aide/Transportation Aide (halftime)

Substitute Employee Assignments 2017-18		
Name of Person	Location	Job ID: Position
	BES, Itinerant	1780: Long Term Substitute Multi-Categorical w/Autism and Severely Profoundly Impaired Instructor
	PES, Itinerant	1781: Long Term Substitute PreK/Prek Special Needs Instructor (halftime)
	Kasson, Itinerant	1785: Long Term Substitute Multi-Categorical w/Autism Instructor
Brent Bouscher	County	1786: Substitute Custodian(s)
Alison Bailey	County	1787: Substitute Cook(s)
	County	1791: Substitute LPN/Aide(s)
	County	1798: Substitute Bus Operator(s)
	County	1799: Substitute Aide(s)

Extra-Curricular Employee Assignments		
Name of Person	Location	Job ID: Position
	BES	1790: 1 Academic during school Tutor (Extra-Curricular)
Rob Simon	PBHS	1796: Head Softball Coach
Roberta Hatcher	PBHS	1797: Head Boys Track Coach
June Collins	County	1800: Regional Math Field Day Coordinator
	County	1801: English Language Learner Instructor (Extra-Curricular)

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

A motion was made by Mr. Everson to approve agenda items 1-37 as recommended. The motion was seconded by Mr. Starks. After discussion the motion passed five (5) to zero (0).

Mr. Starks made a motion to adjourn into executive session at 6:45 p.m. to discuss legal issues. The motion was seconded by Mr. Phillips and passed five (5) to zero (0).

The board returned to open session at 6:52 p.m. (No votes or decisions were made in executive session).

The board acted upon or discussed the following items:

1. Other

Next board meetings:

February 26, 2018 at 6:00 p.m. at Board of Education Office – CTC Presentation (Regular Session)

The meeting adjourned at 6:53 p.m.

President

Secretary