



**VI. DELEGATIONS**

**VII. CONSENT ITEMS (Action Needed)**

\_\_\_ A. Minutes:

1. November 3, 2008 – Regular Meeting (Tab 1)

\_\_\_ B. Payment of Vendor Accounts-Unpaid Bills – Board Memo #131-08-09 (Tab 2)

The Vendor Accounts-Unpaid Bills Report pages 1 through 27 for October 25 thru November 10, 2008, totals \$2,001,643.41.

\_\_\_ C. Budget Supplement and Transfer Requests – Board Memo #132-08-09 (Tab 3)

The supplements are for the following grants: The reduction of the estimated Title I and addition of the approved Title I budget, the Bugle Bill grant, Sacred Heart Donations for Artist in Residence, and Sacred Heart Donations for WI Skating Project. The budget transfers are for miscellaneous budget maintenance.

\_\_\_ D. Out-of-State Travel, Professional Meetings, and Transportation Requests – Board Memo #134-08-09 (Tab 4)

This is a list of personnel who have submitted written requests for out-of-state travel study (student), out-of-state professional meetings, and out-of-state transportation.

\_\_\_ E. Student Transfer Requests – Board Memo #137-08-09 (Tab 5)

These are requests to transfer students wishing to attend schools out of their attendance area.

\_\_\_ F. Bid Results for Bus Security Cameras – Board Memo #138-08-09 (Tab 6)

We have concluded the bidding process for obtaining 21 bus security cameras for our fleet. Funding for this purchase is provided via an approved grant from the state legislature. Three bids were received and are acceptable for review and award. Bid results are provided below:

* A. Vendor Name	Brand/Model	Bid Amount
247 Security (Atlanta, GA)	24/7 – 402-2Cam	\$38,535
Matheny Motors (Parkersburg, WV)	24/7 – 402-2Cam	\$38,010
Seon Mobile Surveillance (Coquitlam, BC Canada)	Seon	\$42,315

Pursuant to paragraphs 17.2 and 19.1.1 of the Purchasing Policies and Procedures Manual for Local Educational Agencies (which is authorized under WV State Board of Education Policy 8200) dated July 10, 2003. it is recommended that the board approve the bid from Matheny Motors of Parkersburg, WV in the amount \$38,010.

\_\_\_ G. Board Resolution- Adopting a 403(b) Plan Document – Board Memo #142-08-09 (Tab 7)

As you may recall, the board approved the 403(b) Plan Document at the November 3, 2008 board meeting. Our third party administrator, TSA Consulting Group, has requested that the board also approve the attached resolution that should have been included with the Plan Document when it was approved. This resolution will help assure compliance with the Internal Revenue Service code(s). Unfortunately, the resolution was not available and/or included at the time the Plan Document was approved.

- \_\_\_ H. Establishment of meeting dates –  
December 2, 2008 – Special Board Meeting (Legislators – Auditorium – 3:00 p.m.  
December 2, 2008 – Regular Meeting – Auditorium – 5:00 p.m.  
**(Reception at 4:30 p.m.)**  
January 12, 2009 – Special Meeting (Public Forum) Robert C. Byrd High School – 6:00 p.m.  
January 13, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
January 27, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
February 3, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
February 17, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
March 3, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
March 17, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
April 7, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
April 21, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
May 5, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
May 19, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
June 2, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
June 16, 2009 – Regular Meeting – Auditorium – 6:00 p.m.  
June 30, 2009 – Special Meeting – Auditorium

VIII. **NEW BUSINESS** (Action Needed)

- A. First Reading, Policy 3212 – Employment of Substitute Teachers in Areas of Critical Need and Shortage– Board Memo #136-08-09 (Tab 8)

The attached Policy 3212, Employment of Substitute Teachers in Areas of Critical Need and Shortage, is presented to the board for annual review and approval. This is the same policy as last year but areas of shortages have been modified based upon need. It is recommended to approve Policy 3212 on first reading and waive the second reading.

IX. **UNFINISHED BUSINESS** (Discussion Only)

- A. Monthly Board Financial Report for October, 2008
- B. Salem Annexation

X. **BUILDING PROGRAM** (Action Needed)

- A. Approval of Funds for Salem Walking Trail Project – Board Memo #141-08-09 (Tab 9)

The Harrison County Chamber of Commerce’s Education Committee has requested Harrison County Schools fund a block enclosure for two compositing toilets and a storage facility. The architect’s estimate for this project is \$17,500. This project is for the new Salem Elementary fitness trail which was previously discussed at the November 3, 2008, board meeting.

XI. **INFORMATION** (No Action Needed)

- A. Reports:
1. In-State Travel Study and Transportation Report - Board Memo #135-07 (Tab 10)

A listing of in-state travel study and transportation requests has been submitted to and approved by the superintendent. This list is for information only.

2. Monthly Board Financial Report for October, 2008 – Board Memo #140-08-09 (Tab 11)

The financial report is for the month of October 2008, includes all financial activity for the month, including income statement and balance sheet accounts for Harrison County Schools. It also contains balance sheet accounts for the agency funds of the United Technical Center and RESA VII.

3. School Board Effectiveness Report – Board Memo #139-08-09 (Tab 12)

The report on the 2008 School Board Effectiveness meetings has been compiled for review. Upon the board's review, the report will be sent to the West Virginia Department of Education as required.

**XII. PERSONNEL (Action Needed)**

\_\_\_ A. Personnel and Personnel Matters – Board Memo #133-08-09 (Tab 13)

Personnel recommendations will be considered and/or approved. In the event that any of the listed candidates withdraw prior to the commencement of the board meeting, a list of substitute candidates will be available before the meeting starts.

\_\_\_ B. Superintendent's Contract

**XIII. ADJOURNMENT**

SLC/eab