

A G E N D A

HARRISON COUNTY BOARD OF EDUCATION

September 2, 2008

6:00 P.M. Regular Meeting Auditorium, Board Office
408 E. B. Saunders Way, Clarksburg, WV

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- I. **CALL TO ORDER**
 - II. **INVOCATION AND PLEDGE OF ALLEGIANCE**
 - III. **SPECIAL PRESENTATION**
 - IV. **SPECIAL RECOGNITION**
 - V. **AGENDA ADJUSTMENTS**
 - VI. **DELEGATIONS**
 - VII. **CONSENT ITEMS** (Action Needed)
 - ___ A. Minutes –
August 19, 2008 – Regular Meeting (Tab 1)
 - ___ B. Payment of Vendor Accounts-Unpaid Bills – Board Memo #53-08-09
(Tab 2)

The Vendor Accounts-Unpaid Bills Report pages 1 through 32 is
for August 9 thru August 22, 2008. The total for this period is
\$2,537,339.14.
 - ___ C. Budget Supplements & Transfer Requests – Board Memo #54-08-09
(Tab 3)

The supplements are for the following grants: Carl Perkins Vocational Grants, Adult Education (reversal of original estimate), State Vocational Secondary Formula, State Vocational Travel, and State Vocational Equipment. The budget transfers are for miscellaneous budget maintenance.

- ___ D. Out-of-State Travel, Professional Meetings, and Transportation Requests – Board Memo #57-08-09 (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 #59-08-09 (Tab 5)

These are requests to transfer students wishing to attend school out of their attendance district.

- ___ F. Approval of Student Teacher Agreements with West Virginia University and Salem International University – Board Memo #62-08-09 (Tab 6)

These letters of agreement between Harrison County Schools and Salem International University; between Harrison County Schools and Fairmont State University; and between Harrison County Schools and West Virginia University are for placement of student teachers in our schools.

- ___ G. Approval of Right-of-Way Request from Allegheny Power at West Milford Elementary School – Board Memo #61-08-09 (Tab 7)

A new electrical service is required for the classroom addition at West Milford Elementary School. This new service requires a pole be set near the property line and the old softball dugout. A right of way has been requested by Allegheny Power Company for the placement of said pole.

- ___ H. Request to Sell Excess Vehicles – Board Memo #63-08-09 (Tab 8)

We are requesting that approval be granted to advertise and accept sealed bids for the sale of the vehicles listed below. These vehicles have served the school system and are now ready to be removed from active service.

<u>No.</u>	<u>Year</u>	<u>Make</u>	<u>Type</u>	<u>Serial No.</u>	<u>Mileage</u>	<u>Min. Bid</u>
M1	1998	Ford	Truck	2FTZX18WXWCA46616	119,205	\$1,000
1	1996	Ford	Sedan	1FALP52U3TG306603	102,603	\$ 300
M6	1997	Chev	Van	1GCFG29M8V1070757	117,085	\$ 900
M21	1992	GMC	Truck	2GTGG39K3N4515651	99,381	\$ 600
M23	1986	Intl	Truck	1HSLRTVN0GHA51951	223,760	\$2,000
M37	1992	Dodge	Truck	1B7JM26Y2NS549888	87,410	\$ 500
M38	1989	GMC	Truck	2GTFK29H7K156056S	114,110	\$1,200
9H	1980	Chev	Bus	CPM32A3307053	126,792	\$ 100
3H	1991	Intl	Bus	1HVBBNML1MH395540	182,379	\$3,000
6H	1991	Intl	Bus	1HVBBNML7MH395543	218,808	\$3,000
167	1991	Intl	Bus	1HVBBNSN0MH395548	132,874	\$2,500
168	1993	Intl	Bus	1HVBBPNN8PH475644	112,139	\$3,000
170	1993	Intl	Bus	1HVBBPNN1P475646	190,825	\$3,000
171	1993	Intl	Bus	1HVBBPNN3PH457647	107,044	\$3,000
172	1993	Intl	Bus	1HVBBPNN5PH475648	128,728	\$3,000
173	1993	Intl	Bus	1HVBBPNN7PH475649	162,659	\$3,000
174	1993	Intl	Bus	1HVBBPNN7PH475650	126,036	\$3,000
175	1993	Intl	Bus	1HVBBPNN5PH475651	185,322	\$3,000
176	1994	Intl	Bus	1HVBBPNN1RH564717	169,058	\$3,000
177	1994	Intl	Bus	1HVBBPNN3RH564718	197,399	\$3,000
178	1994	Intl	Bus	1HVBBPNN5RH564719	152,634	\$3,000
182	1994	Intl	Bus	1HVBBPNN7RH564723	120,514	\$1,000

___ I. Approval of Outside Entities Support Organizations – Board Memo #64-08-09 (Tab 9)

As required by the Accounting Procedures Manual for the Public Schools in the State of West Virginia, the board must approve any outside support organization that will be collecting funds in the name of the school. The following is a list of support organizations that will be collecting funds in the name of the school as submitted by the school. The outside support organizations are listed below.

Adamston- PTO
 Johnson- PTA, LSIC, 5th Grade Safety Patrols
 Lost Creek – PTA
 Lumberport Elementary-PTO, 5th Grade
 North View- PTA, LSIC

Norwood – PTO
Simpson – PTA, 5th Grade, Safety Patrols
West Milford – PTA
Wilsonburg – PTA, 5th Grade
Big Elm – PTA, Relay for Life Team
Nutter Fort Primary – PTO
Nutter Fort Intermediate – PTSO
Salem Elementary – PTO

Bridgeport Middle – boosters
Lumberport Middle – boosters
WI Middle – boosters
South Harrison Middle –Academic, Athletic, Band & Choir
boosters
Mountaineer Middle – boosters

Bridgeport High – Athletic boosters, Academic boosters,
Band boosters, Soccer Association, Swim
Association, Softball Association, Friends of
Football, Track of the Future
Liberty High – Athletic boosters, Academic boosters, Band
boosters
Lincoln High – Athletic boosters, Academic boosters and
Band boosters
South Harrison – Academic, Athletic, Band & Choir
boosters
Robert C Byrd – Athletic/Academic boosters, Band
boosters, Choir boosters and Friends of Football
Alternative School - none

- ___ J. Approval of After-Hour Contracts for School Psychologists – Board
Memo #68-08-09 (Tab 10)

The contracts with the school psychologists is for after-hours services. If these contracts are approved, it will allow us to provide our after-hours testing of students. These services will be paid through special education funds upon submission of a monthly report.

- ___ K. Establishment of Meeting Dates:
September 16, 2008 – Regular Meeting – Auditorium – 6:00 p.m.
October 6, 2008 – School Board Effectiveness Meeting – Lincoln
High School (Harrison County Alternative Learning
Center, Lincoln, Liberty, Bridgeport, South Harrison,
Robert C. Byrd High Schools, and United Technical Center
6:00 p.m.

October 7, 2008 – Regular Meeting – Auditorium – 6:00 p.m.
 October 13, 2008 – School Board Effectiveness Meeting –
 Washington Irving Middle School (Lumberport, South
 Harrison, Washington Irving, Bridgeport, and Mountaineer
 Middle Schools) – 6:00 p.m.
 October 20, 2008 – School Board Effectiveness Meeting –
 Adamston Elementary School (Lumberport, Wilsonburg,
 West Milford, Adamston, Johnson, Lost Creek, and Big
 Elm Elementary Schools) – 6:00 p.m.
 October 21, 2008 – Regular Meeting – Auditorium – 6:00 p.m.
 October 27, 2008 – School Board Effectiveness Meeting –Nutter
 Fort Primary School (Nutter Fort Primary, Norwood, North
 View, Simpson, & Salem Elementary Schools, and Nutter
 Fort Intermediate School) – 6:00 p.m.
 November 3, 2008 – Regular Meeting – Auditorium – 6:00 p.m.
 November 18, 2008 – Regular Meeting – Auditorium – 6:00 p.m.
 December 2, 2008 – Regular Meeting – Auditorium – 5:00 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 – 12:00 noon

VIII. OTHER NEW BUSINESS (Action Needed)

- A. First Reading of Policy, File 1204, School Board Meetings and Procedures Board Memo #58-08-09 (Tab 11)

The purpose of this policy is to clarify procedures to be followed at all Harrison County Board of Education meetings. This policy has been reviewed by our attorney. If the board approves this policy on first reading, it will be placed on a 30-day public comment period.

IX. UNFINISHED BUSINESS CONSENT (Discussion Only)

- A. Call-Out System
- B. Bond
- C. School Board Effectiveness Meetings

X. BUILDING PROGRAM (Action Needed)

- A. Application for Payment #2 from City Window Company for West Milford Elementary School (SBA) – Board Memo #60-08-09 (Tab 12)

Application for Payment #2 in the amount of \$167,111.55 from City Window Company is for the construction of West Milford Elementary School Addition. This project is being funded with local funds and SBA funds. This request has been approved by our staff.

- B. Application for Payment #2 from City Window Company for South Harrison High School Windows – Board Memo #67-08-09 (Tab 13)

Application for Payment #2 in the amount of \$127,885.95 from City Window Company is for replacement of windows at South Harrison High School. This project is being funded with local funds. This request has been approved by our staff.

- C. Request for Payment (Invoice #4734) from WYK Associates, Inc., for Architectural Work for West Milford Addition (SBA) – Board Memo #65-08-09 (Tab 14)

Request for Payment (Invoice #4734) in the amount of \$4,775.92 from WYK Associates, Inc., is for architectural services regarding West Milford Elementary School classroom addition. These services are being paid with local and SBA funds. This request has been approved by our staff.

- D. Approval of Bids for Harrison County Alternative Learning Center Roof – Board Memo #66-08-09 (Tab 15)

On August 19, 2008 Bids were opened for the Harrison County Alternative Learning Center Roof. A bid summary and recommendation from Mr. Yoke of WYK Associates is attached. These bids are for the classrooms roof only.

<u>Bidder</u>	<u>BASE BID</u>	<u>Classroom Addition ALT # 1</u>	<u>COMBINED BASE BID & ALTERNATE</u>
G & W Roofing	\$92,000.00	\$17,000.00	\$109,000.00
Hogan Roofing	\$74,620.00	\$10,700.00	\$85,320.00
N.F. Mansuetto & Sons, Inc.	\$172,000.00	\$26,000.00	\$198,000.00
Roof Service of Bridgeport	\$73,327.00	\$11,135.00	\$84,462.00
S.M. Kisner & Sons	\$107,000.00	\$14,500.00	\$121,500.00
Sutter Roofing & Sheetmetal, Inc.	\$98,240.00	\$12,460.00	\$110,700.00
Tri-State Roofing & Sheet Metal	\$133,080.00	\$26,440.00	\$159,520.00

This project is funded with local funds. I respectfully recommend approval of the combined bid from Roof Service of Bridgeport in the amount of \$84,462.

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

A. Reports:

1. In-State Travel Study and Transportation Report - Board Memo #56-08-09 (Tab 16)

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.

XII. **PERSONNEL** (Action Needed)

- ___ A. Personnel and Personnel Matters – Board Memo #55-08-09 (Tab 17)

Personnel recommendations for professional and service positions 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.

XIII. **ADJOURNMENT**

SLC:trb