

School Board Meeting Minutes
April 12, 2017

MEMBERS PRESENT: Leah Paladino, Chair; Harry Daniel, Vice-Chair; Rodney Kibler, Member; Sharon Mack, Member; Jason Collier, Member; Andrea Whitmarsh, Superintendent; Shanna Deane, Clerk

MEMBERS PRESENT BY TELEPHONE: N/A

MEMBERS ABSENT: N/A

BOARD OF SUPERVISORS: N/A

The closed session was called to order at 6:15 pm in the William Monroe High School conference room.

Mr. Daniel made a motion to reconvene into open session in the William Monroe High School Performing Arts Center at 7:01 p.m.; Dr. Kibler seconded, motion carried.

Board certified by roll call vote that only such matters identified in the motion were heard or discussed. All certified.

There was no closed meeting action.

Mrs. Mack made a motion to accept the consent agenda as presented. Mr. Collier seconded. No discussion. All ayes, motion carried.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to Samantha Brunelle for her achievements in basketball for the 2016-2017 season and to the Boys Basketball team for their Conference 28 win.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to the students who placed at the National History Day District competition.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to the two William Monroe Middle School Destination Imagination teams, the “Nerdy Narwhals” and the “Chatterly Cuckoo Cheetoes”, for placing in the Jefferson Regional Tournament.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to the HOSA students who placed at the 2017 VA HOSA State Leadership Conference.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to the Nathanael Greene Elementary “Exploravision Challenge” team for winning the Regional Exploravision Competition.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to the FBLA students who placed in the top five of their respective fields at the Regional and State Leadership Conferences.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to the Forensics team for their outstanding achievements in recent Forensics challenges.

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to Abigail Mitchell for being named the winner of the “Relevant Reads Story of the Year Contest.”

Dr. Whitmarsh and Mrs. Paladino presented recognition certificates to Cory Houchens and Brice Norford for winning the FFA Central Area Tractor Troubleshooting event and presented recognition certificates to Cory Houchens and Dylan Davis for winning in the FFA Central Area Tractor Operators Contest.

Mrs. Paladino stated public comments could be made on matters not below on the agenda.

Mrs. Paladino closed public comments.

Dr. Whitmarsh and the School Board presented action item #11-296, School Board By-laws. Dr. Whitmarsh stated at the April 12th school board meeting the school board by-laws needed to be reviewed to add language regarding the July meeting. Dr. Whitmarsh explained there has been discussion of not having a July meeting due to the meetings being short and being able to take care of business in another month. Mr. Daniel made a motion to update the language to the Meeting Section/Subsection 1-1 of the School Board By-laws concerning the July meetings as an optional meeting. Dr. Kibler seconded. There was no discussion. All ayes, motion carried. The language would read as follows:

There shall be a Regular Meeting of the School Board to transact business on the second Wednesday of each month, with the exception of the month of July which will be an optional meeting. As needed a Public Work Session will be held on the fourth Wednesday of each month. The date of any Regular Meeting or Public Work Session may be changed by a vote of a majority of the Board.

Dr. Whitmarsh and the School Board presented action item #11-297, School Board Meeting Calendar. Dr. Whitmarsh explained due to the School Board By-laws being updated to state July meetings will be optional, the list of meeting dates for the school board needs to reflect the change. Mr. Daniel made a motion to update the list of school board meeting dates to reflect the July meeting as optional. Mrs. Mack seconded. There was no discussion. All ayes, motion carried.

Mr. Huber presented information item #11-298, February 2017 VSBA Policy Updates. Mr. Huber stated there are seventeen policies being updated by VSBA and a summary sheet is included in the packet for the school board to review. Mr. Huber stated the summary sheet gives a summary and explanation of the change for each policy that may impact the school division. Mr. Huber stated ten of the policies needed review and seven of the policies consisted of legal updates. Mr. Huber highlighted the following policies:

- BBFA (Conflict of Interests and Disclosure of Economic Interests): the policy is updated because of policy GAH (School Employee Conflict of Interest) and Statement of Economic Interest forms will be obtained once a year instead of twice.
- EEA (Student Transportation Services): the policy is updated to require clear written procedures for providing transportation for students in foster care.
- GA (Personnel Policies Goals): the policy is updated to reflect no school board employee may assist an employee in obtaining a new job after they have been accused of sexual misconduct with a minor.
- GAH (School Employee Conflict of Interest): this is a new policy. This policy is on conflict of interests for all school board employees that must be presented yearly. The policy covers personal interests and prohibits conduct for conflict of interests.
- IJ (Guidance and Counseling Programs): This policy states the school division must provide equal access to military recruiters as they do colleges and universities. Additionally, Academic and Career Plans must be completed in the 7th grade and the parents must sign off and participate in the process.
- JHCH (School Meals and Snacks): this policy defines the division policy on unpaid meal charges, substitute meals, and bad debt for the School Nutrition Program. This policy also defines the procedural notices given to families when School Nutrition debt occurs.

- JO (Student Records): this policy does not require the school division to have parent consent to release educational records to other educational institutions. The policy also removes high school credit policy in middle school due to new policy JOA (Student Transcripts).
- JOA (Student Transcripts): this is a new policy where parents may request that high school credit courses taken in middle school not be included on the transcript and not be awarded credit. Additionally, parents may request that student's test scores excluding SOL's be omitted from the transcript.
- LC-E (School Division-Charter School Application Addendum): the update reflects a change to the charter school application process.
- LEB (Advanced/Alternative Courses for Credit): this policy is updated to reflect that the school division may enter agreements with post-secondary institutions for the purpose of credentialing for CTE courses.

Mr. Huber recommended the updates for action at the May 10, 2017 school board meeting.

Mr. Sparks presented information item #11-299, Career & Technical Education (CTE) Local Plan – Perkins Funding. Mr. Sparks stated the CTE Perkins application was being presented as an information item with request to be action on May 10, 2017. Mr. Sparks stated the annual submission of the CTE Local Plan outlines how the Perkins funds will be used to enhance CTE for the 2017-2018 school year. Mr. Sparks state the amount of the application is based on the 2016-2017 amount due to the actual amount not being released at this time. Mr. Sparks highlighted the allocation of \$8,000 being used for professional development and Career/Technical funds and ~\$31,000 to be used to improve CTE programs. Mr. Sparks explained that the application changes based on the needs of the students.

Mr. Daniel asked how industry certification will be improved for the 2017-2018 school year. Mr. Sparks responded that the programs will be reviewed based on what is currently offered and that the Career Pathway corresponds accordingly. Mr. Sparks stated more importantly to make sure the credential the student is taking not only meets the graduation requirement, but makes the student more marketable.

Mrs. Mitchem presented information item #11-300, 2017-2018 Special Education Annual Plan/Part B Flow-Through application. Mrs. Mitchem explained this application is submitted annually to the Virginia Department of Education to access federal funding for special education. The application provides information about the breakdown of funding and what is included. Mrs. Mitchem stated the application is based on the 2016-2017 grant award for each funding stream. Mrs. Mitchem stated the funding request is written for the same activities as the 2016-2017 application, but does reflect the increased cost of personal services and employee benefits. Mrs. Mitchem stated the largest portion of the funds from the application is for salary and benefits. Mrs. Mitchem requested the 2017-2018 Special Education Annual Plan/Part B Flow-Through Application be an action item for the May 10, 2017 school board meeting.

Mr. Collier asked if an increase in the amount of funds is anticipated. Mrs. Mitchem stated she does not anticipate a substantial increase in funds.

Dr. Walton presented information item #11-301, SOL Changes. Dr. Walton presented a PowerPoint presentation outlining the changes for the Spring 2017 testing session. Dr. Walton reviewed the three major changes of the 2015-2016 testing sessions, which included Computer Adaptive Testing (CAT), retakes, and reduced the number of assessments. Dr. Walton stated for 2016-2017 in CAT will be used for Mathematics in grades 3 through 8 and for Reading in grades 3, 4, and 5. Dr. Walton explained that the CAT will shorten grade 5 Reading by 30% which will allow for students to test in one day.

Dr. Walton reviewed SOL updates for History, Math, the curriculums that are coming for the 2017-2018 school year. Dr. Walton reviewed how the division is preparing for the new implementation of the new

Standards of Learning, which includes conference and workshop attendance, crosswalk, and a two-year plan for implementation of new SOLs.

Dr. Whitmarsh presented item #11-302, FY2018 Budget Update. Dr. Whitmarsh stated given our 23% increase in health insurance, the division put out insurance bids. Dr. Whitmarsh stated proposals were received at the end of March from Anthem, Optima, United Health Care and Benefit Plan Administrators. Dr. Whitmarsh stated only one proposal provided any savings; however, those savings were not enough to offset the payout we would have to pay to leave Local Choice. Dr. Whitmarsh stated other options within Local Choice will be looked at.

Dr. Whitmarsh stated the Board of Supervisors held a budget workshop on March 16, 2017. Dr. Whitmarsh stated the new amount budgeted to the schools from the Board of Supervisors was an amount of \$1,495,570, which will fund the VRS increase, health insurance increase, 2% salary increase, as well as, some of the needed positions. Dr. Whitmarsh expressed her gratitude for the support of the Board of Supervisors. Dr. Whitmarsh stated there was great dialogue between the Board of Supervisors and school board.

Dr. Whitmarsh announced that the public hearing on the budget will be held on April 25th at 7:30 pm during the Board of Supervisors meeting. On May 23rd the Board of Supervisors will vote on the budget and on May 24th the school board will hold a meeting to adopt the FY2018 budget.

Dr. Whitmarsh presented item #11-303, Superintendent's Update. Dr. Whitmarsh commented that there were fantastic recognitions at the meeting. Dr. Whitmarsh announced that she held another round of office hours in March at the schools. Dr. Whitmarsh stated we have very dedicated professionals who came to her with great ideas. Dr. Whitmarsh emphasized that she was very thankful to those who came to meet with her.

Dr. Whitmarsh announced that Ms. Deane would be sending out a list of end of year events to the school board.

Dr. Whitmarsh provided a brief update on the facilities project. Dr. Whitmarsh stated many meetings have taken place with high and middle school staff, architect firms and transportation to discuss different aspects of the project. Dr. Whitmarsh stated on the morning of April 12th she met with VMDO, landscape architect, and engineer to look at potential site solution overall based on meeting discussions and research. Dr. Whitmarsh stated by April 28th VMDO will be sending schematic designs. Dr. Whitmarsh stated at the May 10th school board meeting VDMO will present initial schematic designs to the school board. Dr. Whitmarsh stated on May 30th a meeting will be held with high and middle school staff to get their initial thoughts and feedback. At the June 14th school board meeting final cost estimates of the project will be presented to the school board.

Dr. Whitmarsh stated administrators have been working hard to hire for the 2017-2018 school year for known vacancies.

Dr. Whitmarsh announced a calendar change regarding the professional days at the end of the school year. Dr. Whitmarsh announced there will be two professional days, which will be May 30th and May 31st. Dr. Whitmarsh stated June 1st will not be used as a professional day.

Dr. Whitmarsh announced that Kyle Pursel will be joining the central office team. Dr. Whitmarsh stated work is being done to fill the high school principal position.

Mr. Collier commented that he appreciated all of the recognitions. Mr. Collier commented that he was proud to be on the school board. Mr. Collier thanked everyone for their hard work.

Dr. Kibler had no comment.

Mrs. Mack congratulated the students who were recognized. Mrs. Mack commented that she loves to see the dedication from the students and parents. Mrs. Mack gave praises to Mrs. Paladino for her great presentation and to Dr. Whitmarsh for her detailed presentation at the Board of Supervisors workshop.

Mr. Daniel commented that April and May are busy with accomplishments and awards. Mr. Daniel commented that he is glad to see changes in the SOLs. Mr. Daniel commented that Mrs. Paladino did a great job at the Board of Supervisors workshop.

Mrs. Paladino commented that it is a privilege to talk to people as she is getting signatures for re-election. Mrs. Paladino commented that people were saying really good things about the school division. Mrs. Paladino commented that she is thankful for all of the hard work by administrators and staff.

Mrs. Paladino adjourned the meeting.

Chairman

Clerk