

BATH COUNTY SCHOOL BOARD

AGENDA ITEM: INFORMATION { } ACTION { X } CLOSED MEETING { }

SUBJECT: APPROVAL OF MINUTES

The Bath County School Board met in a Regular Meeting on Tuesday, December 6, 2011 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Bath County High School Cafeteria.

PRESENT: Mr. Eddie Ryder, Board Chairman
Mrs. Dreama Burns, Board Vice-Chair
Mrs. Barbara Waldeck, Board Member
Ms. Jenna Crummett, School Board Liaison

Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk
Sharon P. Fry, School Board Deputy Clerk

In appreciation of School Board member service to the schools, the culinary arts students served dinner for the Board at 5:30 p.m. **11-12: 117**
Eddie Ryder, Board Chairman, called the meeting to order at 6:25 p.m. with all members present except Mrs. Hevener and Ms. Riner. **CALL TO ORDER**

On motion by Mrs. Waldeck and seconded by Mrs. Burns, the Board (3-0 vote) convened in a closed meeting at 6:24 p.m. to discuss the appointment of personnel; and superintendent’s evaluation. The Board came out of the closed meeting on motion by Mrs. Burns and seconded by Mrs. Waldeck (3-0 vote) at 7:09 p.m. 11-12: 118
CLOSED MEETING

On motion by Mrs. Burns, the Board (3-0 vote-roll call) certified that, to the best of each member’s knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed; and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered. 11-12: 119
CERTIFICATION OF CLOSED MEETING

Mr. Ryder, Board Chair, called the meeting to order at 7:09 p.m. and led the Board in the Pledge of Allegiance and called for a moment of silent prayer. **11-12: 120**
CALL TO ORDER FOR PUBLIC MEETING

On motion by Mrs. Waldeck and seconded by Mrs. Burns, (3-0 vote) the Board approved the agenda as presented. 11-12: 121
APPROVE OR AMEND AGENDA

There were none to be heard. **11-12: 122**
PUBLIC COMMENTS

Mrs. Rowe, BCHS Principal and Mrs. Hirsh recognized the **BCHS Volleyball team as Single A - Division 1 State Champions, Region C Champs, and 2nd place in District.** Receiving certificates were team members: **Jordon Fry, Whitney Shifflett, Chelsea Dudley, Katelyn Rice, Ashley Rice, Mary McCoy, Allyson Cutlip, Bekkah Pauley, Amanda Shifflett, Jessica O’Conner, Allison Williams, Mikayla Miller, Kendal Woodzell, and Alexa Farone.** **Amanda Shifflett was recognized as Player of the Year – 1st Team All-Region. Dave McGee was recognized as Coach & Region Coach of the Year. Sandra Williams was recognized as assistant Volleyball Coach. Ashley and Katie Rice received recognition as 1st Team All-District.**

**11-12: 123
GOOD NEWS IN
BATH COUNTY
SCHOOLS**

Mrs. Hirsh presented a resolution honoring **Mr. Eddie Ryder** who served the Cedar Creek Magisterial District as an appointed and elected member of the **School Board** for Bath County from July 29, 1991 to June 30, 1995 and from January, 1996 to December, 2011. During Mr. Ryder’s tenure on the board, he served as Chairman for nine years and Vice-Chairman for five years. On behalf of Bath County Public Schools, Mrs. Hirsh recognized his commitment, leadership, and his many contributions for the benefit of the students in Bath County and extended gratitude for his twenty years of dedicated service to the Division and public education.

Mrs. Hirsh presented certificates of appreciation to **Mrs. Dreama Burns** for dedicated service as a **Bath County School Board member** for the Millboro Magisterial District from January 1, 2008 to December 31, 2011; and **Mrs. Barbara Waldeck** for her dedicated service as a Bath County School Board member representing the Valley Springs Magisterial District from February 5, 2007 to December 31, 2011. Certificates of appreciation were also distributed to Mrs. Joyce Hevener and Ms. Mary Lynn Riner who were unable to attend the meeting.

On motion by Mrs. Waldeck and seconded by Mrs. Burns, the Board (3-0 vote) approved minutes for a meeting held on November 1, 2011 as presented.

**11-12: 124
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary, and a reconciled November 2011 revenue summary. **On motion by Mrs. Waldeck and seconded by Mrs. Burns, the Board (3-0 vote) approved the revenue summary and November claims as presented:** General Fund Payroll 41140-41142, 64730-64744, 41143-41145, 64747-64761, Bills – 64729, 64745-64746, 64762-64842 - Direct Deposit 2007. Food Service Payroll 4677-4678, 9743-9751, 9752-9760, Bills – 9761-9767 – Direct Deposit 2007.

**11-12: 125
APPROVAL OF CLAIMS**

The October ADM is as follows: BCHS 286.38, MES 114.38, and VES 235.86 for a total of 636.62.

**11-12: 126
ATTENDANCE
REPORT**

The Board reviewed the Monthly Financial Report of the School Food Service Program for October 2011.

**11-12: 127
CAFETERIA REPORT**

The Board reviewed Maintenance and Transportation reports of activities for the month of November 2011.

**11-12: 128
MAINTENANCE &
TRANSPORTATION
REPORTS**

Jenna Crummett updated the Board on school activities:

- MES & VES Christmas music programs.
- SCA collection of canned foods and other donations.
- Students are looking forward to breakfast with Santa.
- Congratulated the BCHS Volleyball State Champions.
- Band fruit delivered today and the BCHS Band Concert will be held next week.

**11-12: 129
STUDENT
REPRESENTATIVE
REPORT**

Mr. Cook, Maintenance Director, updated the Board on the auction held on November 5, 2011. He said all items were sold with the exception of a couple of tables, and 15-20 computer monitors, which were taken to the Goodwill. A bus sold for \$1,100 and the 91 Chevrolet Caprice sold for \$500. After all expenses were paid, the net-profit was \$1,750.92

**11-12: 130
SURPLUS EQUIPMENT
AUCTION RESULTS -
MR. COOK**

Mr. Lancaster, Director of Technology, Testing, & Administrative Services, reported on the UVA assessment class currently in progress. Twenty-five BCPS licensed staff members are participating in the three credit hour class paid for by Title II in-service funds designated for professional development. Mr. Lancaster said the class is intended to help teachers better understand student assessment strategies used in schools, and to improve their skills in developing formative and summative assessments.

**11-12: 131
UVA ASSESSMENT
CLASS UPDATE –
MR. LANCASTER**

Mrs. Hall, Director, Pupil Personnel Services & Special Education, informed the Board of an upcoming DOE Special Education Federal six year review scheduled on March 6, 7, 8, 2012. Mrs. Hall presented student demographic information for Preschool (36 children with two on a waiting list) and a total of 78 students receiving special education services. Mrs. Hall also presented information regarding Medicaid reporting and time studies. In an effort to increase Medicaid revenues, designated staff must complete all email “random moment time surveys” and confirm completion of the survey directly to Mrs. Hall.

**11-12: 132
PRESCHOOL, SPECIAL
EDUCATION, MEDICAID
UPDATES – MRS. HALL**

Mrs. Rowe is in the process of reviewing variables that will impact the Program of Studies for the 2012-2013 school year. It is anticipated that a Program of Studies will be presented for Board approval in January 2012. Although a new Board will be taking future action, Mrs. Rowe asked the current Board for their input.

**11-12: 133
BCHS 2012-2013
PROGRAM OF STUDIES
DEVELOPMENT –
MRS. ROWE**

Suggested changes to the 2012-2013 Program of Studies:

- Require all 8th graders to take Keyboarding Applications/Word Processing
- Restructure Exploratory: Current exploratory rotation only includes Band, Carpentry and Culinary classes with a study skills and career component. The new model would include 4.5 weeks of each CTE class and continue to offer the study skill and career exploration component.
- Discontinue the offering of Spanish 1 and Industrial Maintenance Technology 1 to 8th graders.
- Remove Nutrition and Wellness and Family Relations/Parenting from the program of studies.
- Change the name of Auto Mechanics to Auto Servicing.
- Require all students who are on “Work Release” to qualify for the Industrial Co-Operative Training Program.
- Require all students to complete community service hours as a local requirement for graduation.

The annual VSBA conference was held November 16-18 in Williamsburg. Both current (Mr. Ryder, Mrs. Burns) and incoming Board members (Mrs. Grimm, Mrs. Gwin, Mrs. Lowry), the superintendent/clerk (Mrs. Hirsh) and the deputy clerk (Mrs. Fry) attended. Mrs. Hirsh noted the opening conference speaker was Jamie Vollmer and shared a list “The Ever Increasing Burden on America’s Public Schools” with current and new Board members. Both outgoing and incoming Board members shared information on parliamentary procedure, VSBA 101, importance of Board member interaction with other divisions, prospective and insights from the conference, and an opportunity for our School Board to get to know one another.

**11-12: 134
VSBA ANNUAL
CONFERENCE REPORT**

On motion by Mrs. Waldeck and seconded by Mrs. Burns, the Board (3-0 vote) approved the appointments of the following BCHS Boys Basketball Coaching Staff retroactive to their starting dates:

**11-12: 135
ACTION FOLLOWING
CLOSED MEETING**

- **Steve Shaver as Basketball, Boys Varsity/Head coach**
- **Christina Oliver as Basketball, Boys Varsity Assistant/JV coach.**
- **Zach Woodzell as Basketball, Boys Volunteer JV Assistant coach.**

On motion by Mrs. Burns and seconded by Mrs. Waldeck, the Board (3-0 vote) retroactive to his starting date, approved the appointment of **Alex Miller** as **Substitute Spanish Teacher.**

Mrs. Hirsh presented background information on the FY2012-17 Capital Improvement Plan. Originally due on January 4, 2012, an extension has been granted and the CIP is now due to the Building, Planning and Zoning office on January 10. Estimated costs are listed in the 2012-2013 column of the draft CIP, and these projects will need to be distributed across multiple years. Principals and directors provided explanations about the scope of each project and justification of need. Mrs. Hirsh reminded the Board that if the scope of a project changed, so would the project cost. Once projects are defined, costs are defined, and a timeline is determined, projects must be prioritized. Final Board approval of the CIP must occur by January 9, 2012. The following draft CIP requests were presented for discussion:

11-12: 136
FY 2012-2017 CAPITAL
IMPROVEMENT PLAN

- Purchase of 1 New/Replacement School Bus (65 passenger)
 Mrs. Hirsh said in keeping with the bus alternating rotation of 2 one year and 1 the next year, the request for 2012-13 would be 1 (65 passenger) bus at \$82,175 as we received two buses in the current year.
- Camera Surveillance/Entrance Access Systems – All Schools
 Mr. Lancaster, Director, Technology, Testing, & Administrative Services, said the cost of camera surveillance/entrance access systems estimated at \$103,000 could be lower or higher depending on the size of the system. Installing cameras in the 15 school buses is under consideration and would cost an estimated \$1400 per bus. If cameras are installed in the back of the bus, the cost would be an additional \$300 per bus. Mrs. Rowe, BCHS principal, obtained an estimate for keyless entry access at a cost of 4 doors at \$6,500. The system can be expanded to include additional areas. Mr. Balgavy said MES is ready for keyless entry, however, at VES some exterior doors may need to be retrofitted and will cost significantly more.
- BCHS Parking Lot Improvements (surface, lining, lighting)
 Mrs. Hirsh said the upgrades to the BCHS parking lot of \$160,000 need to be considered carefully since issues with drainage and erosion could arise if the lot is resurfaced.
- Installation of Window Shades or Blinds at BCHS.
 Mrs. Rowe said 57 solar shades are estimated at \$14,807. She said the estimate does not include the cafeteria, distance learning lab or the Mertz Center. With the addition of the cafeteria and distance learning lab, the cost is close to the \$20,000 needed for a capital improvement item.
- Replacement of Student Lockers (with locks) at BCHS
 Estimated at \$35,000, Mrs. Rowe said one-third of the lockers at BCHS are no longer functional.
- Keyless Entry Systems (MES/VES/BCHS exterior doors) each 4 doors @ \$6,500
 Previously discussed in Camera Surveillance/Entrance Access Systems – All Schools.
- Replacement of Football Scoreboard at BCHS
 Mr. Will Fields, Athletic Director/Football Coach, addressed the Board in support of a new football field scoreboard (estimated at \$20,000) to replace the current board installed in 1979. He said the scoreboard has mechanical parts that change the numbers and bulbs used to light the scoreboard will no longer be available in bulk in less than two years.

- BCHS Football Field Improvements

Mr. Fields said the field has a .8 percent grade from the center of the field to the sideline and the standard is a 1.5 percent grade. He recommended tilling and grading the field so it can be crowned at a cost of \$15,080. Mr. Fields said the sod estimate was \$31,800. He discussed options for irrigation systems using three or four pop-up heads estimated at \$18,000 and a system consisting of a water cannon robot estimated at \$23,800. The new system requires 50 gallons per minute and the current well (south end) produces between 25 and 30 gallons per minute. Mr. Fields said there may be a well not in use that could be tied into the existing well. Mr. Fields said the pump needed for the existing well is not part of the bid. Mrs. Hirsh said the field project could cost as much as \$80,000.

**11-12: 136 (Con't.)
FY 2012-2017 CAPITAL
IMPROVEMENT PLAN**

Mrs. Hirsh reviewed informational items for Board members including: a letter to Bath County Treasurer regarding non-resident student tuition, November 7th, 2011 teacher inservice schedule, and a letter from Virginia Advanced Study Strategies, Inc. regarding a 2011 USDOE I3 Grant that was not funded.

**11-12: 137
ITEMS FOR BOARD
MEMBERS/
CORRESPONDENCE**

Ms. Crummett

- Thinks Mrs. Rowe’s recommendations for the Program of Studies is a good idea.
- Said it has been an honor working with the current Board and she is looking forward to getting to know the new Board members. Wished everyone a Merry Christmas and a Happy New Year.

**11-12: 138
ITEMS BY BOARD
MEMBERS**

Mrs. Waldeck

- Reflected over her life experiences and blessings. She said serving on this Board, whether the issues brought happiness or sorrow, can cause you to change your soul and look at who you are and what you stand for. The group that gets overlooked are the students who come to school each day and behave themselves (and their parents). She praised students as we have not had a student discipline referral this fall.
- Prompted to reflect on a Board members’ long term effect, she answered “the people you appoint and the policies you enact”. She said this Board came to two great appointments, the Superintendent, Mrs. Hirsh, and the opportunity to appoint former BCHS student, Mrs. Rowe as BCHS principal.
- During her five years on the Board, she thanked Mrs. Kaye May for her assistance with the budget document. She thanked Mrs. Kay Hicklin and Mr. Jake Cleek for their support. When the new Board came on, she met Mrs. Dreama Burns and later Ms. Mary Lynn Riner and said she found life-long friends. She said Mrs. Joyce Hevener gave the Board a unique perspective, legal experience, and a strong example of Christian witnessing. When she came on the Board five years ago, she said she was at odds with Mr. Eddie Ryder and they may as well have issued boxing gloves. After two to three years, she said she became a little more like him. At this time, she said she counts him as one of her dearest friends. His knowledge of Robert’s Rules of Order is commendable and twenty years of knowledge is walking out the door.
- She reflected on a previous issue in the Spring to move a MES Kindergarten classroom to VES that caused a great eruption. She said she never intended to close MES, only move one classroom. If she had wanted to close MES, she said there were three votes to close MES.

Mrs. Waldeck (con't.)

- With anticipated declining enrollment, she discussed consolidation of an elementary school, relocation of School Administration Building, and suggested a planning strategy to address both issues.
- In closing, she said she wished she could raise all staff in all categories to a number 1 pay scale. She thanked the people of the Valley Springs District.

**11-12: 138
ITEMS BY BOARD
MEMBERS**

Mrs. Burns

- She said the Board is so interesting because you agree to disagree. "Mrs. Waldeck knows I will never agree to her proposal." Addressing incoming Board members again, she asked them to promise one thing; at the end of the meeting, you still respect one another. VES and MES both have wonderful teachers. You have great leaders, Mr. Balgavy, Mrs. Rowe, Mrs. Hirsh.
- Merry Christmas to all.

Mr. Ryder

- Addressed the new Board with this recommendation: Children First. When you make decisions you need to ask yourself how it will affect children. If you can't answer that, you need more research.
- Will miss the staff, welcomed the new Board saying he has confidence in them, the new principal and superintendent.
- In closing, Mr. Ryder read a card he has carried for twenty years, "VSBA Starfish -Johnny".
- Thanked everyone for all they do and wished everyone a good Christmas.

On motion by Mrs. Waldeck and seconded by Mrs. Burns, the Board (3-0 vote) **adjourned the meeting at 9:06 p.m.**

**11-12: 139
ADJOURNMENT**