

BATH COUNTY SCHOOL BOARD

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

SUBJECT:                      APPROVAL OF MINUTES

The Bath County School Board met in a Budget Work Session on Thursday, January 19, 2012 at 7:30 P.M. at Bath County High School Library.

**PRESENT:**

**Mrs. Amy Gwin, Board Chairman**  
**Mrs. Rhonda Grimm, Board Vice-Chairman**  
**Mrs. Allison Hicklin, Board Member**  
**Mrs. Catherine Lowry, Board Member**  
**Ms. Ellen Miller, Board Member**

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

Board Chairman, Mrs. Gwin, called the meeting to order at 7:34 p.m. with all members present. **11-12: 167**  
**CALL TO ORDER**

**On motion by Mrs. Lowry and seconded by Mrs. Hicklin, the Board (5-0 vote) amended the agenda by adding Item IV. A – 1. – *Setting a Time Limit for Work Session Meetings.*** **11-12: 168**  
**APPROVE OR AMEND AGENDA**

There were none to be heard. **11-12: 169**  
**PUBLIC COMMENTS**

**A. Budget Presentations** **11-12: 170**  
**Budget requests presented by:** **BUDGET WORK SESSION**

- *Mrs. Lumina Shifflett, Director, School Nutrition and Wellness*
- *Mr. Mark Cook, Maintenance Supervisor*
- *Mr. Ronnie Liptrap, Transportation Supervisor*

**On motion by Mrs. Grimm and seconded by Mrs. Lowry (5-0 vote) the Board limited work session meetings not to exceed two hours.** **11-12: 171**  
**SETTING A TIME LIMIT FOR WORK SESSION MEETINGS**

**BUDGET WORK  
SESSION (con't.)****B. Budget Draft #1**

Mr. Rider, Business Manager presented an overview of the Comparison of Governor's Budget to Current Budget, Changes in Virginia Retirement System Costs, and Changes in Health Insurance Costs. Mr. Rider said the SY2012-13 budget is based on an average daily membership of 605 students. The Draft #1 2012-13 Budget totals \$9,818,932 with \$687,089 additional dollars resulting in a 7.52% increase. The Food Service category budget totals \$582,069 an increase of 10.46% resulting in an additional \$55,096 over the current budget.

According to Mrs. Hirsh, it is still early in the budget process, but it is likely we are facing increases to VRS contributions, VRS Group Life Insurance payments, VRS Retiree Health Care Credit, and Health Insurance costs. Mrs. Hirsh noted that no salary increases are included in the budget and a 15% increase is reflected in health insurance costs.

Other items discussed included: state and federal revenue funds, forest reserve funds, definition of a full time employee, benefit package consideration for part time employees, intent to return forms, retirements, contracts, revenue/expenditures, transportation fuel costs, request an appropriation of funds to offset transportation fuel shortages, monitoring school field & athletic trips, academic/athletic supplements, and summer school.

**C. Comments By Board Members****Ms. Miller**

A little overwhelmed with the whole process as it looks like a daunting task and difficult to know what numbers we are dealing with.

**Mrs. Hicklin**

Thanked the staff and said it was a great job putting the budget together.

**Mrs. Grimm**

Agree with Mrs. Hicklin and staff did a great job putting the budget together.

**Mrs. Lowry**

Going to get to know this budget document well and will have lots of questions. Anticipates an interesting task and adventure.

**Mrs. Gwin**

Thanked everyone for their presentations and assistance in the budget process.

**D. Next Work Session**

February 2, 2012 at BCHS Library at 5:30 p.m.

- A corrected FY 2012-2013 Budget Development Calendar was presented.
- Received a letter from the Planning Commission for a meeting on Monday, January 23<sup>rd</sup>. Mrs. Hirsh invited Board members to attend and provided copies of CIP requests for their review.
- All current year budget requests were included and a copy of SY2011-12 budget was provided.

The Board adjourned the meeting at 8:59 p.m.

**11-12: 172  
ADJOURNMENT**

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**AMY R. GWIN, CHAIR**

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**CARLYN SUE F. HIRSH, CLERK**

The Bath County School Board met in a Budget Work Session on Thursday, February 2, 2012 at 5:30 P.M. at Bath County High School Library.

- PRESENT:**
- Mrs. Amy R. Gwin, Board Chairman**
  - Mrs. Rhonda R. Grimm, Board Vice-Chairman**
  - Mrs. Allison R. Hicklin, Board Member**
  - Mrs. Catherine D. Lowry, Board Member**
  - Ms. Ellen R. Miller, Board Member**
  
  - Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk**
  - Sharon P. Fry, School Board Deputy Clerk**

Mrs. Amy Gwin, Board Chairman, called the meeting to order at 5: 34 p.m. with all members present except Ms. Miller who arrived at 5:36 p.m. **11-12: 172**  
**CALL TO ORDER**

**On motion by Mrs. Hicklin and seconded by Mrs. Grimm, (4-0 vote) the Board approved the agenda as presented. 11-12: 173**  
**APPROVE OR AMEND AGENDA**

A. Revenue Estimates **11-12: 174**  
 Mrs. Hirsh said there have been no major changes to the revenue estimates since the January 19, 2012 work session. **BUDGET WORK SESSION**

B. Expenditure Estimates  
 Mrs. Hirsh reported no significant changes at this point.

C. Data Presentation  
 Mr. Lancaster provided background information for K-12 Fall Membership Changes/Trends and K-12 Fall Membership Change Projections for 2007-2016.

Non-Resident Student Summary – SY2011-2012

Mrs. Hirsh reported summary information regarding non-resident student enrollment.

Salary Scales – SY2011-2012

Mrs. Hirsh provided background information on the development of salary scales and noted that for some categories a scale does not exist.

Teacher Salary Rankings (2011-2012)

Mrs. Hirsh noted that Bath County Public School scales made some progress compared to other divisions in the past year; the weakest ranks are with our newest (\$6,073 below the state average) and most experienced teachers (\$8,149 below the state average).

D. Budget Document Discussion (Draft #1)

Items discussed included: academic/athletic supplements, proposed VRS cost to employees/impact on budget, fringe benefits, bus driver status (full time), cost to division to provide benefits to current part time employees, health insurance, CIP minimum, 65 percent rule, ESL compliance, start date of school (Labor Day waiver), fundraising activities (carpentry/art classes), full time principal at both elementary schools, assistance to Director of Maintenance, salary increases, administration salary increases based on history, reductions to budget, free/reduced lunch program, Carl Perkins CTE funding, expansion of CTE programs, split teaching positions, effort to conserve electricity, field trips vs. on site programs, and boosting revenue streams.

E. Next Meeting Dates

- February 13, 2012 – 6:30 PM – Dinner and Joint Budget Work Session with Board of Supervisors at BCHS Cafeteria
- February 16, 2012 – 5:30 PM – Budget Work Session – BCHS Library

**11-12: 174 (con't.)  
BUDGET WORK  
SESSION**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the meeting adjourned at 7:41 p.m.**

**11-12: 175  
ADJOURNMENT**

The Bath County School Board met in a Regular Meeting on Tuesday, February 7, 2012 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Bath County High School Library.

**PRESENT:** Mrs. Amy R. Gwin, Board Chairman  
Mrs. Rhonda R. Grimm, Board Vice-Chair  
Mrs. Allison R. Hicklin, Board Member  
Mrs. Catherine D. Lowry, Board Member  
Ms. Ellen R. Miller, Board Member  
Ms. Jenna Crummett, School Board Liaison

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

Mrs. Amy Gwin, Board Chairman, called the meeting to order at 5:32 p.m. with all members present. **11-12: 176  
CALL TO ORDER**

**On motion by Mrs. Lowry and seconded by Mrs. Hicklin, the Board (5-0 vote) convened in a closed meeting at 5:33 p.m. to discuss the appointment and resignation of specific personnel, a student discipline matter, and the consideration of bids for the BCHS Locker Room project. 11-12: 177  
CLOSED MEETING**

**The Board came out of the closed meeting on motion by Mrs. Grimm at 7:04 p.m. and the Board (5-0 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: 178  
CERTIFICATION OF  
CLOSED MEETING**

Mrs. Gwin called the meeting to order at 7:05 p.m. and led the Board in the Pledge of Allegiance and called for a moment of silent prayer. **11-12: 179  
CALL TO ORDER FOR  
PUBLIC MEETING**

**On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) amended the agenda by adding an item to follow XIII. Superintendent's Report – Action – *Item XIII. F. - Public Comments* during the meeting and all future meetings. 11-12: 180  
APPROVE OR  
AMEND AGENDA**

**On motion by Mrs. Grimm and seconded by Mrs. Hicklin, the Board (5-0 vote) further amended the agenda by adding *Item XIV.A – Closed Meeting/Action following Closed Meeting.***

- Sharon Madison, MES third grade teacher addressed the 2012-2013 calendar and spoke in support of a guaranteed workday at the end of Semester 1 Exams.
- Cliff Gilcrest, Board of Supervisors Chairman thanked the Board for the dinner invitation on February 13 and looks forward to the first of many fruitful meetings.

**11-12: 181  
PUBLIC COMMENTS**

- Mr. Lancaster, Director, Technology & Administrative Services presented certificates of recognition to Mr. Balgavy, VES & MES Principal, and Mrs. Rowe, BCHS Principal, in recognition of **Virginia School Principals Appreciation Week**, February 5-11, as declared by Governor Robert F. McDonnell.
- Mrs. Hall, Pupil Personnel Services & Special Education Director, presented a certificate of **Recognition for Career and Technical Education Month** to Mrs. Rowe, BCHS Principal as declared by Governor Robert F. McDonnell.
- In honor of **School Board Appreciation Month**, Mrs. Hirsh presented certificates to School Board members for their contributions and devotion to the Virginia Public School System.
  - Students in Mrs. Williams VES class, presented a card signed by the class and cookies in appreciation of the Board.
  - Mrs. Rosenberg, VES teacher placed posters on the Library wall in appreciation of School Board Appreciation Month.
  - On behalf of Mr. Altizer's BCHS Carpentry class, Jenna Crummett presented wooden serving plates to Board members.
  - On behalf of MES and VES, Mr. Balgavy, Principal presented gift bags to Board members in appreciation of all they do.
  - MES teachers Donna Armstrong and Sharon Madison presented cards to Board members and expressed their appreciation.
  - Mr. Balgavy distributed three collections and asked Board members to read and pass on to their neighbors.
  - In appreciation of Board members, Mr. Balgavy presented a slide show by VES 5<sup>th</sup> graders
- Mrs. Hirsh presented a Department of Education Resolution of Appreciation to Mr. Balgavy and staff for participation in a pilot Response to Intervention program for three years.
- Mrs. Hirsh recognized the BCHS Scholastic Bowl Teams as they were the undefeated 2012 Pioneer District Champions.
- Mrs. Hall recognized Heather DeBoe, Sandie Stinnett, and Stephanie Hiner in observance of **School Counselors Week** as declared by Governor Robert F. McDonnell.

**11-12: 182  
GOOD NEWS IN  
BATH COUNTY  
SCHOOLS**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) approved minutes for a meeting held on January 9, 2012 as presented.**

**11-12: 183  
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary, and a reconciled January 2012 revenue summary. Mr. Rider said we have received unanticipated federal stimulus funds through ARRA. Mr. Rider suggested we ask the Board of Supervisors to appropriate non budgeted federal stimulus money in the amount of \$51,705.42 from the American Recovery and Reinvestment Act back to schools to offset rising fuel costs.

**11-12: 184  
APPROVAL OF CLAIMS**

**On motion by Mrs. Lowry and seconded by Ms. Miller, the Board (5-0 vote) authorized the Superintendent to request an additional appropriation of unanticipated ARRA stimulus money (\$51,705.42) from the Board of Supervisors to offset fuel costs.**

**On motion by Ms. Miller and seconded by Mrs. Hicklin, the Board (5-0 vote) approved the revenue summary and January 2012 claims as presented:** General Fund Payroll - 64958-64971, 64976-64989, Bills – 64972-64975, 64990-65066 - Direct Deposit 2009-2010. Food Service Payroll - 9794-9801, 9802-9809, Bills – 9810-9816. Direct Deposit 2009-2010.

The December ADM is as follows: BCHS 286.88, MES 117.50, and VES 236 for a total of 640.38.

**11-12: 185  
ATTENDANCE  
REPORT**

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

**11-12: 186  
CAFETERIA REPORT**

The Board reviewed Maintenance and Transportation reports of activities for the month of January 2012.

**On motion by Ms. Miller and seconded by Mrs. Hicklin, the Board (5-0 vote) accepted attendance, cafeteria, maintenance & transportation reports as presented.**

**11-12: 187  
MAINTENANCE &  
TRANSPORTATION  
REPORTS**

Jenna Crummett updated the Board on school activities:

- Both elementary schools participated in the Disney Get Active/Get Fit program. VES and MES will receive a Disney dance party and VES will receive P.E. equipment as they were in the top 5 in the State.
- Children’s Art network is in progress at elementary schools.
- Kindergarten registration for VES and MES will be held on March 2.
- Body Mass Index (BMI) completed for 6<sup>th</sup> and 7<sup>th</sup> grade elementary students.
- BCHS celebrated perfect attendance as 80 students qualified and 12 students were on the A honor roll with 59 students on the A/B honor roll. Students received gifts/drawings sponsored by the Academic Booster Club.
- Congratulated the academic bowl and wished them well in Region competition.

**11-12: 188  
STUDENT  
REPRESENTATIVE  
REPORT**

Mrs. Shifflett, Director, School Nutrition & Wellness Director, updated the Board on the School Health Advisory Board (SHAB) meeting held on October 13, 2011. The following goals for school year 2011-12 were set:

1. Explore options for acquiring services of an Athletic Trainer Certified (ATC) for all athletic programs.
2. Explore possible resources for providing food for students during non-school time.
3. Promote more programs, information for students about drugs, alcohol use/abuse and consequences.

Referencing item #2, Mrs. Shifflett said there is a private sector group in Bath County who are willing to help provide food for students during non-school time. Food would be provided for students in pre-k through third grade. The program would be similar to the "Snack A Pack" program in surrounding counties. Mrs. Shifflett said there would be no cost to schools.

**11-12: 189  
SCHOOL HEALTH  
ADVISORY BOARD  
UPDATE – MRS.  
SHIFFLETT**

Mr. Lancaster, Director, Technology, Testing, & Administrative Services presented final dropout data for 2010-11 as released by the Virginia Department of Education. Mr. Lancaster presented a summary of information in comparison to data from prior years. Bath County's 2010-11 dropout rate was 1.47% (5 students), compared to the state average of 1.61%.

**11-12: 190  
2010-2011 FINAL  
DROPOUT REPORT –  
MR. LANCASTER**

Mrs. Hirsh briefed the Board on state and federal legislation that may impact schools and budgets.

1. Bath County is one of 77 school divisions across that state that receives a waiver to open school prior to Labor Day. A legislation proposal to eliminate a law that compels schools in tourist areas to open after Labor Day will not have an impact on Bath County Schools.
2. Changes to the Virginia Retirement System and a proposal to mandate state employees to contribute a portion (5% of their salary) to the VRS.
3. Legislation proposed also included changing the date from April 15 to June 15 for notification of non-tenured teachers for their renewals.
4. Teacher contract definition may change for probationary period.
5. Proposed "Tebow Bill" that allows home-schooled students to participate in high school sports.
6. Limitations on long term suspensions and expulsions; and steps in parental notifications.

**11-12: 191  
LEGISLATION  
IMPACTING  
EDUCATION**

No updates were presented.

**11-12: 192  
2012-2013  
BUDGET UPDATE**

On motion by Ms. Miller and seconded by Mrs. Hicklin, the Board (5-0 vote) **approved the BCHS Beta Club overnight field trip to attend the VA Beta Club Convention in Richmond, VA on March 16-18, 2012.**

**11-12: 193  
APPROVAL OF  
OVERNIGHT FIELD TRIP**

Mrs. Hall, Director, Pupil Personnel Services & Special Education, explained that Bath County Public Schools is in a consortium with Rockbridge and Rockingham Schools and have received \$850.00 for instructional supplies. Due to the increase in LEP and immigrant students, we were notified by DOE of our eligibility for an Immigrant and Youth award in the amount of \$3,353.33. Mrs. Hall asked the Board to approve a separate grant application for the Title III, Part A Application for IY (Immigrant and Youth) funds. Mrs. Hirsh noted that the funds will be a part of revenue for the SY12-13.

**11-12: 194  
APPROVAL TO SUBMIT  
TITLE III-A APPLICATION  
FOR IMMIGRANT AND  
YOUTH (IY) AWARD –  
MRS. HALL**

**On motion by Mrs. Lowry and seconded by Mrs. Hicklin, the Board, (5-0 vote) authorized completion of a grant application for Title III-A - IY funds.**

Mr. Lancaster updated the Board on a recent conversation with Elizabeth Ewing, VSBA attorney regarding the definition of "Parent", and clarification on the proposed revision to "Education Records" definition - #6 bullet.

**11-12: 195  
VSBA POLICY JO:  
STUDENT RECORDS  
2<sup>ND</sup> READING**

**On motion by Ms. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) amended the definition of "Parent" to read biological or adoptive parent and removed the VSBA copyright to policy.**

Mrs. Hirsh reported that due to inclement weather and a 2-hour delay during exam week, the school day was extended and the teacher workday was eliminated. At the January Superintendent's Advisory Committee meeting, Mrs. Hirsh said one school requested that consideration be given to guaranteeing the teacher workday at the end of the Semester 1 exam period and another school had questioned extending Spring Break if we did not have 5 or more school closings prior to the break.

**11-12: 196  
2012-2013 CALENDAR –  
CONSIDERATION OF  
GUARANTEED  
WORKDAY AT END OF  
SEMESTER 1 EXAMS**

After discussion, it was the consensus of the Board to take the request for the guaranteed workday back to the calendar committee for input and have Mrs. Hirsh present a proposal at the March 6th meeting. No action was taken.

There were no comments to be heard.

**11-12: 197  
PUBLIC COMMENTS**

Mrs. Hirsh reviewed informational items for Board members including a Joint Board Dinner and Work Session on February 13, 2012 at 6:30 p.m. at Bath County High School Cafeteria.

**11-12: 198  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) re-convened in a closed meeting at 8:23 p.m. to discuss the appointment and resignation of specific personnel; a student discipline matter; and the consideration of bids for the BCHS Locker Room Project. The Board came out of the closed meeting on motion by Mrs. Hicklin and seconded by Mrs. Lowry (5-0 vote) at 9:31 p.m.

11-12: 199  
CLOSED MEETING

On motion by Mrs. Hicklin, the Board (5-0 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: 200  
CERTIFICATION OF  
CLOSED MEETING

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (4-0-1, Miller abstained) approved a long term suspension for 364 days with conditions for readmission for Student A.

11-12: 201  
ACTION FOLLOWING  
CLOSED MEETING

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (4-0-1, Miller abstained) approved a long term suspension through the end of the 2011-12 school year with conditions for readmission for Student B.

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (4-0-1, Miller abstained) approved the appointment of Spring 2012 coaches as listed.

- |                                   |              |
|-----------------------------------|--------------|
| Soccer (Boys), Volunteer (unpaid) | Alex Miller  |
| Tennis, Assistant (unpaid)        | Kirby Smith  |
| Softball, JV Coach (paid)         | April Miller |

On motion by Mrs. Lowry and seconded by Mrs. Hicklin, the Board (5-0 vote) accepted the resignation of Kimberly Loan Harrup and authorized the Superintendent to fill the aide position and a preschool bus aide position.

On motion by Mrs. Hicklin and seconded by Mrs. Grimm, the Board (3-2 vote, Gwin, Lowry opposed) approved the appointment of Susan McLain as a substitute teacher.

On motion by Mrs. Grimm and seconded by Mrs. Hicklin, the Board (5-0 vote) approved the appointment of Chloa Sue Wooding as a substitute teacher.

On motion by Mrs. Grimm and seconded by Mrs. Hicklin, the Board (4-0-1, Miller abstained) approved the appointment of Alex Miller as BCHS Spanish teacher.

On motion by Mrs. Hicklin and seconded by Mrs. Grimm, the Board accepted a low bid from South End Construction for the BCHS Locker Room Renovation and authorized the Superintendent to enter into a contract with South End Construction.

**Ms. Miller**

- Thanked staff and students and everyone for their notes, gifts and cookies.
- Difficult meeting, but a lot was accomplished.

**Mrs. Lowry**

- Thankful for all principals and all the people who work hard for the school system.
- Thanked students, teachers, community and staff for the neat goodies and uplifting support.

**Mrs. Hicklin**

- Agreed with Mrs. Lowry's comments.

**Mrs. Grimm**

- Thanked everyone for coming to the meeting.
- Thanked all the kids from all schools for their nice gestures.
- Had some difficult decisions to make and we're doing the best we can.

**Mrs. Gwin**

- The posters are great as well as the snacks. Great to be appreciated by staff and students.
- Thanked everyone for attending the meeting and for their support.

**11-12: 202  
ITEMS BY BOARD  
MEMBERS**

**On motion by Ms. Hicklin and seconded by Mrs. Lowry, the meeting adjourned at 9:38 p.m.**

**11-12: 203  
ADJOURNMENT**

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**AMY R. GWIN, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**

**The Bath County School Board met in a Joint Dinner Budget Work Session with the Board of Supervisors on Monday, February 13, 2012 at 6:30 P.M. at Bath County High School Cafeteria.**

**PRESENT:**

**Mrs. Amy R. Gwin, Board Chairman**  
**Mrs. Rhonda R. Grimm, Board Vice-Chairman**  
**Mrs. Allison R. Hicklin, Board Member**  
**Mrs. Catherine D. Lowry, Board Member**  
**Ms. Ellen R. Miller, Board Member**

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

Mrs. Hirsh welcomed everyone and said she is looking forward to this being one of many opportunities for dialogue between the Boards. Those in attendance included: Mrs. Amy Gwin, Mrs. Rhonda Grimm, Mrs. Allison Hicklin, Mrs. Cathy Lowry, Ms. Ellen Miller, Mrs. Sue Hirsh, Mr. Cliff Gilchrest, Mrs. Claire Collins, Mr. Kevin Fry, Mr. P.B. "Bart" Perdue, Mr. Bruce McWilliams, and Mr. Matthew Walker. **11-12: 204  
CALL TO ORDER**

Dinner was provided by the Superintendent and staff. **11-12: 205  
DINNER**

Board of Supervisors Chairman, Mr. Cliff Gilchrest, called the meeting to order at 7:03 p.m. with a motion by Mrs. Collins and seconded by Mr. McWilliams. School Board Chairman Mrs. Amy Gwin called the meeting to order at 7:04 p.m. with a motion by Mrs. Hicklin and seconded by Mrs. Lowry. There were no changes to the agenda. **11-12: 206  
CALL TO ORDER  
APPROVE OR AMEND  
AGENDA**

Mrs. Hirsh said the division was contacted regarding available American Recovery and Reinvestment Act funds reimbursement for utilities expenditures (fuel, electricity, etc.) made prior to September 30, 2011, and were asked to quickly submit a reimbursement. As reflected in the division's January 2012 reconciled revenue report, \$51,705.42 (\$32,446.72 for gas/diesel and \$19,258.70 for electricity) was requested and received during the first quarter of the current fiscal year. On February 7, 2012, the School Board authorized Mrs. Hirsh to request an appropriation in the amount of \$51,705.42 to offset current shortages in transportation funds for fuel. Mrs. Hirsh officially requested the appropriation to the County Administrator and Members of the Board of Supervisors in a letter dated February 7, 2012. She explained that no county funds were required and an appropriation would allow the flow through of unanticipated revenue. **11-12: 207  
REQUEST FOR  
APPROPRIATION**

Mrs. Hirsh addressed the CIP Requests as submitted by the School Board. She said she had contacted the Planning Commission and was told requests of \$20,000 or above could be submitted. After the hearing, Mrs. Hirsh learned that the minimum amount for consideration was \$30,000. Three items on the CIP were less than \$30,000: Installation of cameras on 15 school buses - front and back, Installation of Window Shades at BCHS classrooms - office, distance learning, cafeteria, and Replacement of Football Scoreboard at BCHS.

**11-12: 208  
CIP REQUESTS**

Information shared with the Board of Supervisors included:

- Diesel/gas financial need as of February 7, 2012
- Proposed Capital Improvement Plan requests FY2012-2013 through FY2017-2017
- 2012-13 Budget Executive Summary totaling \$9,818,932 resulting in an increase of \$687,089 over the current year budget
- Comparison of Governor Budget to current budget
- VDOE Projected FY2013 and FY2014 State Payments, based on the Governor's Introduced 2012-2014 Biennial Budget
- changes in Virginia Retirement System (VRS)
- changes in Health Insurance costs
- Fall Membership Changes/Trends – 2007- 2016
- K-12 Fall Membership Change/Projection – 2007-2016
- School Fall Membership Change/Projection – 2007-2016
- SY2011-2012 Non-Resident Student Summary
- BCPS PK-12 Staff Changes - 2002-2012
- FY11-12 Salary Scales
- BCPS Teacher Salary Rankings – 2011-2012
- FY2012-2013 BCPS Budget Development Calendar
- FY2012-2013 County of Bath, Virginia Budget Development Calendar
- Bath County Public Schools – Teacher Salary History

**11-12: 209  
2012-2013 BUDGET  
DEVELOPMENT  
DISCUSSION  
School Board  
Comments and Board  
of Supervisor  
Comments**

After the presentation, the Board discussion included but was not limited to: transportation costs, field trip funding, traveling further distances in post athletic play per VHSL, bus routes, monthly fuel reconciliation, DOE transportation report, planning commission meeting, discrepancy in CIP minimum guidelines, window shades at BCHS, installation of cameras on 15 school buses, parking lot improvements, status of softball field improvements, new VRS rates, health insurance rising costs and deductibles, SY 12-13 draft budget based on 605 students and no salary increases, revenues, composite index, resignation/retirement, impact on education instruction due to budget constraints, full time principal/teaching assistant principal at both elementary schools, CTE coordinator, custodial scale revision (11-12), declining populations, attracting new businesses, non-resident students/fees, boost enrollment at MES, free/reduced lunches, mandatory increase to lunch fees, preschool program, tax increases in support of education, librarian/PE teacher, reduced number of bus drivers, part-time positions/food service, efficiency review recommendations, salary scales – teachers rank 111<sup>th</sup> out of 132 divisions, and BCHS work release proposal, 2010 census, parent/teacher conferences to be held on February 15<sup>th</sup>.

Dates for the County Insurance Committee Meeting Dates will be set at a later time.

**11-12: 210  
COUNTY INSURANCE  
COMMITTEE MEETING  
DATES**

- It was the consensus of both Boards to schedule quarterly meetings and additional meetings if needed during the budget process.
- Mr. Walker said the Board of Supervisors may move the February 21 budget work session to February 28 or 29 due to revenue forecasting.
- A tentative Budget Work Session w/Board of Supervisors, for the presentation of final school board budget will be held at the Courthouse – Room 115 on March 21, 2012 at 7:00 PM.
- The Bath County School Board will meet in a scheduled budget work session on February 16, 2012 at BCHS Library at 5:30 p.m.

**11-12: 211  
SCHEDULE NEXT  
JOINT WORK SESSION**

**On motion by Mrs. Collins and seconded by Mr. Fry, the Board of Supervisors meeting adjourned at 9:35 p.m.**

**11-12: 212  
ADJOURNMENT**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the School Board adjourned their meeting at 9:35 p.m.**

**The Bath County School Board met in a Budget Work Session on Thursday, February 16, 2012 at 5:30 P.M. at Bath County High School Library.**

**PRESENT:**                    **Mrs. Amy R. Gwin, Board Chairman**  
                                     **Mrs. Rhonda R. Grimm, Board Vice-Chairman**  
                                     **Mrs. Allison R. Hicklin, Board Member**  
                                     **Mrs. Catherine D. Lowry, Board Member**  
                                     **Ms. Ellen R. Miller, Board Member**

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

Mrs. Amy Gwin, Board Chairman, called the meeting to order at 5:31 p.m. with all members present. **11-12: 213**  
**CALL TO ORDER**

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) approved the agenda as presented. **11-12: 214**  
**APPROVE OR AMEND**  
**AGENDA**

Mrs. Hirsh presented a 2012-13 Executive Summary Budget Draft #2 totaling \$9,899,982. The Draft #2 budget included \$768,139 over the current year budget, resulting in an 8.41% increase. Mr. Rider, Business Manager said the budget includes two full time elementary principals and no salary increases. **11-12: 215**  
**BUDGET DISCUSSION**

Board discussion included, but was not limited to:  
full time elementary principals/options, CIP items that did not meet a \$30,000 minimum, estimate of adding benefits to part-time employees, percentage salary raise options of 1%, 2%, and 3%, student withdrawal information for the current school year, compulsory attendance, step increases, fall membership changes/trends for 2002-2016, Pocahontas County teachers' state minimum salary schedule, 2011-12 bachelors degree benchmark teacher salary and salary rank comparisons, 2011-12 masters degree benchmark teacher salary and rank comparison, 2011-2012 academic supplemental contract lists, coaching supplemental scale, 2011-2012 athletic contract list, speech/OT/PT costs, salary increases (percentage/step), gas/fuel increases, loss of revenues, increase to VRS and health insurance, payment in lieu of taxes, CTE coordinator stipend, teacher mentors, driver education/tutoring supplemental hourly pay, salary scales, transportation costs, letters of intent, retirements, resignations, written request for a change in stipend, professional/classified staff evaluations, RIF policies, and cafeteria replacement chairs/tables.

Board members directed the Superintendent to update/adjust the budget as follows:

**11-12: 215 (Con't.)  
BUDGET DISCUSSION**

- Add installation of window shades at BCHS (classrooms, office, distance learning, cafeteria) CIP item - \$20,000 – Maintenance budget
- Add installation of cameras on 15 school buses (front and back) CIP item - \$25,500 – Transportation budget
- More detail on Speech costs
- Add a CTE coordinator stipend
- Gas/fuel increase adjustment
- Add 3% + step increase for all staff – 3% + average for administrators
- Check on state minimum expenditure for nurses, and adjust budget if needed
- Develop a salary scale for Administrators

- February 27, 2012 @ Courthouse – Joint Work Session – Board of Supervisors/Panning Commission – Re: Wind Energy
- March 6, 2012 @ BCHS Library  
5:30 PM Closed Meeting  
7:00 PM Regular School Board Meeting & Public Hearing on FY2012-13 Budget
- March 8, 2012 @ BCHS Library  
7:30 PM Budget Work Session
- March 12, 2012 @ BCHS Library  
5:30 PM Called School Board Meeting/Budget Work Session/Budget Approval
- March 21, 2012 @ Courthouse – Room 115  
7:00 PM Tentative Budget Work Session w/Board of Supervisors, presentation of final school board budget

**11-12:  
NEXT SCHEDULED  
MEETINGS**

**On motion by Mrs. Hicklin and seconded by Mrs. Grimm, the meeting adjourned at 6:53 p.m.**

**11-12: 166  
ADJOURNMENT**