



BATH COUNTY SCHOOL BOARD

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

SUBJECT:                                      APPROVAL OF MINUTES

April 3, 2012.....AGENDA ITEM: 11-12: 8.





The Bath County School Board met in a Regular Meeting on Tuesday, March 6, 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
- Dr. Ellen R. Miller, Board Member
- Ms. Jenna Crummett, School Board Liaison

**DRAFT**

- 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: 219  
CALL TO ORDER**

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) convened in a closed meeting at 5:33 p.m. to discuss resignation, retirement, and performance of specific employees, and students release from compulsory attendance. The Board came out of the closed meeting on motion by Dr. Miller and seconded by Mrs. Lowry at 7:01 p.m.

**11-12: 220  
CLOSED MEETING**

On motion by Dr. Miller and seconded by Mrs. Lowry, 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: 221  
CERTIFICATION OF  
CLOSED MEETING**

Mrs. Gwin called the meeting to order at 7:02 p.m. and led the Board in the Pledge of Allegiance and called for a moment of silent prayer.

**11-12: 222  
CALL TO ORDER FOR  
PUBLIC MEETING**

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board amended the agenda to include *Item 15. – F. Budget Work Session Calendar* to Superintendent's Report – Action.

**11-12: 223  
APPROVE OR  
AMEND AGENDA**

There were none to be heard.

**11-12: 224  
PUBLIC COMMENTS**





From the very beginning of the budget process, Mrs. Hirsh said she knew two things would impact the budget; (1) Virginia Retirement System requirements placed on state and school personnel, and (2) cost of health coverage for employees. She said it is the belief of the School Board and the Board of Supervisors to reappoint a principal at MES. In an effort to recognize staff and to increase salaries as Bath County ranks near the bottom in comparison to other divisions in the state, a salary increase of 3 percent plus step increase for all school personnel is included in the budget. Mrs. Hirsh said the budget includes more realistic fuel costs, and two items (BCHS window shades and cameras for school buses) that did not meet the \$30,000 capital improvement plan threshold. Mr. Rider presented the FY2012-13 draft school budget for the general operating fund and food service totaling \$10,204,969, an increase of \$1,208,032. According to Mrs. Hirsh and Mr. Rider, the proposed budget is 11.75 percent higher than the current year budget. Mr. Rider, Business Manager, reported a loss in federal and state funding impacting the budget. Mr. Rider said employees might have to start paying a portion of their VRS costs.

**11-12: 225  
FY2012-13 BUDGET  
UPDATE – MRS. HIRSH**

Mrs. Gwin opened the public hearing at 7:24 p.m. and invited individuals to address the Board regarding the proposed FY2012-2013 budget.

**11-12: 226  
PUBLIC HEARING  
ON PROPOSED  
FY2012-2013 BUDGET –  
7:00 P.M.**

- **Bonnie Lee addressed the Board asking for clarification regarding the proposed salary increase. She questioned whether the salary increase would be considered a raise or more of an equalization to offset VRS employee costs.**
- **Olivia Haney commended the School Board for their dedication and to the Board of Supervisors for their commitment to put a principal back at MES.**
- **Cliff Gilchrest said a large portion of Bath County’s taxes/revenues go to schools due to the composite index. He suggested that someone give a brief explanation of composite index. As a resident of Millboro, he commended the Board for their support of a full time principal at MES and for recognition of a salary increase which may attract new teachers to our schools. Mrs. Hirsh explained the local composite index (LCI) which is the ability for a locality to fund the school system. Bath County’s LCI is at .80, the highest allowed by the state. Mrs. Hirsh said for every \$20 contribution by the state, Bath County must provide \$80 in funding.**

**In closing the Public Hearing, Board Chairman, Mrs. Gwin asked if anyone else wished to address the Board.**

The BCHS Academic Team - 2012 Pioneer District Champions and 2<sup>nd</sup> in the Region C Tournament Team members include: **Seniors - Melanie Baughan, Shaun Dujardin, Sarita Hough, Isaac Haney, Jamie Sprouse, Sage Tanguay, Brandon Webb, Juniors – Laura Haney, Savannah McLaurin, West Redington, Freshmen – Ali McLaurin, Saul Pasco and Olivia Haney, Coach.**

**11-12: 227  
GOOD NEWS IN  
BATH COUNTY  
SCHOOLS**

Spelling Bee Winners – **Grade 5 MES – Emma Marshall, VES – Gabrielle Reed, Grade 6 MES – Hunter Brown, VES – Jordan Lee, Grade 7 MES Aaron Loan, VES LeeAnn Colon, School – MES – Brianna Negrete, Runner-Up – Aaron Loan, School – VES – Navada Kershner, VES Runner-Up – Gabrielle Reed, Division Wide – 1<sup>st</sup> place – Gabrielle Reed and Runner-Up – Brianna Negrete.**

All State Band – **Eli DeBoe was selected to All State Band.**

Jackson River Governor’s School Science Fair – **Four of Top 10 Projects – Eli DeBoe, West Redington, Savannah McLaurin, Katelyn Rice.**





**On motion by Mrs. Grimm and seconded by Mrs. Hicklin, the Board (5-0 vote) approved minutes for meetings held on January 19, February 2, February 7, February 13 and February 16, 2012 as presented.**

**11-12: 228  
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary, and a reconciled February 2012 revenue summary. **On motion by Mrs. Hicklin and seconded by Mrs. Grimm, the Board (5-0 vote) approved the revenue summary and February 2012 claims as presented:** General Fund Payroll 65067-65080, 65084-65097, Bills – 65081-65083, 65098-65170 - Direct Deposit 2011-2012. Food Service Payroll - 9817-9824, 9825-9832, Bills – 9833-9838, – Direct Deposit 2011-2012.

**11-12: 229  
APPROVAL OF CLAIMS**

The January 2012 ADM is as follows: BCHS 285.74, MES 117.95, and VES 237.11 for a total of 640.80.

**11-12: 230  
ATTENDANCE  
REPORT**

The Board reviewed the Monthly Financial Report of the School Food Service Program for January 2012.

**11-12: 231  
CAFETERIA REPORT**

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

**On motion by Mrs. Lowry and seconded by Mrs. Hicklin, the Board (5-0 vote) accepted the Attendance, Cafeteria, Maintenance and Transportation reports as presented.**

**11-12: 232  
MAINTENANCE &  
TRANSPORTATION  
REPORTS**

Jenna Crummett updated the Board on school activities:

- MES, BCHS & VES celebrated Read across America
  - BCHS – Upcoming trips - Beta Club, Band, FBLA, and FCCLA Academic Booster Club Golf tournament, Softball field progress, SOL schedule, softball picture located in the upper atrium, band photo will be available soon, Seniors are preparing for graduation, Juniors are planning prom, and fundraisers continue.
- BCHS students are very proud of the Academic Team, Eli DeBoe on his selection to all state band, and students who participated in the Jackson River Governor’s School Science Fair. Congratulated MES & VES spelling bee winners.

**11-12: 233  
STUDENT  
REPRESENTATIVE  
REPORT**

Mrs. Hirsh updated the Board on recent Kindergarten registrations. Twenty four students were registered at VES, with one non-resident student. MES registered fifteen Kindergarteners with no non-resident students.

**11-12: 234  
PRESENTATIONS /  
INFORMATION**

Mrs. Hirsh received a draft contract for BCHS locker room renovations. After a few adjustments, the contract will be signed.





On motion by Mrs. Lowry and seconded by Mrs. Hicklin, the Board (5-0 vote) with regret, **accepted the resignation of Kelly Rosenberg**, VES teacher at the end of the school year.

**11-12: 235  
ACTION FOLLOWING  
CLOSED MEETING**

On motion by Dr. Miller and seconded by Mrs. Hicklin, the Board (5-0 vote) with regret, accepted the **resignation of Cheryl Thompson**, BCHS Part-time Nurse effective at the end of March unless a suitable replacement is secured earlier.

On motion by Mrs. Grimm and seconded by Mrs. Hicklin, the Board (5-0 vote) acknowledged the **retirement request of Joan Williams**, BCHS Cafeteria Manager at the end of the school year.

On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) **released students A and B from compulsory attendance.**

On motion by Dr. Miller and seconded by Mrs. Hicklin, the Board (5-0 vote) **approved field trip requests for FBLA State Leadership Conference on April 13-14, 2012 to Reston, VA and a FCCLA State Leadership Conference on April 26-29, 2012 at Virginia Beach, VA.**

**11-12: 236  
CONSIDERATION OF  
OVERNIGHT FIELD TRIPS**

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) **approved SY2012-13 Division Calendar - Option 2 as recommended** by the Calendar Committee.

**11-12: 237  
2012-2013 CALENDAR –  
CONSIDERATION OF  
GUARANTEED  
WORKDAY AT END OF  
SEMESTER 1 EXAMS**

The following VSBA policy revisions were presented for 1<sup>st</sup> readings: Reference Revisions – GCBA, IEA, Content Revisions – BBBA, BBBB, BDB, CA, GBG, GCBB, GCBD, GCPB, GCQA, GCQAB, GCQB, GD, GDB, GDG, IGBH, IHA, IIAE, IICA, INB, JGA, JHDA, KA, KB, KBC, KC, KP, LA, LEA, Forms Updated – KBA-F1, KBA-F2, KLB-E, Deleted Policies – CC, CL, GDBA, GDBD, GDPB, IFB, LE.

**11-12: 238  
VSBA POLICIES –  
1<sup>ST</sup> READING**

**On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) approved Policy Reference Revisions (Section A)-GCBA and IEA, Forms Updated (Section C). – KBA-F1, KBA-F2, KLB-E as presented and requested a 2<sup>nd</sup> reading on remaining policies.**

Mrs. Gwin addressed lack of retirement benefits for part time staff. Board members addressed the pros and cons of offering VRS benefits for part time personnel. Mrs. Hirsh and Mr. Rider offered background information regarding VRS regulations. No action was taken.

**11-12: 239  
FY2012-2013  
BUDGET DISCUSSION**

Mrs. Hirsh recommended the Board adjust the Budget Work Session Calendar in anticipation of additional budget information.

**11-12: 240  
AMEND BUDGET WORK  
SESSION CALENDAR**

On motion by Mrs. Grimm and seconded by Mrs. Hicklin, the Board (5-0 vote) **amended the calendar by cancelling the March 8, 2012 Budget Work Session and moving the March 12<sup>th</sup> Called Meeting/Budget Approval to March 19<sup>th</sup>.**





Informational items for Board members included: State Motor Fuel Program for Fleet Services, invitation to National School Breakfast Week at schools, VSBA Hot Topic April 30 conference brochures/May 9 Regional Valley Forum, and a reminder to RSVP invitation to Breakfast with the Chamber of Commerce on March 28 at 8:00 AM.

**11-12: 241  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

Mr. Rider said we received an “unqualified” audit which is the best we can receive. The document may be viewed in the Business Office.

- Kim Manion congratulated the MES, VES, and BCHS Destination Imagination teams as they all solved their problem in a recent competition. The BCHS team will advance to the State level competition.
- Kim Lancaster updated the Board as author, Henry Cole, will visit the schools during the day on March 12<sup>th</sup> and be available at the Dairy Barn on March 12 at 6:30 p.m. Mrs. Lancaster said the target age is K-4 and invitations have been sent to families.

**11-12: 242  
PUBLIC COMMENTS**

**Mrs. Lowry**

- Thanked the Calendar Committee for providing options.
- Thanked those in attendance at the meeting.
- Complimented our marvelous students and teachers at VES, MES, and BCHS with all the great awards.
- Praised two Board of Supervisors members for their attendance.

**11-12: 243  
ITEMS BY BOARD  
MEMBERS**

**Mrs. Hicklin**

- Great to have extra people in the audience.
- Nice job to Mr. Rider on the presentation of budget material.

**Mrs. Grimm**

- Thanked everyone for their attendance and information provided.
- Said she enjoyed the write-up inviting individuals to meetings so we can better represent our district.
- So proud of our kids for their accomplishments.

**Ms. Crummett**

- Thanked all the students who attended the meeting.
- Wished all the clubs well in their upcoming competitions.
- Be safe driving home.

**Mrs. Gwin**

- Thanked everyone who attended the meeting.
- Thanked the administrative staff for information furnished to the Board.
- Students keep exceeding expectations in competitions and credited staff for supporting them.

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the meeting adjourned at 8:41 p.m.**

**11-12: 244  
ADJOURNMENT**





The Bath County School Board met in a Called Meeting/Budget Work Session on Monday, March 19, 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**
- Dr. Ellen R. Miller, Board Member**

**DRAFT**

- 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. **11-12: 245 CALL TO ORDER**

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved the agenda as presented. **11-12: 246 APPROVE OR AMEND AGENDA**

There were none to be heard. **11-12: 247 PUBLIC COMMENTS**

Mrs. Hirsh presented a FY2012-13 Executive Summary Budget Draft #3 totaling \$10,216,874 resulting in an increase of \$1,085,03 over last years' budget. Mrs. Hirsh reviewed the following budget items which contributed to the overall budget increase of 11.88%: **11-12: 248 BUDGET WORK SESSION**

- Governor's budget for state revenues
- Loss of funding for forest reserve funds
- Addition of full time Principal at MES
- 3% plus step raise for all employees
- Adjustment to transportation for increased petroleum prices
- Addition of window shades for BCHS (Maintenance) & bus cameras (Transportation) due to dollar amount being under threshold required for placement on the County's CIP

Mrs. Hirsh and Mr. Rider presented the following worksheets for discussion:

- FY2012-13 revenues and total expenditures based on a per pupil count of 605 students
- Comparison of Budgets – Governor's, House and Senate
- VRS rates, group life, and retiree health care credit
- Health insurance
- 3% plus step salary increase





Board member discussion included, but was not limited to:

- End of school year funds
- Boiler repair vs. replacement at VES – consensus of Board to replace boiler
- Impact of VRS mandated contributions to employer and employee
- General Assembly reconvenes on March 21
- Health insurance costs are uncertain at this time
- 2012 Session- SB 497 - VRS member contributions – implementation of 1% to 5% employee contribution over the next five years – final status of bill uncertain
- Salary increase of 3% plus step was not intended to offset VRS member contributions
- CTE coordinator position
- Supplement requests by staff – Mrs. Hirsh plans to discuss at a later date
- It was the consensus of the Board to continue the meeting until March 21 at which time they have a scheduled budget work session with the Board of Supervisors. It was the Board’s desire to discuss implementation of employee VRS member contributions with the Board of Supervisors in an effort to provide fairness to county and school employees. In closing, Mrs. Hirsh reminded the Board that we must have an approved budget by March 23.

**11-12: 248 (Con’t.)  
BUDGET  
WORK SESSION**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) approved the FY 2012-13 Budget, Draft 3, as presented.**

**11-12: 249  
CONSIDER APPROVAL  
OF FY2012-13 BUDGET**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) convened in a closed meeting at 6:23 p.m. for the resignation and performance of specific school board employees, and to conduct an employee exit interview. The Board came out of the closed meeting on motion by Mrs. Hicklin and seconded by Mrs. Lowry at 7:01 p.m.**

**11-12: 250  
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: 251  
CERTIFICATION OF  
CLOSED MEETING**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board (5-0 vote) accepted the resignation of employee “A” pending finding a suitable replacement and authorized the Superintendent to approve a suitable substitute if not already on the teacher substitute list.**

**11-12: 252  
ACTION FOLLOWING  
CLOSED MEETING**







**At 9:01 p.m., on motion by Dr. Miller and seconded by Mrs. Hicklin, the meeting was continued until the Joint Work Session with the Board of Supervisors on Wednesday, March 21, 2012 at 7:00 PM.**

**11-12: 253**

**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 Budget Work Session on Wednesday, March 21, 2012 at 7:00 P.M. at Bath County Courthouse.**

**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**
- Dr. Ellen R. Miller, Board Member**

**DRAFT**

**Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk**

Mrs. Amy Gwin, Board Chairman, opened the continued meeting (March 19, 2012) at 7:04 p.m. with all members present. **11-12: 254  
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: 255  
APPROVE OR AMEND  
AGENDA**

Mrs. Hirsh presented a FY2012-13 Executive Summary Budget Draft #3 totaling \$10,216,874 resulting in an increase of \$1,085,03 over last years' budget. Mrs. Hirsh reviewed the following budget items which contributed to the overall budget increase of 11.88%: **11-12: 256  
JOINT BUDGET  
WORK SESSION**

- Governor's budget for state revenues
- Loss of funding for forest reserve funds
- Addition of full time Principal at MES
- 3% plus step raise for all employees
- Adjustment to transportation for increased petroleum prices
- Addition of window shades for BCHS (Maintenance) & bus cameras (Transportation) due to dollar amount being under threshold required for placement on the County's CIP

Mrs. Hirsh and Mr. Rider presented the following worksheets for discussion:

- FY2012-13 revenues and total expenditures based on a per pupil count of 605 students
- VRS rates, group life ,and retiree health care credit
- Health insurance
- 3% plus step salary increase

Board member discussion included:

- Capital Improvement Plan (CIP)
- Cost of living (COLA) salary increase
- Step Increase
  - Professional staff: 1.37%
  - Classified staff: 1.86%





When discussing possible reductions to the budget, Ms. Collins posed the following question: "What could you live with?"

**11-12: 256 (Con't.)  
JOINT BUDGET  
WORK SESSION**

**On motion by Mrs. Hicklin and seconded by Mrs. Lowry, the Board adjourned the meeting at 8:31 p.m.**

**11-12: 257  
ADJOURNMENT**

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**AMY R. GWIN, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**

