

BATH COUNTY SCHOOL BOARD

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

SUBJECT:                      APPROVAL OF MINUTES

The Bath County School Board met in a Quarterly Joint Budget Work Session on Thursday, August 2, 2012 at 4:30 P.M. at Millboro Ruritan Picnic Shelter.

**DRAFT**

**PRESENT:**

**Bath County School Board:**

- Mrs. Amy R. Gwin, Board Chairman**
- Mrs. Rhonda R. Grimm, Board Vice-Chair**
- Mrs. Catherine D. Lowry, Board Member**
- Mr. William K. Manion, Board Member**
- Dr. Ellen R. Miller, Board Member**
- Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk**
- Sharon P. Fry, School Board Deputy Clerk**

**Bath County Board of Supervisors:**

- Mr. Cliff Gilchrest, Board Chairman**
- Mr. Bruce McWilliams, Board Vice-Chairman**
- Mr. Kevin Fry, Board Member**
- Mr. Matthew Walker, County Administrator**

Mrs. Gwin called the meeting to order at 4:29 p.m. and welcomed newly appointed Board member, Mr. Manion, to the School Board.

**12-13: 008  
CALL TO ORDER FOR  
PUBLIC MEETING**

Mr. Gilchrest opened the third Quarterly Work Session meeting between the two Boards at 4:29 p.m.

**Board member discussion included:**

**12-13: 009  
WORK SESSION  
MEETING**

- consider approaching school budget with a percentage amount annual appropriation rather than the current dollar amount as determined by Board of Supervisors
- revenue projections
- both Boards agreed that unanticipated revenue in the budget is a moving target
- designation of unspent school funds for future school CIP projects
- accountability and monitoring of gas tanks
- status of committee meetings for county and schools focusing on transportation and discussion of combined efforts for facility and ground maintenance
- BCHS parking lot improvements
- storage needs for county and schools
- consider larger fuel tanks at BCHS for county and school fueling
- better utilization of properties in the county; SEEDS building, industrial building, etc
- importance of preparing students to enter the work place as skilled workers
- adult education
- criticism of schools when money is returned to the county at the end of the year; and criticism when the schools spend the money
- desire to continue open dialogue and communication between the two Boards
- importance of providing quality education versus saving money
- guest Board members attendance at meetings

The next Quarterly Joint Work Session will be held on Thursday, November 1, 2012 at 6:00 p.m. at Valley Elementary School.

**12-13: 010  
QUARTERLY JOINT  
WORK SESSION**

**On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) adjourned the meeting at 5:07 p.m.**

**12-13: 011  
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 Regular Meeting on Tuesday, August 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. Catherine D. Lowry, Board Member**
- Mr. William K. Manion, 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 5:28 p.m. with all members present.

**12-13: 012  
CALL TO ORDER**

**On motion by Mrs. Grimm and seconded by Dr. Miller, the Board (5-0 vote) convened in a closed meeting at 5:28 p.m. to discuss the appointment of specific employees; the admission of non-resident students, student discipline matters; student readmission; a non-attendance area enrollment; and to review details of school crisis plans.**

**12-13: 013  
CLOSED MEETING  
AND CERTIFICATION  
OF CLOSED MEETING**

**On motion by Mrs. Grimm at 6:59 p.m., the Board came out of the closed meeting and certified (5-0 vote-roll call) 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.**

**12-13: 014  
CERTIFICATION OF  
CLOSED MEETING**

Mrs. Gwin called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance and called for a moment of silent prayer.

**12-13: 015  
CALL TO ORDER FOR  
PUBLIC MEETING**

Mrs. Hirsh recognized Culinary Arts Team members **Charles Adams, Kala Day, and George Miller** as they received a Bronze Medal at the FCCLA National Leadership Competition. Mrs. Hirsh thanked Adaline Hodge, Culinary Arts Sponsor, and all those in the community who provided financial support.

**12-13: 016  
GOOD NEWS IN  
BATH COUNTY**

**On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) amended the agenda by moving *Item 12-B. - Resolution to Refinance Current VML/VACO High School Loan* to *Item 9. - A immediately following Claims.***

**12-13: 017  
APPROVE OR  
AMEND AGENDA**

There were no comments to be heard.

**12-13: 018  
PUBLIC COMMENTS**

**On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) approved minutes for meetings held on June 6, June 18, June 25, and July 17, 2012 as presented.**

**12-13: 019  
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and reconciled June and July, 2012 revenue summaries. **On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved the revenue summaries and July 2012 claims as presented:** General Fund Payroll 65656-65669, 65674-65687, Bills – 65670-65673, 65688-65769, Direct Deposit 2029, VA Tax 2030.

**12-13: 020  
APPROVAL OF CLAIMS**

Mr. Rider provided an update on the School Activity Audit with minor issues to address. Mrs. Hirsh said there were no compliance audit issues.

No report.

**12-13: 021  
ATTENDANCE  
REPORT**

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

**12-13: 022  
CAFETERIA REPORT**

Mrs. Shifflett, Director, School Nutrition & Wellness provided an update on the proposed out of school snack program.

The Board reviewed Maintenance and Transportation reports of activities for the months of June and July 2012.

**12-13: 023  
MAINTENANCE &  
TRANSPORTATION  
REPORTS**

Mr. Dan Siegel, Bond Counsel, Sands Anderson and Associates, and Mr. Jimmie Sanderson of Davenport and Associates of Richmond provided an overview of a proposed resolution to refinance the 2008 VML/VACO High School Loan of \$9.1 million. The Bath County Board of Supervisors and Industrial Development Authority passed resolutions at a previous meeting to refinance the BCHS renovation loan. The 10 year agreement with SunTrust will allow the County to borrow up to \$10 million at a fixed rate of 2.25 percent. According to Mr. Siegel, the refinancing would result in a savings of approximately one million dollars in debt service. Mr. Siegel explained lease arrangements for borrowing and said they are commonly used by governmental bodies in Virginia.

**12-13: 024  
RESOLUTION TO  
REFINANCE CURRENT  
VML/VACO HIGH  
SCHOOL LOAN**

On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (5-0 vote) **adopted a resolution for the refinancing process of the 2008 BCHS renovation to be signed by Superintendent, Board Chair and Deputy Clerk on Tuesday.**

**12-13: 024 (Con't.)  
RESOLUTION TO  
REFINANCE CURRENT  
VML/VACO HIGH  
SCHOOL LOAN**

Mrs. Hirsh said scheduling is 75% complete at BCHS and the building is looking much better. Mrs. Rowe will provide an update at the September meeting.

**12-13: 025  
PRINCIPALS' REPORTS**

Mrs. Hicklin, MES Principal, projects an enrollment of 120 students. She said the schedule is looking good and custodians are almost finished preparations for the return of staff and students. Mrs. Hicklin plans to place emphasis on math while continuing to focus on all other classes.

Mr. Balgavy, VES principal, reported an enrollment of 243 students in K-7 with 21 preschoolers. Mr. Balgavy reported 21 students in first grade. Staff members are working hard to get the school ready and custodians from MES and BCHS have assisted. Mr. Balgavy plans to focus on math and every grade level has a one hour math block except Kindergarten. All grade levels 3-7 have an additional 30 minutes in math remediation or enrichment and a structured Math Title I is offered this year.

Mrs. Hall, Special Education Director, reported 31 students registered for preschool. Mrs. Hall said the majority of students are four year olds, three special needs students, and a few three year olds. Mrs. Hirsh anticipates the same preschool transportation arrangements as last year.

Mrs. Hirsh updated the Board on the preschool workday schedule. The preschool calendar provides for two (2) principal's discretionary days, two (2) no meeting/work-in-classroom days, and three (3) inservice days. New teacher's report on Friday, August 10 and all teachers report on Monday, August 13 .

**12-13: 026  
PRE-SCHOOL  
WORKDAYS SCHEDULE**

Mr. Lancaster, Technology, Testing, & Administrative Services Director, presented preliminary 2012-2013 state accreditation results based on 2011-2012 SOL assessment results. He noted that all student scores have not been factored at this time. Mr. Lancaster provided a preliminary timeline for the release of student achievement on 2011-2012 state assessments, 2012-2013 federal accountability reports, state accreditation ratings, cohort reports and graduation rates to school divisions and the public. Mr. Lancaster does not expect final results until September 22<sup>nd</sup>. Mr. Lancaster said each school will develop and implement improvement plans for the 2012-2013 school year as there are always way to improve.

**12-13: 027  
PRELIMINARY  
ACCREDITATION  
REPORT**

Mrs. Hirsh updated the Board on CIP projects.

**Locker Room Project** - items to be completed were identified and included on a punch list and recommended payment of \$6,409 is being withheld. Mrs. Hirsh will forward a letter to the Board of Supervisors requesting they pay a portion. Change orders were authorized for painting of the locker room and working directly with a plumber to install screens on two hot water lines due to hard water build up.

**School Bus** – delivered to the Bus Garage yesterday.

**BCHS Window Shades** - have been installed.

**BCHS Security** - to be addressed this year and elementary in the future.

**12-13: 028  
CIP PROJECTS UPDATE**

No action was taken and the Board plans to convene in a second closed meeting following the regular meeting.

**12-13: 029  
ACTION FOLLOWING  
CLOSED MEETING**

Mrs. Gwin welcomed Mr. Manion, Millboro School Board Representative, to the School Board.

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) **adopted the VSBA Code of Conduct for School Board members.**

**12-13: 030  
VSBA CODE OF  
CONDUCT FOR SCHOOL  
BOARD MEMBERS**

On motion by Mrs. Grimm and seconded by Mr. Manion, the Board (5-0 vote) **approved the appointment of Mrs. Lowry to the Jackson River Governor School Board.**

**12-13: 031  
APPOINTMENT OF  
SCHOOL BOARD  
MEMBER TO JACKSON  
RIVER GOVERNOR  
SCHOOL BOARD**

On motion by Dr. Miller and seconded by Mrs. Lowry, (5-0 vote) the Board **approved policy regulations: EBCD-R – Inclement Weather Closings & Delays, EDC-R – County Vehicle Usage, and GCBB-R – Supplemental Compensation – Primary Job Responsibility as presented.**

Board members discussed GCE-R – Part-Time and Substitute Professional Staff Employment. The Board addressed substitute teachers who are in long term substitute positions. Mr. Rider will review the policy as it pertains to pay beyond twenty consecutive days worked and time off. This policy will be presented to the Board for a second reading.

**12-13: 032  
PROPOSED POLICY  
AND REGULATION**

On motion by Dr. Miller and seconded by Mr. Manion, the Board (5-0 vote) approved resolutions recognizing **Larry O’Rourke of the Virginia Review, Mike Bollinger of the Recorder, and Bonnie Ralston of Alleghany Mountain Radio.**

**12-13: 033  
MEDIA HONOR ROLL**

Informational items for Board members included: VSBA Professional Development, DOE–Upcoming Changes to the Regulations Establishing Standards for Accrediting Public Schools in Virginia, DOE 2012 General Assembly Revisions to the Standards of Quality, and BCHS Athletic Pass Policy.

On motion by Mrs. Lowry, and seconded by Mrs. Grimm, the Board (5-0 vote) **approved the athletic pass revised policy with family defined to include two parents/guardians and children.**

**12-13: 034  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

There were no comments to be heard.

**12-13: 035  
PUBLIC COMMENTS**

**Dr. Miller**

- Welcomed Mr. Manion to the School Board.
- Thanked Mrs. Grimm for organizing the Joint Work Session/Dinner at MES.
- Discussed a need for classroom supplies to assist students as the school year starts. Mrs. Hirsh and Mrs. Fry provided an update on the annual Pack the Bus program sponsored by the Walmart Foundation and Q99 on August 16<sup>th</sup> from 11 AM to 2 PM at Covington Walmart.

**12-13: 036  
ITEMS BY BOARD  
MEMBERS**

**Mr. Manion**

- Thanked the Board for their support.

**Mrs. Lowry**

- Thanked everyone for their hard work while the kids are enjoying vacation.
- Glad to see Board of Supervisor representatives in the audience and hopes the lines of communication can remain open between the two Boards.
- Students and staff do great things all year long whether it is working in the community, or volunteering.

**Mrs. Grimm**

- Thanked all who attended the meeting. Encouraged community members to attend the meetings.
- Welcomed Mrs. Hicklin to the Principal position at MES.
- School starts in a couple of weeks and she sent best wishes to all students in Bath County. She encouraged students to “take pride in yourselves and be the best you can be”.
- Thanked Mr. Manion for stepping into the MES Board seat.

**Mrs. Gwin**

- Enjoyed the Joint Work Session and thanked Mrs. Grimm for coordinating the meal. Great conversation with the Board of Supervisors and open lines of communication.
- Congratulations to the Culinary team and Mrs. Hodge.
- Thanked Superintendent, Administrators, Principals, and all staff for their hard work during the summer.

**The next quarterly Joint Work Session with the Board of Supervisors will be held on November 1<sup>st</sup> at 6:00 PM at VES.**



On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) convened in a closed meeting at 9:01 p.m. to discuss the appointment of specific employees; the admission of non-resident students, student discipline matters; student readmission; a non-attendance area enrollment; and to review details of school crisis plans. The Board came out of the closed meeting at 10:46 p.m. on motion by Mrs. Lowry and seconded by Mrs. Grimm.

12-13: 037  
CLOSED MEETING

On motion by Mrs. Lowry, the Board certified (5-0 vote-roll call) 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.

12-13: 038  
CERTIFICATION OF  
CLOSED MEETING

- On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved **SY2012-13 Non-Resident Students at MES, VES, and BCHS as recommended.**
- On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) approved a long term suspension of 364 days, with conditions for readmission for Student A.
- A motion by Mrs. Grimm to approve a long term suspension for Student B until the end of the first semester, with conditions for readmission died *for a lack of a second.*
- On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) approved readmission of Student C.
- On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (5-0 vote) approved a parent request for a student to attend an out-of-attendance area school.
- On motion by Mr. Manion and seconded by Mrs. Grimm, the Board (5-0 vote) approved 2012-13 Continuing Substitute Teachers for reappointment:
- Betty Alexander, Judy Allen, Kim Brown, Katrina Bush, Janet Cardwell, Jonathan Cook, Laura Cooper, Donna Hepler, Teresa Kimmel, Bonnie Kling, June Lacks, Elfrieda McDaniel, Christina Ortiz, Carol Phillips, Lisa Rexrode, Joyce Ryder, Melissa Ryder, Melanie Ryder, Jean Seymour, Steve Shaver, Linda Weiss, Chloa Sue Wooding.
- On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) approved the appointment of Harry William Dooley to the 2012-13 substitute bus driver/vehicle list, the continuing appointments of 2012-13 substitute bus drivers and vehicle drivers as presented:  
Continuing Substitute Bus/Vehicle Drivers for reappointment:  
Jimmie Adkins, Richard Criser, Heidi Hewitt, Justin Rider, Steven Sweitzer, and Kevin Williams  
Approved 2012-13 Continuing Vehicle Drivers for reappointment:  
Becky Hise, Ronnie Hodge, Susan Keith, Charolette Lotts, Patty Reynolds, Mary Rogers, and Melanie Ryder
- On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved the reappointment of Faye Hise as 2012-13 substitute custodian.

12-13: 039  
ACTION FOLLOWING  
CLOSED MEETING

- On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (5-0 vote) approved BCHS 2012-13 coaching recommendations and resignations as presented:
- JV Volleyball Coach – April Miller
- Varsity and JV Assistant Volunteer – LaWanda Riley
- Football Assistant Coach – Steve Shaver
- Cross Country – Lisa Hamilton
- Assistant Varsity Boys Basketball – Lisa Hamilton
- Head Varsity Softball Coach – Larry Grubbs
- Flag Corps – Christie Farmer

**12-13: 039 (Con't.)  
ACTION FOLLOWING  
CLOSED MEETING**

**No action was required at the meeting on the following resignations and personnel appointments.**

Acknowledged Resignations by Superintendent as previously authorized by the Board:

- MES/VES School Nurse – Mary Beth Nair
- VES Computer Lab Manager – Katrina Caul
- Assistant Boys Basketball Coach – Zach Woodzell

Acknowledged Personnel Appointments by Superintendent as previously authorized by the Board:

- BCHS Part-Time Food Service Worker – Brett Moyers
- BCHS Math Teacher – Calin Fource
- BCHS SPED Teacher – Ed Ozols
- BCHS Office Aide – Sarah Burns
- VES Teacher – Charity Reish
  
- Reviewed School Crisis Plans

**The Board returned to discussion of Student B:**

- *A substitute motion by Mrs. Lowry for a long term suspension of 364 days, with conditions for readmission for Student B died for lack of a second.*

The Board considered continuing the meeting, however a substitute motion was placed on the table for consideration.

- On a substitute motion by Dr. Miller and seconded by Mrs. Grimm, the Board (3-2 vote; Lowry, Gwin opposed) **approved a long term suspension for Student B until the end of the 1<sup>st</sup> semester, with conditions for readmission.**

**On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board adjourned the meeting at 11:05 p.m.**

**12-13: 040  
ADJOURNMENT**