



BATH COUNTY SCHOOL BOARD

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

SUBJECT: APPROVAL OF MINUTES

December 4, 2012.....AGENDA ITEM: 12-13: 8.





The Bath County School Board met in a Regular Meeting on Tuesday, November 6, 2012 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Valley Elementary School.

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**
- Miss Laura Haney, 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 5:30 p.m. with all members present.

**12-13: 070
CALL TO ORDER**

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) convened in a closed meeting at 5:31 p.m. to discuss the appointment of specific personnel, a student discipline matter, and a briefing by staff regarding the theft of school property.

**12-13: 071
CLOSED MEETING**

On motion by Mrs. Grimm and seconded by Mrs. Lowry at 7:00 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: 072
CERTIFICATION OF
CLOSED MEETING**

Mrs. Gwin called the meeting to order at 7:03 p.m. and led the Board in the Pledge of Allegiance and called for a moment of silent prayer.

**12-13: 073
CALL TO ORDER FOR
PUBLIC MEETING**

On motion by Mrs. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) **amended the agenda with the addition of Item 12.F. – BCHS Graduates as Volunteers, and clarification of Item 13.B. – Consider School Board Meeting Locations, Dates and Budget Calendar.**

**12-13: 074
APPROVE OR
AMEND AGENDA**

There were none to be heard.

**12-13: 075
PUBLIC COMMENTS**





Student representative, Laura Haney, addressed Good News items in her report.

**12-13: 076
GOOD NEWS IN
BATH COUNTY**

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) approved minutes for a meeting held on October 2, 2012 as presented.

**12-13: 077
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and reconciled October, 2012 revenue summary. **On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) approved the revenue summary and October 2012 claims as presented:** General Fund Payroll 65991-66005, 66011-66025, Bills – 65989-65990, 66006-66010, 66026-66108, Direct Deposit 2035, VA Tax 2036 – Food Service General Fund Payroll – 9993-9998, 9999-10004, Bills – 10005-10017, Direct Deposit 2035, VA Tax 2036.

**12-13: 078
APPROVAL OF CLAIMS**

The August 2012 ADM is as follows: BCHS 269, MES 107, and VES 232.75 for a total of 608.75. ADM for September 2012 follows: BCHS 271.11, MES 105.63, and VES 237.05 for a total of 613.79.

**12-13: 079
ATTENDANCE
REPORT**

The Board reviewed the Monthly Financial Reports of the School Food Service Program for August and September 2012.

**12-13: 080
CAFETERIA REPORT**

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

**12-13: 081
MAINTENANCE &
TRANSPORTATION
REPORTS**

Laura Haney provided a detailed update on MES, BCHS, VES upcoming school academic and athletic events.

**12-13: 082
STUDENT
REPRESENTATIVE
REPORT**

Mrs. Hirsh reviewed pupil-teacher ratios (K-7) and grade enrollment (8-12) summaries as reported to the VDOE in the Fall 2012 SCR Student Record Collection Report/Financial Verification based on September 30 counts. The division's membership on September 30, 2012 was 613 (21 students or 3.31% fewer than on September 30, 2011). Mrs. Hirsh said the SRC report confirms that the division met the requirement for the K-3 Primary Class Size Reduction Program.

**12-13: 083
REPORT OF
PUPIL/TEACHER RATIOS
MRS. HIRSH**



Mrs. Hirsh has not received a final accounting from auctioneer, Billy Bratton and the information will be presented at the December meeting if available.

**12-13: 084
SURPLUS EQUIPMENT
AUCTION RESULTS**

Mr. Lancaster, Director of Technology, Testing, & Administrative Services, provided an overview of the Graduation Rates. Mr. Lancaster explained the difference in the three graduation rates reported for Virginia students. Bath County's 2012 Virginia On-Time Graduation Rate (OGR) of 95.5 percent exceeded the state average of 88 percent. The Federal Graduation Indicator (FGI) used by the US Department of Education is set at 80 for 2012-13 and Mr. Lancaster reported Bath's 93 for 2012. The FGI benchmark for all federal subgroups is 80 percent and Mr. Lancaster reported Bath County's FGI at 93 percent. Mr. Lancaster expressed concern that the federal government requires that each of the identified subgroups also meet the FGI standard, including students with disabilities, limited English proficient students, racial subgroups and economically disadvantaged students. Mr. Lancaster said outcomes for these small subgroups are included in the school improvement plan for BCHS and represent a significant challenge for BCHS and other school divisions. In closing, Mr. Lancaster said Virginia's Graduation Completion Index (GCI) of 85 percent is required for full accreditation in Virginia. He noted that Bath County's GCI is 98 percent.

**12-13: 085
GRADUATION RATES –
MR. LANCASTER**

According to Mrs. Hirsh, all three Bath County schools continue to meet requirements for full state accreditation. She said division results for federal accountability – annual measurable objectives (AMOs) established by the State Board of Education as a part of the commonwealth's No Child Left Behind flexibility waiver were mixed: MES met all AMOs, BCHS did not meet one or more AMOs and school improvement is required, and VES did not meet one or more AMOs and School Improvement Plan Using Indistar is required.

**12-13: 086
SCHOOL
IMPROVEMENT PLANS -
PRINCIPALS**

Mr. Les Balgavy – VES Principal, Mrs. Sarah Rowe – BCHS Principal, and Mrs. Allison Hicklin – MES Principal provided a brief summary of steps being taken to improve student achievement and to meet annual AMOs.

Mr. Paul Lancaster, Director, Technology, Testing, & Administrative Services, provided an overview of the parent access system. Mr. Lancaster said parents and guardians of students in grades 4-12 have online access to their children's grades and attendance information, accessible at any time via PowerSchool, the school division's student information system. Mr. Lancaster discussed security precautions taken to provide confidentiality.

**12-13: 087
PARENT ACCESS TO
STUDENT GRADES AND
ATTENDANCE –
MR. LANCASTER**

On October 2, 2012, the Board reduced the Chaperone/Volunteer minimum age limit from 25 years to "at least 21 years of age or be the parent/guardian of a BCPS student". Dr. Miller asked to have the item added to the agenda for discussion in an effort to include recent graduates in the schools. Mrs. Hirsh said administrators need to identify ways recent graduates might serve as student

**12-13: 088
BCHS GRADUATES
VOLUNTEERING**





mentors, volunteer assistant coaches, tutoring and a way students can give back to the community. No action was taken.

**12-13: 088 (Con't)
BCHS GRADUATES
VOLUNTEERING**

On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote), approved the **appointment of personnel as presented:**

**12-13: 089
ACTION FOLLOWING
CLOSED MEETING**

JV Girls Basketball	Lisa McComb
Girls Soccer Coach	Calin Fource
JV Softball	Bonnie Lee
MES Custodian	Kirk Smith (placed under contract as of 10/24/12 by Supt, as authorized by School Board on 10/2/2012).
Substitute Custodians	Sandy McGlothlin, Joe Smiley
Substitute Vehicle Driver	Joe Smiley
Cafeteria Substitute	Christine Unroe
SpEd Department Chair Supplement	April Miller

On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (4-1 vote, Miller opposed) **denied readmission of Student B.**

On October 2, 2012, the Board approved School Board meeting dates for 2013 with meeting locations to be determined at their next meeting. Mrs. Hirsh presented five options of meeting locations based on Board comments on October 2. Board members and administrators discussed accessibility, consistency, electronic/technology access, and community involvement at meetings.

**12-13: 090
CONSIDER SCHOOL
BOARD MEETING
LOCATIONS**

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) **approved scheduled meeting dates for August to December 2013 as presented.**

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) **approved FY2013-2014 Budget Development Calendar as presented noting a time change to the January 24 meeting at 5:30 PM.**

On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) **tabled the location of School Board meetings until the December 4, 2012 meeting.**

After conversations with principals and administrators, Mrs. Hirsh presented the following list of possible CIP items for consideration:

**12-13: 091
CONSIDERATION OF
CAPITAL
IMPROVEMENT PLAN
DRAFT #1 FOR FY13-18**

- cameras for school buses; BCHS parking lot improvements, surface, lining, drainage, and lighting; MES parking and playground re-paving; BCHS locker replacement; BCHS auditorium – humidity control, new curtains, and carpet; VES doors – replacement of original south and west doors (1969); gym doors (1982); AC – gyms; school bus replacement per established schedule (2,1,2,1,2); vehicle replacement – cars (student transportation) and trucks (custodians); restroom renovation – BCHS atrium, upper and lower, and new gym locker rooms; MES restrooms (stalls, fixtures, paint); possible athletic field restrooms; elementary playground improvements; elementary school security – locks and cameras; keyless entry systems – all schools; replacement of football scoreboard; purchase of softball scoreboard; and football field improvements.





Mrs. Hirsh asked Board members to prioritize items over a five year period. The CIP request must be submitted to the Building, Planning and Zoning office on Tuesday, January 8, 2013.

**12-13: 091 (Con't)
CONSIDERATION OF
CAPITAL
IMPROVEMENT PLAN
DRAFT #1 FOR FY13-18**

The Board reviewed Policy JHCD-R3 – Recognition and Treatment of Anaphylaxis in the School Setting in a 2nd Reading. Mrs. Hirsh said a flowchart for recognizing anaphylaxis symptoms, standing orders, and a report of anaphylaxis will be added as (forms) JHCD-F1, HJCD-F2, and JHCD-F3 at the recommendation of Mrs. Jackie Baughan, Health Nurse.

**12-13: 092
POLICY JHCD-R3 –
RECOGNITION AND
TREATMENT OF
ANAPHYLAXIS IN THE
SCHOOL SETTING – 2ND
READING**

On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (5-0 vote) approved Policy JHCD-R3 – Recognition and Treatment of Anaphylaxis in the School Setting as recommended.

On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (5-0 vote) **authorized approval of a Band trip to Virginia Beach, VA on April 18 to April 20, 2013 pending confirmation of performances.**

**12-13: 093
CONSIDERATION OF
OVERNIGHT FIELD TRIP**

The Board asked for additional information prior to requested approval of a five-year band spring travel schedule.

The following VSBA policy revisions were presented for 1st readings: Content Revisions – GB, GB-F, JB, JB-F, JFHA/GBA, JFHA-F/GBA-F, GBA/JFHA, AND GBA-F/JFHA-F. The policies will be presented for a second reading on December 4, 2012.

**12-13: 094
VSBA POLICIES –
1ST READING**

Informational items for Board members included: NSBA information regarding sequestration - across the board cuts to education. Mrs. Hirsh and Mr. Manion attended a recent webinar on Sequestration. **On motion by Mrs. Grimm and seconded by Mrs. Lowry, (5-0 vote) authorized Mrs. Hirsh to send a letter/resolution to congress representatives regarding impacts of Sequestration.** A VSBA January 23-24, 2013 Legislative Conference brochure to be held in Richmond, VA.

**12-13: 095
ITEMS FOR BOARD
MEMBERS/
CORRESPONDENCE**

Mrs. Hirsh updated the Board on two scheduled preschool recruitments at MES and VES to determine current needs and needs for SY2013-14. The Policy Council of the Shenandoah Valley Head Start and Region III office have endorsed the possibility of a Head Start expansion into MES according to correspondence received from Steve Troxell. Dependent on commitment and numbers at preschool recruitments, Mrs. Hirsh said the school division would be in a position to seek funds in December or early January for a classroom beginning in mid January 2013 at MES.





There were none to be heard.

12-13: 096
PUBLIC COMMENTS

Dr. Miller

- Thankful for those in attendance at the meeting.
- Noted that BCHS students are required to participate in community service. She encouraged identifying recent high school graduates to assist English learner students, tutoring community college students, utilizing skills and abilities (athletics, music) at elementary and high schools. May need a different form, guidelines, adult supervision and a buddy system. Need more volunteers in our school and it is not beneficial to ignore an available resource.

12-13: 097
ITEMS BY BOARD
MEMBERS

Mrs. Lowry

- Noted the AMO is very complex and said it is unfair. Appreciates the fact that administrators identify school needs individually by school.
- Thanked the great staff who help our children succeed and appreciates their hard work, input, and ideas.

Mr. Manion

- Referenced the AMOs and appreciated each principal tailoring the needs and improvements to their specific schools.
- Appreciate Mr. Lancaster's work and understands that moving from school to school for meetings might present electronic/technical difficulties.
- *Mr. Mike Bollinger, The Recorder, announced that Mr. Manion had been declared the Millboro District School Board winner in the election tonight.*

Mrs. Grimm

- Congratulated Mr. Manion on the election and looks forward to working with him.
- Thanked everyone for attending the meeting and providing necessary information.
- Thanked Laura Haney for her informative report.

Mrs. Gwin

- Congratulated the volleyball team as pioneer district champs, as well as players who made player of the year, 1st and 2nd teams. Good luck to football and volleyball teams as they enter regional play.
- Thanked all staff for their dedication, leadership, planned upcoming events and everything you bring to our children.

Mrs. Hirsh updated Board members and the Press on a decision to cancel school tomorrow on November 7, 2012 due to lack of heat at VES.

The meeting adjourned at 10:12 p.m.

12-13: 098
ADJOURNMENT

