

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 24, 2013 at 5:30 P.M. at School Administration Building.**

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

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

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:34 p.m. with all members present except Mr. Manion and Mrs. Lowry who arrived at 5:39 p.m. **12-13: CALL TO ORDER**

On motion by Dr. Miller and seconded by Mrs. Gwin, the Board (3-0 vote) approved the agenda as presented. **12-13: APPROVE OR AMEND AGENDA**

There were no public comments to be heard. **12-13: PUBLIC COMMENTS**

Mr. Manion was unable to attend the meeting due to an illness. The VSBA Legislative Conference report will be presented at the January 31 work session. **12-13: VSBA LEGISLATIVE CONFERENCE REPORT – MR. MANION**

**Budget Presentations**

**Budget requests presented by:**

- *Mrs. Sarah Rowe, Principal, Bath County High School*
- *Mrs. Allison Hicklin, Principal, Millboro Elementary School*
- *Mr. Les Balgavy, Principal, Valley Elementary School*
- *Mrs. Jane Hall, Special Education Director-Pupil Personnel Services Testing*

**12-13: 2013-2014 BUDGET DISCUSSION**

**Revenue/Enrollment Projections**

Mrs. Hirsh and Mr. Rider, Business Manager, updated the Board on revenue and enrollment projections noting that it is too early in the budget process for actuals.

- Comparison of Governor’s budget to current budget results in additional state funding of \$81,762 to the school budget for FY13-14.
- 2013-14 budget is based on 600 students, 5 students less than the current budget.
- An estimated loss of \$19,780 in federal funding for schools is due to sequestration.
- State funding proposed by the Governor adds approximately \$82,000 to the 2013-14 budget.

**Budget Draft #1 included the following:**

- Anticipated 15% health insurance increase.
- VRS rates are the same, however, could increase.
- Additional requests from administrators and principals add \$30,458 to the budget.

Mr. Rider said Draft #1 includes an increase in overall county funding of \$175,000.

Mr. Paul Lancaster, Director, Technology, Testing & Administrative Services presented regional salary comparisons. In comparison with Augusta, Highland, Alleghany, Rockbridge, Staunton, Pocahontas, Covington, Lexington and Buena Vista, Bath County Schools have the lowest beginning teacher salary. Out of the ten area schools in the regional comparison, Bath Schools rank last in 5 years, 10 years, 20 years and 30 years of experience. Bath ranks 9<sup>th</sup> regionally when compared to beginning teacher salaries. Mr. Lancaster said Bath County teachers rank between 125<sup>th</sup> and 129<sup>th</sup> in the state’s 131 school divisions.

Board discussion included, but was not limited to:

- Governor’s budget includes a 2% raise based on an SOQ formula that does not include all teachers and requires a match of funds.
- Total for Bath County Schools to provide a raise for all staff would be approximately \$109,000.
- Considered the recent social security tax increase resulting in less take home for employees.
- Considered a percentage raise or adjust salary scales.
- A level funded budget by Board of Supervisors means cuts to budget in order to plan for salary increases.
- Administrative staff is monitoring the current year budget in order to provide a \$750 bonus similar to the bonus county employees received at Christmas.

**12-13: (Con’t.)  
2013-2014  
BUDGET DISCUSSION**

**12-13:  
SALARY COMPARISONS**

Mrs. Hirsh said the regulation was written to provide written guidance for 10 and 12 month employees regarding report times on 2-hour delays and school closings and for guidance in completing time sheets (FLSA) . Mrs. Hirsh recommended that any decision to revise the regulation be made at the next regular meeting on February 5, 2013. The current regulation was approved by the Board on August 7, 2012. Mrs. Hirsh and Mr. Rider answered questions regarding reporting time for 10, 11, and 12 month staff on two hour delays. Board members expressed concern over notification to staff members of the regulation change. After further discussion, Mrs. Hirsh was asked to compile additional information pertinent to policies in surrounding schools and report to the Board.

**12-13:  
REVIEW OF POLICY  
EBCD/REGULATION  
EBCD-R**

- January 31, 2013, Work Session, 5:30 – 7:30 PM, School Administration Building
- February 5, 2013, Regular Meeting, 5:30 PM, Valley Elementary School
- On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0) scheduled **an alternate date for a Budget Work Session on February 7 at SAB at 5:30 PM if needed.**
- February 11, 2013, Joint Work Session with Board of Supervisors, 6:30 PM at SAB.

**12-13:  
INFORMATION  
REQUESTS FOR NEXT  
BUDGET WORK  
SESSION**

The meeting adjourned at 8:28 p.m.

**12-13:  
ADJOURNMENT**

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**RHONDA R. GRIMM, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**

**The Bath County School Board met in a Budget Work Session on Thursday, January 31, 2013 at 5:30 P.M. at School Administration Building.**

**PRESENT:**                    **Mrs. Rhonda R. Grimm, Board Chairman**  
                                     **Mrs. Amy R. Gwin, 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**

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:33 p.m. with all members present except Mrs. Lowry. **12-13: CALL TO ORDER**

On motion by Mrs. Gwin and seconded by Dr. Miller, the Board (4-0 vote) amended the agenda with the addition of Item 7-B. – Closed Meeting. **12-13: APPROVE OR AMEND AGENDA**

There were no public comments to be heard. **12-13: PUBLIC COMMENTS**

Mr. Manion provided a brief update on the recent VSBA Legislative Conference held on January 23<sup>rd</sup>. He noted that it was early in the process and there are still many unknowns. **12-13: VSBA LEGISLATIVE CONFERENCE REPORT – MR. MANION**

**Draft #2**  
Mr. Rider, Business Manager added a 2% salary increase for all staff members to the 2013-14 budget document. Mrs. Hirsh said the insurance committee meeting with the county has been rescheduled to February 4, 2013 at 1:00 PM at the Courthouse. **12-13: BUDGET WORK SESSION DISCUSSION**

Board member discussion included, but was limited to:

- Substitute teacher increases for level 1 and 2
- School Resource Office funding
- BCHS surveillance camera installation
- Replacement of door handles

Mr. Rider presented a history of salary increases for Bath County staff and Mr. Lancaster provided salary scale information.

**12-13:  
SALARY COMPARISONS**

Board member discussion included, but was limited to:

- Salary scales
- Difficulty in attracting teachers at career fairs when applicants see the beginning step
- Low starting salary for secretaries when compare to other schools in the region (cost is \$17,000 plus fixed charges to fix the scale)
- It was noted that the custodial scale was adjusted previously

In closing, the Board asked Mr. Lancaster to provide additional regional salary comparisons for bus drivers, aides, computer lab managers, and cafeteria workers at the next meeting.

The Alternate Budget Work Session tentatively scheduled on February 7, 2013 was cancelled by the consensus of the Board.

**12-13:  
INFORMATION  
REQUESTS FOR NEXT  
BUDGET WORK S  
SESSION**

- February 11, 2013, 6:30-8:30 PM, School Administration Building  
-Joint Work Session with Board of Supervisors for presentation on development of School Board Budget (light dinner to be served)
- February 12, 2013, 5:00-7:00 PM, School Administration Building  
-Budget Work Session (Board of Supervisors Mtg. at 7:00 PM.)
- February 21, 2013, 5:30 PM, School Administration Building  
-Budget Work Session, School Administration Building
- March 5, 2013, 7:00 PM, Bath County High School Library  
-School Board Meeting / Public Hearing on Budget
- March 18, 2013, 5:30 PM, Bath County High School Library  
-Called School Board Meeting / Budget Work Session / Budget Approval

Mrs. Hirsh and Board members addressed items to be discussed with the Board of Supervisors at their Joint Budget Work Session regarding development of the budget.

On motion by Dr. Miller and seconded by Mrs. Gwin, the Board (4-0 vote) **convened in a closed meeting at 7:18 p.m. to discuss student discipline matters.**

**12-13: 140  
CLOSED MEETING**

**On motion by Mrs. Gwin at 7:40 p.m., the Board came out of the closed meeting and certified 4-0 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: 141  
CERTIFICATION OF  
CLOSED MEETING**

**The meeting adjourned at 7:41 p.m. on motion by Mrs. Gwin.**

**12-13: 218  
ADJOURNMENT**

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**RHONDA R. GRIMM, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**



**The Bath County School Board met in a Regular Meeting on Tuesday, February 5, 2013 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Valley Elementary School.**

**PRESENT:**

**Mrs. Rhonda R. Grimm, Board Chair  
Mrs. Catherine D. Lowry, Board Vice-Chair  
Mrs. Amy R. Gwin, Board Chairman  
Mr. William K. Manion, Board Member  
Dr. Ellen R. Miller, Board Member  
Miss Laura Haney, Student Liaison**

**DRAFT**

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

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:30 p.m. with all members present. **12-13:  
CALL TO ORDER**

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) convened in a closed meeting at 5:30 p.m. to discuss compensation of specific personnel, FMLA request, sick leave bank use, and a non-resident student. **12-13:  
CLOSED MEETING**

On motion by Mrs. Gwin and seconded by Mrs. Lowry at 7:01 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:  
CERTIFICATION OF  
CLOSED MEETING**

Mrs. Grimm 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 silence. **12-13:  
CALL TO ORDER FOR  
PUBLIC MEETING**

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) amended the agenda with the addition of Item 13.-F. – Food and Drink in the Gym and Auditorium in Bath County Schools. **12-13:  
APPROVE OR  
AMEND AGENDA**

- Lukas Hodge, BCHS student spoke in favor of reducing the volunteer age restriction from 21 years of age to eighteen years for sports allowing recent graduates to coach. **12-13:  
PUBLIC COMMENTS**
- Joey Crawford, MES teacher speaking on behalf of staff, addressed concerns with implementation of Regulation EBCD-R-Incident Weather Closings & Delays which requires teachers and aides to report to work one hour earlier on 2 hour delays.

- Courtney Horner, Art teacher at all three schools, expressed concern that staff were not notified in advance of the recent 2 hour delay policy change. She suggested stronger communication efforts when new policies are implemented.
- Mrs. Hirsh presented certificates to School Board members in appreciation of Virginia School Board Appreciation Month as recognized by Governor Robert F. McDonnell. School Board members received gifts from principals in recognition of School Board Appreciation Month.
- Mrs. Hirsh read a resolution honoring school counselors during National School Counseling Week, February 4-8, 2013.
- Mrs. Hirsh congratulated the Scholastic Bowl Team as they are going to Regionals at Parry McCluer on February 9.
- Mrs. Hirsh congratulated all band students on their accomplishments. Bath County will host the Area Band event at BCHS on February 15 & 16<sup>th</sup>:

**12-13: (Con't.)  
PUBLIC COMMENTS**

**12-13: GOOD NEWS IN  
BATH COUNTY  
PUBLIC SCHOOLS**

**All Area Honor Band** students:

Middle Sch Area	VES:	Ethan Essex-Baritone	
Band:		Jordan Lee-Trombone	
		Kendall Keyser-Snare	
	MES:	alternate	
		Mary Dressler-Clarinet	
	BCHS 8 <sup>th</sup> Gr:	Jordan Marshall-Trumpet	Mackenzie Weaver-Clarinet
		Ivy Barker-Trumpet	Christi Matheny-clarinet
		John Heffler-Trumpet	LeeAnn Colon-Flute
		Alicia Lee-Trumpet	Mason Keyser-Trombone
		Sarah Lane-Clarinet	Aaron Loan-Snare

High Sch Area Band:	Elijah DeBoe-Trumpet	Tanner Lacks-Tenor Sax
	Mikayla Miller – Trumpet	Savannah McLaurin-Horn
	Mackenzie Kincaid-Trumpet	Rebekah Blake-Horn
	Sarah Arrington-Clarinet	West Redington-Trombone
	Jessie O’Conner-Clarinet	Saul Pasco-Snare
	Laura Haney-Flute	Alex Cambata-Snare
	Emily Arringson-Flute	Monica Chen-Mallets

**All District Honor Band**

Middle School Area Band:	John Heffler-Trumpet
	Ivy Barker-Trumpte
High School Concert Band:	Laura Haney-Flute
High School Symphonic Band:	Elijah DeBoe-Trumpet
	Sarah Arrington-Clarinet

Because Eli and Sarah’s scores were so high, they are eligible to audition for ALL STATE BAND on Feb. 23<sup>rd</sup>.

**On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (5-0 vote) approved minutes for meetings held on January 7, 2013 as presented.**

**12-13:  
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and reconciled January, 2013 revenue summary. **On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved the revenue summary and January 2013 claims as presented:** General Fund Payroll 66335-66348, 66349-66363, Bills – 66364-66434, Direct Deposit 2041, VA Tax 2042 – Food Service General Fund Payroll – 10058-10063, 10064-10069, Bills – 10070-10077, Direct Deposit 2041, VA Tax 2042.

**12-13:  
APPROVAL OF CLAIMS**

The December 2012 ADM is as follows: BCHS 271, MES 106.53 and VES 242.67 for a total of 620.20.

**12-13:  
ATTENDANCE  
REPORT**

The Board reviewed the Monthly Financial Reports of the School Food Service Program for December 2012.

**12-13:  
CAFETERIA REPORT**

The Board reviewed Maintenance and Transportation reports of activities for the months of December 2012 and January 2013.

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

Miss Laura Haney distributed information regarding events at MES, VES, BCHS and upcoming events.

**12-13:  
STUDENT  
REPRESENTATIVE  
REPORT**

Mr. Paul Lancaster Director of Technology, Testing & Administrative Services provided an update and background information on 2012-2013 Instructional Personnel report. Mr. Lancaster explained the definition of “highly qualified” teacher. Mr. Lancaster said the newly completed report for Bath County Schools indicates that 100 percent of class sections in all three of our division schools are taught by highly qualified teachers for each particular core academic class. He said this is an improvement from last year, when we were 91 percent compliant with these requirements overall (and no individual Bath school was at 100 percent); the division had a 99 percent compliance rate two years ago.

**12-13:  
2012-2013  
INSTRUCTIONAL  
PERSONNEL REPORT -  
MR. LANCASTER**

Mr. Lancaster presented the final dropout data for 2011-2012 as released by the Virginia Department of Education. Mr. Lancaster said the dropout rate calculation compares the number of annual dropouts to the current grade 7-12 school membership. Mr. Lancaster reported Bath’s dropout rate for 2011-2012 at 1.74% (6 students) and the 2010-11 rate was 1.47% (5 students).

**12-13:  
2011-2012 FINAL  
DROPOUT REPORT –  
MR. LANCASTER**

Mrs. Hirsh reported on several bills before the General Assembly which are supported by VSBA and VASS: 1) increasing the probationary period for teachers from three to five years; 2) streamlining employee grievance procedures; and 3) providing 2 percent pay increases for teachers.

**12-13:  
LESIGLATION  
IMPACTING  
EDUCATION**

VSBA and VASS oppose the A-F Grading system that would establish an A-F grading system for schools that would supplement the current Standards of Accreditation rating system. This bill allows the state to take over non-accredited schools and take state and local funding that would normally go to those schools. Mr. Manion attended a recent VSBA Legislative Conference and shared information regarding the Governor's 2013 Budget, VSBA Key Issues for General Assembly Advocacy, and conference highlights. Mrs. Hirsh distributed copies of a Virginian Review article entitled "Assembly Advances Budget" for review.

**On motion by Mrs. Lowry and seconded by Mrs. Gwin, (5-0 vote) authorized the Superintendent to send letters to Senators/Delegates opposing legislation that diminishes local control of schools or diverts local educational funding to other entities.**

**12-13: (Con't.)  
LEGISLATION  
IMPACTING  
EDUCATION**

There were no updates to the budget.

The next Budget Work Session is scheduled on February 12, 2013 at School Administration Building.

**12-13:  
2013-2014  
BUDGET UPDATE**

According to Mrs. Hirsh, the Governor's Executive Order 56 established a multidisciplinary task force to review school and campus safety in light of the recent loss at Sandy Hook Elementary School. Mrs. Hirsh provided print outs of initial task force recommendations being considered by the Governor at their first meeting on January 31, 2013. The task force will make additional recommendation on an ongoing basis and provide a final report to the Governor no later than June 30, 2013.

**12-13:  
INITIAL  
RECOMMENDATIONS  
FROM SCHOOL &  
CAMPUS SAFETY TASK  
FORCE**

There was no action following closed meeting.

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

Mrs. Hirsh said the flashing lights at VES often require expensive repair and the Board previously approved the removal of signs/lights. Mrs. Hirsh said the schools received a letter dated Dec. 14, 2012 from VDOT Residency Administrator Susan Hammond stating that if signs are removed, the speed limit would be 45 instead of the current 25 mph. Ms. Hammond did not recommend removing the signs. Mr. Rider emailed Ms. Hammond and received confirmation that non-flashing signs with school zone hours on them would not be acceptable to lower the speed limit.

**On motion by Mrs. Gwim and seconded by Mrs. Lowry, the Board (5-0 vote) rescinded a previous motion to remove school zone signage and flashing lights at VES.**

**12-13:  
SCHOOL ZONE SIGNAGE  
VALLEY ELEMENTARY  
SCHOOL**

On June 25, 2012, the Board approved a substitute rate change for B.A. or B.S. degree classification from \$68.00 to \$70.00. No change was made to the 2 year college/60 semester hour and high school diploma rates. Mr. Rider and Mrs. Hirsh recommended the change saying we are in good shape with the use of substitutes this year.

**12-13:  
CONSIDER  
SUBSTITUTE PAY RAISE**

On motion by Mr. Manion and seconded by Mrs. Gwin, the Board (4-0-1, Lowry opposed) **effective February 1, 2013, approved a \$2 raise for substitute teachers, level 1 (high school diploma) from \$58 to \$60, and level 2 (2 yrs. College/60 semester hours) from \$63 to \$65 and cafeteria substitute workers from \$58 to \$60.**

On November 6, 2012, the Board discussed ways in which recent high school students could provide volunteer assistance at the high school and elementary school levels. Mrs. Hirsh recommended the change to the guidelines and said all volunteers are required to apply online.

**12-13:  
BATH COUNTY HIGH  
SCHOOL GRADUATES  
AS VOLUNTEERS**

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved the addition of the following statement to the volunteer guidelines: ***An exception may be made to the age requirement for volunteer applicants that are BCHS graduates but not yet 21 years of age with the recommendation by the high school or elementary school principal and the superintendent. Consideration shall be given to the volunteer's maturity, specific skills, and commitment.***

Mrs. Hirsh clarified the regulation approved by the Board in August, 2012. In an effort to establish a written policy and offer fairness to all staff, on two hour delay days 12 month staff will report one hour late and 10 and 11 month employees are to report to work one hour earlier. Mr. Rider and Mrs. Hirsh suggested that a committee be formed including representatives from all schools to review the regulation and forward a recommendation to the School Board.

**12-13:  
REGULATION EBCD-R –  
INCLEMENT WEATHER  
CLOSINGS & DELAYS**

**On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (5-0 vote) approved the following changes to the regulation effective immediately: On a two hour delay, 10 and 11 month staff are expected to report to school and be in their classrooms at 10:00 a.m. On two hour delays and on school closings, 12 month staff will report one hour late to work.**

To communicate policy / regulation changes and board actions to staff members, email alerts will be sent on Fridays.

Mrs. Gwin expressed concern that food and drinks may damage our facilities and cause additional work for our custodians. **On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) approved a request for the Superintendent to gather information on policies from other school districts regarding food and drink in school gyms and auditoriums.**

**12-13:  
DISCUSSION  
REGARDING FOOD AND  
DRINK IN THE GYM AND  
AUDITORIUM**

Informational items for Board members included: 2013 VSBA meetings and conferences, VSBA Hot Topic Conference – March 20, 2013, VSBA Valley Regional Forum April 18, 2013, BCHS final band trip itinerary to Virginia Beach, Bath County School Board Salary compensation history.

**12-13: 155  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

- Lukas Hodge, BCHS student thanked the Board for their consideration and action regarding the BCHS graduates as volunteers.
- Kim Manion, MES teacher spoke on behalf of MES staff thanking the Board for reversing their decision on Regulation EBCD-R – Inclement Weather Closings & Delays.

**12-13: 156  
PUBLIC COMMENTS**

**Dr. Miller**

- Thanked everyone for attending the meeting and their input. She said her goal is to show appreciation to staff in a monetary way.

**12-13: 157  
ITEMS BY BOARD  
MEMBERS**

**Mr. Manion**

- Expressed appreciation to everyone in attendance. Said it was great to have a group of staff who support each other.

**Mrs. Lowry**

- Congratulated everyone on their recent accomplishments in band, community service and other outstanding qualities.
- Staff members are underpaid and deserve a raise.
- Encouraged everyone to attend both School Board and Board of Supervisors meetings.

**Mrs. Gwin**

- Thanked Guidance Counselors for their assistance.
- Happy to see students and staff so involved.

**Miss Haney**

- Thanked everyone for working so hard in our school systems.
- Thanked Guidance Counselors.
- Thanked fellow students for showing up tonight.

**Mrs. Grimm**

- Excited that high school students attended the meeting and praised their involvement.
- Agreed with Mrs. Lowry that teachers and staff deserve a raise.
- Thanked principals and teachers for all the goodies received tonight.

The meeting adjourned at 9:13 p.m. on motion by Mrs. Gwin and seconded by Mrs. Lowry, (5-0 vote).

**12-13 162  
ADJOURNMENT**

**The Bath County School Board met in a Joint Budget Work Session w/ Board of Supervisors on Monday, February 11, 2013 at 6:30 P.M. at School Administration Building.**

**PRESENT:**

**Mrs. Rhonda R. Grimm, Board Chairman  
 Mrs. Catherine D. Lowry, Board Vice-Chairman  
 Mrs. Amy R. Gwin, 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**

**Mr. Bruce McWilliams, Board of Supervisors Chair  
 Mr. Kevin Fry, Board of Supervisors Vice Chair  
 Mr. Cliff Gilchrest, Board of Supervisors Member  
 Mr. Bart Perdue, Board of Supervisors Member  
 Mr. Bill O'Brien, County Administrator**

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 6:32 p.m. as a light dinner was served. Following the dinner, Mrs. Grimm called the meeting the order at 7:03 p.m.

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

On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (5-0 vote) approved the agenda as presented.

**12-13: 215  
 APPROVE OR AMEND  
 AGENDA**

Mrs. Hirsh and Mr. Lancaster provided an update on safety and security in the schools. Mr. Lancaster said the surveillance camera installation at BCHS is nearly complete. He said cameras have been installed throughout the school and a buzzer with voice capability is available at the main entrance doors.

**12-13:  
 SCHOOL SAFETY  
 AND SECURITY**

Mrs. Hirsh said an annual meeting is scheduled with Bath County Parks and Recreation staff on February 19 at the School Administration Building.

**12-13:  
 MEETING WITH  
 RECREATION  
 DEPARTMENT**

Mrs. Hirsh and Mr. Rider, Business Manager presented details regarding the following unanticipated revenues.

**12-13:  
 2012-2013  
 UNANTICIPATED  
 REVENUE**

FERC – Federal Energy Regulatory Commission- Hydro-Power	\$20,903.94
Forest Reserve Funds - Safe & Secure Rural Funds	\$117,543.49
State – Additional assistance - retirement inflation and preschool	\$11,309.52
Epi pen grant	\$295.41
Federal Stimulus	\$1,092.62
<b>Total Unanticipated Revenue</b>	<b>\$151,144.98</b>

Mrs. Hirsh asked if unanticipated revenue funds that will be deposited into the county's general fund can be earmarked for an escrow account to fund CIP projects. Mr. O'Brien said in his experience in other localities, this has been done. He said the schools need to identify projects, and forward requests to Board of Supervisors for their consideration and approval.

**12-13: (Con't.)  
2012-2013  
UNANTICIPATED  
REVENUE**

Mrs. Hirsh provided an update on CIP requests with emphasis on Priority items for FY2013-14: Door Replacement Repair (BCHS & VES), Camera Surveillance Systems (MES, VES) & Exterior Door Sensors (BCHS, MES, VES), and School Bus Replacement.

**12-13:  
CIP REQUESTS  
(2013-2018)**

Mrs. Hirsh said principals and administrators presented a level funded budget based on 600 students. Mrs. Hirsh said the number of students may be reduced to 585. A federal decrease of 8.2 percent across the Board may result from Sequestration legislation effective March 1. Mrs. Hirsh said the 2013-14 budget has been reduced by 10% across the Board for federal funds resulting in a decrease of \$30,000 to \$40,000.

**12-13:  
2013-2014 BUDGET  
DEVELOPMENT  
DISCUSSION**

Mrs. Hirsh said a 15 percent increase in health insurance premiums is included in the 2013-14 budget. Following a recent county health insurance meeting, Mrs. Hirsh said the 15% increase in health insurance premiums is on target. The trend is 11.5 percent and a 2.5 percent premium tax will be added due to the Affordable Health Care Act.

The Governor has recommended a 2 percent salary increase for SOQ funded positions. Mrs. Hirsh said Bath Schools would receive \$11,596 from the state for a 2 percent raise that would need to be matched locally. A 2 percent raise for all staff would require an additional \$108,000 which is in the 2013-14 budget. With these additions to the budget, Mrs. Hirsh said there is a total increase of 3.63% over the current budget.

Mr. Lancaster, Director of Technology, Testing and Administrative Services, updated the Boards on recent discussion to increase the beginning salary for secretaries and teachers. Mr. Lancaster said the custodial scale was adjusted two years ago and custodians were making significantly more than secretaries. He said the School Board is hoping to adjust the scale so the imbalance is taken care of. The estimated cost to fix the secretary scale is approximately \$17,000. School Board members expressed concern that beginning teacher pay on a state and regional level, Bath County is at the bottom. School Board members asked that a three year plan to increase teacher salary scales be developed.

The Boards discussed CTE programs and their expansion.



Both Boards agreed to another quarterly joint meeting in May, 2013 and the date will be determined later.

**12-13:  
SCHEDULE NEXT JOINT  
WORK SESSION**

On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board adjourned the meeting at 8:12 p.m.

**12-13:  
ADJOURNMENT**

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**RHONDA R. GRIMM, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**

**The Bath County School Board met in a Budget Work Session on Tuesday, February 12, 2013 at 5:00 P.M. at School Administration Building.**

**PRESENT:**

**Mrs. Rhonda R. Grimm, Board Chairman**  
**Mrs. Catherine D. Lowry, Board Vice-Chairman**  
**Mrs. Amy R. Gwin, 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**

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:01 p.m. with all members present except Dr. Miller who arrived at 5:25 p.m. and Mrs. Lowry at 5:35 p.m. **12-13: CALL TO ORDER**

On motion by Mrs. Gwin and seconded by Mr. Manion, the Board (3-0 vote) approved the agenda as presented. **12-13: 215 APPROVE OR AMEND AGENDA**

**Revenue – House and Senate Budgets**

Mr. Justin Rider, Business Manager, provided a comparison of Governor’s House and Senate budgets and noted very little difference. Mr. Rider recently attended a VASBO conference and provided a brief update. **12-13: BOARD DISCUSSION**

Items discussed by the Board:

- Projected FY2013 and FY2014 State Payments, based on amendments by the House of Delegates to the Governor’s Amended 2012-2014 Biennial Budget as Introduced
- Budget Variables Used in 2012-2014 Direct Aid Budget Calculations
- Governor’s recommendation of a 2% salary for SOQ identified positions

**Enrollment Projections**

Mr. Paul Lancaster, Director, Technology, Testing & Administrative Services, provided a projected enrollment level of 617 by moving the current number of students up a grade level. According to Mr. Lancaster, subtracting 32 non-resident students will leave a total of 585 county students for SY2013-2014. Mrs. Hirsh provided minimum and maximum ratio classroom size per teacher to meet SOQ standards.

Mrs. Hirsh announced upcoming school events:

- March 4<sup>th</sup> VES Kindergarten Registration
- March 6<sup>th</sup> MES Kindergarten Registration
- March 18<sup>th</sup> Budget Work Session/Budget Approval at BCHS Library 5:30 PM

**Salary Scales**

**12-13: (Con't.)  
BOARD DISCUSSION**

Board member discussion included, but was not limited to:

- academic supplements and consideration of a BCHS head/lead teacher/CTE supplement
- athletic supplements
- consider creating National Board Certification Supplement
- mileage reimbursement or use of school vehicle for staff who travel during the day between schools
- a 2% cost of living increase for all employees
- proposed revising secretary scale to improve starting salary
- begin teacher competitive salary project (3 year plan)
- perform salary comparisons for aides, technicians, food service workers, and other staff
- gather information for other staff scales

**Other Discussion**

- SRO - School Resource Officer funding
- board members to prepare a list of items for inclusion in the budget and email information to Mrs. Hirsh prior to the meeting on **February 21, 2013**
- preschool funding
- monitoring remainder of year expenditures

Budget Work Session  
February 21, 2013 – Thursday  
5:30 – 7:30 PM @ School Administration Building

**12-13:  
NEXT SCHEDULED  
MEETINGS**

Building, Planning & Zoning Meeting (CIP discussion)  
February 25, 2013 – Monday  
7:00 PM @ Courthouse

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board adjourned the meeting at 6:41 p.m.

**12-13:  
ADJOURNMENT**