

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, February 21, 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**
- 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. Rhonda Grimm, Board Chairman, called the meeting to order at 5:30 p.m. with all members present. **12-13: 227 CALL TO ORDER**

On motion by Dr. Miller and seconded by Mrs. Gwin, the Board (5-0 vote) **amended the agenda with the addition of Item # 4. – Millboro preschool.** **12-13: 228 APPROVE OR AMEND AGENDA**

There were no comments to be heard. **12-13: 229 PUBLIC COMMENTS**

Mrs. Hirsh updated the Board on the proposed preschool class at Millboro Elementary School. At the February 12, 2013 Board of Supervisors meeting, preschool funding for the current year was requested by Mrs. Hirsh. The Board of supervisors supported the preschool class at Millboro and said if the schools did not have enough funds at the end of the year, they (BOS) would fund the program. Mrs. Hirsh said she did not feel comfortable proceeding with preschool plans without an appropriation from the Board of Supervisors. Mrs. Hirsh contacted two VSBA attorneys and the Code of Virginia §22.1-91 states: *Limitation on expenditures; penalty. – No school board shall expend or contract to expend, on any fiscal year, any sum of money in excess of the funds available for school purposes for that fiscal year without the consent of the governing body or bodies appropriating funds to the school board. Any member of a school board or any division superintendent or other school officer violating, causing to be violated or voting to violate any provision of this section shall be guilty of malfeasance in office. (Code 1950, § 22-120; 1980, c.559).* Mrs. Hirsh received a letter from Interim County Administrator, Mr. William G. O’Brien, stating the intent of the Board of supervisors to cover a shortfall in an amount of \$57,232 to \$64,078 if sufficient funds are not remaining in the school budget by year end. After speaking with two VSBA attorneys and Mr. Chris Singleton, school attorney, Mrs. Hirsh said the letter of intent to provide additional money if needed meets the Code of Virginia requirements. Mrs. Hirsh thanked the Board of Supervisors for their support of the MES preschool program and said the program would be beneficial to students in the spring. **12-13: 230 MILLBORO PRESCHOOL**

Board member discussion included:

- unanticipated/excess revenues of \$140,000 for current school year
- consider requesting unanticipated revenues/funds from Board of Supervisors be placed in an escrow account or appropriated to the schools
- \$750 employee bonuses; costing \$103,000 if year end funds are available
- anticipated preschool costs of less than \$64,000 for SY 2012-13
- anticipated start date for MES preschool program by end of second week in March
- no additional costs for transportation to MES preschool
- funding source for preschool for 2013-14
- preschool salary costs to increase for SY 2013-14 as the position will be a full ten months
- Mr. Cliff Gilcrest, speaking on behalf of Board of Supervisors, offered support of the preschool program and funding, if needed
- concern that budget reduction by Board of Supervisors last year equaled a 3% + step increase raise for school staff

On motion by Dr. Miller and seconded by Mr. Manion, the Board (3-2 vote, Gwin, Lowry opposed) authorized the Superintendent to move ahead with the preschool program at MES for this year.

Salary Scales

Mr. Paul Lancaster, Director of Technology, Testing and Administrative Services presented salary scale information to the Board. According to Mr. Lancaster, the draft budget document contains a 2% raise for all staff members. Mr. Lancaster presented an Employee Compensation Plan listing the current year goal: achieve and maintain regionally comparable salary scales for all job categories in Bath County Public Schools. Mr. Lancaster said that the Aides-Instructional Assistants, Technicians, Food Service Workers, and Bus Drivers are average in salary or above average when compared regionally. Mrs. Hirsh and Mr. Lancaster addressed the school nurse position and salary.

After discussion regarding salary scales, cost to implement increases over a three year period, development of salary scales for staff that do not have scales, and academic/athletic supplements, the Board asked Administrators to include the following items in the budget:

- Include a 7% staff increase for teachers as part of Plan 2 costing approximately \$630,000 (including fixed charges) over a 3-year period. Starting salary for SY13-14 teacher scale increases to \$33,645.
- Include a plan for a one year secretarial scale adjustment at a cost of approximately \$17,000.
- Staff to work on developing an administrative scale.

Mileage Reimbursement Discussion

Mr. Justin Rider, Business Manager, presented information from the IRS website regarding mileage reimbursement for employees who travel between schools during the day. According to IRS, employees are only eligible for a one way mileage reimbursement between schools per day. Mr. Rider presented a budget worksheet – Travelling Instructional Staff for Board review. The proposed mileage reimbursement rate is .50 per mile between schools if a school vehicle is not available. If reimbursement is planned, Mr. Rider recommended a semi-annual payment at the regular School Board meetings in September and February.

**12-13: 230 (Con't.)
MILLBORO PRESCHOOL**

**12-13: 231
BUDGET DISCUSSION**

Mrs. Hirsh provided the following meeting schedule:

- Building, Planning & Zoning Meeting (CIP discussion)
February 25, 2013 – Monday
7:00 PM @ Courthouse
- Budget Work Session
February 28, 2013 – Thursday
5:30 PM @ School Administration Building
- School Board Meeting/Public Hearing on FY2013-14 Budget
March 5, 2013 – Tuesday
7:00 PM @ BCHS Library

**12-13: 232
NEXT SCHEDULED
MEETINGS**

Mrs. Hirsh asked if there was any further direction from the Board in the budget draft preparation for the public hearing.

- Plan 2 - 7% for 3 year plan to revise teacher salary scales, \$210,000
- Plan for secretarial scale adjustment - \$17,000 one year
- Develop an administrative scale including costs for three year plan
- Include mileage reimbursement for staff who travel from one school to another during the school day

The Board scheduled a Budget Work Session on February 28, 2013 at 5:30 p.m. at School Administration Building.

On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (5-0 vote) **convened in a closed meeting at 7:57 p.m. to discuss specific personnel compensation.**

**12-13: 233
CLOSED MEETING**

On motion by Mrs. Gwin and seconded by Mrs. Lowry at 8:39 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: 234
CERTIFICATION OF
CLOSED MEETING**

No action was taken following closed meeting.

**12-13: 235
ACTION FOLLOWING
CLOSED MEETING**

The Board adjourned the meeting at 8:40 p.m.

**12-13: 236
ADJOURNMENT**

The Bath County School Board met in a Budget Work Session on Thursday, February 28, 2013 at 5:30 P.M. at School Administration Building.

PRESENT: Mrs. Rhonda R. Grimm, Board Chairman
Mrs. Amy R. Gwin, Board Member
Dr. Ellen R. Miller, Board Member
Mr. William Manion, Board Member

DRAFT

Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk
Mrs. Patsy R. Chestnut, Secretary to Superintendent

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:33 p.m. with all members present except Mrs. Lowry. **12-13: 237
CALL TO ORDER**

On motion by Mrs. Gwin and seconded by Mr. Manion, the Board (4-0 vote) approved the agenda as presented. **12-13: 238
APPROVE OR AMEND
AGENDA**

There were no public comments to be heard. **12-13: 239
PUBLIC COMMENTS**

Mrs. Hirsh said the packet includes information as requested by the Board at the February 21, 2013 Work Session. **12-13: 240
2013-2014**
Mr. Rider, Business Manager, introduced the following changes made to the budget document: **BUDGET DISCUSSION**

- Implementation of revised full secretary salary scale as presented, inclusive of benefits totaling \$22,928 for SY2013-14
- Inclusion of revised teacher scale – Plan 2, inclusive of benefits totaling \$157,906 for the SY2013-14
- 15% for anticipated health insurance premium, previously added
- \$30,000 increase to supplies and materials
- Anticipated health insurance plan participation changes
- Traveling staff supplements
- Total SY2013-14 Budget to date is \$10,342,207

Mrs. Hirsh noted any decisions made during the meeting would be included in Draft #3 and shared at the March 5th public hearing. A called meeting is scheduled for March 18 for budget approval. The approved and signed budget document is to be forwarded to the County Administrator/Board of Supervisors on March 22, 2013.

Mr. Lancaster, Director of Technology, Testing, and Administrative Services, explained:

**12-13: 240 (Con't.)
2013-2014
BUDGET DISCUSSION**

- Employee Compensation Plans for current and next year goals
- No-scale position regional comparisons and budget plan for administrators
 - Develop salary scales
 - Combine similar levels of positions into six salary scales
 - Limit experience steps to 25.
 - Assume a two percent salary increase per year from other regional school divisions.
 - Reach the regional salary level for all job categories by 2015-16.
 - Cost approximately \$110,000 (including fixed charges) over the three-year period, - first year costs – approximately \$38,000

On motion by Mrs. Gwin and seconded by Mr. Manion, the Board (4-0 vote) approved the addition of the proposed three-year salary scales for the administration to the working budget as presented.

Other Board Discussion

- Add central office secretary and school secretary scale as an objective goal for next year during budget discussion.
- School Resource Officer is not in the SY2013-14. Mr. Lancaster has spoken with Sheriff Plecker regarding a SRO. He said the staff member would be an employee of the Sheriff’s office. Mrs. Hirsh provided information regarding the initial proposal by Sheriff Plecker.

Preschool Update:

Mrs. Hirsh said the preschool teacher has been hired and will begin on March 11th. Furnishings have been ordered, Head Start furnishings have been secured, classroom has been identified, Head Start safety and transportation staff have reviewed the classroom & playground, advertised for an assistant, and a transportation meeting will be held. Mrs. Hirsh anticipates a start date of March 18 with a parent orientation meeting on March 14, 2013.

- School Board Meeting / Public Hearing on FY2013-14 Budget
March 5, 2013, 7:00 PM, @ BCHS Library
- School Board Meeting / Budget Work Session / Budget Approval
March 18, 2013, 5:30 PM, School Administration Building

**12-13: 241
NEXT SCHEDULED
MEETINGS**

The meeting adjourned at 6:35 p.m.

**12-13: 242
ADJOURNMENT**

The Bath County School Board met in a Regular Meeting on Tuesday, March 5, 2013 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Bath County High 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
Mrs. Patsy R. Chestnut, Secretary to Superintendent

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:32 p.m. with all members present except Mrs. Gwin, Mrs. Lowry and Mrs. Hirsh who arrived at 5:36 p.m. **12-13: 243
CALL TO ORDER**

On motion by Dr. Miller and seconded by Mr. Manion, the Board (3-0 vote) convened in a closed meeting at 5:33 p.m. to discuss the resignation, retirement, appointment and compensation of specific employees. **12-13: 244
CLOSED MEETING**

On motion by Mrs. Gwin and seconded by Dr. Miller 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: 245
CERTIFICATION OF
CLOSED MEETING**

Mrs. Grimm called the meeting to order at 7:01 p.m. and led the Board in the Pledge of Allegiance and called for a moment of silence. **12-13: 246
CALL TO ORDER FOR
PUBLIC MEETING**

On motion by Mr. Manion and seconded by Mrs. Gwin, the Board (5-0 vote) amended the agenda by moving *Item 13.-Student Representative Report to Item 6. - A. immediately following Item 6. - Public Comments.* **12-13: 247
APPROVE OR
AMEND AGENDA**

There were none to be heard. **12-13: 248
PUBLIC COMMENTS**

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

**12-13: 249
STUDENT
REPRESENTATIVE
REPORT**

If schools are closed on Wednesday, March 6th, Mrs. Hirsh said Millboro Elementary Schools Kindergarten registration would be moved to March 12th.

Mrs. Hirsh asked Mr. Justin Rider, Business Manager to update the Board on the current budget plan:

**12-13: 250
FY2013-2014
BUDGET UPDATE
MRS. HIRSH and MR.
RIDER**

Expenditures:

- Includes additional preschool classroom at Millboro
- Increased expenditures across all categories of approximately \$30,000
- Includes a 2% salary adjustment for regionally comparative plan
- 15% cost increase for health insurance
- Changes in health insurance costs (due to Health Care Reform Act)
- Includes no change in VRS (retirement) costs
- Adjustment to Secretary Salary Scale - \$22,928 – one time
- Includes year 1 costs of a 3-year plan to adjust salary scales to become regionally comparative in employment categories – teacher and administrative

Revenue:

- Includes most recent state revenue projections
- Includes a 6% reduction in federal revenues due to sequestration
- Does not include possible revenue to be made available for school safety
- Reflects an end to “Forest Reserve” funds
- The SY13-14 budget document totaled \$10,424,989.

Mrs. Hirsh said no instructional classes or personnel have been cut from the budget. She said an attempt has been made to become regionally comparative in salaries for school staff.

There were no comments on the proposed FY2013-2014 school budget.

Mr. Balgavy, VES principal, recognized the following Spelling Bee Winners:

**12-13: 251
GOOD NEWS IN
BATH COUNTY
PUBLIC SCHOOLS**

Grade 5 – MES Katherine Dupoise, VES Trey Shaver

Grade 6 – MES Patrick Chestnut, VES Gabrielle Reed

Grade 7 – MES Leah Lockridge, VES Utah Kershner

School – MES Leah Lockridge, Runner-Up Emma Marshall
VES Gabrielle Reed, Runner-Up Junior Gardener

Division-wide – 1st Place – Gabrielle Reed

Runner-up – Kasedi Estes

Gabrielle Reed, 1st Place Division Winner, will compete on March 16 at the Regional Bee held at the Holiday Inn Airport in Roanoke, VA.

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved minutes for meetings and work sessions held on January 24, January 31, February 5, February 11, and February 12, 2013 as presented.

**12-13: 252
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and reconciled February, 2013 revenue summary. **On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) approved the revenue summary and February 2013 claims as presented:** General Fund Payroll 66435-66449, 66454-66468, VOID-66165, Bills-66450-66453, 66469-66528, Direct Deposit 2043, VA Tax 2044 – Food Service General Fund Payroll – 10078-10083, 10084-10089, Bills – 10090-10095, Direct Deposit 2043, VA Tax 2044.

**12-13: 253
APPROVAL OF CLAIMS**

A. VRS: Virginia Local Disability Program (VLDP)

Mr. Rider explained the letter received from VRS regarding short and long term disability components of the VRS Hybrid Retirement Plan that becomes effective January 1, 2014. Participation in the Virginia Local Disability Program (VLDP) is automatic unless the School Board elects to opt out and provide a comparable employer-paid disability program.

The January 2013 ADM is as follows: BCHS 270.5, MES 107 and VES 236.56 for a total of 614.06.

**12-13: 254
ATTENDANCE
REPORT**

The Board reviewed the Monthly Financial Reports of the School Food Service Program for January 2013.

**12-13: 255
CAFETERIA REPORT**

The Board reviewed Maintenance and Transportation reports of activities for the month of February 2013.

**12-13: 256
MAINTENANCE &
TRANSPORTATION
REPORTS**

On motion by Dr. Miller and seconded by Mrs. Gwin, the Board (5-0) accepted the reports as presented.

Mrs. Hirsh gave a brief overview of the K-12 non-resident student application process and the tuition fee structure. Costs - \$200 – First child, \$100 – Second child, and \$50 for each additional child. Mrs. Hirsh recommended the non-resident process and fees remain the same.

**12-13: 257
NON-RESIDENT
APPLICATIONS**

Mrs. Hirsh moved this agenda item to the April meeting.

**12-13: 258
SCHOOL NURSES**

On motion by Dr. Miller and seconded by Mrs. Gwin, the Board (5-0 vote) accepted, with regret, the retirement requests of Herb Hardbarger and Willie Jenkins, effective at the end of the school year.

**12-13: 259
ACTION FOLLOWING
CLOSED MEETING**

On motion by Mrs. Gwin and seconded by Dr. Miller, the Board (5-0 vote) approved the appointment of Terry Bradley as Track Head coach and James Redington as Volunteer Assistant Track coach.

**12-13: 260
CONSIDERATION OF
OVERNIGHT FIELD TRIPS**

On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (5-0 vote) accepted, with regret, the resignation of Justin Rider, Business Manager, effective no later than June 28, 2012.

**On motion by Dr. Miller and seconded by Mr. Manion, the Board (5-0 vote) approved overnight field trips as presented:
BETA Club Convention – March 15-17 – Richmond, VA
FCCLA State Leadership Conference – April 11-14 – Virginia Beach, VA
FBLA State Leadership Conference – April 12-14 – Reston, VA
BCHS Band Camp @ Camp Accovac – July 21-25, 2013 – Millboro, VA**

Mrs. Rowe, BCHS principal, provided an overview including additions and deletions to the BCHS Program of Studies.
On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (5-0 vote) approved the BCHS Program of Studies for SY2013-14 as recommended. (See attachment A).

**12-13: 261
BCHS PROGRAM OF
STUDIES 2013-2014 –
MRS. ROWE**

No further discussion or direction was presented for the March 18, 2013 Budget Work Session.

**12-13: 262
FY2013-2014
BUDGET DISCUSSION**

Informational items for Board members included a letter from Congressman Bob Goodlatte, in response to a letter from Mrs. Hirsh pending sequester cuts.

**12-13: 263
ITEMS FOR BOARD
MEMBERS/
CORRESPONDENCE**

There were none to be heard.

**12-13: 264
PUBLIC COMMENTS**

Mrs. Gwin

- Congratulated all spelling bee contestants and winners
- Acknowledged Mr. Riders’ resignation
- Drive safely!

**12-13: 265
ITEMS BY BOARD
MEMBERS**

Dr. Miller

- Thanked everyone for coming to the meeting and asked them to drive safely

Mr. Manion

- Said he will miss Mr. Rider, Business Manager
- Asked everyone to drive safely

Mrs. Lowry

- Drive safely
- Sorry to see Mr. Rider leave Bath County Schools

Mrs. Grimm

- Enjoyed working with Mr. Rider, impressed with job knowledge, wished him the best in his new job and will miss him
- Drive carefully

**12-13: 265 (Con't.)
ITEMS BY BOARD
MEMBERS**

The Board meeting adjourned at 7:50 p.m.

**12-13 266
ADJOURNMENT**

Attachment A: Proposed Additions/Deletions to the 2013-2014 BCHS Program of Studies

BATH COUNTY HIGH SCHOOL
464 Charger Lane
Hot Springs, Virginia 24445
540-839-2431 Fax #: 540-839-3290
"The Best Small High School in Virginia"



TO: Sue Hirsh, Superintendant
Bath County Public Schools

FROM: Sarah Rowe, Principal
Bath County High School

DATE: March 4, 2013

RE: Proposed Additions/Deletions to the 2012-2013 Program of Studies

Listed below are the classes that are being suggested as additions/deletions to the 2012-2013 Program of Studies. All new course offerings are in the area of Mertz Career and Technical and are divided into the appropriate career pathways as defined by the Virginia Department of Education.

Additions:

BUSINESS MANAGEMENT & ADMINISTRATION CAREER PATHWAY

• **DIGITAL INPUT TECHNOLOGIES – 0 Credits**

Digital Input Technologies introduces new and emerging input devices (e.g.) speech- and handwriting-recognition software, headset/microphone, personal digital assistant (PDA), scanner, digital camera, digital video camera, keyboard, and mouse) to prepare students for using tools that are becoming standard in the workplace and in everyday life.

Prerequisite: Keyboarding skills

Grades: 8

• **COMPUTER INFORMATION SYSTEMS - 1 Credit**

Students apply problem-solving skills to real-life situations through word processing, spreadsheets, databases, multimedia presentations, and integrated software activities. Students work individually and in groups to explore computer concepts, operating systems, networks, telecommunications, and emerging technologies. Completion of this course may prepare students for industry certifications. (FBLA)

Prerequisite: Keyboarding course or teacher-approved, demonstrated and documented touch keyboarding skills.

Grades: 10-12

TRADE & INDUSTRIAL

• **INTRODUCTION TO TECHNOLOGY 0 Credit**

Students study the resources of all technology, including tools, energy, materials, people, time, information and capital. This also includes the problem-solving process and various hands-on activities. They explore up to twelve systems of technology, including medical, agricultural and related biotechnologies, energy, and power, information and communication, transportation, manufacturing, and construction. Students relate the impact of technology on society, environment, and culture to future consequences and decisions. This is intended as the introductory course for Auto Servicing, Carpentry and Electricity programs.

Prerequisite: None

Grades: 8

ARCHITECTURE & CONSTRUCTION CAREER PATHWAY

- **ELECTRICITY I - 1 Credit**

Students will develop skills in the installation, operation, maintenance, and repair of residential, commercial, and industrial electrical systems. They also study electrical theory, navigate the National Electrical Code Book, select and install conductors, and work with panel boards, switchboards, and generators.

Prerequisite: None

Grades: 10-12

- **ELECTRICITY II – 2 Credits**

Students continue to develop skills in the installation, operation, maintenance, and repair of residential, commercial, and industrial electrical systems. They also study electrical theory and mathematical problems related to electricity, navigate the National Electrical Code Book, select and install conductors, examine lighting, communications and power systems, and work with conduit and raceways, panel boards, switchboards, grounding systems and generators. The instruction and supervised on-the-job training in an approved position with continuing supervision throughout the school year.

Prerequisite: Electricity I

Grades: 10-12

- **ELECTRICITY III – 2 Credits**

Students continue to develop skills in the installation, operation, maintenance, and repair of residential, commercial, and industrial electrical systems. They also study electrical theory and mathematical problems related to electricity, navigate the National Electrical Code Book, select and install conductors, examine lighting, communications, and power systems, and work with conduit and raceways, panel boards, switchboards, grounding systems, and generators. The cooperative education method is available for this course. Students combine classroom instruction and supervised on-the-job training in an approved position with continuing supervision throughout the school year.

Prerequisite: Electricity II

Grades: 10-12

ENGINEERING & TECHNOLOGY CAREER PATHWAY

- **RENEWABLE ENERGY – 1 Credit**

This course will provide fundamentals and in-depth application of various renewable energies. Students will explore select renewable energy technologies, will gain hands-on experience in their design and function, and will practice installation skills.

Prerequisite: None

Grades: 10-12

INFORMATION TECHNOLOGY CAREER PATHWAY

- **COMPUTER SOLUTIONS – 0 Credits**

Students are introduced to the world of business using the computer as a problem-solving tool. Emphasis is placed on using basic touch keyboarding skills to complete a variety of projects incorporating word processing, database, presentation, and spreadsheet software. Basic Internet safety and computer maintenance issues are important components of this course.

Prerequisite: None

Grade: 8

- **COMPUTER APPLICATIONS – 1 Credit**

Students develop or review correct keyboarding techniques and gain a basic knowledge of word processing, spreadsheet, database, graphics, and telecommunications applications. Students demonstrate an understanding of computer concepts through application of knowledge. Students learn to use software packages and local and worldwide network communications systems. Grade 8 Computer/Technology Standards of Learning are incorporated and reinforced in this course.

Prerequisite: Demonstrated or documented keyboarding skills

Grade 9-10

- **INFORMATION TECHNOLOGY FUNDAMENTALS – 1 Credit**

Information Technology (IT) Fundamentals introduces the essential technical and professional skills required for students to pursue programs leading to professional careers and IT certifications. Students investigate career opportunities and technologies in four major IT areas: Information Services and Support, Network Systems, Programming and Software Development, and Interactive Media. Students will evaluate the impact of IT on other career clusters. The focus of the IT Fundamentals course is the introduction of skills related to information technology basics, Internet fundamentals, network systems, computer maintenance/upgrading/troubleshooting, computer applications, programming, graphics, Web page design and interactive media. Students explore ethical issues related to computers and Internet technology and develop teamwork and communications skills that will enhance their employability.

Prerequisite: Demonstrated or documented keyboarding skills

Grade 9-10

- **PROGRAMMING – 1 Credit**

Students explore computer concepts, apply logic procedures and implement programming procedures with one or more languages, such as Visual Basic.Net, Java, C+, C++. Graphical User Interfaces, such as Alice, Game Maker, and Flash, may be used as students design and develop interactive multimedia applications. In addition, HTML or JavaScript may be employed to create Web pages. The cooperative education method is available for this course. Students combining classroom instruction and supervised on-the-job training in an approved position with continuing supervision throughout the school year.

Prerequisite: Keyboarding skills and Information Technology Fundamentals

Grade 10-12

- **COMPUTER MAINTENANCE – 1 Credit**

Students enrolled in this course learn fundamental skills associated with maintenance of computers.

Prerequisite: Informational Technology and Programming

Grade 11-12

SPECIAL PROGRAMS

- **EIGHTH GRADE CAREER INVESTIGATION – PHASE 1**

Phase I prepares students to be "career investigators." To obtain the title, students must assess their roles in society, identify their roles as workers, analyze their personal assets, complete a basic exploration of career clusters, select career fields or occupations for further study, and create a plan based on their academic and career interest. All 8th grade students will participate in this class.

Prerequisite: Required

Grade: 8

Deletions:

- **INDUSTRIAL MAINTENANCE TECHNOLOGY I - 1 Credit**

Students will learn to name and use hand and power tools as needed to complete the task dealing with maintenance and operations of different types of buildings.

Prerequisite: None

Grades: 9-12

- **INDUSTRIAL MAINTENANCE TECHNOLOGY II - 2 Credits**

Industrial Maintenance Technology II instruction is given on different types of systems that need maintenance. Like HVAC systems, boiler systems and steam and hot water systems. Also students will be working on planning and putting to use a preventive maintenance program.

Prerequisite: IMT I

Grades: 10-12

- **INDUSTRIAL MAINTENANCE TECHNOLOGY III - 2 Credits**

Industrial Maintenance Technology III class provides additional experiences to increase the skill level for industrial technology maintenance. Please note this course is not part of the formal Virginia CTE program; however, it is offered to BCHS students so that they can further their experience in this area of study.

Prerequisite: IMT II

Grades: 10-12

Rationale: These programs to closely parallel the carpentry program we currently offer.

- **EIGHTH GRADE EXPLORATORY**

The Standards of Quality require that each school system provide career exploratory classes for their students. To meet this requirement, eighth grade students will be required to take this class. The class will consist of a mixture of six selected academic/technical areas. In each of these classes, the teacher will discuss the basics and explore possible career opportunities.

Prerequisite: Required

Grade: 8

Rationale: This course is no longer available at the State level.

The Bath County School Board met in a Budget Work Session on Thursday, March 21, 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**
- Mr. William K. Manion, Board Member**
- Dr. Ellen R. Miller, Board Member**

DRAFT

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

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:31 p.m. with all members present except Mrs. Lowry who arrived at 5:35 p.m. **12-13: 267
CALL TO ORDER**

On motion by Mrs. Gwin and seconded by Mr. Manion, the Board (4-0 vote) **approved the agenda as presented.** **12-13: 268
APPROVE OR AMEND
AGENDA**

There were no comments to be heard. **12-13: 269
PUBLIC COMMENTS**

Mrs. Hirsh said the draft budget presented tonight reflects no changes since the draft received at the last work session. Mrs. Hirsh said the draft does not include a school resource officer and a revenue item may be added later in the meeting. Mr. Lancaster updated the Board on developments of the Governor’s School Safety Task Force regarding grant applications for funding toward a School Resource Officer. Priority will be given to counties who do not have School Resource Officers. **12-13: 270
BUDGET DISCUSSION
APPROVAL OF
FY2013-14 BUDGET**

Mr. Rider, Business Manager presented a brief review of items included in the budget:

- 2% salary increase for bus drivers, (mechanic), aides, lab managers, custodians
- Plan year 1 for those not regionally comparative, administrative scale – estimated cost of \$38,000
- Year 1, Plan 2 for teachers, estimated cost of \$157,906
- Revised secretarial scales at a one-time cost of \$22,928
- An increase of \$30,000 for materials and supplies (dishwasher at VES)
- Federal revenue at 6% less due to sequestration
- 15% anticipated health insurance rate increase
- Adjustments for health insurance plan changes
- MES Preschool teacher and aide

Mrs. Jane Hall, Director of Special Education, provided a preschool update. The Preschool was scheduled to start on Monday, March 18th. School was closed on Monday due to weather and the first day of school was moved the March 19th. Twelve students are currently enrolled and an additional two students are expected to arrive soon. A preschool teacher has been hired and aide interviews are underway as well.

**12-13: 270 (Con't.)
BUDGET DISCUSSION
APPROVAL OF
FY2013-14 BUDGET**

Board member discussion included the 65 percent rule and the definitions on the federal and state levels; vacant school nurse positions, and consideration of partnering with Bath Community Hospital to meet athletic trainer regulations.

Mr. Rider recommended the Board increase federal revenue and accompanying expenditure by \$10,000 for Rural Education Achievement Program.

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) adopted the budget as presented with the addition of an increase of \$10,000 to the REAP - Rural Education Achievement Program revenue and expenditure lines.

Mrs. Hirsh provided the following meeting schedule:

**12-13: 271
NEXT SCHEDULED
MEETINGS**

- Regular School Board Meeting
April 3, 2013 – Wednesday; @ MES
5:30 PM Closed Meeting
7:00 PM Regular Meeting
- TENTATIVE Budget Work Session w/Board of Supervisors
(presentation of final School Board budget)
April 4, 2013 – Thursday; @ Courthouse
Time TBA

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) **convened in a closed meeting at 6:13 p.m. to discuss the appointment of specific personnel.**

**12-13: 272
CLOSED MEETING**

On motion by Mrs. Lowry at 6:57 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: 273
CERTIFICATION OF
CLOSED MEETING**

On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-1 vote, Manion opposed) **approved the appointment of Kevin Williams as BCHS Assistant Varsity Softball Coach.**

**12-13: 274
ACTION FOLLOWING
CLOSED MEETING**

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) **approved the appointment of Ann DuJardin as MES Preschool Teacher, retroactive to March 11, 2013.**

On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (5-0 vote) **approved the appointment of Suzanna Paxton as MES Preschool Aide.**

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (4-0-1 vote, Grimm abstained) **approved the appointment of Billy Grimm as Substitute Bus Driver/Vehicle Driver.**

The Board adjourned the meeting at 7:06 p.m.

**12-13: 275
ADJOURNMENT**