

BATH COUNTY SCHOOL BOARD

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

SUBJECT: APPROVAL OF MINUTES

The Bath County School Board met in a Regular Meeting on Wednesday, April 3, 2013 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Millboro Elementary School.

PRESENT: Mrs. Rhonda R. Grimm, Board Chair
Mrs. Catherine D. Lowry, Board Vice-Chair
Mrs. Amy R. Gwin, Board Member
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. Sharon P. Fry, Deputy Clerk

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 5:30 p.m. with all members present. **12-13: 276
CALL TO ORDER**

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (5-0 vote) convened in a closed meeting at 5:31 p.m. to discuss student discipline matters, consideration of non-resident student, employment of specific personnel, and maternity leave requests. **12-13: 277
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: 278
CERTIFICATION OF
CLOSED MEETING**

Mrs. Grimm 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 silence. **12-13: 279
CALL TO ORDER FOR
PUBLIC MEETING**

On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (5-0 vote) approved the agenda as presented. **12-13: 280
APPROVE OR
AMEND AGENDA**

There were none to be heard. **12-13: 281
PUBLIC COMMENTS**

- Mrs. Rowe, BCHS principal, recognized BCHS Beta Club students who competed at the convention in Richmond, VA on March 15-17, 2013: 1st place – Scrapbook (qualified to go to National Convention in Alabama), 1st place – Color Photography – **West Redington**, 2nd Place – Charcoal Entry – **Mikayla Miller**, John W. Harris Leadership Award – **Saul Pasco**, Quiz Bowl Team qualified as one of the top 8 teams out of 24 and participated in finals.
- Mrs. Rowe acknowledged the BCHS FBLA Club Virginia Western Community College Regional Competition. Eleven FBLA members competed on the regional level consisting of 21 schools. Nine students placed in four events and five qualified to compete at the state level on April 12-13 in Reston, VA: 2nd Place Desktop Publishing (qualified for State) – **Britney Chestnut, Nikki McDaniel**, 3rd Place Management Decision Making (team) (qualified for State) – **Daniel Hevener, Jackson Retzlaff, Ryan Woodzell**, 4th Place Marketing (team) – **Meghan Brown, Jordan Ford, Kara Kincaid**, 5th Place Accounting/Regional Reporter for 2013-14 – **Mikayla McMullen**.
- Mrs. Rowe noted accomplishments of the BCHS FCCLA Club. Over 100 area and regional high school culinary arts students competed in the 3rd annual “Young Chef Challenge: Cooking Up Your Career Through DSLCC”, co-hosted by The Homestead Resort and Dabney S. Lancaster Community college at the DSLCC Rockbridge Center in Buena Vista on March 13: 1st Place – Cook-Off – **Christal Colon, Kyanna Plecker, Amber Sensabaugh, Katie Hostetter**, 2nd Place – Taste of Virginia – **Skye Dujardin, Halley Knott**, and participants in the Knowledge Bowl – **Cassie Hoover, Dillon Skovira, and Kelsey Lindsay**.
- Mrs. Rowe recognized **Alex Cambata** and **Gwen Miller** for their DSLCC science fair projects. Both projects were recommended for participation in the regional science fair.
- Mrs. Hicklin, MES principal, provided a preschool update and invited those in attendance to tour the preschool classroom. Preschool teacher, Mrs. Dujardin presented a picture to the Board which included handprints of preschoolers.
- Governor Robert F. McDonnell proclaimed May 8, 2013 as School Nurse Day. Mrs. Hirsh recognized **Jackie Baughan** for her assistance to Bath County Schools.

12-13: 282
GOOD NEWS IN
BATH COUNTY
PUBLIC SCHOOLS

On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (5-0 vote) approved minutes for work sessions on February 21 & February 28, a regular meeting held on March 5, and a work session on March 21, 2013 as presented.

12-13: 283
APPROVAL OF MINUTES

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and reconciled March, 2013 revenue summary. **On motion by Mrs. Gwin and seconded by Dr. Miller, the Board (5-0 vote) approved the revenue summary and March 2013 claims as presented:** General Fund Payroll 66529-66543, 66547-66560, Bills-66544-66546, 66561-66636, Direct Deposit 2045, VA Tax 2046 – Food Service General Fund Payroll – 10096-10101, 10102-10107, Bills – 10108-10115, Direct Deposit 2045, VA Tax 2046.

12-13: 284
APPROVAL OF CLAIMS

The February 2013 ADM is as follows: BCHS 270.93, MES 107.27 and VES 230.47 for a total of 608.67.

**12-13: 285
ATTENDANCE
REPORT**

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

**12-13: 286
CAFETERIA REPORT**

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

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

**12-13: 287
MAINTENANCE &
TRANSPORTATION
REPORTS**

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

**12-13: 288
STUDENT
REPRESENTATIVE
REPORT**

Mrs. Hirsh updated the Board on the difficulty in filling two part-time (.5 FTE) school nurses for 184 days. Mrs. Hirsh said RN applicants have wanted/needed employment with health benefits that are not currently offered for part-time employees. Mrs. Hirsh said the SY13-14 budget includes two part-time (.75 FTE) school nurses, health benefits included due to the health care reform act, for 184 days.

**12-13: 289
SCHOOL NURSE
UPDATE – MRS. HIRSH**

On motion by Mrs. Gwin and seconded by Dr. Miller, the Board (5-0 vote) **rescinded the resignation of Justin Rider, Business Manager.**

**12-13: 290
ACTION FOLLOWING
CLOSED MEETING**

On motion by Dr. Miller and seconded by Mrs. Gwin, the Board (5-0 vote) **approved maternity leave requests for Kirby Green Smith and Erin Gilbert.**

Mrs. Rowe updated the Board on the 2013-14 Carl Perkins Career & Technical Education plan and budget. Mrs. Rowe explained program plans, improvement plans, performance standards/indicators, completer programs, testing, diploma types, technical skills attainment, grants, offerings, budget, involvement of elementary students/parents, and CTEMS schedules.

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (5-0 vote) approved the 2013-2014 Perkins Local Plan & Budget for Career & Technical Education as presented.

**12-13: 291
2013-2014 PERKINS
LOCAL PLAN & BUDGET
FOR CAREER &
TECHNICAL EDUCATION
MRS. ROWE**

Mrs. Hall, Director, Special Education, Pupil Personnel Services, & Preschool reported no changes in the annual plan for the upcoming year.

On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (5-0 vote) approved the 2013-2014 Special Education Annual Plan as presented.

**12-13: 292
SPECIAL EDUCATION
ANNUAL PLAN
MRS. HALL**

On motion by Mrs. Grimm and seconded by Dr. Miller, the Board (5-0 vote) **approved an overnight field trip request for MES 7th graders to travel to Williamsburg and Virginia Beach, VA on May 2-3, 2013.**

**12-13: 293
OVERNIGHT FIELD TRIP**

The following VSBA policy revisions were presented for 1st readings: Content Revisions – AA, BB, BBAA, BCA, BCB, BCE, BDC, BDCA, BDDA, CBD, CF, EEAB, EEAC, IA, IE, IF, IFE, IKG, IKH, IIBD, IICB/IICC, IGBC, IKF, JECA, JFB, JFCA, JFCB, JFCI, JGD/JGE-R (Options 1 & 2), JHCB, JHCF, JN, and KH. No action was taken and policies will be presented for a 2nd reading at the May 7 Board meeting.

**12-13: 294
VSBA POLICY UPDATES,
FEBRUARY 2013 – 1ST
READING**

Mr. Lancaster, Director, Technology, Testing & Administrative Services, highlighted changes to the proposed calendar for SY2013-14. New teachers report on August 9 with all teachers reporting on August 12. One (1) floating teacher workday has been scheduled between July 29 - Aug. 9. Staff members are required to contact the building principal to make arrangements for the floating workday. One preschool work day was moved to September. The first scheduled pupil day is August 20 and the last pupil day is June 6. The calendar includes 185 student days + 5 make up days. Mr. Lancaster said a graduation date has not been scheduled for the SY2013-14 and will be determined once the bulk of the winter months have passed and the make-up days have been determined. On motion by Mrs. Gwin and seconded by Dr. Miller, the Board (5-0 vote) **approved the SY2013-14 calendar as recommended by the calendar committee.**

**12-13: 295
2013-14 DIVISION
WIDE CALENDAR**

Mrs. Hirsh addressed the current school calendar which includes 10 make up days. To date, Bath County Schools have been closed fifteen days. Including the 10 built in make-up days in the school calendar and the extended length of our school days, Mrs. Hirsh said we meet the standard requirement without additional make-up days at this time. The graduation date of May 31 is set and the last pupil day is June 13.

Information for the Board members included: a letter from “The Virginia Education Law Group” regarding Student Dress Codes.

**12-13: 296
ITEMS FOR BOARD
MEMBERS/
CORRESPONDENCE**

Mrs. Hirsh provided background information on an upcoming Title X review and a recent Title I review as well as other programs.

There were none to be heard.

**12-13: 297
PUBLIC COMMENTS**

Mrs. Gwin

- Congratulated all the students including BETA, FBLA, FCCLA, DSLCC science fair participants, and Elijah DeBoe on his band accomplishments.
- Thanked everyone for attending the meeting.
- Noted a meeting with the Board of Supervisors will be held tomorrow night to discuss the school budget request. Stressed the importance of keeping the line of communication open and meeting board members face to face.

**12-13: 298
ITEMS BY BOARD
MEMBERS**

Dr. Miller

- Thanked everyone in attendance at the meeting.
- Congratulated students who have achieved so much in a small school division.
- Referencing the meeting with the Board of Supervisors regarding the budget, she encouraged phone calls in support of the school budget to Board of Supervisor members. If there are specific questions on the budget, she referred individuals to the Business Manager, Mr. Rider.
- Said it is important for all of us to generate public support and have public members contact their Board of Supervisor members.

Mr. Manion

- Congratulated students for their achievements and awards.
- Thanked everyone for attending the meeting.

Mrs. Lowry

- Great students and staff with many qualified people often working behind the scenes.
- Apologized for asking lots of questions tonight and said the School Board is willing to ask for funding and stand behind their requests.

Miss Haney

- Congratulated students from BCHS on their recent accomplishments.
- Thanked Mrs. Baughan for her assistance at BCHS as School Nurse.

Mrs. Grimm

- Thanked everyone for the information furnished during the meeting tonight.
- Excited about the new preschool program at MES and welcomed teacher, Mrs. Dujardin.

The meeting adjourned at 8:58 p.m.

**12-13 299
ADJOURNMENT**

The Bath County School Board met in a Joint Quarterly Meeting w/ Board of Supervisors on Thursday, April 4, 2013 at 6:00 P.M. at School Administration Building.

PRESENT:

Bath County School Board:

Mrs. Catherine D. Lowry, Board Vice-Chair

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

DRAFT

Bath County Board of Supervisors:

Mr. Cliff Gilchrest, Board Chairman

Mr. Kevin Fry, Board Member

Mr. Bruce McWilliams, Board Member

Mr. Bill O'Brien, County Administrator

Mrs. Hirsh welcomed the Board of Supervisor members and County Administrator and thanked them for their willingness to meet in an effort to eliminate any questions they might have regarding the school budget.

**12-13: 300
CALL TO ORDER**

No changes were made to the agenda.

**12-13: 301
APPROVE OR
AMEND AGENDA**

Mr. Rider, Business Manager, presented a power point presentation providing detailed information regarding revenues and expenditures resulting in a budget total of \$10,434,989 for the SY2013-14. The budget is based on an enrollment of 600 students. The additional request of \$587,400 resulted in an increase of 5.96% over last years' budget.

**12-13: 302
2013-14 BUDGET
PRESENTATION/
DISCUSSION**

Other slides included: changes in health insurance costs, adjustment to secretary salary scale proposal totaling \$22,928, and teacher salary scale revision (plan 2). Mr. Lancaster, Director, Technology, Testing & Administrative Services provided details to Plan 2 of the teacher salary scale revision which included a 7% salary increase for each of the next 3 years for all experience steps up to 30. The plan costs approximately \$157,906 including fixed charges for FY2013-2014. Mr. Rider said Bath teacher salaries are \$2,300 to \$7,900 below those in surrounding school divisions. Introduction and phasing-in of salary scales for positions not regionally comparative over a three year period would cost approximately \$22,925.

Mrs. Hirsh asked principals to develop budgets that were level funded. She noted that school staff worked hard to develop a budget plan with level-funded proposed expenditures.

**12-13: 302 (Con't.)
2013-14 BUDGET
PRESENTATION/
DISCUSSION**

Mr. Lancaster said other increases in the budget document included: special education/hearing impaired services, school equipment, transportation funds, maintenance & operation funds, and food service requests due to increased food costs.

Mrs. Hirsh said it was the School Board's recommendation that everyone receive a 2 percent raise. Mrs. Hirsh said that with adjustments to the VRS contributions and the recent increase in the social security payroll tax deductions, some employees are having a hard time.

Board member discussion included, but was not limited to the following topics:

**12-13: 303
BUDGET PROCESS**

- Safety and security
- Salary increases
 - cost of living expenses and social security adjustment in January cause financial difficulties for staff
 - rectify inequities in employee salaries in the district and regionally
- Consider setting unanticipated revenue funds aside for future educational projects to benefit students
- End of year unspent school funds to be returned to the County General Fund
- Health insurance and impact of Affordable Health Care Act
- School nurse
- Capital Improvement Plan
 - status of security cameras at BCHS
 - average mileage of school buses and replacement schedule
- School Resource Officer (SRO) grant information

The meeting adjourned at 6:51 p.m.

**12-13: 105
ADJOURNMENT**