

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 Tuesday, September 3, 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**  
**Mr. William K. Manion, Board Member**  
**Dr. Ellen R. Miller, Board Member**  
**Mr. Saul Pasco, Student Liaison**

**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 5:31 p.m. with all members present except Mrs. Gwin and Mrs. Lowry. **13-14: 022**  
**CALL TO ORDER**

**On motion by Dr. Miller and seconded by Mr. Manion, the Board (3-0 vote) convened in a closed meeting at 5:32 p.m. to discuss the resignation and appointment of specific employees. Mrs. Lowry joined the Board at 5:35 p.m. 13-14: 023**  
**CLOSED MEETING**  
**AND CERTIFICATION**  
**OF CLOSED MEETING**

**On motion by Mrs. Lowry at 7:00 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. 13-14: 024**  
**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 silent prayer. **13-14: 025**  
**CALL TO ORDER FOR**  
**PUBLIC MEETING**

**On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-0 vote) approved the agenda as presented. 13-14: 026**  
**APPROVE OR**  
**AMEND AGENDA**

There were none to be heard. **13-14: 027**  
**PUBLIC COMMENTS**

Mrs. Hirsh presented certificates to Mike Bollinger of The Recorder, Larry O'Rourke-Virginian Review, and Bonnie Ralston-WCHG Alleghany Mountain Radio in recognition of the 2013 VSBA Media Honor Roll.

**13-14: 028  
GOOD NEWS IN BATH  
COUNTY SCHOOLS**

**On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (4-0 vote) approved minutes for a meeting held on August 6, 2013 as presented.**

**13-14: 029  
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and a reconciled August 2013 revenue summary. **On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-0 vote) approved the August 2013 claims as presented:** General Fund Payroll 67138-67149, 67153-67164, Bills – 67150-67152, 67165-67256, Direct Deposit 2064-2066, and Food Service Payroll 10197-10198, 10199-10200, Bills – 10201-10209, Direct Deposit 2064-2065.

**13-14: 030  
APPROVAL OF CLAIMS**

The Board reviewed the Membership Distribution Reports for Bath County Public Schools. The 1<sup>st</sup> day report reflected: BCHS-251, MES-100, and VES-237, a total of 588 students. The 5<sup>th</sup> day report reflected: BCHS-253, MES-106, and VES-240, a total of 599 students. The 10<sup>th</sup> day report reflected: BCHS-254, MES-106, and VES-241, a total of 601 students in Bath County Schools. (Preschool numbers are not included in attendance report totals.)

**13-14: 031  
ATTENDANCE  
REPORT**

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

**13-14: 032  
CAFETERIA REPORT**

Mrs. Hirsh updated the Board on receipt of a letter from the Department of Education confirming the division's compliance with the new USDA meal pattern and nutrition standards implemented in the 2012-2013 school year. Mrs. Hirsh commended Mrs. Shifflett for her hard work and diligence in meeting the guidelines. As a result of these efforts, Bath County Schools will receive reimbursement of an additional six cents for all meals served retroactive to May 1, 2013.

The Board reviewed Maintenance and Transportation reports of activities for the months of August 2013.

**On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (4-0 vote) accepted the reports as presented.**

**13-14: 033  
MAINTENANCE &  
TRANSPORTATION  
REPORTS**

Mr. Saul Pasco reported the addition of a turtle in the Science Department and said trout are expected to arrive by late September. At the request of the Board, Mr. Pasco gave a brief update on Governor's School.

**13-14: 034  
STUDENT  
REPRESENTATIVE'S  
REPORT**

A. Principals' Reports

Mrs. Hicklin, MES principal, reported an enrollment of 120 students including fifteen preschoolers. Mrs. Hicklin reported a great start to the school year including a smooth preschool opening.

Ms. Coffman, VES principal, reported a good start to the school year with an enrollment of 240 and an additional 16 in preschool. She said staff members are busy with the school improvement plan and positive behavior intervention program.

Mrs. Rowe, BCHS principal, reported an enrollment of 254 students. She said remediation periods are offered for Math and English. Reading Specialist, Mrs. Garcia has joined the BCHS staff on a full time basis. She said the first home football game will be held on September 13 with a Charger Express Dance to follow the game. Mrs. Rowe reported a smooth opening and she thanked the Board for endorsing Sargent Knick, School Resource Officer at BCHS.

**13-14: 035  
OPENING OF SCHOOL  
REPORTS**

Mr. Paul Lancaster, Director, Technology, Testing & Administrative Services, distributed 2012-2013 Standards of Learning (SOL) school test results released by the Virginia Department of Education. Mr. Lancaster reviewed the school and division results and their implications for state accreditation and federal accountability. He said preliminary results indicate BCHS and MES would be fully accredited and VES would be accredited with warning due to low math scores. He said a school improvement plan would be required at VES. Mr. Lancaster said staff at all three schools have revised their school improvement plans to focus on areas of need and a consultant from DOE has been working with VES staff and Mrs. Hall/other Administrative Staff to ensure successful progress for 2013-2014. Mr. Lancaster said there were a number of positive outcomes including: five of fifteen test subjects at BCHS had higher than 80 percent pass rates, including a 98 percent pass rate for World Geography; ten of twelve high school end-of-course test met state accreditation benchmarks; twelve of eighteen test subjects at MES had higher than 80 percent pass rates, including five subjects with 100 percent pass rates; fourteen of eighteen test subjects at MES met state benchmarks, including all science and history tests; and history was the strength at VES, with two of five subjects at or above an 80 percent pass rate.

**13-14: 036  
SPRING 2013 SOL  
TESTING UPDATE –  
MR. LANCASTER**

Mr. Will Fields, BCHS Athletic Director, provided background on the VHSL “year-round practice rule”. Mr. Fields said the rule is two years old and last year was the first year of implementation. Mr. Fields said he did not think the rule has a tremendous impact on Bath County athletes as they don’t practice out of season. At this time, he and Mrs. Rowe, BCHS principal, agreed to leave it alone. Acting on the recommendation from Mrs. Rowe and Mr. Fields, the Board did not take action regarding the VHSL year round practice rule.

**13-14: 037  
VHSL: YEAR-ROUND  
PRACTICE RULE –  
MR. FIELDS**

On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (4-0 vote) accepted the resignations of (as informally polled previously);

- **Calin Fource, BCHS Math Teacher**
- **Marion "Bo" Trumbo, BCHS History Teacher**

and the contracts issued by Superintendent;

- **BCHS Math Teacher, Sierra Adkins**
- **BCHS History Teacher, Danny Sifford**

On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-0 vote) approved the appointment of **Sam Black as MES Bus Aide**.

On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (3-0-1 vote, Miller abstained) approved the **extra teaching period supplement - Alex Miller**.

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (4-0 vote) approved the **appointment of teacher mentors as listed: Kim Lancaster, Jan Lee, Michelle Eldredge, Lisa Hansford, Joey Altizer**.

On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-0 vote) approved the **appointment of academic supplements as listed:**

- **BCHS English/Foreign Language Dept. Head – Jeanne Rooklin**
- **BCHS Math Dept. Head – Michelle Eldredge**
- **BCHS History/Social Sciences Dept. Head – Justin Broughman**
- **BCHS Science Dept. Head – Amber Yohe**
- **BCHS Special Education Head – April Miller**
- **BCHS Physical Education/Fine Arts Dept. Head – Melinda Hooker**
- **BCHS Career & Technical Education Coordinator – Jane McMullen**
- **BCHS Gifted Coordinator – Karen Bowyer**
- **BCHS Yearbook – Karen Bowyer (.75) and April Miller (.25)**
- **BCHS SCA Sponsor – Noreen Mitchell (.5) and Michelle Eldredge (.5)**
- **BCHS Extended Evening School/After-School Detention – Jeanie Rooklin**
- **MES Head Teacher – Kim Lancaster**
- **VES Head Teacher – Marjorie Hevener**
- **Title I Coordinator – Tammy Lindsay**

On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (4-0 vote) approved the **appointment of Winter Coaches** as listed:

- **Boys Basketball Varsity Head Coach – Steve Shaver**
- **Boys Basketball Varsity Assistant Coach – Lisa Hamilton**
- **Boys Basketball JV Coach – Christina Oliver**
- **Girls Basketball Varsity Head Coach – Danny Sifford**
- **Chatelaines Sponsor – Kirby Smith**

and the **appointment of Substitute Teachers** as listed:

**Catherine Barnes, Wendy Henwood, Morgan Landrum, Bonnie Lee, Brooke McMullen, Martha Nicely, Selina Weaver, and Janice Webb**

Mr. Paul Lancaster, Director, Technology, Testing, & Administrative Services, reminded the Board that the Technology Bond Resolution enables certain technology expenditures throughout the school year to be reimbursed by Technology Bond Funds that become available at the end of May, 2014.

**On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (4-0 vote) approved the FY2013-14 Technology Bond Resolution as presented.**

**13-14: 038  
ACTION FOLLOWING  
CLOSED MEETING**

**13-14: 039  
TECHNOLOGY BOND  
RESOLUTION –  
MR. LANCASTER**

Background information: The VSBA and Norfolk City School Board are filing suit requesting the Court to invalidate the legislation enacted by the General Assembly at its 2013 session creating the OEI and the Opportunity Educational Institution Board. VSBA and Norfolk City School Board request the court to declare the OEI legislation unconstitutional and to enjoin the OEI Board from taking any action to implement the legislation.

**13-14: 040  
OEI (OPPORTUNITY  
EDUCATIONAL  
INSTITUTION )  
RESOLUTION**

Mrs. Hirsh explained that the legislation, proposed by the Governor, would impact school divisions who have been denied accreditation and schools who do not meet accreditation with warning for three consecutive years. At that time, the OEI Board would take over the failing school with state and local funds going to the OEI Board rather than the local School Board. No action was taken as the Board directed Mrs. Hirsh to consult with Chris Singleton, school attorney, for clarification regarding any financial obligation to Bath County Schools by supporting the OEI Resolution.

On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-0 vote) approved the following **VSBA policies in a second reading: AC, AD, BBFA (Option 1), BDD, BF, BFC (deletion of Option 2), DJ, EA, GA, GBL, GBLA, GBMA, GCL, GCPA, GCPD, IGBG, JCC (deletion), LC and LI as presented.**

**13-14: 041  
VSBA POLICIES –  
2<sup>ND</sup> READING**

On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (4-0 vote) **approved a BCHS Volleyball Team trip to participate in the “Tournament of Champions” at the Spectrum Sports Academy in Roanoke, VA on October 11-13, 2013.**

**13-14: 042  
OVERNIGHT  
FIELD TRIP**

Informational items for Board members included: SY2013-14 Non-Resident Student Summary and a letter to Mrs. Webb, County Treasurer, regarding \$8,600 tuition received for non-resident students, VSBA November 20-22, 2013 annual convention information, a Department of Education letter confirming compliance with meal patterns and nutrition standards for Bath County Schools and August 14th VSBA Webinar information regarding school safety. Mrs. Hirsh said the Chamber of Commerce will host a Lunch and Learn group on September 18 at the School Administration Building to find out how members can provide community service opportunities to BCHS students.

**13-14: 043  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

There were none to be heard.

**13-14: 044  
PUBLIC COMMENTS**

**Dr. Miller**

- Thanked everyone for coming to the meeting.
- Thanked all those who presented information to Board members.

**13-14: 045  
ITEMS BY BOARD  
MEMBERS**

**Mr. Manion**

- Thanked everyone for taking the time to attend.
- On a learning curve with a lot of things.

**Mrs. Lowry**

- Welcomed new staff members.
- Thanked staff for all the work they have done to begin to mold students.
- Encouraged people to attend meetings and voice concerns.
- Said if we focus on negative SOL scores only, we miss the many great achievements and positive things our students do in the classroom and in athletics.
- Believe in supporting and fighting for students/staff in order to provide a great learning environment.
- Recognized press members in attendance and thanked them for their support and the information shared with the community.

**Mrs. Grimm**

- Thanked everyone for attending the meeting.
- Excited to see everyone and begin a new school year.
- Congratulated the Bath County Charger football team on their recent win.
- Welcomed student liaison, Saul Pasco, to the Board.

Announcement:

A Joint Quarterly Work Session with the Board of Supervisors will be held at the School Administration Building on September 17, 2013 at 7:00 PM.

**The Board adjourned the meeting at 9:07 p.m.**

**13-14: 045 (Con't.)  
ITEMS BY BOARD  
MEMBERS**

**13-14: 046  
ADJOURNMENT**

**The Bath County School Board met in a Quarterly Joint Work Session on Tuesday, September 17, 2013 at 7:00 P.M. at School Administration Building.**

**PRESENT:**

- Mrs. Rhonda R. Grimm, Board Chair**
- 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**
- Mr. Paul Lancaster, Director, Technology, Testing & Administrative Services**
- Mrs. Sharon P. Fry, School Board Deputy Clerk**

- Mr. Bruce McWilliams, Board of Supervisors Chairman**
- Mr. Kevin Fry, Board of Supervisors Vice-Chairman**
- Mrs. Claire Collins, Board of Supervisors Member** (arrived at 7:28 p.m.)
- Mr. Ashton Harrison, County Administrator**

Mrs. Rhonda Grimm, Board Chairman, called the meeting to order at 7:01 p.m. with all School Board members present except Mrs. Lowry. **13-14: 047  
CALL TO ORDER**

No changes were made to the Agenda. Mr. McWilliams introduced newly hired County Administrator, Ashton Harrison, to the School Board members. **13-14: 048  
APPROVE OR  
AMEND AGENDA**

Mrs. Hirsh provided the following update on current enrollment in the division: Grades K-12 – BCHS – 254, MES – 105, VES – 243, a total of 602 students. The estimated budget revenue for 2013-14 was based on 600 students. She reported a total of 51 non-resident students registered in Bath County Schools. Preschool has 14 students at MES and 16 students at VES totally 30 students. **13-14: 049  
2013-2014  
ENROLLMENT**

Mrs. Hirsh provided an update on staffing for the current school year. There were three preschool classrooms in the budget and only two preschool classes were needed this year. Additional funds were used to provide full time reading specialists at all three schools. Mrs. Hirsh said a part-time ELL (English Language Learner) teacher was secured to assist with Spanish speaking students. A part-time school nurse was hired at BCHS and elementary principals will interview a part-time nurse candidate to be shared between schools this week. Mrs. Hirsh thanked the Board of Supervisors and the Sheriff’s Department for the new Resource Officer (SRO) at BCHS, and a Behavior Intervention Specialist has been hired at BCHS by the Department of Social Services. **13-14: 050  
2013-2014  
STAFFING**

Mr. Lancaster, Director Technology, Testing & Administrative Services, updated the Board on a recent safety and security grant awarded to Bath County Schools in the amount of \$56,866. Mr. Lancaster said the grant requires a 25% local match that can be accomplished through projects in the SY2013-14 capital improvement plan.

**13-14: 051  
SAFETY AND  
SECURITY GRANT**

Mrs. Hirsh said approximately \$138,000 of unanticipated revenue from Forest Reserve was deposited in the General Fund in February 2013. Mrs. Hirsh said she has received word that the federal government is asking states to return funds due to sequestration. If Bath County Schools are required to return 5.1% of the funds, it would result in approximately \$7,000.

**13-14: 052  
FOREST RESERVE  
FUNDS AND  
SEQUESTRATION**

Mrs. Hall applied for and received verbal approval notification of a Positive Behavior Intervention Support grant. The amount has not yet been determined, but is estimated at \$8,000. Mrs. Hirsh expressed concern that there is not a matching revenue/expenditure line in the budget for this item. Mrs. Hirsh said she may request an appropriation from the County when grant funds are appropriated.

**13-14: 053  
PBIS GRANT**

Mrs. Hirsh updated the Board on the annual surplus auction scheduled for Saturday, September 28, 2013.

**13-14: 054  
SURPLUS AUCTION –  
SEPTEMBER 28, 2013**

Board discussion included, but was not limited to:

- Budget process
- Year two of salary revisions for school staff to be included in budget for SY2014-15
- Review academic and athletic supplements in the upcoming budget process
- Student participation in community service projects
- Chamber of Commerce Lunch & Learn with area businesses on Sept. 18
- CIP projects
- BCHS auditorium stage curtains and air quality
- BCHS parking lot
- Use of school facilities
- Installation of guard rails/barrier at generator at BCHS
- Generator testing
- Little League use of BCHS softball field
- Revisit discussion to unify departments in transportation and maintenance
- Non-resident students
- Free/reduced lunch application process and benefits to school division
- USDA meal requirement differences for elementary, middle, and high school students
- USDA to reimburse schools an additional six cents for all meals served retroactive to May 1, 2013.

**13-14: 055  
WORK SESSION**

A meeting is tentatively scheduled for November 14, 2013 at the School Administration Building. Mr. Harrison will confirm the date and time after Board of Supervisors members have been contacted.

**13-14: 056  
SUGGESTED NEXT JOINT  
MEETING DATE –  
NOVEMBER 14, 2013**

The Board adjourned the meeting at 8:23 p.m.

**13-14: 057  
ADJOURNMENT**

