

The Bath County School Board met in a Regular Meeting on Tuesday, November 5, 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**  
**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 5:32 p.m. with all members present except Mr. Manion. **13-14: 085 CALL TO ORDER**

**On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (4-0 vote) convened in a closed meeting at 5:32 p.m. to discuss the appointment of specific personnel, the licensure of specific personnel, a student matter, and employee compensation. 13-14: 086 CLOSED MEETING AND CERTIFICATION OF CLOSED MEETING**

**On motion by Mrs. Gwin at 7:01 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: 087 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: 088 CALL TO ORDER FOR PUBLIC MEETING**

**On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (4-0 vote) amended the agenda by moving *Item 12.- D. – School Improvement Plans – Principals - to Item 12.- E and the addition of Item 12.- D – Safety & Security Project Update.* 13-14: 089 APPROVE OR AMEND AGENDA**

There were none to be heard. **13-14: 090 PUBLIC COMMENTS**

- Mrs. Hirsh updated the Board on the recent Fall Carnival held at Millboro Elementary School and a Talent Show hosted by Valley Elementary School. Mrs. Hirsh recognized these events as many parents, staff, and student volunteers participated. She also thanked area businesses and community members for their support of both events.

**13-14: 091  
GOOD NEWS IN BATH  
COUNTY SCHOOLS**

**On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (4-0 vote) approved minutes for a regular meeting held on October 1, 2013.**

**13-14: 092  
APPROVAL OF MINUTES**

Mr. Justin Rider, Business Manager presented an overview of expenditure summary and a reconciled October 2013 revenue summary. **On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (4-0 vote) approved the October 2013 claims as presented:** General Fund Payroll 67369-67382, 67390-67402, Bills – 67383-67389, 67403-67522, Direct Deposit 2070-2072, and Food Service Payroll 10231-10235, 10236-10240, Bills – 10241-10248, Direct Deposit 2070-2072.

**13-14: 093  
APPROVAL OF CLAIMS**

The September 2013 ADM is as follows: BCHS 254.15, MES 106, VES 243.10, for a total of 603.25.

**13-14: 094  
ATTENDANCE  
REPORT**

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

**13-14: 095  
CAFETERIA REPORT**

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

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

**13-14: 096  
MAINTENANCE &  
TRANSPORTATION  
REPORTS**

Mr. Pasco provided an update on MES, BCHS, and VES academic and athletic events.

**13-14: 097  
STUDENT  
REPRESENTATIVE'S  
REPORT**

Mrs. Hirsh reviewed pupil-teacher ratios (K-7) and grade enrollment (8-12) summaries as reported to the VDOE in the Fall 2013 SCR Student Record Collection Report/Financial Verification based on September 30 counts. The division's membership on September 30, 2013 was 604.

**13-14: 098  
REPORT OF  
PUPIL/TEACHER RATIOS  
MRS. HIRSH**

Mrs. Hirsh updated the Board on the auction held on September 28, 2013. After expenses, the net-profit was \$2,876.79. Mrs. Hirsh thanked Mr. Cook, Mr. Liptrap, Jr. and all other involved staff for their efforts in preparation for the auction.

**13-14: 099  
SURPLUS EQUIPMENT  
AUCTION RESULTS**

Mr. Lancaster, Director of Technology, Testing, & Administrative Services, provided an overview of the Graduation Rates. Mr. Lancaster explained the difference in the three graduation rates reported for Virginia students. Bath County's 2013 Virginia On-Time Graduation Rate (OGR) of 90.6 percent exceeded the state average of 89.1 percent. Bath's drop-out rate of 7.8% is just above the statewide rate of 5.9%. The Federal Graduation Indicator (FGI) in 2013 was 83% and is set at 80% for 2013-14. The 2013 Graduation Completion Index (GCI) is 91.8, and a GCI of 85% is required for full accreditation.

**13-14: 100  
GRADUATION RATES  
MR. LANCASTER**

Mr. Lancaster, Director of Technology, Testing, & Administrative Services, informed the Board of recent and planned upgrades to doors at MES and VES along with the installation of sensors on all exterior doors at all three schools. Mr. Lancaster said Bath County Schools received a School Security grant of \$56,866 to offset costs associated with the CIP. He said the project was delayed due to the state grant application process. Mr. Lancaster anticipates completion of the project in Spring 2014.

**13-14: 101  
SAFETY AND  
SECURITY UPDATE  
MR. LANCASTER**

Mrs. Hirsh asked principals to provide an update on school improvement plans. Based on 2012-2013 SOL assessment results, MES and BCHS are fully accredited, and VES is accredited with warning in Mathematics.

**13-14: 102  
SCHOOL  
IMPROVEMENT PLANS-  
PRINCIPALS**

Mrs. Rowe, BCHS Principal, said she is working on an improvement plan in English and Math to help increase the graduation rate. Students who failed SOL tests were identified and placed in remediation. Staff members have been reassigned and student progress/attendance is monitored every four and a half weeks.

Mrs. Hicklin, MES Principal, said the school's leadership team addressed issues in math and some staff were rearranged. Professional development classes have been offered to staff members and will be shared during an upcoming in-service. She said remediation and enrichment blocks have been provided for students.

Ms. Coffman, VES Principal, said more focused goals for math have been identified and remediation is in place for all grades including tier grouping within RTi. Ms. Coffman said students are monitored every two weeks and students are making progress. During faculty meetings, professional development updates are provided by staff members who have attended conferences.

On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (3-0-1 vote, Miller abstained) approved the appointments of **Boys Soccer Head Coach – Alex Miller, and Boys Soccer Volunteer Assistant – George Miller.**

**13-14: 103  
ACTION FOLLOWING  
CLOSED MEETING**

On motion by Mrs. Gwin and seconded by Mrs. Lowry, **the Board (4-0 vote) approved the Spring 2014 coaching appointments as presented:**

**13-14: 103 (Con't.)  
ACTION FOLLOWING  
CLOSED MEETING**

Girls Soccer Head Coach	Mark Hall
Tennis Head Coach	Mike Bollinger
Tennis Volunteer Assistant	Kirsten Richardson
Baseball Varsity Head Coach	Kris Phillips
Baseball Assistant Coach	Joey Altizer
Baseball JV Coach	Justin Broughman
Softball Varsity Head Coach	Larry Grubbs
Softball JV Coach	Danny Sifford
Weightlifting Coach	Will Fields
Weightlifting Volunteer Assistant	Cory Plecker

At last month's meeting, Justin Rider, Business Manager, requested that consideration be given to adjusting School Board meeting times for closed and regular sessions and the order of agenda items.

**13-14: 104  
CONSIDER SCHOOL  
BOARD MEETING  
AGENDA ORDER**

Mrs. Hirsh recommended the Board times remain the same for closed session (5:30 p.m.) and regular meetings (7:00 p.m.) for consistency and convenience to the public.

On motion by Mrs. Gwin and seconded by Mrs. Lowry, the Board (4-0 vote) **agreed to maintain the current times for Closed Session at 5:30 p.m. and Regular School Board Meetings at 7:00 p.m.**

On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (4-0 vote) **adopted a consent agenda to include minutes, claims, and monthly reports for regular monthly meetings; and if an item needs discussion, the agenda will be amended.**

Mrs. Hirsh referenced a letter received from Mr. Ashton Harrison, County Administrator, regarding Capital Improvement Plan (CIP) requests. According to the letter, CIP expenditures are identified as non-recurring that have an operating/use life of at least five (5) years and have a total cost exceeding \$30,000 in total funding. The CIP request must be submitted to the Building, Planning, and Zoning office on Monday, January 20, 2014, which allows a final Board decision to be made on January 7, 2014. Current items included on the CIP: School Bus Replacement, Auditorium Project (BCHS), Vehicle Replacement (Truck/Car), Locker Replacement (BCHS), Restroom Project (BCHS, MES, VES) – Boys and Girls Locker Rooms, Public Restrooms, Gym A/C (BCHS, VES), Refinish Gym Floor (BCHS), and Football Field Crowning (BCHS).

**13-14: 105  
CONSIDERATION  
OF CAPITAL  
IMPROVEMENT  
PLAN DRAFT #1 FOR  
FY2014/2015 to  
FY2018/2019**

Board member discussion included timelines for projects, MES paving repairs, community projects to be included in a shared CIP with the Board of Supervisors, and the addition of cameras for school buses. The Board discussed timelines for projects and Mrs. Hirsh said final estimates are being developed.

**On motion by Mrs. Lowry and seconded by Dr. Miller, the Board (4-0 vote) approved the continued planning of an overnight field trip for the VES Seventh Graders to travel to Washington, D.C. on June 5 - 6, 2014.**

**13-14: 106  
CONSIDERATION OF  
OVERNIGHT FIELD TRIP**

The Board reviewed the following VSBA Policies in a 1<sup>st</sup> reading: CMA, GBL, GBM, GCA, GCBE, IKFA (School Board to choose option), JFC-R (Option 2), and JO.

**13-14: 107  
VSBA POLICIES –  
1<sup>ST</sup> READING**

Informational items for Board members included: 2014 VSBA Academy of Boardmanship Calendar, 2014 VSBA Capital Conference in Richmond, VA on January 27-28, 2014, an invitation to a Long Range Planning Meeting on November 14 at 10:30 AM, and a reminder of a Joint Work Session with the Board of Supervisors on November 14.

**13-14: 108  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

There were none to be heard.

**13-14: 109  
PUBLIC COMMENTS**

**Mr. Pasco**

- Wished everyone a safe and Happy Thanksgiving!

**13-14: 110  
ITEMS BY BOARD  
MEMBERS**

**Mrs. Gwin**

- Thanked everyone for attending the meeting and wished them safe travel home.

**Dr. Miller**

- Thanked everyone for attending the meeting.
- Wished everyone a safe hunting season and Thanksgiving.
- When teachers schedule field trips, she asked that they be aware of the timing of trips. Recommended teachers schedule trips during the year when students are studying subject content so students can see a correlation between class and field trips.

**Mrs. Lowry**

- Sad that she was unable to attend the academic banquet at MES and their fall carnival. Enjoyed the VES talent show and the fantastic speaker at the VES academic banquet.
- Great leaders, great students and a collaborative effort by all in Bath County Schools. SCA, Band students, and athletes are doing a phenomenal job.

**Mrs. Grimm**

- Thankful for all of our teachers, staff, and reporters, for all their support of the schools.
- Thanked Mr. Pasco for the detailed information regarding events at all three schools.

**The Board adjourned the meeting at 8:57 p.m.**

**13-14: 111  
ADJOURNMENT**

**The Bath County School Board met in a Called Meeting on Wednesday, November 13, 2013 at 1:30 P.M. at School Administration Building.**

**PRESENT:** Mrs. Rhonda R. Grimm, Board Chair  
Mrs. Catherine D. Lowry, Board Vice-Chair  
Mrs. Amy R. Gwin, Board Member  
Dr. Ellen R. Miller, Board Member  
J. Chris Singleton, School Attorney

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 1:30 p.m. with all members present except Mr. Manion. **13-14: 112  
CALL TO ORDER**

**On motion by Mrs. Lowry and seconded by Mrs. Gwin, the Board (4-0 vote) convened in a closed meeting at 1:30 p.m. for the purpose of conducting a student discipline hearing. 13-14: 113  
CLOSED MEETING  
AND CERTIFICATION  
OF CLOSED MEETING**

**On motion by Mrs. Gwinn at 3:10 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: 114  
CERTIFICATION OF  
CLOSED MEETING**

**On motion by Dr. Miller and seconded by Mrs. Lowry, the Board (4-0 vote) suspended Student A for 364 days with conditions for re-entry to school. 13-14: 115  
ACTION FOLLOWING  
CLOSED MEETING**

**On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (4-0 vote) adjourned the meeting at 3:12 p.m. 13-14: 116  
ADJOURNMENT**

**The Bath County School Board met in a Quarterly Joint Meeting with the Board of Supervisors on Thursday, November 14, 2013 at 7:00 P.M. at School Administration Building.**

**PRESENT:** Mrs. Rhonda R. Grimm, Board Chair  
Mrs. Catherine D. Lowry, Board Vice-Chair  
Dr. Ellen R. Miller, Board Member  
Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk  
Mr. Paul Lancaster, Director, Technology, Testing & Administrative Services  
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  
Mr. Cliff Gilchrest, Board of Supervisors Member  
Mrs. Janet Bryan, Deputy Clerk

Mrs. Rhonda Grimm, School Board Chairman, called the meeting to order at 7:01 p.m. **13-14: 117  
CALL TO ORDER**

Mrs. Grimm led the Boards in the Pledge of Allegiance. **13-14: 118  
PLEDGE OF ALLEGIANCE**

Mrs. Grimm led the Boards in a moment of silence. **13-14: 119  
INVOCATION**

**On motion by Mrs. Lowry and seconded by Dr. Miller, the School Board (3-0 vote) approved the agenda as presented.** **13-14: 120  
APPROVE OR  
AMEND AGENDA**

There were none to be heard. **13-14: 121  
PUBLIC COMMENT**

Mr. Fry referenced a recent news segment regarding a federal program in Florida impacting schools with 40% of students qualifying for free and reduced lunches. Mrs. Hirsh said she recently received information from the Virginia Department of Education regarding the CEO – Community Eligibility Option. She said the CEO is a part of the Healthy Hunger Free Act of 2010. Mrs. Hirsh and Mrs. Shifflett, Director of Nutrition & Wellness, recently participated in a phone conference with DOE personnel. The CEO allows schools/divisions with 40 percent or more of students who are eligible for free meals through a means of direct certification to serve meals at no cost to all students. She said states may opt in, however they may lose other revenues. Mrs. Hirsh will monitor the program requirements as **13-14: 122  
DISCUSSION OF THE  
FEDERAL FREE LUNCH  
PROGRAM**

DOE releases additional information. Mrs. Hirsh said Bath County Schools do not meet the 40 percent of students “free” status at this time. Other discussion included direct certification process, definition of household income, contribution required by county/schools and possible loss of revenue/federal funds if we don’t participate in the free/reduced lunch program, and upcoming USDA budget cuts. Mrs. Hirsh plans to update both Boards as additional information is received.

**13-14: 122 (Con’t.)  
DISCUSSION OF THE  
FEDERAL FREE LUNCH  
PROGRAM**

Mrs. Collins asked about funding relating to out of county residents. Mrs. Hirsh provided background information including the enrollment of 51 non-resident students in the SY2013-2014. Mrs. Hirsh explained the acceptance process beginning with a recommendation from the principals. Mrs. Hirsh said no additional teachers have been hired to accommodate non-resident students. There are no additional costs in transportation as parents are responsible for meeting an existing bus or getting their children to school. With declining enrollment, Mrs. Hirsh said no additional desks have been ordered and \$8,600 was received in tuition to offset costs for current year students. Mr. Lancaster reported minimal costs of textbooks and paper products provided for non-resident students. Mr. Lancaster reported a revenue of approximately \$81,300 in state money when non-resident students are included in DOE average daily membership totals and additional revenues for K-3 class size and an increase to Title I funds.

**13-14: 123  
DISCUSSION OF OUT OF  
COUNTY RESIDENTS  
TUITION**

In closing Mrs. Collins wanted to get the following message to taxpayers:

- 51 non-resident students are not costing the school division extra money
- No additional teachers, classrooms, or transportation costs to accommodate non-resident students
- A loss of non-resident students would result in a decrease of approximately \$100,000 in annual revenue

According to Mr. McWilliams, County Administrator, Mr. Ashton Harrison was unable to attend the meeting due to a conflict with a VDOT meeting in Staunton, VA.

**13-14: 124  
DISCUSSION OF  
LIGHTING AT VALLEY  
TENNIS COURTS**

Mr. McWilliams asked if the Bath County Parks & Recreation tennis court lights located near VES could be turned off at night. He wondered if the schools had asked the lights to be turned on for security reasons. After discussion, Mrs. Hirsh said she saw no reason why the tennis court lights need to be left on.

Board member discussion included:

- Repairs and upgrades to the BCHS Auditorium and parking lot; project estimated to cost more than initially anticipated
- Recreation department uses school gyms more than the schools
- Repairs and upgrades to school restrooms as they are visited by the community, visiting teams, and tourists
- Consider a joint CIP with the Board of Supervisors on community wide

**13-14: 125  
DISCUSSION OF  
SCHOOL DIVISION CIP  
DEVELOPMENT**



projects or,

- Consider a community development CIP between the two Boards as this may be embraced more positively by the community
- Declaration of BCHS as a shelter may warrant grants or funds to offset the costs to parking lot upgrades

**13-14: 125 (Con't.)  
DISCUSSION OF  
SCHOOL DIVISION CIP  
DEVELOPMENT**

Board members discussed the possible cost savings to the County if joint maintenance and transportation programs are implemented. In order to facilitate a timeline, Board members suggested Mrs. Hirsh and Mr. Harrison meet to prioritize concepts and report recommendations at the next quarterly joint meeting in February 2014.

**13-14: 126  
DISCUSSION OF JOINT  
TRANSPORTATION  
AND/OR  
MAINTENANCE  
PROGRAMS**

Mrs. Bryan and Mrs. Hirsh expressed concern that some locations may be considering hiring staff members who work less than thirty hours per week to avoid providing health insurance under the Affordable Health Care Act. Mrs. Hirsh said the health care reform will result in staff time to track and monitor the number of hours employees work and may impact long term substitutes. She said there may be a cost for software to monitor employee hours worked. Mrs. Hirsh anticipates a significant increase in VRS and health insurance costs for the upcoming year. All employees may opt in to the VRS hybrid plan from January 1 to April 30, 2014.

**13-14: 127  
DISCUSSION OF HEALTH  
INSURANCE (30 + HR.  
EMPLOYEES) AND VRS –  
(HYBRID PLAN)**

Mrs. Hirsh anticipates that Bath County Schools will receive Forest Reserve funds for the current year resulting in unanticipated revenue. She is hopeful that the money can go toward one of the school projects discussed tonight.

**13-14: 128  
DISCUSSION OF  
UNANTICIPATED  
REVENUE (EXAMPLE:  
FOREST RESERVE)**

Mrs. Collins and Mr. Gilchrest requested an update on summer school. Mrs. Hirsh reported no summer school for two years due to multiple reasons. She said it has been difficult to find qualified staff to teacher on the secondary level. Other reasons include: family vacations, parent desire to spend time with their children, limited transportation services, child care, and four day work weeks for twelve month school staff. Mrs. Hirsh and Mr. Lancaster continue to monitor student needs. Mrs. Hirsh said summer school is still on the table for discussion including enrichment opportunities.

**13-14: 129  
OTHER**

Mrs. Lowry and Dr. Miller asked the Board of Supervisors to consider an escrow account for unspent remaining school funds at the end of the school year. This concept has been discussed for a few years and Mrs. Lowry asked for a timeline consideration. Mr. Gilchrest remembered this discussion at the very first joint meeting. Mrs. Collins recommended Mrs. Hirsh and Mr. Harrison draft a policy for adoption by the Board of Supervisors.

At 8:51 p.m., the quarterly joint work session adjourned.

**13-14: 130  
ADJOURNMENT**

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**RHONDA R GRIMM, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**