

The Bath County School Board met in a Regular Meeting on Tuesday, August 4, 2015 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Valley Elementary School.

DRAFT

PRESENT: Dr. Ellen R. Miller, Board Chair
Mr. Eddie H. Ryder, Board Vice-Chair
Mrs. Catherine D. Lowry, Board Member
Mrs. Rhonda R. Grimm, Board Member
Mr. William K. Manion, Board Member

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

Mr. Eddie Ryder, Vice-Chair, called the meeting to order at 5:34 p.m. with all members present except Dr. Miller and Mrs. Lowry who arrived at 5:40 p.m.

**15-16: 001
CALL TO ORDER**

On motion by Mrs. Grimm, and seconded by Mr. Manion, the Board (3-0 vote) convened in a closed meeting at 5:35 p.m. to discuss the admission of non-resident students and student attendance areas; acknowledge or approve the resignation, retirement and appointment of specific employees; conduct an exit interview, review details of school crisis management plans, and the superintendent's evaluation.

**15-16: 002
CLOSED MEETING
AND CERTIFICATION
OF CLOSED MEETING**

On motion by Mrs. Grimm at 7:08 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.

**15-16: 003
CERTIFICATION OF
CLOSED MEETING**

Dr. Miller called the meeting to order at 7:09 p.m. and led the Board in the Pledge of Allegiance and a moment of silence. The Board offered condolences to the family of Jeff Hicks, BCHS auto mechanic teacher at BCHS, and shared funeral arrangements.

**15-16: 004
CALL TO ORDER FOR
PUBLIC MEETING**

On motion by Mr. Ryder and seconded by Mr. Manion, the Board (5-0 vote) approved the agenda as presented.

**15-16: 005
APPROVE OR
AMEND AGENDA**

There were no comments to be heard.

**15-16: 006
PUBLIC COMMENTS**

Mrs. Hirsh reported no specific recognitions, although she said Good News items may be introduced throughout the meeting.

**15-16: 007
GOOD NEWS IN
BATH COUNTY
PUBLIC SCHOOLS**

On motion by Mr. Manion and seconded by Mrs. Grimm, the Board (5-0 vote) approved the consent agenda as presented:

**15-16: 008
APPROVE
CONSENT AGENDA**

- **Minutes**

June 22, 2015 Close-Out Meeting

- **Claims**

Mr. Justin Rider, Business Manager, presented an overview of expenditure summary and a reconciled July 2015 revenue summary. General Fund Payroll - 69728-69739, 69746-69756, Bills – 69740-Direct Deposit - 2163-2166, Bills – 69740-69745, 69757-69814.

- **Reports**

Cafeteria, June 2015

Maintenance, June/July 2015

Transportation, June/July 2015

Mrs. Hicklin, MES principal, said she expects an enrollment of 130 students and the building is almost ready. She said new bathroom stalls are being installed and several classrooms received new carpet. Mrs. Hicklin said adjustments have been made to the doors and an additional security camera is to be installed. She said the master schedule is almost finished and they are ready for teachers and students.

**15-16: 009
PRINCIPALS' REPORTS –
OPENING OF SCHOOL**

Mrs. Rowe, principal, said Bath County High School is almost fully staffed with an anticipated enrollment of 256 students. Mrs. Rowe said there have been many summer camps. Mrs. Rowe reported painting, mowing, cleaning and moving efforts in preparation for the new school year.

Mrs. Hirsh presented a brief overview of activities for pre-school workdays and in-service schedules. New teachers are scheduled to arrive on August 10 with all teachers returning on August 11. Pre-school workdays are scheduled on August 11 through 18. Mrs. Hirsh said the annual bus driver/custodian in-services are scheduled on August 17th.

**15-16: 010
PRE-SCHOOL
WORKDAYS/INSERVICE
SCHEDULES**

Mrs. Hall, Director of Special Education, Pupil Personnel Services, & Preschool, updated the Board on the Positive Behavior Intervention Support program in Bath County Public Schools. She outlined the stages of implementation, the ten critical elements, and a timeline of events specific to Bath County Schools. Mrs. Hall shared School-wide Benchmarks of Quality (BOQ) scoring forms. After participation in the program for three years, 2013, 2014, and 2015 BOQ Elements were provided for comparison. Mrs. Hall said the program is moving in the right direction.

**15-16: 011
PBIS UPDATE –
MRS. HALL**

Mr. Lancaster, Director of Technology, Testing & Administrative Services, reviewed preliminary data for SY2014-15 state accreditation and federal accountability results for the three schools. According to Mr. Lancaster, BCHS and MES received full accreditation while VES was accredited with warning as they did not meet benchmarks in English and Math. In English, 73 percent of students passed the test, while 67 percent passed in Math. Mr. Lancaster said the tests are more rigorous, more difficult, and testing is at a higher level. Mr. Lancaster said he expects final test results later this month.

**15-16: 012
SOL (ACCOUNTABILITY
REPORTS) UPDATE –
MR. LANCASTER**

Mrs. Hirsh and Mr. Lancaster provided an update on the following school/division projects purchased with unspent funds:

**15-16: 013
MAINTENANCE AND
CIP PROJECTS UPDATE**

- Bathroom partitions at MES
- Purchase of a school bus with anticipated delivery in September
- Bard units installed in the BCHS new gym
- Classroom carpet replaced at elementary schools - 9 classrooms
- Concrete cracks/repairs to VES steps and BCHS lower atrium entrance
- MES door issues upgraded to meet Fire Marshall's requirements
- Purchased a 3 bay sink at MES at the request of the Health Department
- Purchased a new salad bar with refrigeration at BCHS
- A new flag pole (high wind design) purchased for BCHS to be installed in August

No action was taken as the Board planned to convene in a closed meeting following Items By Board Members.

**15-16: 014
ACTION FOLLOWING
CLOSED MEETING**

Mrs. Rowe, BCHS principal, proposed an attendance regulation to address the importance of attendance for the award of course credit. Students at the secondary level must earn 140 clock hours to be awarded course credit in accordance with the Code of Virginia. Mrs. Rowe said the regulation eliminates confusion between excused and unexcused absences. A daily record will be maintained for student absences, tardies, and early dismissals, noting the time and reason given by the parent/guardian. Parents or guardians will be notified in writing when tardies and early dismissals become excessive. Three tardies and/or early dismissals equal one absence. *The proposed revision of JED-R – School Attendance Regulations may be found in Attachment A.*

**15-16: 015
CONSIDER REVISION OF
SCHOOL ATTENDANCE
REGULATIONS - BCHS**

On motion by Mr. Ryder and seconded by Mrs. Lowry, the Board (5-0 vote) approved the revised regulation, JED-R – School Attendance Regulations for BCHS.

Mrs. Hirsh asked the Board to support a grant for the continuation of the DSLCC Talent Search Program for a five year period. **On motion by Mr. Ryder and seconded by Mrs. Lowry, the Board (5-0 vote) authorized Mrs. Hirsh to send a letter to Mrs. Christie Hardbarger, DSLCC Project Director, Education Talent Search, extending full support of the Talent Search program at BCHS.**

**15-16: 016
APPROVE LETTER
OF SUPPORT FOR
TALENT SEARCH
PROGRAM @ BCHS**

Informational items for Board members included: August 12, 2015 VSBA Webinar “The Data Made Me Do It” information, September 10, 2015 VSBA Legislative Advocacy Conference brochure, and October 2, 2015 VSBA Hot Topic Conference, Technology Summit information.

**15-16: 017
ITEMS FOR BOARD
MEMBERS/
CORRESPONDENCE**

Any Gwin, parent, posed the following concerns to the Board:

- Concerned about SOL scores. MES and BCHS are getting it, what is going on at VES?
- A lot of turnover across the county and the majority is from VES, very concerned about consistency.
- There is a rumor floating around that there will only be one 4th grade teacher at VES; this is very concerning and should be at the top of the list.

**15-16: 018
PUBLIC COMMENTS**

Mrs. Lowry

- Attended VSBA conference in Richmond and shared information with Board members regarding an after school program, parent involvement and dealing with defiant students
- Suggested a meeting to create a vision regarding the possibility of turf at BCHS
- Lost a principal at VES and miss her greatly – she met the children each morning at the door, knew each student by name and wrote individual comments on children’s report cards – wished her well at her new school
- Mr. Hicks always had a smile, uplifting, always had a chuckle; and changed the lives of lots of people; will be missed

**15-16: 019
ITEMS BY BOARD
MEMBERS**

Mrs. Grimm

- Attended VSBA conference, sat in on Mr. Ozols presentation, and shared information regarding student presentations in elementary school, and a store operated by students/marketing advisor
- Sincere condolences to family and friends of Mr. Hicks; he will be greatly missed
- Summer went by quickly and she hopes everyone is rested and ready for a new school year
- Best wishes to Ms. Coffman
- Thanked everyone for attending the meeting

Mr. Manion

- Recognized our staff and teachers as they do an excellent job

Mr. Ryder

- Ditto

Dr. Miller

- Thanked everyone for coming this evening and staff who prepared presentations
- Offered condolences to the family and friends of Mr. Hicks
- Looks forward to a new school year and improvement to schools
- Public input is always welcome

A motion by Mr. Ryder and a second by Mrs. Grimm to convene in a closed meeting to discuss the admission of non-resident students and student attendance areas; acknowledge or approve the resignation, retirement and appointment of specific employees; conduct an exit interview, review details of school crisis management plans, and the superintendent’s evaluation failed. The Board vote resulted in a 2-2 tie vote, Lowry, Miller opposed (Ryder did not vote). **Motion failed.**

**15-16: 020
CLOSED MEETING**

After reconvening in an open meeting, a motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (3-0 vote, Ryder, Manion in the hallway) convened in a closed meeting at 8:40 p.m. to discuss the admission of non-resident students and student attendance areas; acknowledge or approve the resignation, retirement and appointment of specific employees; conduct an exit interview, and review details of school crisis management plans.

On motion by Mrs. Lowry at 11:28 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.

**15-16: 021
CERTIFICATION OF
CLOSED MEETING**

On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (3-2 vote, Manion, Ryder opposed) approved **SY2015-16 non-resident students (MES, VES, BCHS)** as recommended.

**15-16: 022
ACTION FOLLOWING
CLOSED MEETING**

On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (5-0 vote) **approved annual requests for students to enroll in different attendance areas as recommended.**

On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) **approved substitutes, all categories, as listed:**

2015-16 Substitutes Teachers/Clerical

Continuing: **Mary Adderton, Betty Alexander, Brenda Altizer, Joyce Brown, Amanda Brumfiel, Scott Conrad, Laura Cooper, Jamilyn Fussell, Herb Hardbarger, Allison Hollins, Chrysti Landrum, Elfrieda McDaniel, Judy McElwee, Brooke McMullen, Carol Phillips, Steve Shaver, Ruth Tolson, Janice Webb, Linda Weiss, Sue Wooding.**

New: **Trisha Alphin, Mary Criser, Ashley Decker, Dillon Fry, Darah Hevener, Ramona Garcia, Lisa Hodge, Teresa Jones, Jessie Logan, Carrington Pasco, Kristy Pasco, Stacy Schumacher, Amy Smith, Sandy Ryder, Zach Woodzell.**

2015-16 Cafeteria Workers

Continuing: **Brenda Altizer, Elizabeth Avis, Joyce Brown, Allison Hollins, Mary Hupman, Chrysti Landrum, Yvonne Lockridge, Stacy Schumacher, Ruth Tolson.**

New: **Trisha Alphin, Susan Ailstock, Nora Gibson, Myrna Harrison, Candace Lowry**

**15-16: 022 (Con't.)
ACTION FOLLOWING
CLOSED MEETING**

2015-16 Transportation

Bus/Vehicle Continuing: **Jimmie Adkins, Eric Bley, Richard Criser, Keswick Phillips, Dallas Reynolds, Justin Rider**

Vehicle/Continuing: **Wayne Hayslett, Ronnie Hodge, Rodger Hupman, Susan Keith, Charolette Lotts, Patty Reynolds, Mary Rogers, Nancy Sweitzer**

New: **Krista Armstrong**

2015-16 Custodian

Continuing: **Elizabeth Avis, Fay Hise**

New: **Myrna Harrison**

The Board acknowledged the following summer resignations, retirements, and fall coaching appointments:

Resignation: **Nora Gibson – VES Food Service (.5)**

Retirement: **Ramona Garcia – MES Reading Specialist**

Acknowledged Summer Personnel Appointments:

Deane Davis	BCHS Teacher, Special Education
Rodney Landreth	BCHS Teacher, Special Education
James Lucente	BCHS Teacher, Social Studies/History
Mark Hall	BCHS Computer Lab Manager
Kimberly Craig	Division Art Teacher
Martha Peters	BCHS Food Service (.5)
Kevin Kendall	VES Principal
Katie E. Mihaly	VES School Counselor
Esther Allman	VES Teacher, Gr. 2
Alex Avery	VES Teacher, Science, Grades 6-7
Kristy Humphreys	VES Teacher, History, Grades 6-7
Suzanna Paxton	VES Teacher, Math, Grades 6-7
Melinda Turner	VES Teacher, Grade 3
Krista Armstrong	VES Computer Lab Manager
Kimberly Call	VES Secretary
Kimberly Smith	VES Food Service (.5)
Anne C. Clarry	MES/BCHS School Counselor
LeAnn Forbes	MES Reading Specialist
Catherine Chestnut	MES Aide

Acknowledged Fall Coaching Appointments:

Holly Nichols	Cheerleading Sponsor
Lucy McCune	JV Volleyball
Danielle Brinkley	JV Volleyball (Volunteer)
Glenn Hiner	Varsity Asst. Coach/JV Coach Volunteer
Rodney Landreth	Varsity Asst. Coach/JV Coach (.5)

Prior to adjournment, the Board released the name of the new VES principal, Mr. Kevin Kendall. The meeting adjourned at 11:30 p.m.

**15-16: 023
ADJOURNMENT**

Attachment A: *JED-R – School Attendance Regulations*

DR. ELLEN R. MILLER, CHAIRMAN

CARLYN SUE F. HIRSH, CLERK

SCHOOL ATTENDANCE REGULATIONS (JED-R)

Bath County High School

Regular class attendance is considered by Bath County Public Schools to be essential to the educational process and to the satisfactory completion of the requirements of any class and subject offered. Regular school attendance also is directly related to the development of good habits, which are important in the world of work and in higher education. A ninety-five percent (95%) or better attendance rate is the goal. Students at the Secondary level must earn 140 clock hours to be award course credit in accordance with the Code of Virginia. Therefore the following changes have been made to ensure that your child is successful in meeting those requirements.

Student Absences/Tardies/Early Dismissals

Student absences, tardies, check-ins, and checkouts will be recorded on a daily basis for each class in the following manner: A daily record will be maintained for student absences, tardies, and early dismissals, noting the time and reason given by the parent/guardian. Parents or guardians will be notified in writing when tardies and early dismissals become excessive. Three tardies and/or early dismissals equal one absence.

When a student is absent from school, parents or guardians should call the school to report the student's absence by 10:00 am. When the student returns to school the parent or guardian must provide a written note stating the reason for the student's absence. Parents or guardians will be notified by telephone whenever a student does not attend school and the school is not aware of the reason for the absence.

Documenting Absences

School officials shall not consider absences as excused or unexcused. All absences shall be identified as documented (note/excuse received) or not documented (no note/excuse received). Each student should present to the main office documentation within 2 days of the absence.

Absences, check-ins, or checkouts for any of the reasons listed below **shall not** contribute to the maximum number of absences allowed by this policy.

1. state mandated testing or other school/division testing programs;
2. school-sponsored field trips or activities;
3. all VHSL activities;
4. late bus or buses which fail to run;
5. conference with guidance counselor, administrator, or other related staff members;
6. involuntary court appearance (copy of court order or subpoena required);
7. death in the family or household (verification may be required);

8. religious holidays (verification may be required);
9. College/Technical School visits (letter from Admissions office required)

Absences, check-ins, and checkouts for reasons other than those listed above shall contribute to the total absences allowed by this policy. For the purpose of record keeping in attendance at the secondary level, three (3) check-ins and/or checkouts shall be equal to one (1) absence towards the maximum number allowed. Any excessive check-ins, checkouts, or patterns of absences may result in a review of the attendance plan.

A student is considered is Present if he/she:

1. reports to the classroom or other approved area at the time of the tardy bell
2. attends a school sponsored event

A student is considered Tardy if he/she:

1. reports to school after 8:25
2. reports to class after the tardy bell

A student is considered Absent if he/she:

1. does not report to school
2. checks in late missing a class period or periods
3. fails to report to class (skipping) class during the class period
4. checks out early missing a class period or periods

Students and their parents/guardians shall be notified in writing by the principal or the principal's designee when a student's total absences in any courses have accumulated to the following levels:

Five (5) Absences:

1. five day notification letter
2. Credit review meeting with parent/guardian (s) and student
3. Creation of an Attendance contract including the consideration of Early Attendance Intervention

Ten (10) Absences:

1. 10 day notification letter
2. Credit review meeting with parent/guardian(s) and student
3. Review of attendance contract including the consideration of Attendance Probation
4. Beginning of documentation of referral to Juvenile Court

Fifteen (15) Absences:

1. 15 day notification letter
2. Credit review meeting including the consideration of an Hours of Reclamation Plan
3. Referral to Juvenile and Domestic Relations Court

Day 16: When a student's total absences exceed sixteen (16) days and parents/guardians shall be notified in writing of loss of credit and of the credit review process to create a plan for potentially avoiding a loss of credit if necessary.

Credit Review Process

Upon notification of a student's excessive absenteeism and possible loss of credit, the school administrator (principal or designee) initiate a credit review meeting to discuss the circumstances of the student's absences and any supportive documentation. The student's guidance counselor or teacher(s) may also attend this meeting to provide information concerning the student's attendance and academic standing to the school administrator for review prior to the meeting.

The outcome of the credit review process may be one of the following:

1. **Early Attendance Recovery** – Students whose absences have reached five (5) days will be required to attend homework club (2) weeks per month.
2. **Attendance Probation** – Students whose absences now reach 10 days will be required to attend five (5) sessions of Extended Evening School.
3. **Hours Reclamation Plan** – Student must fulfill the requirements of an “Hours Reclamation Plan” developed by the school administrator in order to make up time for days missed and earn credit in affected courses. Continued absences after the development of a plan may result in additional hours of reclamation or a loss of credit in affected courses.
4. **No Action** – The school administrator may waive the need for a credit review meeting when he/she is made aware that the excessive absenteeism is due to legitimate chronic medical conditions, catastrophic illness, major medical injuries, or other catastrophic circumstances.

All decisions related to absences and credit will be reviewed each grading period. Failure to follow-through on any required stipulations will result in a loss of credit for affected courses. Decisions made by the building principal should be appealed to the central office staff member charged with supervision of the attendance program whose decision will be final.