

**The Bath County School Board met in a Joint Work Session with the Board of Supervisors on Tuesday, November 12, 2015 at 6:30 P.M. at School Administration Building.**

**PRESENT:**                    **Dr. Ellen R. Miller, Board Chair**  
                                      **Mr. Eddie H. Ryder, Board Vice-Chair**  
                                      **Mrs. Rhonda R. Grimm, Board Member**  
                                      **Mrs. Cathy D. Lowry, Board Member**  
                                      **Mr. William K. Manion, Board Member**  
                                      **Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk**  
                                      **Mrs. Sharon P. Fry, School Board Deputy Clerk**

**Mrs. Claire Collins, Board of Supervisors Chairperson**  
**Mr. Henry “Kevin” Fry, Board of Supervisors Member**  
**Mr. Bruce McWilliams, Board of Supervisors Member**  
**Mr. Ashton Harrison, County Administrator**

Dr. Ellen Miller, Board Chair, called the meeting to order at 6:32 p.m. with all members present except Mr. Perdue and Mr. Gilchrest. Mrs. Grimm arrived at 6:40 p.m. **15-16: 117**  
**CALL TO ORDER**

On motion by Mrs. Lowry and seconded by Mr. Manion, the Board (5-0 vote) amended the agenda to include *Items for Consideration/Discussion - B League Football Discussion as Item #4.* **15-16: 118**  
**APPROVE OR AMEND AGENDA**

There were no public comments. **15-16: 119**  
**PUBLIC COMMENTS**

Presentation by Scott Basham, Sr., Sales Director, GCA Services Group **15-16: 120**  
 A Facility Services Company **ITEMS FOR DISCUSSION**

Mr. Scott Basham, Senior Sales Director, presented information to the Board on Comprehensive Facility Services for local government and school divisions. Services offered include comprehensive custodial services, a custom green cleaning program, quality assurance & reporting, energy management & sustainability, comprehensive facilities operations & maintenance services, and grounds management.

Mr. Basham cited the following benefits to employers: reduced costs, operational improvement, customized solutions tailored to each K-12 school district, additional resources, reduced liability, dedicated, highly trained resources, local expertise backed by regional and national support, and proven performance with a 98+% client retention rate.

Both Boards agreed that outsourcing should be considered and expressed an interest in further discussion.

**Surplus Auction, 10/17/2015**

The schools and county disposed of surplus materials and equipment on October 17, 2015. Mr. Bill Bratton, auctioneer, plans to forward final auction proceeds in the near future.

15-16: 120 (Con't.)  
ITEMS FOR DISCUSSION

**Moving Forward – County Fueling Stations and BCHS Parking Lot Project**

Mrs. Hirsh updated the Board on the September Joint Work Session and conversations with Mr. Harrison. At the September meeting, Mrs. Hirsh said she thought the Boards had come to an agreement about moving forward with the fueling stations at an estimated cost of \$50,000. Mrs. Hirsh said there was discussion between the Boards about cost sharing, thinking there might be fuel savings due to the current lower fuel prices with monies coming back to the schools at the end of the year.

Mrs. Hirsh said the schools are almost ready to move forward in obtaining quotes for the actual design and cost of the parking lot plans at an estimated cost of \$30,000.

Mr. Harrison said there is \$166,000 in the county budget for school capital. He noted this is not enough to get the parking lot completely done, but is enough to complete the design and fuel stations.

Mrs. Hirsh said Mr. Lancaster, Director of Technology and Administrative Services, would move forward with both projects.

**BCHS Athletic Field Improvement**

Mrs. Lowry, Board member, provided a brief update on the efforts of a committee formed to find a solution to issues on the BCHS field. A December meeting is planned for those interested in attending. Mrs. Lowry stressed the importance of providing a safe and functional field for students. Mr. Harrison noted there is \$50,000 in the CIP for crowning of the football field. Mrs. Grimm said she had spoken with individuals who are willing to use their time and equipment to help improve the field.

**BCHS BAND UNIFORMS – How to support fund drive?**

Dr. Miller updated the Boards on fund-raising efforts to purchase new band uniforms. Dr. Miller reported \$22,000 of the needed \$50,000 has been raised through various fundraisers. Mrs. Hooker, Band Director, would like to order new uniforms at the end of January to avoid a 3% cost increase. Mrs. Hooker has enough for the down payment, but will not order the uniforms unless money is available for the final payment in July.

When discussing support from the Board of Supervisors for band uniforms, Mr. McWilliams expressed concern saying he didn't think their Board should be part of this decision. He thought this should come as a request from the School Board to the Board of Supervisors.

Mr. Harrison and the Board of Supervisors members in attendance suggested the school board prioritize the \$166,000 and consider funding band uniforms from this amount.

Mr. Lancaster asked if the \$166,000 could be spent on other items as the funds were originally set aside for the parking lot and inquired about approval from the county administrator. Mr. Harrison said he would be most comfortable if a plan for expenditures was provided. According to Mrs. Hirsh, the schools plan to move forward with the county fueling stations and parking lot design/plans totaling approximately \$80,000. She said the School Board will meet to prioritize projects with the remaining \$86,000 and communicate their intent in writing to Mr. Harrison.

**15-16: 120 (Con't.)  
ITEMS FOR DISCUSSION**

**B LEAGUE FOOTBALL DISCUSSION**

Mrs. Lowry asked the Board of Supervisors if they plan to recognize the B League Football team for their recent Super Bowl win. According to Mr. Harrison and Mrs. Collins, the football team will be invited and recognized at their December meeting.

- Tuesday, February 16, 2016, 6:30 p.m. at School Administration Building
- Thursday, March 31, 2016, 6:30 p.m. at School Administration Building

**15-16: 121  
FUTURE JOINT  
MEETING DATES**

**Upcoming Events:**

- December 2, 2015 MES Christmas Parade at 2:00 p.m.
- December 7, 2015 MES Christmas Program at 7:00 p.m.
- December 14, 2015 VES Christmas Program at 7:00 p.m. at BCHS.
- December 16, 2015 Band Concert at 7:00 p.m.

Addressing the Board of Supervisors and Mr. Harrison, Mrs. Hirsh said she appreciated the opportunity to meet and discuss items and believes it has been beneficial to both Boards.

The meeting adjourned at 7:57 p.m.

**15-16: 122  
ADJOURNMENT**

**The Bath County School Board met in a Regular Meeting on Tuesday, December 1, 2015 at 7:00 P.M. following a Closed Meeting at 6:15 P.M. at Bath County High School.**

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

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

Dr. Miller, Chairman, called the meeting to order at 6:15 p.m. with all members present. **15-16: 123**  
**CALL TO ORDER**  
**CLOSED MEETING**

**On motion by Mr. Ryder and seconded by Mr. Manion, the Board (5-0 vote) convened in a closed meeting to consider an employee resignation and employee compensation at 6:16 p.m. 15-16: 124**  
**CLOSED MEETING**  
**AND CERTIFICATION**  
**OF CLOSED MEETING**

**On motion by Mr. Ryder and seconded by Mrs. Lowry at 7:07 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: 125**  
**CERTIFICATION OF**  
**CLOSED MEETING**

Dr. Miller called the meeting to order at 7:08 p.m. and led the Board in the Pledge of Allegiance, and a moment of silence. **15-16: 126**  
**CALL TO ORDER**  
**PUBLIC MEETING**

**On motion by Mrs. Grimm and seconded by Mr. Manion, the Board (5-0 vote) approved the agenda as presented. 15-16: 127**  
**APPROVE OR**  
**AMEND AGENDA**

**On motion by Mrs. Grimm and seconded by Mr. Manion, the Board (5-0 vote) approved the consent agenda as presented: 15-16: 128**  
**APPROVE**  
**CONSENT AGENDA**

- **Minutes**  
 November 3, 2015 Regular Meeting

- **Claims**

Mr. Justin Rider, Business Manager, presented an overview of expenditure summary and a reconciled November 2015 revenue summary. General Fund Payroll - 70123-70133, 70138-70148, Bills – 70134-70137, 70149-70222, Direct Deposit - 2179-2182, Food Service Payroll 10691-10695, 10696-10700 Direct Deposit – 2179-2181, Bills – 10701-10709.

- **Reports**

- Attendance

October 2015 ADM: BCHS 245.48, MES 110.62, VES 187.14 for a total of 543.24.

- Cafeteria – October, 2015

- Maintenance, November 2015

- Transportation, November 2015

15-16: 128 (Con't.)

APPROVE

CONSENT AGENDA

Mr. Dempsey Hevener thanked VES for their recent Veterans Day celebration. Mr. Hevener said he served 22 years in the Marine Corps and two tours in Vietnam and wanted to express his appreciation to students and staff.

15-16: 129

PUBLIC COMMENTS

- **BCHS Beta Club** members filled and wrapped 47 shoeboxes for the Operation Christmas Child Program.
- **All Area Band Auditions**, November 17, at Maury River Middle School. The following students auditioned and were accepted into All Area Band: Middle School (grades 6-8): Valley Elementary School, 6<sup>th</sup> Grade, Matthew Keyser-Trumpet, Kyle Reed-Snare 7<sup>th</sup> Gr. Colby Lowry-Trumpet, Erin Hamilton-Mallets, Coult Fussel-Trumpet, Eliza Brumfiel-Flute, Kayden Gwin-Clarinet, Tye Hooker-French Horn, Isabella Ryder-Clarinet, Fred Brumfiel-Snare, Wyatt Harmon-Snare, Franklin Colon-Snare, Hunter Harmon-1<sup>st</sup> Alternate Mallet, Emily Douglas-1<sup>st</sup> Alternate Trumpet. Millboro Elementary School, 7<sup>th</sup> Grade, Persephane Woods-Clarinet, Kaitlin Arnold-Flute Bath County High School, 8<sup>th</sup> Grade, Stephanie Gardener-Flute, Harley Cary-Clarinet, Taylor Gentry-Tenor Sax, Ella DeBoe-Trumpet, Skyler Ellinger-Trumpet, Travis Hall-Trombone, Grades 9-12, Emma Marshall-Flute, John Heffler-Trumpet, Mary Dressler-Clarinet, Jordan Marshall-Trumpet, Mackenzie Weaver-Clarinet, Mackenzie Kincaid-Trumpet, Gabbi Reed-Clarinet, Ethan Essex-Baritone, Caleb Reist-Tuba, Jamie Ryder-Mallets, Austin Hall-Tuba, Jillian Brown-Snare, Mason Keyser-1<sup>st</sup> Alternate Trombone.
- **BCHS Football**: The Varsity team finished the season with a big win over Parry McCluer (ranked 1<sup>st</sup> place in the Pioneer District and ranked 11 out of 27 schools in Region 1A West) with a final score of 20-17. The Chargers finished the season with 3-7 and in a three way tie for 2<sup>nd</sup> place in the Pioneer District. Bath ranked 17<sup>th</sup> out of 27 schools in the region and was recognized as the 4<sup>th</sup> most improved team in Region 1A West by the Virginia High School League.
- **BCHS Volleyball**: 2<sup>nd</sup> Team Pioneer District & Conference 45 Libero – Lindsay Malcolm
- **BCHS Cross Country** - Qualified for Regional Tournament: Noah Hyler, Derrick Oliver, John Heffler, Kyle Kimmell, Steve Gardner, Mackenzie Kincaid.
- MES hosted a 4-H division celebration for elementary students.
- Mrs. Hooker, Band Director, parents and students raised \$30,000 toward the purchase of new band uniforms.

15-16: 130

GOOD NEWS IN BATH COUNTY SCHOOLS

Miss Jessica Ryder works as an office assistant at BCHS and said it is great to have the student sign in/sign out software as it expedites the process. She provided a brief report of upcoming events.

**15-16: 131  
STUDENT  
REPRESENTATIVE'S  
REPORT**

Mrs. Hirsh said the conference was exceptional and included outstanding speakers. Mrs. Hirsh, Dr. Miller, Mr. Ryder, Mrs. Lowry, Mr. Manion, Mrs. Grimm, Mr. Burns, Mr. Secoy and Mrs. Fry reflected on the recent VSBA annual conference and shared convention highlights.

**15-16: 132  
VSBA ANNUAL  
CONFERENCE REPORT  
NOVEMBER 18-20, 2015**

The annual surplus auction was held on October 17, 2015 for the disposal of both division and county government items. Mrs. Hirsh said the auction resulted in a net profit of \$3,502.15.

**15-16: 133  
SURPLUS  
AUCTION REPORT**

Mr. Rider, Business Manager, recently attended two training sessions on the new ACA reporting requirements and provided an overview of new Business Office responsibilities. In order to avoid federal government penalties, Mr. Rider is in the process of learning how to provide required information on the status of health insurance coverage for Bath County School employees. Mr. Rider said the school system could be penalized when employees elect not to take school health insurance. Mr. Rider said additional information would be shared as it becomes available.

**15-16: 134  
AFFORDABLE CARE ACT  
(ACA) REPORTING  
REQUIREMENTS**

Mr. Lancaster, Director, Technology, Testing & Administrative Services, shared class size information available as of October 1, 2015. Mr. Lancaster said this report included support staff and indicated MES ratio of 1 to 12, and VES ratio of 1 to 9. According to Mr. Lancaster, the division-wide ratio is below the 1 to 18 ratio in grades K-3, and Bath County Schools qualified for class size reduction funding. Mrs. Hirsh noted that the MES Kindergarten class has grown to 23 students since October 1.

**15-16: 135  
K-3 CLASS SIZE  
SUMMARY DATA**

Mr. Lancaster provided background information on a newly installed check-in system at all three schools. Mr. Lancaster said this system should provide additional security and streamline the process when visitors or students enter and leave the building. There is an electronic record created when students check-in and out, and that information is then input into the student PowerSchool system. The system automatically prints a pass for students to go to class. Visitor driver licenses are scanned as they check-in, and badges are printed with the current date, visitor name & photo, and purpose of the visit. When visitors check in, the program terminal scans their driver's license and prints a badge for the person to wear while on school premises.

**15-16: 136  
SCHOOL CHECK-IN  
SYSTEM FOR STUDENTS  
AND VISITORS**

The visitor must use the terminal to check-out as well and the system provides a report indicating who is on campus. Board members expressed concern over privacy issues, security measures, and refusal to scan a driver's license. Mr. Lancaster will check to see how long the visitor information is stored in the system.

**15-16: 136 (Con't.)  
SCHOOL CHECK-IN  
SYSTEM FOR STUDENTS  
AND VISITORS**

On motion by Mrs. Grimm and seconded by Mrs. Lowry, the Board (5-0 vote) accepted the resignation of **Kimberly Call**, VES instructional aide, and authorized the superintendent to hire a replacement.

**15-16: 137  
ACTION FOLLOWING  
CLOSED MEETING**

Mrs. Hall, Director, Special Education & Pupil Personnel Services, and BCHS guidance department recommended surveying grades 8, 10, and 12 at Bath County High School. Mrs. Hirsh said the survey allows the schools to gain knowledge about our student population regarding drugs and alcohol. Mrs. Hirsh said students may opt-out and results are confidential. According to Mrs. Hirsh, if a parent requests it, the survey would be made available to them. Board members discussed survey confidentiality and intrusiveness of questions. On motion by Mrs. Lowry and seconded by Mrs. Grimm, the Board (3-2 vote, Manion, Ryder opposed) **approved the administration of a "Communities That Care Youth Survey" to grades 8, 10, and 12 at Bath County High School regarding drugs and alcohol during the 2015-16 school year.**

**15-16: 138  
COMMUNITIES THAT  
CARE YOUTH SURVEY  
FOR BCHS**

Mrs. Hirsh provided a recap of discussion at the November 12<sup>th</sup> Joint Work Session with the Board of Supervisors. At that meeting, Mrs. Hirsh said there was a verbal agreement to move forward with the joint fueling stations (\$50,000) and construction documents for the BCHS parking lot (\$30,000). Mr. Harrison said \$166,000 had been carried forward for the schools to spend on capital projects. Mrs. Hirsh said the \$166,000 is not sufficient to complete the parking lot project, but sufficient funds to finalize the design. Referencing the proposed CIP for FY2015-2016 through FY2019-2020, Mrs. Hirsh noted that one half of the restroom project was completed as Millboro Elementary School restrooms were renovated last year. She said the Bard units had been installed at the BCHS auditorium and humidity has been reduced. Phase 2 of this project includes replacement of stage curtains and installation of carpet. Mrs. Hirsh also mentioned recent discussions regarding improvement/crowning of the football/athletic field listed as item #6 on the CIP and consideration of a contribution to the BCHS Band for the purchase of new uniforms. Mrs. Hirsh asked the Board for guidance and prioritization of projects.

**15-16: 139  
CAPITAL EXPENDITURES**

Mrs. Lowry referenced the September Joint Work Session and said it was her understanding that the county would pay the cost of the fuel station project and the schools would return any money left in their fuel budget at the end of the 2015-16 year to the county until half the cost was contributed.

According to Mrs. Hirsh, Mr. Harrison confirmed the availability of \$166,000 for CIP projects at the November meeting.

At the November meeting, Mrs. Hirsh said the fueling stations and parking lot design/development of construction documents could begin soon. Mr. Rider, Business Manager, provided a current budget update and urged caution as Board members consider future spending. He said the school budget is based on 567 students and enrollment is now 540. If the enrollment is the same on March 31 as it is now, Bath County Schools would receive approximately \$54,000 less in state money. Mr. Rider expressed concern as there is \$134,500 in the budget for payment in lieu of taxes from the Department of the Interior, and that revenue is in question as well. According to Mr. Rider, the \$134,500 received in fiscal year 2015 was not moved forward to the SY2015-2016 as in previous years. Board members expressed interest in asking the Board of Supervisors for an appropriation for the second \$134,500 deposited in the SY2014-2015. Accessing the \$166,000 funds in the Board of Supervisors capital needs line, the School Board discussed potential projects including restroom & auditorium projects, lighting upgrade with occupancy sensors, football field crowning, and band uniforms funding.

**15-16: 140  
CAPITAL EXPENDITURES**

On motion by Mr. Manion and seconded by Mrs. Lowry, the Board (5-0 vote) **authorized the following capital project expenditures (\$166,000) in the County budget line designated for capital needs:**

1. **BCHS parking lot design and development of construction documents - \$30,000**
2. **BCHS band uniforms - up to \$20,000**
3. **BCHS auditorium stage curtains and carpet - \$40,000;**

*(CIP error - curtains - \$18,709.95 and carpet - \$11,897.60 totaled \$30,608)*

**and other items for consideration to be discussed at the next meeting with the remaining \$76,000 (adjustment - \$85,392).**

Informational items for Board members included information on a VSBA webinar series on *Budget and Finance Basics* on December 15 and 16 from 11:00 AM to Noon, at the School Administration Building, a December school calendar of events, Board of Supervisors agenda – swearing in ceremony - December 8, 2015, and VSBA webinar on FOIA to be held on January 2016.

**15-16: 141  
ITEMS FOR BOARD  
MEMBERS/  
CORRESPONDENCE**

Mr. Roy Burns, addressed the Board stating:

- Pursuant to VA law, the Board should be sure to have an appropriation from the Board of Supervisors prior to any expenditure from the capital needs line item.
- Asked if Board members had prior knowledge of the check-in kiosks before their installation. Board members responded saying “yes”.

Miss Kim Manion, addressed the Board stating:

- It is unsafe to turn off parking lot exterior lights at the schools.

Mrs. Sarah Rowe, addressed the Board stating:

- Please consider safety of students as they return from a ballgame at 2 a.m. with no outdoor lights on. Female staff members leaving at 10:00 p.m. with no lights is of concern.
- Kiosks make the check-in/check-out simpler, ensure privacy, and scanning the drivers’ license allows a sex offender check thus protecting students.
- Surveys are completely anonymous, helpful in identifying drug related programs, and their completion may assist in securing grant money.

**15-16: 142  
PUBLIC COMMENTS**



**15-16: 143  
ITEMS BY BOARD  
MEMBERS**

**Mrs. Grimm**

- expressed appreciation to teachers, staff and superintendent for all the information provided and all your hard work. Very proud of the kids in our county with their talents, their arts, band, education, and athletics.
- thanked voters for electing her to another term.
- looking forward to serving with our new Board members. Proud that Mr. Ryder and Mr. Secoy participated in the 5k run/walk at VSBA conference.
- proud that students participated in the VSBA Signs of Success poster display and the video contest.
- wished everyone a Merry Christmas and a safe and Happy New Year.

**Mrs. Lowry**

- Excited about the poster presentation the VSBA conference.
- Enjoyed “proud day” at the convention and wore her Bath County Chargers flaming orange shirt as it was a neat conversation piece.
- As a Band parent, very proud of the student accomplishments and all their hard work.
- Sports are very important and require hard work, time and dedication. We need to support athletes as the winter season is starting. Wins and losses are not a true measure of an athlete.
- Luke Hooker’s winning picture at the Regional Art Show was framed and on display at the VSBA convention.
- staff shows great dedication to our students and this filters down to kids as dedication is contagious. Staff efforts are noticed and appreciated.

**Mr. Manion**

- Thanked the staff, Mrs. Fry, Mrs. Hirsh and Board members for everything they’ve done. The staff has been very supportive, informative and helpful.
- Merry Christmas to all.

**Mr. Ryder**

- Ditto to what everyone else said.
- Thanked Dr. Miller and Mr. Manion for their service on the Board.
- Wished everyone Happy Holidays.
- Suspect everyone is looking forward to having a few days off.

**Dr. Miller**

- Thanked fellow Board members and said serving on the Board has been a learning experience with good and bad points. She does not envy some of the decisions the Board may face in the future. There have been difficult discussions about some decisions and it’s always good to get various opinions.
- Appreciative of the hard work that staff, teachers and students have put forth.
- Pleased that the Board accomplished many things while other items remain on the back burner, such as the athletic field.
- Very talented art and carpentry students and suggested their talents be displayed and a venue for revenue stream created.
- The concept of cell towers and revenues to schools should be pursued.
- Suggested Mr. Ozols and his students explore the possibility of a patent on the wind turbine design. Patents involve royalties and she suggested we protect the design from becoming someone else’s property.
- Enjoyed her time served on the Board and thanked folks for the opportunity.
- Plans to continue pursuing the concept of an educational foundation and is

looking for volunteers.

The Board adjourned the meeting at 9:53 p.m.

**15-16: 144  
ADJOURNMENT**

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**DR. ELLEN R. MILLER, CHAIRMAN**

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**CARLYN SUE F. HIRSH, CLERK**