

The Bath County School Board met in a Regular Meeting on Monday, January 9, 2017 at 7:00 P.M. following a Closed Meeting at 5:30 P.M. at Bath County High School.

**PRESENT:** Mr. Roy W. Burns, Board Chairman  
Mrs. Catherine D. Lowry, Vice-Chair  
Mr. Bryan Secoy, Board Member  
  
Mrs. Allison Hicklin, Superintendent Designee  
Mrs. Sharon P. Fry, School Board Deputy Clerk

Mr. Burns, Board Chairman, called the meeting to order at 5:31 p.m. with all members present except Mrs. Grimm and Mr. Ryder. **16-17: 120  
CALL TO ORDER**

**On motion by Mrs. Lowry and seconded by Mr. Secoy, the Board (3-0 vote) convened in a closed meeting at 5:32 p.m. to consider the resignation of personnel and appointment of specific personnel and to hear a parent concern (personnel).** **16-17: 121  
CLOSED MEETING  
AND CERTIFICATION  
OF CLOSED MEETING**

**On motion by Mr. Secoy at 7:02 p.m., the Board came out of the closed meeting and certified (3-0 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.** **16-17: 122  
CERTIFICATION OF  
CLOSED MEETING**

Mr. Burns called the meeting to order at 7:02 p.m. and led the Board in the Pledge of Allegiance and a moment of silence. **16-17: 123  
CALL TO ORDER FOR  
PUBLIC MEETING**

**On motion by Mrs. Lowry and seconded by Mr. Secoy, the Board (3-0 vote) amended the agenda:** **16-17: 124  
APPROVE OR  
AMEND AGENDA**

*Moved Item 8.-E. – Approval of Superintendent’s Designee to follow Item 5.*

*Moved the following agenda items to a continued meeting on Thursday, January 12<sup>th</sup> at 5:30 PM at SAB:*

- Item 8. School Board Organizational Meeting*
  - A. Election of Officers*
  - B. VSBA Code of Conduct for School Board Members*
  - G. Appointment of VSBA Delegate and Alternate Delegate*

*Item 11. Superintendent’s Report – Presentations/Information*

*A. School Wellness Plans – Mrs. Shifflett*

*Item 12. Superintendent’s Report – Action*

*A. Action Following Closed Meeting*

*B. Consider Approval of BARC Solar Project*

*C. Consider Approval of Capital Improvement Plan 2017-2022*

*D. Consider Approval of Regulation for Bank Deposits*

*E. Consider Approval of Hearing Officers*

*F. Consider Approval of VES Gym Foundation Repairs*

**16-17: 124 (Con’t.)  
APPROVE OR  
AMEND AGENDA**

On motion by Mrs. Lowry and seconded by Mr. Secoy, the Board (3-0 vote) **approved the appointment of Allison Hicklin as Superintendent’s Designee.**

**16-17: 125  
APPROVAL OF  
SUPERINTENDENT’S  
DESIGNEE**

**On motion by Mrs. Lowry and seconded by Mr. Secoy, the Board (3-0 vote) approved the consent agenda as presented:**

**16-17: 126  
APPROVE  
CONSENT AGENDA**

- **Minutes**

December 6, 2016 Regular Meeting

- **Claims**

An overview of expenditure summary for December 2016 and a reconciled revenue report were provided for Board review. General Fund Payroll - 71534-71543, 71547-71556, Bills – 71544-71546, 71557-71635, 2239-2242. Food Service Payroll – 10907-10910, 10911-10914, Bills – 10915-10923, Direct Deposit – 2239-2242.

- **Reports**

Attendance

November 2016 ADM: BCHS 221.18, MES 128, VES 178.35 for a total of 527.53.

Cafeteria, November 2016

Maintenance, December 2016

Transportation, December 2016

There were none to be heard.

**16-17: 127  
PUBLIC COMMENTS**

On motion by Mrs. Lowry and seconded by Mr. Secoy, the Board (3-0 vote) **approved the following appointments:**

**16-17: 128  
SCHOOL BOARD  
ORGANIZATIONAL  
MEETING**

- |  |                 |
|--|-----------------|
| Fiscal Agent                           | Justin Rider    |
| Deputy Fiscal Agent                    | Sue Hirsh       |
| School Board Attorney                  | Chris Singleton |
| Signatures in Superintendent’s Absence | Allison Hicklin |

On motion by Mr. Secoy and seconded by Mrs. Lowry, the Board (3-0 vote) approved the appointments of **Sue Hirsh - Clerk** and **Sharon Fry - Deputy Clerk**.

**16-17: 128 (Con't.)  
SCHOOL BOARD  
ORGANIZATIONAL  
MEETING**

- Family, Career and Community Leaders of America (FCCLA) and Culinary Arts students from Bath County High School contributed to the Bath County Christmas Mother in December with a lunch prepared for the shop workers and decorated 69 bags for the residents of The Springs and stuffed them with various toiletries provided by the Christmas Mother.

**16-17: 129  
GOOD NEWS IN  
BATH COUNTY  
PUBLIC SCHOOLS**

Due to weather, Miss Easton Yohe, BCHS student representative, did not attend.

**16-17: 130  
STUDENT  
REPRESENTATIVE'S  
REPORT**

Mr. Mike Keyser, BARC CEO, and Mr. David Wall, Affordable Energy Concepts, Inc. updated the Board on questions presented at the December proposal. Mr. Ryder expressed concern regarding installation of the solar panels on the BCHS roof. A roof inspection of BCHS was conducted by McCarty Roofing, Inc., at the request of Mr. Keyser and a letter with findings was presented to Board members. McCarty Roofing, Inc. recommended a new EPDM roof installed over the existing roof prior to placement of solar panels.

**16-17: 131  
BARC – SOLAR  
PROJECT  
PROPOSAL UPDATE  
MR. MIKE KEYSER**

Mr. Keyser and Mr. Wall presented an alternate proposal and suggested installation of solar panels on the ground. The panels require approximately an acre of land behind VES. A dual axis tracking system that sets on a mountain pole and tracks the sun across the sky during the day at BCHS is required. Mr. Keyser said the BCHS alternative gets high-level production. The tracking system at BCHS would be located at the north end of the building in front of the school. It would be attached to poles about four feet off the ground. Mr. Keyser said the alternative plan would get more production at the same cost and the project is completely turnkey.

In order to secure a solar panels at the most economical price, Mr. Wall and Mr. Keyser advised the Board to make a decision no later than January 18-20 in order to lock in panel prices. Mr. Wall said purchased solar panels would be stored at BARC until installation.

Informational items for Board members included: Virginia ACTE 2016-2017 Issues and Solutions for Career and Technical Education in Virginia, and a VSBA Hot Topic Conference brochure on March 15, 2017 at Wytheville, VA.

**16-17: 132  
ITEMS FOR  
BOARD MEMBERS**

Kim Manion, MES teacher, asked two questions of the Board regarding the Solar Panel project:

**16-17: 133  
PUBLIC COMMENTS**

1. Have you discussed what happens with power surges?
2. How are you replacing the panels at the end of their life span?

At 7:42 p.m., a motion by Mr. Secoy and a second by Mrs. Lowry, (3-0 vote) the Board approved continuation of the meeting until **Thursday, January 12, 2017 at 5:30 p.m. at School Administration Building.**

**16-17: 134  
CONTINUED MEETING**

**The Bath County School Board met in a Continued Meeting on Thursday, January 12, 2017 at 5:30 P.M. at School Administration Building.**

**PRESENT:**  
**Mr. Bryan Secoy, Board Chairman**  
**Mr. Eddie H. Ryder, Board Vice-Chairman**  
**Mr. Roy W. Burns, Board Member**  
**Mrs. Rhonda R. Grimm, Board Member**  
**Mrs. Catherine D. Lowry, Board Member**  
  
**Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk**  
**Mrs. Sharon P. Fry, School Board Deputy Clerk**

Mrs. Hirsh, Superintendent called the meeting to order at 5:30 p.m. with all members present except Mrs. Lowry who arrived at 6:54 p.m. **16-17: 135 CALL TO ORDER**

**On motion by Mr. Burns and seconded by Mr. Secoy, the Board 4-0 vote) convened in a closed meeting at 5:30 p.m. to consider the appointment of specific personnel. 16-17: 136 CLOSED MEETING AND CERTIFICATION OF CLOSED MEETING**

**On motion by Mr. Burns at 6:01 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. 16-17: 137 CERTIFICATION OF CLOSED MEETING**

Mrs. Hirsh called the meeting to order at 6:01 p.m. and led the Board in the Pledge of Allegiance and a moment of silence. **16-17: 138 CALL TO ORDER FOR PUBLIC MEETING**

**On motion by Mr. Ryder and seconded by Mrs. Grimm, the Board (4-0 vote) approved the agenda as presented. 16-17: 139 APPROVE OR AMEND AGENDA**

There were none to be heard. **16-17: 140 PUBLIC COMMENTS**

On motion by Mr. Ryder and seconded by Mrs. Grimm, the Board (3-1 vote, Secoy abstained) approved the **appointment of Bryan Secoy as Board Chairman.**

**16-17: 141  
SCHOOL BOARD  
ORGANIZATIONAL  
MEETING**

On motion by Mrs. Grimm and seconded by Mr. Burns, the Board (3-1 vote, Ryder abstained) approved the appointment of **Eddie Ryder as Board Vice-Chairman.**

- A. Election of Officers**
- B. VSBA Code of Conduct**
- C. Appointment of VSBA Delegate and Alternate Delegate**

On motion by Mr. Burns and seconded by Mr. Ryder, the Board (4-0 vote) adopted **VSBA Code of Conduct for School Board Members and Clerks.**

On motion by Mrs. Grimm and seconded by Mr. Burns, the Board (4-0 vote) **approved the appointment of VSBA Delegate, Bryan Secoy, and Alternate Delegate, Eddie Ryder.**

Mrs. Shifflett, Nutrition and Wellness Director, referenced Policy JHCF – Student Wellness and shared an overview of school wellness plans.

**16-17: 142  
SCHOOL  
WELLNESS PLANS  
MRS. SHIFFLETT**

On motion by Mr. Burns and seconded by Mr. Ryder, the Board (4-0 vote) **approved 2017 Spring Coaches as presented** and authorized the superintendent to fill the JV baseball and softball assistant varsity coach positions.

**16-17: 143  
ACTION  
FOLLOWING  
CLOSED MEETING**

Baseball	Head Varsity Coach	<b>Kris Phillips</b>
	Assistant Varsity Coach	<b>Joey Altizer</b>
Softball	Head Varsity Coach	<b>Lisa Hamilton</b>
	JV Coach	<b>Carrie Pierce</b>
Tennis	Head Coach	<b>Sierra Adkins</b>
Soccer – Boys	Head Coach	<b>Mark Hall</b>
Girls	Head Coach	<b>Adam Frye</b>

Board members continued consideration of the BARC solar project and shared information from the previous presentation by Mr. Mike Keyser, BARC CEO, as two board members were absent. After discussion, no action was taken. Board members asked for clarification on items within the scope of the project. Mrs. Hirsh suggested Board members submit a list of questions to her or Mrs. Fry prior to the next Board meeting.

**16-17: 144  
CONSIDER  
APPROVAL OF BARC  
SOLAR PROJECT**

Mrs. Hirsh said she met with Business Manager, Mr. Justin Rider and Mr. Mark Cook, Maintenance Director, prior to the meeting to determine costs estimates. Mrs. Hirsh said projects may be broken into phases and accomplished within CIP over a period of time or absorbed in the school budget. Mrs. Hirsh said the Board’s goal was to finalize items on the CIP list, distribute over the years and assign projects by priority. She reminded Board members that funding was not received last year for CIP projects.

**16-17: 145  
CONSIDERATION OF  
APPROVAL OF  
CAPITAL  
IMPROVEMENT  
PLAN 2017-2022**

The Board removed the VES Gym Foundation Repair from the CIP list and addressed the Item under Superintendent’s Report – Action – Item 9.F.

**On motion by Mr. Burns and seconded by Mr. Ryder, the Board (4-0 vote) approved the following CIP requests:**

**16-17: 145 (Con’t.)  
CONSIDERATION OF  
APPROVAL OF  
CAPITAL  
IMPROVEMENT  
PLAN 2017-2022**

**BATH COUNTY PUBLIC SCHOOLS  
PROPOSED CAPITAL IMPROVEMENT PLAN REQUESTS  
FY 2017-2018 THROUGH FY 2021-2022**

PRIORITY	PROJECT	COST	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22
1	BCHS Parking Lot Project	\$580,000	X				
2	MES/VES Classroom Door Locks Options (Classroom doors / All interior doors)	\$68,899	X				
3	MES Roof	\$55,860	X				
4	BCHS HVAC (Gym AC/Chiller) Options	\$400,000		X			
5	Baseball Field	\$189,714		X			
6	VES Gym A/C	\$200,000			X		
7	Paving - Multiple Areas	\$170,727				X	
8	Generators - MES/VES	\$400,000					X

**On motion by Mr. Burns and seconded by Mrs. Lowry, the Board (5-0 vote) approved Policy DM-R Regulation for bank deposits as presented.**

**16-17: 146  
CONSIDER  
APPROVAL OF  
REGULATION FOR  
BANK DEPOSITS**

On motion by Mr. Burns and seconded by Mrs. Lowry, the Board (4-1 vote, Ryder opposed) **approved a list of hearing officers as required by Policy GBMA - Support Staff Grievances to include:**

- 1. Eugene Kotulka, Superintendent, Alleghany County Schools**
- 2. Dr. Thomas Schott, Superintendent, Highland County Schools**
- 3. Melinda Snead-Johnson, Superintendent, Covington City Schools**

**16-17: 147  
CONSIDER  
APPROVAL OF  
HEARING OFFICERS**

On motion by Mr. Burns and seconded by Mrs. Lowry, the Board (5-0 vote) **approved the written quote repairs to the structure at the VES gym as submitted by Xpert Foundations.** *Note: this item was removed from the CIP list.*

**16-17: 148  
CONSIDER  
APPROVAL OF VES  
GYM FOUNDATION  
REPAIRS**

On motion by Mr. Burns and seconded by Mrs. Lowry, the Board (5-0 vote) **approved a contract with Bath Community Hospital Wellness Center for an off-site conditioning program for students through the remainder of the current school year.**

**16-17: 149  
CONSIDER  
APPROVAL OF  
WELLNESS CENTER  
CONTRACT**

On motion by Mr. Burns and seconded by Mrs. Lowry, the Board (5-0 vote) **approved an overnight BCHS BETA Club Conference to Williamsburg, VA on February 10-11, 2017.**

**16-17: 150  
CONSIDER  
APPROVAL OF  
OVERNIGHT FIELD  
TRIP**

There were none to be heard.

**16-17: 151  
PUBLIC COMMENTS**

On motion by Mr. Burns, the meeting adjourned at 8:34 p.m.

**16-17: 152  
ADJOURNMENT**



The Bath County School Board met in a Budget Work Session on Thursday, January 12, 2017 immediately at 5:30 P.M. at School Administration Building immediately following a Continued Regular Meeting.

**PRESENT:**

- Mr. Bryan Secoy, Board Chairman**
- Mr. Eddie H. Ryder, Board Vice-Chairman**
- Mr. Roy W. Burns, Board Member**
- Mrs. Rhonda R. Grimm, Board Member**
- Mrs. Catherine D. Lowry, Board Member**

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

Mr. Secoy, Board Chairman, called the meeting to order at 8:48 p.m. with all members present.

**16-17: 153  
CALL TO ORDER  
BUDGET WORK  
SESSION**

Mrs. Hirsh and Mr. Rider, Business Manager, provided a budget overview as a starting point for discussion.

**16-17: 154  
FY2017-18  
BUDGET  
WORK SESSION**

2016-17 Budget Update / Appropriations / Transfers

At the request of Mrs. Hirsh, principals and administrators have submitted level funded budget requests.

Mr. Rider said transfers of salaries to different categories and personnel job changes would be incorporated in the budget. An appropriation request will be needed for grant funds received.

2017-2018 Anticipated Budget Items / Impact -“Non-Negotiables” / Increases

- Health Insurance
- Affordable Care Act increases/fees
- Budget based on current personnel costs
- Governor’s one-time bonus
- VRS increases

Stipend Committee

Mr. Rider provided a brief update on a recent Stipend Committee. He said the committee is striving for equity across coaching positions and will meet again soon.

*Budget requests presented by Mr. Mark Cook, Maintenance Director*

**16-17: 154 (Con't.)**

**FY2017-18**

**BUDGET**

**WORK SESSION**

Administrative Staff/Board Comments

- SAB custodian to assist maintenance director with projects and possibly cover long term custodial absences
- Shortage of substitute custodians
- Baseball field improvements
- Principals requested painting for areas in their schools
- Preventative maintenance contracts for mowing and HVAC services

**Wednesday, January 25, 2017 at 5:30 p.m.** at School Administration Building to discuss the BARC Solar Panel Proposal and meet in a budget work session.

**16-17: 155**

**CONFIRM NEXT**

**BUDGET WORK**

**SESSION DATE**

On motion by Mr. Burns and seconded by Mr. Ryder, the Board adjourned the meeting at 9:45 p.m.

**16-17: 156**

**ADJOURNMENT**

**The Bath County School Board met in a Budget Work Session on Wednesday, January 25, 2017 at 5:30 P.M. at School Administration Building.**

- PRESENT:**
- Mr. Bryan Secoy, Board Chairman**
  - Mr. Eddie H. Ryder, Board Vice-Chairman**
  - Mr. Roy W. Burns, Board Member**
  - Mrs. Rhonda R. Grimm, Board Member**
  - Mrs. Catherine D. Lowry, Board Member**
  
  - Mrs. Carlyn Sue F. Hirsh, Division Superintendent & Clerk**
  - Mrs. Sharon P. Fry, School Board Deputy Clerk**

Mr. Secoy, Board Chairman, called the meeting to order at 5:32 p.m. with all members present. **16-17: 157**  
**CALL TO ORDER**

**A. Governor’s Budget – (12/16/2016)** **16-17: 158**  
**FY2017-18**  
**BUDGET**  
**WORK SESSION**

Mr. Justin Rider, Business Manager, explained the projected FY2017-2018 State Payments, based on the Governor’s Introduced Amendments as of December 16, 2016. A copy of the Comparison of Governor’s Budget to FY2017 Budget as of January 25, 2017 was reviewed.

Mrs. Hirsh said the budget is based on ADM of 515 pupils, 15 less than the current year of 530. The decrease in pupils resulted in a projected reduction of \$7,087.00 revenue in the 2017-18 budget. Mr. Rider noted new rates for VRS Retirement, VRS Group Life, and VRS Retiree Health Care Credit. Mr. Rider noted a proposed bonus payment in the Governor’s budget of 1.5% for SOQ funded positions. Mr. Rider said bonuses do not go toward VRS nor include all staff members.

**B. 2017-2018 Budget Draft (1/25/2017)**

Mr. Rider said the overall draft budget is \$192,720; a 1.74% increase over the current year. Mr. Rider provided a detailed explanation of the budget to Board members.

- The draft budget included:
- An increase of 10% in anticipation of health insurance costs
  - New rates for VRS retirement, VRS group life, and VRS retiree health care
  - No salary increases or bonuses
  - Per DOE reporting guidelines, various positions were moved to different categories
  - To ensure accurate reporting, category line items were compressed
  - Dual enrollment, Governor’s School, AP class enrollment numbers at FY2017 costs

Items to be included in the next budget draft:

- Addition of \$1,000 to Employee Recognition line

Board requests:

- Cost of 1.5% bonus
- Cost of 2% salary increase
- A breakdown of administration travel, dues, legal expenses, policy manual, professional memberships and professional development costs
- Calculate kilowatt/electricity savings since lighting projects in schools

**C. VRS Projection**

**Health Insurance Projection**

See attachment A for details.

**16-17: 158 (Con't.)  
FY2017-18  
BUDGET  
WORK SESSION**

Mr. Rider provided an opportunity for questions and comments.

**16-17: 159  
COMMENTS  
AND QUESTIONS**

**Thursday, February 9, 2017, 5:30 PM; SAB**

Monday, February 13, 2017, 5:30 PM, SAB – Alternate Date

**16-17: 160  
CONFIRM NEXT  
BUDGET WORK  
SESSION DATE**

The Board adjourned the meeting at 8:27 p.m.

**16-17: 161  
ADJOURNMENT**

Attachment A: Changes in VRS and Health Insurance Costs

Bath County School Board  
Changes in Virginia Retirement System Costs  
January 25, 2017

	16-17 Budget	17-18 Budget	Difference
Instruction	747,172	807,717	60,545
Administration	35,726	39,752	4,026
Transportation	40,365	39,682	(683)
Maintenance	33,633	35,086	1,453
Technology	8,082	19,456	11,374
<b>Total Operating</b>	<b>\$ 864,978</b>	<b>\$ 941,693</b>	<b>\$ 76,715</b>
Food Service	9,652	11,348	1,696
<b>Total Food Service</b>	<b>\$ 9,652</b>	<b>\$ 11,348</b>	<b>\$ 1,696</b>

\* Includes retirement, group life insurance, retiree health insurance credit and virginia local disability program.

Bath County School Board  
Changes in Health Insurance Costs  
January 25, 2017

	16-17 Budget	17-18 Budget	Difference
Instruction	903,746	945,984	42,238
Administration	65,995	72,033	6,038
Transportation	147,205	156,436	9,231
Maintenance	100,414	96,343	(4,071)
Technology	20,077	26,519	6,442
<b>Total Operating</b>	<b>\$ 1,237,437</b>	<b>\$ 1,297,315</b>	<b>\$ 59,878</b>
Food Service	72,880	94,745	21,865
<b>Total Food Service</b>	<b>\$ 72,880</b>	<b>\$ 94,745</b>	<b>\$ 21,865</b>

\* Prepared using projected enrollment and 10% increase.