

**CULPEPER COUNTY SCHOOL BOARD**  
**Minutes**  
**May 19, 2014**

A meeting of the School Board of Culpeper County was held May 19, 2014 at the School Board Office (Colin Owens Conference Room) at 450 Radio Lane at 6 p.m. Present were Robert Beard (East Fairfax District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Anne C. Luckinbill (Salem District); Elizabeth “Betsy” Smith (Cedar Mountain District); Superintendent Dr. Bobbi F. Johnson; Executive Director of Curriculum, Instruction and Technology Rob Hauman; Executive Director of Student Services Dr. Russell Houck; Executive Director of Special Education Angela Neely; Executive Director of Finance/Clerk Jeff Shomo; Executive Director of Human Resources Dr. Stacey Timmons and Deputy Clerk Pearl Jamison. Michelle North (Jefferson District) participated by electronic communication.

At 6 p.m., Mr. Houck called the meeting to order. Mr. Houck noted that Ms. North was connected via phone.

Mr. Houck asked if there were any changes to the agenda. He requested to move the Bylaws discussion to the June 23<sup>rd</sup> work session.

**On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board approved the agenda as amended. Motion carried 5-0 by voice vote. (Ms. North did not vote.)**

Those present observed a moment of silence. Mr. Houck led the Pledge of Allegiance.

**On motion of Ms. Luckinbill seconded by Ms. Smith, the School Board agreed to allow Michelle North to participate in the meeting through electronic communication due to her being on vacation at a private location in Hatteras, NC. Motion carried 5-0 by voice vote. (Ms. North did not vote.)**

Mr. Houck convened the public hearing to receive public comments on the applicants to fill the Catalpa District vacancy.

The following individuals spoke in support of Mr. Clancy’s application for the Catalpa District vacancy: Tina Freitas, Nick Freitas, Craig Burriss, Lindsey Klackle, Susie Clay, and Jayne Charlton.

Mr. Houck ended the public hearing at 6:18 p.m.

**On motion of Ms. Hutchins seconded by Ms. Smith, the Board went into closed session at 6:18 p.m. regarding:**

- [a] Discussion of Personnel Recommendations as permitted by the Code of Virginia 2.2-3711 (A) (1)
- [b] Discussion of Student Matters of Named Student A (Religious Exemption) as permitted by the Code of Virginia 2.2-3711 (A) (2)
- [c] Discussion Pertaining to Interviews of Candidates for the Catalpa School Board Seat as permitted by the Code of Virginia 2.2-3711 (A) (1)

**Motion carried 6-0 by voice vote.**

**On motion of Ms. Hutchins seconded by Ms. Luckinbill, the Board recessed the Closed Session at 6:21 p.m. and reconvened the open meeting (the Closed Session will be reconvened following the open meeting to discuss Item C. Motion carried 6-0 by voice vote.**

*The board considered the following action items:*

- (a) Consideration of Educational Programs Study Group Recommendation

Mr. Houck noted that this item needed to be acted on before we can proceed with the Board of Supervisors.

**On motion of Mr. Beard seconded by Ms. Smith, the School Board moved to accept the recommendation of the Educational Programs Study Group for the purpose of continued discussions with the Board of Supervisors on financing.**

Dr. Johnson said it was suggested that the School Board officially act on their position so it would not hinder future conversations.

Ms. North said she personally felt the Board is facing a population concern and need to start moving forward in addressing it. She said she is still not totally committed to building a new middle school and repurposing Floyd T. Binns. She said she is totally committed that we need a new school to address growth just not sure on an elementary vs. middle.

Ms. Hutchins said she agreed with Michelle. She said she understands all the work the committee went through; however, she questioned whether it is the best use of taxpayer's money to repurpose Floyd T. Binns. She said she is not in favor of another large middle school and she would prefer to move forward with an elementary and a middle school; however, it will take time to achieve that. She said she is not sure the money put into Floyd T. Binns to repurpose would not be better used to build another school.

Mr. Beard said he was careful in his motion and it does not adopt or approve the recommendation. He clarified that the motion was to accept and continue discussions. He said he is not ready to go to the Board of Supervisors but we need to take the information and discuss it with the Board of Supervisors to come up with a solution to the growth situation.

Ms. Smith concurred with Mr. Beard. She said the reason she seconded the motion was to continue the discussion with the Board of Supervisors.

Mr. Houck said he feels the Board of Supervisors will take this motion as the Board being unsure what we want to do. He said the committee worked long and hard to develop the recommendation and the Board needs to do something to continue the discussions with the Board of Supervisors.

Ms. Luckinbill said having served on the committee she would be fine with the recommendations.

Ms. Smith suggested the Board go to the Board of Supervisors and discuss the situation with an open mind and garner suggestions from them.

Ms. Hutchins said if we build a middle and elementary school we might be one step ahead vs. playing catch up.

Ms. Smith said we need to build a school with room to grow or we will be in the same place.

**Motion carried 6-0 by voice vote.**

(b) Disposition of Named Student A (Religious Exemption)

**On motion of Ms. Hutchins seconded by Ms. Smith, the School Board approved the Release of Named Student A (Religious Exemption). Motion carried 6-0 by voice vote.**

(c) Personnel Recommendations

**On motion of Ms. Luckinbill seconded by Ms. Smith, the School Board approved the Personnel Recommendations. Motion carried 6-0 by voice vote.**

*Work Session*

Boardsmanship

Mr. Houck said the Board discussed Board training in the past. He suggested the Board schedule a Basic Board Training on a Saturday in late September/October but ultimately it depends on VSBA. He said VSBA is willing to come to Culpeper.

Ms. North asked if it would behoove the Board to wait until after the election; early November.

Mr. Beard said the problem with waiting to January/February is the budget and VSBA staff will also be involved in General Assembly issues. He said he is inclined to go with September/October.

Ms. Hutchins said she felt sooner would be better than later.

Mr. Houck briefly reviewed the items for Board Development Training. He highlighted the first three listed:

- Governance: Understanding the Roles and Responsibilities of the Leadership Team
- Communication: Developing Systems of Communicating with Board, Superintendent, and Staff
- Operations: Establishing Board Norms and Protocols (The Way We Do Business)

He requested input from members as to what they would like to cover.

Mr. Beard said it probably would be good to start at the beginning. He said the training would not be a public meeting.

Ms. North said she would like to discuss governance as well as strategic planning.

Members agreed to send Mrs. Jamison an email with the Saturdays they are not available from the last two weeks of August through the end of October.

Bylaws (moved to June 23<sup>rd</sup> Board Meeting)

Superintendent Evaluation

The CCSB Administration Committee met on May 13, 2014 and established the following timeline for completing the superintendent's evaluation. She noted the old document will be used this year.

- Distribute superintendent evaluation form and documentation notebook - 6/9/14
- Superintendent Evaluation due to CCSB Administration Committee Chair - 6/16/14 at 4 p.m.
- Admin. Committee tabulation of evaluation – 6/17/14 at 1 p.m.
- Final Superintendent Evaluation - 6/23/14

**On motion of Ms. Hutchins seconded by Ms. Luckinbill, the School Board recessed the open meeting at 6:50 p.m. and reconvened the Closed Session to discuss Item C. Motion carried 6-0 by voice vote.**

**On motion of Ms. Hutchins seconded by Ms. Luckinbill, the Board ended the closed session at 7:24 p.m. and certified that to the best of each member's knowledge, (i) only public business matters lawfully exempted by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered.**

YEAS: 6

Robert Beard  
Robert Houck  
Elizabeth Hutchins  
Anne Luckinbill  
Michelle North  
Betsy Smith

**On motion of Mr. Beard seconded by Ms. Smith, the School Board reconvened the open meeting at 7:24 p.m. Motion carried 6-0 by voice vote.**

**On motion of Ms. Luckinbill seconded by Mr. Beard, the School Board voted to adjourn at 7:25 p.m. Motion carried 6-0 by voice vote.**

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JEFFREY R. SHOMO, CLERK

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ROBERT A. HOUCK, CHAIR