

**CULPEPER COUNTY SCHOOL BOARD**  
**Minutes**  
**April 7, 2014**

A meeting of the School Board of Culpeper County was held April 7, 2014 at the Board of Supervisors Meeting Room at 302 N. Main Street, Culpeper, VA. Present were: Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Anne C. Luckinbill (Salem District); Michelle North (Jefferson District); Elizabeth “Betsy” Smith (Cedar Mountain District); Superintendent Dr. Bobbi Johnson; Executive Director of Student Services Dr. Russell Houck; Executive Director of Curriculum, Instruction and Technology Rob Hauman; Executive Director of Finance/Clerk Jeff Shomo; Director of Special Education Angie Neely; Director of Human Resources Dr. Stacey Timmons; Director of Facilities, Planning and Construction Hunter Spencer, and Deputy Clerk Pearl Jamison. Robert Beard (East Fairfax District) and Russell E. Jenkins (Catalpa District) were absent.

At 7 p.m., Mr. Houck called the meeting to order.

A closed session was not deemed necessary.

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

***Adoption of Agenda***

Mr. Houck asked if there were any changes to the agenda.

**On motion of Ms. Luckinbill seconded by Ms. Hutchins, the School Board approved the agenda. Motion carried 5-0 to voice vote. (Mr. Beard and Mr. Jenkins were absent.)**

***Reports***

(a) Principal Report

Principal Jeff Dietz said lots of good things are happening at Culpeper County High School. He shared a video showing the “Renovation in Progress” at Culpeper County High School.

(b) Superintendent/Student Advisory Group (SSAG) Report

EVHS Senior Nathaniel Aldiva Rivera said each month the SSAG group meets and talks about what the school staff does behind the scenes. He said conversations have focused on college preparedness and athletics. Dr. Johnson said last month the seniors shared with the

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underclassmen the process they have gone through and how they made decisions and mistakes along the way.

Ms. Hutchins asked Nathaniel what he has gained from the group. Nathaniel said learning what all the staff does.

### *Delegations*

Mr. Houck said persons may present ideas or concerns regarding Culpeper County Public Schools. He said there would be no action taken by the Board at this meeting and that such items would be referred to the appropriate administrators for future information and research. He said the personalities and behavior of employees are not to be presented during this period but are to be reported to the employee's immediate supervisor. Mr. Houck noted there would be a three minute limit for speakers.

Ken West (West Fairfax District) – Mr. West spoke in opposition of the proposed 2015/2016 school calendar. He cited several reasons why he thought the calendar is a bad idea: heat, sports, utilities, and vacation.

### *Consent Agenda*

Mr. Houck reviewed the items on the consent agenda for approval. Ms. Luckinbill noted the Finance Committee met and reviewed the bills and recommended they be approved.

**On motion of Ms. Hutchins seconded by Ms. Smith, the School Board considered approving the consent agenda. Dr. Johnson read the Teacher Appreciation Resolution and Child Nutrition Employee Week Resolution.**

- (a) Approval of Minutes – March 5, 10, & 24, 2014
- (b) Payroll and Payment of Bills
- (c) Personnel Recommendations
- (d) Teacher Appreciation Resolution (May 5-9, 2014)
- (e) Child Nutrition Employee Week Resolution (May 5-9, 2014)

**Motion carried 5-0 by voice vote. (Mr. Beard and Mr. Jenkins were absent.)**

*The board considered the following action items:*

- (a) Second Reading – Proposed 2014/2015 School Calendar

**On motion of Ms. North seconded by Ms. Luckinbill, the School Board approved the calendar for 2014/2015. Motion carried 5-0 by voice vote. (Mr. Beard and Mr. Jenkins were absent.)**

- (b) Approval of Special Education Annual Plan for 2014/2015  
**On motion of Ms. Hutchins seconded by Ms. Luckinbill, the School Board approved the Special Education Annual Plan for 2014/2015. Motion carried 5-0 by voice vote. (Mr. Beard and Mr. Jenkins were absent.)**
- (c) Consider Drafting a Letter to Legislators Encouraging Approval of the State Budget  
**On motion of Ms. North seconded by Ms. Hutchins, the School Board agreed to send a letter to legislators encouraging approval of the state budget. Motion carried 5-0 by voice vote. (Mr. Beard and Mr. Jenkins were absent.)**

*The Board heard the following reports:*

- (a) Construction Report  
*Vestibules* – Mr. Spencer said the software installation will be done the week after spring break because there are still some parts on order. He said after spring break we should be ready to make the buildings live with the access control system.

*CCHS Renovation* – Mr. Spencer said the band and choir wing have been vacated and abatement has begun. He said the agriculture area was just vacated. He noted that students are now using the third and fifth hall. The steel framing for the studio roof has been installed and the joists are on site.

*Partial Roof Replacements at Sycamore Park and Farmington* - Mr. Spencer said we budgeted \$624,500 for the two projects and the bids came in at \$568,200. He noted that two contractors submitted bids and each contractor will be awarded one roof so it should go faster. The roof replacement will start as soon as school is out.

Ms. Hutchins said recently she was at CCHS and was very impressed with how the renovation is coming along.

Mr. Houck noted that the April work session will be held at Culpeper County High School and the Board will tour the building.

- (b) Finance Report

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Mr. Shomo noted that on March 31<sup>st</sup> the ADM was 7,889 and the budget was built on an ADM of 7,800.

Mr. Shomo said the FY2014 Caboose Budget (HB 5001) was passed last week and the Governor signed off on it over the weekend. He said the Bill represents the actual amount we will receive based on the March 31<sup>st</sup> ADM. He said we will receive \$40,767,477 from the state which equates to \$310,740 more than expected. He said we asked for an additional appropriation of \$528,000, based on an earlier ADM, so we are a little ahead.

Mr. Shomo stated the accounts payable approved this evening totaled \$433,421.

Mr. Shomo said we budgeted \$3.81 per gallon for fuel and the prices have been running \$3.15 to \$3.20 per gallon. He estimated a potential surplus of \$570,784 in the fuel budget line. He said with the surplus he hopes to purchase 7 busses with year end funds to stay in compliance with state requirements. He said a bus typically costs \$83,626 which includes the camera and GPS system and they are considering installing automatic chains. He said between now and the end of the year, Dr. Johnson will present items recommended to be purchased with year end funds.

Mr. Shomo said the general ledger has been posted through February. He said as of February we have received \$25,029,797 from the state and still have another \$15,954,939 to collect.

Mr. Shomo said as of February 28<sup>th</sup> we have spent \$39,308,087 and have another 47.65% to spend in March – June. He said we always wait to make sure things are flowing right before we pull the trigger to purchase large ticket items at the end of the year.

Mr. Shomo said between December 2013 and February 2014 there was a \$26,525 increase over the previous year in utilities and \$16,139 of that can be attributed to the CCHS renovation.

Mr. Shomo shared with the Board the estimated athletic costs for the year broken down by personnel, transportation, and maintenance. He estimated the total cost to be \$898,185 or \$603.31 per student based on 1,425 students. He noted that gate receipts and student fees are not included in the breakdown. Student fees are used to reimburse transportation costs and pay for refereeing and umpiring.

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Mr. Shomo said the football fields at CCHS and EVHS have an activity on them every night throughout the month of May.

Ms. Hutchins asked if the field maintenance contracts are only on the football stadiums. Mr. Shomo said no, it also includes the baseball fields, field hockey fields, and softball fields.

### ***Committee Reports***

Ms. Hutchins noted the next PREP Meeting is on May 28, 2014. They are not meeting in April.

### ***Board Member Reports***

Ms. Smith said she attended the county-wide choral concert for fourth and fifth grade and was impressed with the quality of the presentation and the commitment of the instructors to direct the program.

Ms. Luckinbill said the county-wide choral concert was wonderful. She said the children and teachers spent a lot of time preparing for the concert. She noted that an art teacher designed the tee shirt. She said the teachers go above and beyond in many ways that are unrecognized. She encouraged members to attend the E-Squared semi-finals on Thursday and the finals on May 1st.

Ms. Hutchins said the county-wide choral concert was wonderful. She stated that the large crowd was well behaved. She thanked Eastern View for hosting the event. She also noted that the CCHS and EVHS Choirs will be performing at The State Theatre on April 10, 2014. She thanked The State Theatre for hosting the event.

Mr. Houck said the E-Squared finals on May 1<sup>st</sup> will be held in the Board of Supervisors Meeting Room. He noted that at the Career and Technical Education (CT&E) meeting today they were informed that Culpeper Schools met the benchmarks in performances standards for 2012/2013 school year. He said this is not just CT&E but reading, math, and graduation requirements. He congratulated the staff and students who allowed us to meet these benchmarks. He also noted that FCCLA reported they just returned from their state competition and will be sending 13 students and 3 adults to National Competition in Texas this summer and the CMS FFA team won the state horse judging competition. He said he appreciates all the hard work the staff does to educate the students.

Dr. Johnson echoed the previous comments and noted that the county-wide choral concert on Saturday was initiated by the music teachers. She said they sought approval and support from

their building administrators and then worked together to organize and work with the students to present the concert. She said she is looking forward to the spring events.

***Information Items***

- \* March 28, 2014 Membership
- \* Summary of CCSB Committee Reports
- \* 2013/2014 Winter Athletic Participation Fee Collections Report

***Future Meeting Dates***

- April 8, 2014 - CCSB Administration Committee Meeting, 1 p.m. at the School Board Office, 450 Radio Lane
- April 9, 2014 - CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- April 28, 2014 - CCSB Closed Session, 6 p.m. immediately followed by CCSB Business/Work Session at Culpeper County High School, 14240 Achievement Drive
- April 29, 2014 - Board of Supervisors/School Board Joint Meeting, 6 p.m. at the School Board Office, 450 Radio Lane
- May 12, 2014 - CCSB Finance Committee Meeting, 5 p.m. at Eastern View High School, 16332 Cyclone Way
- May 12, 2014 - CCSB Regular Board Meeting, 6 p.m. at Eastern View High School, 16332 Cyclone Way (5:45 p.m. Closed Session) - Includes CCPS Teacher and Classified Employee Recognition

**On motion of Ms. Hutchins seconded by Ms. North, the School Board voted to adjourn at 7:51 p.m. Motion carried 5-0 by voice vote.**

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JEFFREY R. SHOMO, CLERK

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ROBERT A. HOUCK, CHAIR