

CULPEPER COUNTY SCHOOL BOARD
Minutes
June 9, 2014

A meeting of the School Board of Culpeper County was held June 9, 2014 at Eastern View High School (forum) at 16332 Cyclone Way, Culpeper VA 22701 at 6 p.m. Present were Sean Askew (Catalpa District); Robert Beard (East Fairfax District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Anne C. Luckinbill (Salem District); Michelle North (Jefferson District); Superintendent Dr. Bobbi F. Johnson; 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. Elizabeth “Betsy” Smith (Cedar Mountain District) was absent due to personal reasons.

At 6 p.m., Mr. Houck called the meeting to order. Mr. Houck welcomed Mr. Askew to the Board.

A closed session was not needed prior to the meeting.

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

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

On motion of Ms. Hutchins seconded by Ms. North, the School Board approved the agenda. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

Presentations/Recognitions

Dr. Johnson and Mr. Houck presented Zealous Appreciation for Positive Performance Awards to the following:

- For organizing the 2014 Culpeper County Math 24 event and encouraging student participation at the Regional Math 24 Tournament in Orange County, which was unfortunately canceled due to flooding – Ladona Gorham
- For winning a spot on the Culpeper County Math 24 team and for being willing to represent Culpeper at the Regional May 24 Tournament in Orange County, which was unfortunately canceled due to flooding – Elle Castro, Dakota Barlow, Alyssa Kitts,

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Sydney Connors, Caroline Kamal, Will Holland, Logan Eaton, Jasper Faulk, Joseph Holland, Dana Morgan, Noah Bryan, Elizabeth Street, Skyler Revutin, Andrew Simpson, Nick Goudeau, Liam Addy, Jacob Moore, Dylan Galenski, Jake Hillin, Capone Hoffman, Phillip Temple, Sydney Montgomery, Damian Masson and Alex Brewer.

- For leading the Culpeper Middle School Sixth Grade Beginning and Intermediate Band and the Seventh and Eighth Grade Band to their “Superior Rating and First Place” victories at the 2014 Music in the Parks Festival on May 3, 2014 – Rebecca Roach
- For earning a rating of “Superior” and First Place in the AA Division at the 2014 Music in the Parks Festival on May 3, 2014 – Culpeper Middle School Sixth Grade Beginning and Intermediate Band
- For earning a rating of “Superior” and First Place in the AA Division, and Grand Champions at the 2014 Music in the Parks Festival on May 3, 2014 – Culpeper Middle School Seventh and Eighth Grade Combined Band
- For leading the Culpeper Middle School Choirs to their “Grand Champion Rating” and ‘Esprit de Corps’ Award victories at the 2014 Music in the Parks Festival on May 17, 2014 – Adam Hughes
- For earning First Place in the Mixed Choir I Category at the 2014 Music in the Parks Festival on May 17, 2014 – Culpeper Middle School Combined Choir
- For earning First Place in the Mixed Choir II Category at the 2014 Music in the Parks Festival on May 17, 2014 – Culpeper Middle School Select Ensemble
- For earning First Place in the Jazz Choir Category at the 2014 Music in the Parks Festival on May 17, 2014 – Culpeper Middle School District Vocal Group
- For earning Second Place in the Men’s Choir Category at the 2014 Music in the Parks Festival on May 17, 2014 – Culpeper Middle School Boys Choir
- For earning Grand Champion (Best Overall Middle School Choral Performance) at the 2014 Music in the Parks Festival on May 17, 2014 – Culpeper Middle School Combined Choir
- For earning the ‘Esprit de Corps’ Award at the 2014 Music in the Parks Festival on May 17, 2014 – Culpeper Middle School Choral Department

Dr. Johnson and Mr. Houck recognized the 2014 Retirees.

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.

There were no delegations.

Consent Agenda

Mr. Houck asked if there were any changes to the Consent Agenda. Mr. Beard requested to remove Item E (Approval of Increase in School Breakfast/Lunch Prices) from the Consent Agenda to Action Item I.

On motion of Ms. Luckinbill seconded by Ms. North, the School Board considered approving the consent agenda as amended.

- (a) Approval of Minutes – May 12, 19, & 26 2014 and June 3, 2014
- (b) Payroll and Payment of Bills
- (c) Personnel Recommendations
- (d) Approval of VHSL Membership Applications for 2014/2015
- (e) ~~Approval of Increase in School Breakfast/Lunch Prices~~ (moved to Action Item I)
- (f) Approval of Resolution for VRS Employer Retirement Contribution Rate Election

Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

The board considered the following action items:

- (a) First Reading of Policies/Regulations
On motion of Ms. Hutchins seconded by Mr. Beard, the School Board approved the policies/regulations on first reading with second reading on June 23, 2014. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)
- (b) Consideration of Delegate/Alternate at the VSBA Delegate Assembly
On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board appointed Robert Houck as delegate and Elizabeth Hutchins as the alternate at the VSBA Delegate Assembly. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)
- (c) Consideration of 2014 Media Honor Roll

On motion of Ms. North seconded by Ms. Hutchins, the School Board approved the resolution naming Rhonda Simmons and Jonathan Krawchuk to the 2014 Media Honor Roll. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

(d) Approval of Trash Removal and Recycling Bid

On motion of Ms. Hutchins seconded by Ms. Luckinbill, the School Board awarded the Trash Removal and Recycling bid to County Waste.

Mr. Beard noted that under The Virginia Public Procurement Act the school division is required to accept the lowest bid. He reiterated that the Board has no choice but to award to the lowest responsive bidder.

Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

(e) Approval of Pest Control Services Bid

On motion of Ms. Hutchins seconded by Ms. North, the School Board awarded the Pest Control Services bid to Brown Exterminating. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

(f) Approval of CCPS Supplement Scale

On motion of Ms. Luckinbill seconded by Ms. Hutchins, the School Board approved the CCPS Supplement Scale. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

(g) Approval of Bus Driver Salary Scale

On motion of Ms. Hutchins seconded by Mr. Beard, the School Board approved the Bus Driver Salary Scale. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

(h) Approval of the School Board Fall Retreat

On motion of Ms. North seconded by Ms. Hutchins, the School Board set the fall retreat for November 7 & 8, 2014. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

(i) Approval of Increase in School Breakfast/Lunch Prices

On motion of Ms. Hutchins seconded by Mr. Beard, the School Board considered approving the increase in school breakfast/lunch prices.

Mr. Beard noted this is a mandate and the Board is required to do this. He asked if this is the last year of the mandate. Dr. Johnson said no. Mr. Beard reiterated that the Board is raising school breakfast/lunch prices because federal regulations require them to do it.

Ms. Hutchins asked how many more increases there will be before we get to where we need to be. Mr. Beamer said this increase is the minimum required. He said unless the federal government stops increasing the reimbursement rate for free lunch it will always increase. He said there is talk of waivers but until that is in stone; he will make the request yearly.

Mr. Houck said the food service program has always run in the black and the School Board appreciates all the work done by the staff.

Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

The Board heard the following reports:

(a) Construction Report

CCHS Renovation – Mr. Spencer said the contractor will begin the summer abatement next Monday and the work has begun in the kitchen and locker room areas. The work scheduled to be completed this summer includes the following: music area, agriculture area, kitchen, cafeteria, gym, showers, locker rooms, and studio. He said the contractor still plans to be done by Thanksgiving.

Partial Roof Replacements at Sycamore Park and Farmington – Mr. Spencer said both of the contractors have submitted their design specification documents and the materials should be delivered next week so they can start the project.

Summer Projects – Mr. Spencer said staff will be working on the records facility this summer.

Security – Mr. Spencer noted that VDOE is offering another security grant. He said we are ready to look at the last four vestibules. He also noted the ID printer in HR stopped working and we hope to purchase a system that will combine ID cards with the access control system.

Ms. North asked how much the security grant will be. Mr. Spencer said last time it was \$100,000 per school district.

(b) Finance Report

Mr. Shomo said he received a calc tool on Friday and it appears to be the same numbers he has been working with. He said right now we anticipate \$40,767,689 from the state. He noted that in an email from VDOE they advised all school divisions to continue to monitor their actual sales tax cash receipts very closely through the remainder of the fiscal year because actual cash receipts may differ from the estimates. He stated there is a possibility we could be \$120,963 short in state revenue and he anticipates the Special Education Tuition reimbursement to be less. He noted that the estimated state balance could be \$1,048,082 less if it is not adjusted.

Mr. Shomo estimated the total revenue for FY' 14 to be \$74,079,932.

Mr. Shomo stated the accounts payable approved this evening totaled \$913,545.

Mr. Shomo estimated the year-end balance to be \$939,584

Mr. Shomo reviewed the estimated June 23 payables (See handout Page 7.)

Ms. Hutchins asked if the AED batteries are on a replacement schedule. Mr. Shomo said they are on a two year replacement cycle.

Board Member Reports

Ms. Hutchins reminded members about the timeline for the superintendent's evaluation.

Ms. Hutchins thanked the staff for another wonderful year. She noted that she attended several year-end events: convocation, graduations, band concerts, etc. and they were great.

Ms. North said she attended the VSBA Law Conference last week and it was informative. She said she is glad the Board has legal counsel because education law is very complex.

Mr. Houck said he attended both graduations and, as noted in the Star-Exponent, Dr. Johnson and students had inspiring comments to share. He thanked the staff and everyone for another wonderful year.

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Dr. Johnson thanked the staff behind the scenes and at the forefront for a great year. She said the last few weeks have been busy: preschool graduations and high school graduations. She noted that an awful lot of work goes into graduation. She thanked the Board members for what they do for the staff. She also asked the community to keep Faith Rose's family in their prayers.

Information Items

- May 30, 2014 Membership
- Summary of CCSB Committee Reports

Superintendent Evaluation Timeline

- Distribute superintendent evaluation form and documentation notebook - 6/9/14
- Superintendent Evaluation due to CCSB Committee Chair - 6/16/14 at 4 p.m.
- Final Superintendent Evaluation - 6/23/14

Future Meeting Dates

- June 11, 2014 – CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- June 17, 2014 – CCSB Administration Committee Meeting, 1 p.m. at the School Board Office, 450 Radio Lane
- June 19, 2014 – Board of Supervisors/School Board Joint Meeting, 6 p.m. at Culpeper County High School
- June 23, 2014 – CCSB Finance Committee Meeting, 5 p.m. at the School Board Office, 450 Radio Lane
- June 23, 2014 – CCSB Closed Session, 6 p.m. immediately followed by CCSB Business/Work Session at the School Board Office, 450 Radio Lane

On motion of Mr. Beard seconded by Ms. Luckinbill, the Board recessed the open meeting and went into closed session at 7:18 p.m. regarding:

- [a] Consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body as permitted by the Code of Virginia 2.2-3711 (A) (7)

Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

On motion of Ms. Hutchins seconded by Ms. North, the Board ended the closed session and reconvened the open meeting at 8:05 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: 5

Robert Beard

Robert Houck

Elizabeth Hutchins

Anne Luckinbill

Michelle North

ABSENT: 1

Betsy Smith

On motion of Ms. North seconded by Mr. Askew, the School Board voted to adjourn at 8:06 p.m. Motion carried 6-0 by voice vote. (Ms. Smith was absent.)

JEFFREY R. SHOMO, CLERK

ROBERT A. HOUCK, CHAIR