

**CULPEPER COUNTY SCHOOL BOARD**  
**Minutes**  
**February 9, 2015**

A meeting of the School Board of Culpeper County was held February 9, 2015 at the Board of Supervisors Meeting Room at 302 N. Main Street, Culpeper, VA 22701. Present were Robert Beard (East Fairfax District); Nathaniel "Nate" Clancy (Catalpa District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Anne Luckinbill (Salem District); Michelle North (Jefferson 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.

At 6:45 p.m., Ms. Hutchins called the meeting to order.

**On motion of Mr. Beard seconded by Mr. Houck, the Board went into closed session at 6:45 p.m. regarding:**

- [a] Discussion of Personnel Recommendations as permitted by the Code of Virginia 2.2-3711 (A) (1)**
- [b] Discussion of the award of a public contract involving the expenditures of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body as permitted by the Code of Virginia 2.2-3711 (29)**

**Motion carried 7-0 by voice vote.**

**On motion of Mr. Beard seconded by Mr. Houck, the Board ended the closed session at 7 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: 7  
Robert Beard

Nate Clancy  
Robert Houck  
Elizabeth Hutchins  
Anne Luckinbill  
Michelle North  
Betsy Smith

Those present observed a moment of silence. Ms. Hutchins led the Pledge of Allegiance.

### *Adoption of Agenda*

Ms. Hutchins asked if there were changes to the agenda.

**On motion of Ms. North seconded by Ms. Smith, the School Board approved the agenda. Motion carried 7-0 by voice vote.**

### *Reports*

(a) Emerald Hill Principal Report – Renee Wootten

Principal Wootten introduced Kristin Brink, math specialist at Emerald Hill. Ms. Brink shared with the Board how Emerald Hill integrates math into their curriculum. She also noted that the PTO purchased several iPads so students could work on their math using the software program “Reflex”. She explained that students can work on “Reflex” at school or at home if they have internet access.

Mr. Clancy asked if students are allowed to take the iPads home. Ms. Brink responded no.

Ms. North asked if all students have access to “Reflex” and if it can be used throughout the summer. Ms. Brink said yes.

Emerald Hill shared a video of students thanking the Board for their service.

### *Recognitions*

Dr. Johnson and Ms. Hutchins presented Zealous Appreciation for Positive Performance Awards (ZAPP) to the following:

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- For encouraging her middle school students to compete in the Virginia Military Academy's 2014 American Math Competition 8 – Rhonda Bolum
- For being named the overall winner of the Virginia Military Academy's 2014 American Math Competition 8 and earning national distinction by scoring in the top one percent with a score of 23, which secured him an invitation to compete in the 10<sup>th</sup> grade competition – James Andrew Simpson
- For earning a Silver Award at the Virginia Military Academy's 2014 American Math Competition 8 – Matthew Baker and Grant Hibbert
- For earning a Bronze Award at the Virginia Military Academy's 2014 American Math Competition 8 – Cienna Lindsay and Abigail Stern
- For encouraging their band students to audition for the 2015 All District 13 Middle School Band – Siobhan Downen and Rebecca Roach
- For being selected to perform with the 2015 All District 13 Middle School Band on February 6-7 at Western Albemarle High School in Crozet, Virginia – Devynne Bledsoe, Hunter Bowers, William Burton, Michaela Easter, Thomas Griffith, Emma Haught, Everest Head, Grant Hibbert, Emily Koberlein, Emily Maley, Carl McAninch, Skyler Revutin, Jillian Sasso, Olivia Sosnoski, David Staton, and Benjamin Walser
- For encouraging their band students to audition for the 2015 All District 13 High School Band – Duane Clore and Adam Roach
- For being selected to perform with the 2015 All District 13 High School Band on February 6-7 at Western Albemarle High School in Crozet, Virginia – John Addy, Matt Althoff, Madeline Clore, Evan Drake, Philip Grotz, Rebecca Kenaga, Jieun Kim, Jay Laws, Ashley Mifsud, Nick Mutter, Hannah Randolph, Sam Stephenson, and Maria ter Weele
- For encouraging her students to participate in the Virginia Municipal League's "If I Were Mayor" essay contest – Rhonda Bolum
- For having her essay judged best in the region in the Virginia Municipal League's "If I Were Mayor" essay contest – Adele Masson

Dr. Johnson presented certificates to the Board members in recognition of School Board Appreciation Month.

Sierra Keene, EVHS Senior, and Wesley Ward, EVHS Junior, engaged with the Board by playing "Who Wants to be a Millionaire – FCCLA Edition". The game quizzed members about various FCCLA facts.

***Delegations***

Ms. Hutchins said persons may present ideas or concerns regarding Culpeper County Public Schools. She 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. She 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. Ms. Hutchins noted there would be a three minute limit for speakers.

Kerst P. ter Weele (Jefferson District) – Mr. ter Weele thanked the Board for their continuous effort and looks forward to the Board working with the private schools to get additional federal funding.

***Public Hearing on FY'16 Budget***

No one addressed the Board during the public hearing.

***Consent Agenda***

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

**On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board considered approving the consent agenda. Dr. Johnson read the Career and Technical Education Resolution and the National School Counseling Week Resolution.**

- (a) Approval of Minutes – January 12, 20, & 28, 2015
  - (b) Payroll and Payment of Bills
  - (c) Personnel Recommendations
  - (d) Resolution Recognizing February as Career and Technical Education Month
  - (e) Request for Reimbursement from VSBA
  - (f) Resolution Recognizing February 2-6, 2015 as National School Counseling Week
- Motion carried 7-0 by voice vote.**

***The board considered the following action items:***

- (a) Permission to Apply for Federal Grants (Titles I, II and III)

**On motion of Ms. Luckinbill seconded by Ms. North, the School Board authorized staff to apply for Federal Grants (Titles I, II and III). Motion carried 7-0 by voice vote.**

- (b) Authorize the School Board Chair to Sign a Contract for the Superintendent Search  
**On motion of Mr. Houck seconded by Ms. Smith, the School Board authorized the School Board Chair to sign a contract for the superintendent search. Motion carried 7-0 by voice vote.**

*Mr. Beard left the meeting.*

***The Board heard the following reports:***

- (a) Construction Report

*CCHS Renovation* – Mr. Spencer said the shop areas and laundry areas are being completed and should be turned back over to us by the end of the week. He noted the restrooms across from auditorium will be completed on Wednesday and the security subcontractor is installing additional cameras. The final invoice for abatement has been received. He noted that the computers are controlling the mechanical system. The substantial completion is set for March 1<sup>st</sup>.

*Security Grant* – Mr. Spencer noted that bids are due tomorrow.

- (b) Finance Report

Mr. Shomo said based on the January 30<sup>th</sup> enrollment the division is looking at a shortfall of \$1,074,173 for FY' 15. He noted that the federal revenues are running ahead of the estimates.

Mr. Shomo noted that the accounts payable approved this evening totaled \$309,880 and last year the accounts payable for March was \$319,978.

Mr. Shomo noted that the fuel this month cost \$1.89 a gallon as opposed to \$3.03 per gallon last January. He said the decrease in costs will help us realize savings in the fuel line.

Mr. Shomo shared with the Board that the thermostat controls have been turned over to us at CCHS so that we can control the temperatures. He noted this should result in

savings. He noted that the quad-classroom at Farmington costs \$850 per month for utilities.

Mr. Shomo informed the Board that the audit report for FY'14 was received by the county last Tuesday and it was a clean audit. He said the actual fund balance was \$1.8M or 1.3% of our budget.

Mr. Shomo briefly reviewed the financial statements (revenue and expenditure summary) as of December 31, 2014. He stated that the majority of purchases are typically held until spring to make sure the funds are available.

Mr. Shomo said to date we have paid \$17,253,614.83 on the Culpeper High School Renovation. He noted that the asbestos abatement came in under the budget contingency.

Ms. North asked if staff will go back and add items that were pulled from the Culpeper High School renovation project; since it is under budget. Mr. Shomo said yes.

Mr. Clancy asked if all the asbestos abatement is complete at Culpeper High School. Mr. Shomo said yes.

(c) Budget Update

Dr. Johnson said after reviewing the current budget there appears to be \$750,000 of savings (workers comp dividend, diesel). She noted that the budget had to be adjusted because the division did not have the anticipated growth.

Dr. Johnson's budget recommendation includes:

- increasing starting teacher salaries to \$39,000 and adjusting the rest of the steps accordingly; everyone would move a step
- increase of three teachers
- school improvement coordinator

Dr. Johnson noted that the Senate and House budget released yesterday provided for a 1-2% increase for SOQ positions; however, we need the actual calc sheet with formulas to know exactly how it impacts the budget. She said we are hopeful we will receive an additional \$1.1M from the state VRS rate reduction. We should receive more specific information from the Senate and House on Friday.

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

Ms. Smith thanked Dr. Johnson for all her hard work over the years. She said in the one year she has served on the Board she has grown to really appreciate Dr. Johnson's concern for staff, students, and the district.

Ms. Luckinbill concurred with Ms. Smith.

Mr. Houck said he participated in the ESquared kickoff and it was very impressive. He shared with the Board that he is always impressed by the young people. He also thanked the press for the media coverage.

Mr. Clancy said the school division lacks parental involvement. He encouraged the community to become involved with the schools. He applauded those constituents that are involved and encouraged them to encourage others; because it does make a difference.

Ms. North concurred with Ms. Smith. She said when she was thinking about running for the School Board she met with Dr. Johnson and immediately she could tell Dr. Johnson was intelligent and articulate. She stated that she is sad that Dr. Johnson is leaving. Ms. North shared with the Board that she spent several hours with Randi Richards-Lutz touring the CT&E programs at Eastern View High School. She said the biggest challenge in the community is that they don't understand what goes on in the schools. She suggested the school division have regular open houses so the community can see what is happening in the schools. She also stated the division needs more parental and community involvement.

Ms. Hutchins thanked the Finance Department for another clean audit and management of funds.

Dr. Johnson thanked the Board for the kind words. She said ESquared gets better each year. She thanked Randi Richards-Lutz, Jonathan Ernst, and Kevin Baker for all the work that goes into ESquared.

### ***Information Items***

- Summary of CCSB Committee Reports
- Membership – January 30, 2015

### ***Future Meeting Dates***

- February 10, 2015 – CCSB Administration Committee Meeting, 11 a.m. at the School Board Office, 450 Radio Lane
- February 11, 2015 – CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- February 12, 2015 – CCSB Work Session, 6 p.m. at the School Board Office, 450 Radio Lane

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- February 23, 2015 – CCSB Business/Budget Work Session (Closed Session prior to meeting if needed) at the School Board Office, 450 Radio Lane
- March 9, 2015 – CCSB Finance Committee Meeting, 5:45 p.m. at the County Admin. Office, 302 N. Main Street
- March 9, 2015 – CCSB Regular Board Meeting, 7 p.m. at the County Admin. Office, 302 N. Main Street (Closed Session at 6:45 p.m.) – Approval of FY' 16 Budget

**On motion of Mr. Houck seconded by Ms. Smith, the School Board voted to adjourn at 8:04 p.m. Motion carried 6-0 by voice vote.**

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JEFFREY R. SHOMO, CLERK

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ELIZABETH S. HUTCHINS, CHAIR