

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

A meeting of the School Board of Culpeper County was held March 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); 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) was absent due to illness.

At 7 p.m., Ms. Hutchins called the meeting to order. A closed session was not deemed necessary prior to the meeting.

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 Mr. Houck seconded by Ms. Luckinbill, the School Board approved the agenda. Motion carried 6-0 by voice vote. (Ms. North was absent.)**

***Reports***

(a) Culpeper Middle School Principal Report – Cathy Timmons

Assistant Principal Nathan Bopp introduced the guidance counselors at Culpeper Middle School – Jennifer Mathieu, John Bridges, and Kim Hicks. The Guidance Counselors shared a PowerPoint presentation with the Board about “Homework Helpers”. This program was designed to help students who need additional academic assistance after school; free of charge.

Amirah Ali, 7<sup>th</sup> Grader at CMS, shared with the Board that “Homework Helpers” helped her get better grades.

Hannah Williams, Senior at CCHS, shared with the Board that she volunteered with “Homework Helpers” for two years. She said she likes to help the students grasp the concept while having fun at the same time.

Ms. Luckinbill asked how the high school students get involved. Mr. Bridges said some students just volunteer and others were recruited. He said they need a recommendation from a core subject teacher to volunteer.

Ms. Smith asked if there were any students who could not participate because of transportation issues. Mr. Bridges said there was a high school student that was not able to help due to lack of transportation.

Mr. Clancy asked if they would consider having EVHS students help. Ms. Hicks said if the program expands they may add additional helpers.

### ***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.

Joyce Tyree (Cedar Mountain District) – Ms. Tyree said she was speaking on behalf of the CCEA Board. She thanked the School Board for all their hard work on the budget and noted the staff would appreciate a pay increase because their workload has grown expeditiously over the last few years.

### ***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.**

- (a) Approval of Minutes – February 9, 12, & 23, 2015
- (b) Payroll and Payment of Bills
- (c) Personnel Recommendations
- (d) Approval of High School Course Changes/Requests

**Motion carried 6-0 by voice vote on action Items A, B, & D. Motion carried 5-1 by voice vote on Action Item C (Personnel Recommendations). (Ms. Hutchins abstained from Action Item C and Ms. North was absent.)**

*The board considered the following action items:*

- (a) First Reading of Bylaws Section 3.1 and JC R-1 (Out-of-Zone School Attendance)  
**On motion of Mr. Houck seconded by Mr. Beard, the School Board approved the change to Bylaws Section 3.1 and JC R-1 (Out-of-Zone School Attendance) on first reading with second reading on April 13, 2015. Motion carried 6-0 by voice vote. (Ms. North was absent.)**
- (b) Approval of CCPS Strategic Plan  
**On motion of Ms. Luckinbill seconded by Ms. Smith, the School Board approved the CCPS Strategic Plan. Motion carried 6-0 by voice vote. (Ms. North was absent.)**
- (c) Approval of Voluntary Incentive Retirement Program (VIRP)  
**On motion of Ms. Luckinbill seconded by Mr. Beard, the School Board approved the Voluntary Incentive Retirement Program. Motion carried 6-0 by voice vote. (Ms. North was absent.)**
- (d) Approval of Resolution to Add Tenth Grade to Mountain Vista Governor's School  
Dr. Johnson read the proposed resolution.  
**On motion of Ms. Smith seconded by Mr. Houck, the School Board approved the resolution to add tenth grade to Mountain Vista Governor's School. Motion carried 6-0 by voice vote. (Ms. North was absent.)**
- (e) Approval of FY' 16 Operating Budget  
Dr. Johnson shared a PowerPoint Presentation with the Board summarizing the revenues and expenditures. The total proposed budget increase for FY' 16 would be \$931,292. She briefly described what is included in the proposed budget.

Dr. Johnson said the Mark III consultants had indicated there would not be an increase in health insurance premiums; however, last week Anthem told staff they plan to increase insurance premiums by 3%. She shared with the Board that staff advised Anthem that we would put the insurance out to bid; if there is an increase.

Dr. Johnson said staff was asked to look at several different scenarios relative to salary increases. She shared with the Board information on “Option D” and “Incentive Stipends”.

Mr. Beard noted that the proposed budget includes Option B (step only). Dr. Johnson said that was correct.

Mr. Clancy said he did not want to approve a 1% across the Board raise because he said it doesn't equate to a lot over nine months. He said he would rather see incentive stipends.

Ms. Smith said she would not agree to incentive stipends because she feels the salary increases need to take place across the Board. She said one of the best ways to keep new teachers is to show them the division awards across the Board. She said just rewarding new teachers is not fair to the veteran teachers; we need to treat all members of the team the same.

**On motion of Mr. Houck seconded by Ms. Luckinbill, the School Board approved the FY'16 Operating Budget with Option D. Motion carried 5-1 by voice vote. (Mr. Clancy voted in opposition and Ms. North was absent.)**

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

(a) Finance Report

Mr. Shomo said based on the February 28<sup>th</sup> enrollment the division is looking at a shortfall of \$1,074,173 for FY'15. He noted that next month he will have a better idea of how to cover the deficit.

Mr. Shomo noted that the accounts payable approved this evening totaled \$373,329 and last year the accounts payable for March was \$430,304.

Mr. Shomo shared with the Board that the fuel this month cost \$1.92 a gallon and the division had budgeted \$3.81 per gallon.

Mr. Shomo said the utility rate and usage has increased. He said the temperature control at CCHS has been turned over to the division so we should start to see savings.

Mr. Shomo shared with the Board a breakdown of the insurance costs for FY'15. The annual insurance premium for health insurance costs for the division total \$6,657,348. He noted that the employee health insurance claims are down again this year.

Mr. Shomo said to date we have paid \$17,487,154.21 on the Culpeper High School Renovation. He noted that staff is starting to add things back into the project that were cut out of the original plan.

(b) Superintendent Search Update

Ms. Hutchins said the focus group lists have been combined into six groups for the interview process and mailed out to Board members for their perusal.

***Board Member Reports***

Ms. Luckinbill said she attended the "Grease" musical at CCHS and it was wonderful.

Ms. Hutchins said she also enjoyed "Grease". She noted the students and staff did a wonderful job. She also thanked the maintenance and custodial staff for clearing sidewalks and parking lots during all the recent snow storms.

Dr. Johnson echoed the comments about "Grease" and thanks to staff. She shared with the Board that we have missed nine days of school due to inclement weather and will add five days in June to make up for the lost time. The guaranteed last day of school will be June 11<sup>th</sup>. She reminded Board members that last year we had to add time to the elementary schools to recoup some time and that time was never removed so ultimately we have been banking 15 minutes a day at the elementary level.

***Information Items***

- Summary of CCSB Committee Reports

- Membership – February 27, 2015

***Future Meeting Dates***

- March 10, 2015 – CCSB Administration Committee Meeting, 1 p.m. at the School Board Office, 450 Radio Lane
- March 11, 2015 – CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- March 17, 2015 – School Board/Board of Supervisors Budget Work Session followed by School Board/Board of Supervisors Joint Meeting, 5 p.m. at the County Administration Office, 302 N. Main Street
- March 23, 2015 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane (Closed Session at 6 p.m., if needed)
- April 13, 2015 – CCSB Finance Committee Meeting, 5:45 p.m. at the County Administration Office, 302 N. Main Street
- April 13, 2015 – CCSB Regular Board Meeting, 7 p.m. at the County Administration Office, 302 N. Main Street (Closed Session at 6:45 p.m., if needed)

**On motion of Mr. Houck seconded by Mr. Beard, the School Board voted to adjourn at 7:48 p.m. Motion carried 6-0 by voice vote. (Ms. North was absent.)**

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JEFFREY R. SHOMO, CLERK

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ELIZABETH S. HUTCHINS, CHAIR