

CULPEPER COUNTY SCHOOL BOARD

**Minutes
May 23, 2016**

A meeting of the School Board of Culpeper County was held May 23, 2016 at the School Board Office (Colin Owens Conference Room) at 450 Radio Lane at 6 p.m. Present were Patricia Baker (East Fairfax District); Rachel Carter (West Fairfax District); Nathaniel “Nate” Clancy (Catalpa District); Elizabeth Hutchins (Stevensburg District); Anne Luckinbill (Salem District); Michelle North (Jefferson District); Elizabeth “Betsy” Smith (Cedar Mountain District); Superintendent Dr. Anthony S. Brads; Executive Director of Curriculum and Instruction Rob Hauman; Executive Director of Student Services Dr. Russell Houck; Executive Director of Finance/Clerk Jeff Shomo; Executive Director of Human Resources Dr. Stacey Timmons; and Deputy Clerk Pearl Jamison.

At 6 p.m., Mr. Clancy called the meeting to order.

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

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

The Board considered the following action items:

- a. Consider Nominating Elizabeth S. Hutchins as a Candidate for a VSBA At-Large Seat
On motion of Ms. North seconded by Ms. Smith, the School Board agreed to nominate Elizabeth S. Hutchins as a Candidate for a VSBA At-Large Seat. Motion carried 7-0 by voice vote.

- b. Appointment of School Board members to serve on a new Board of Supervisors/School Board Joint Career and Technical Advisory Committee through the January 2017 CCSB Reorganization Meeting – (Elizabeth Hutchins and Michelle North)
On motion of Ms. Luckinbill seconded by Ms. Baker, the School Board appointed Elizabeth Hutchins and Michelle North to serve on the Board of Supervisors/School Board Joint Career and Technical Advisory Committee through the January 2017 CCSB Reorganization Meeting.

Dr. Brads noted that the Board of Supervisors and School Board will select two members to serve on the committee, as well as, a few community members. The committee’s focus will be to look at future career and technical needs, not limited to facilities.

Motion carried 7-0 by voice vote.

c. Approval of Payroll Schedule change for FY17 (School Year 2016/2017)

Dr. Brads said administration is requesting to place non-12 month employees on a different payroll schedule. He noted that the Code of Virginia §22.1-296 states “that if students are required to attend school prior to August 15th the school division has to establish a payment schedule to ensure that all contact personnel are compensated for time worked within the first month of employment.” He said in the past it was decided to authorize an advancement to new employees instead of changing the payroll schedule. He noted that 10 month employees are paid in 12 installments. He briefly described how the change will affect staff.

Dr. Brads fielded questions from Board members.

On motion of Ms. North seconded by Ms. Baker, the School Board approved the payroll schedule change for FY17 (School Year 2016/2017). Motion carried 7-0 by voice vote.

d. Approval of New Course Offering – Criminal Justice I

Mr. Hauman said students were surveyed at the beginning of the year and this was their number one request for a class. He said if this is successful perhaps Criminal Justice II could be offered next year.

Ms. Luckinbill asked what a qualified instructor would look like. He said they would not need a teaching license but must possess a master’s degree plus 18 hours.

Ms. Hutchins asked how much the assessments cost. Mr. Hauman said they are reimbursable through the state.

On motion of Ms. Hutchins seconded by Ms. Smith, the School Board approved the new course offering – Criminal Justice I. Motion carried 7-0 by voice vote.

Business Community Survey Results

Ms. Richards-Lutz said back in the summer staff started talking about the “Profile of a Graduate”. She reminded members that staff conducted a student survey and chamber survey. She noted that the Chamber of Commerce sent the survey to 700+ business members and received 178 responses.

Ms. Richards-Lutz shared a PowerPoint with the Board briefly detailing the results from the survey.

Dr. Brads said it is interesting to note that the businesses and students don't agree on what the "Profile of a Graduate" looks like.

Mr. Hauman shared a few examples of what the "Profile of a Graduate" looks like in other divisions. Members were asked to categorize comments that were received from the business community detailing the "Profile of a Graduate".

Ms. Richards-Lutz said the Career Partners Advisory Board will also be doing the same activity at their next meeting.

Ms. Richards-Lutz stated the goal is to roll out a document in the fall defining what the "Profile of a Graduate" looks like for Culpeper County Public Schools.

School Board Fall Retreat

Ms. North said at the last retreat there was discussion about having a summer retreat.

Mr. Clancy said a lot of the board members are out of town during the summer. He suggested a fall retreat.

Ms. North said the plan was to talk about board relationships and goal setting during the summer retreat.

Further discussion ensued. Members agreed to hold a fall retreat on November 4th and 5th.

Members all agreed it would be beneficial to have a meeting to focus on board relationships.

It was agreed that Pearl Jamison would check with the School Board attorney to see if he was available to do a Board workshop in July.

A closed session was not deemed necessary.

Personnel Recommendations

On motion of Ms. North seconded by Ms. Baker, the School Board approved the Personnel Recommendations. Motion carried 7-0 by voice vote.

On motion of Ms. North seconded by Ms. Baker, the School Board voted to adjourn at 7:04 p.m. Motion carried 7-0 by voice vote.

JEFFREY R. SHOMO, CLERK

NATHANIEL J. CLANCY, CHAIRMAN