

**CULPEPER COUNTY SCHOOL BOARD**

**Minutes**

**February 22, 2016**

A meeting of the School Board of Culpeper County was held February 22, 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); 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 Special Education Angela Neely; Executive Director of Finance/Clerk Jeff Shomo; Executive Director of Human Resources Dr. Stacey Timmons; Budget Analyst Lauren Thomas and Deputy Clerk Pearl Jamison. Michelle North (Jefferson District) was absent.

At 6 p.m., Mr. Clancy called the meeting to order. He noted that Ms. North was absent due to personal reasons.

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

**Ms. Hutchins requested to amend the agenda to move the Bylaws Discussion – Agenda Order to Action Item B.**

**On motion of Ms. Baker seconded by Ms. Luckinbill, the School Board approved the agenda as amended. Motion carried 6-0 by voice vote. (Ms. North was absent.)**

*The board considered the following action items:*

(a) Approval of BG-BR1 (Board-Staff Communications)

Dr. Brads noted that the CCSB Administration Committee reviewed this regulation and recommended approval. He explained that a lot of the changes were very minor.

**On motion of Ms. Hutchins seconded by Ms. Luckinbill, the School Board approved BG-BR1 (Board-Staff Communications). Motion carried 6-0 by voice vote. (Ms. North was absent.)**

(b) Bylaws Discussion - Agenda Order

**On motion of Ms. Smith seconded by Ms. Baker, the School Board agreed to modify the agenda format on “Bylaws - Appendix A” moving Closed Session prior to adjourn. Motion carried 6-0 by voice vote. (Ms. North was absent.)**

School Improvement Plan Presentation – TRIER Alternative Education

Barbara Brown, Director of TRIER Alternative Education, shared with the Board a summary of TRIER’s School Improvement Plan.

Members commended Ms. Brown and her staff for the great job they do with the students.

CCPS App Preview

Ms. Richards-Lutz introduced the new CCPS App. She said the App is available online at the App Store and Goggle Play. She noted that the program pulls information from Blackboard, Edline, and Facebook.

Ms. Richards-Lutz thanked Maria Weiss for all the work that went into developing the App.

Career Cluster/Elective Choices/Technology Needs Student Survey

Ms. Richards-Lutz distributed a handout to members detailing the 16 different career clusters. She noted that 2,152 students participated in the Career Cluster/Elective Choices Survey. She briefly shared with the Board the results of the survey. She thanked Cathy Uribe and Heather Glick for engaging the students in the survey. The top 3 student choices were: Health Science, Criminal Justice, and Arts.

Ms. Richards-Lutz said the second part of the survey dealt with technology needs and it was obvious from the responses the students did not understand the questions. She noted that another survey would be conducted and pictures will be included to help the students better identify.

FY’17 Budget Development

Dr. Brads thanked the executive directors and finance staff for their assistance in developing the presentation. He reminded the Board that he was charged with revisiting the Evergreen Study. He shared with the Board a Fiscal Year 2017 Budget Development presentation.

Dr. Brads noted that the salary changes referenced under Option 2 will cost \$2,276,907 including fringes.

Dr. Brads stated that in order to hold employees harmless for health insurance the division and county must go to self-funded. He noted that if we keep our current plan the increase would be 17.7%. He said the costs for self-funded will be \$565,606.

Ms. Hutchins noted the Board had looked at self-funded before and decided not to go that route; she asked what has changed. Mr. Shomo said it will eliminate fees through the Health Care Act, some Anthem administrative fees, and taxes. Dr. Brads stated that the staff understands there is a degree of risk but they feel it is worth it. Ms. Hutchins asked if more staff will be needed to monitor a self-funded program. Dr. Brads said not at this moment.

Dr. Brads noted that going to self-funded will not impact the health care coverage; it will be the same plan just administered differently.

Ms. Hutchins asked if more school divisions are switching to self-funded insurance. Dr. Brads said yes.

Dr. Brads said per the state superintendent's memo the state intends to fund six elementary SOQ instructional positions for 2016/2017. He noted that the six positions do not require a local match and they are budgeted for two years.

Dr. Brads briefly highlighted the following expenditure increases/decreases for 2016/2017:

Anticipated expenditures for 2016/2017 (excluding Food Service):

➤ Salary Increase Option 2	\$2,246,560
➤ Health Insurance (self-funded)	\$565,606
➤ VRS (increase)	\$185,542
➤ Group life (increase)	\$347
➤ VRS Hybrid Disability Program	\$2,462
➤ Six Instructional Positions from State	\$251,609
Total anticipated expenditures	\$3,252,126

Anticipated decreases for 2016/2017 (excluding Food Service):

➤ Diesel fuel	less	\$102,000
➤ Utility savings	less	\$50,000
➤ VIRP savings	less	\$79,000
Total anticipated decreases		\$231,000

Total funding needed to balance budget **\$3,021,126**

(excluding Food Service)

Dr. Brads briefly highlighted the following revenue information:

Anticipated State Revenues

➤ State revenue based on calc tool	\$1,091,124
➤ Revised ADM based on 1% growth	\$384,837
Total anticipated state revenue	\$1,475,961

Local Revenues

➤ Base request from county	\$1,352,029
➤ Additional request to hold Employees harmless	\$193,136
Total local revenue required	\$1,545,165

Dr. Brads said based on the aforementioned figures we would need \$1,545,165 or 5.1% from the local government to balance the budget.

Dr. Brads noted that we have other needs; however, staff compensation and holding employees harmless is the priority in proposing the FY' 17 budget.

Ms. Baker noted that the Board is asking the Board of Supervisors for a 5.1% increase in the FY' 17 budget. She asked what percentage of the county budget the schools received as a whole in 2008 compared to now. Dr. Brads said staff would have to research that.

Ms. Hutchins reminded members that the only addition to the current budget is compensation and six new positions. She stated the budget does not included other positions needed – technology, maintenance, etc.

Dr. Brads said adjusting compensation across the board needs to be the priority. He said in maintenance we are working smarter and could utilize another person but we need to take care of compensation first and then look at positions down the road.

**On motion of Ms. Smith seconded by Ms. Luckinbill, the Board went into closed session at 7:30 p.m. regarding:**

**[a] Discussion of Personnel Recommendations to include appointment, transfers, reinstatement, approval, and separation of staff as permitted by the Code of Virginia 2.2-3711 (A) (1)**

**[b] Discussion/Consideration of a Parent(s) request to appeal a long-term suspension and placement in the Student Assistance Program for Named Student A as permitted by the Code of Virginia 2.2-3711 (A) (2)**

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

**On motion of Ms. Smith seconded by Ms. Hutchins, the Board ended the closed session at 9:12 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: 6**

**Pat Baker**

**Rachel Carter**

**Nate Clancy**

**Elizabeth Hutchins**

**Anne Luckinbill**

**Betsy Smith**

**ABSENT: 1**

**Michelle North**

Personnel Recommendations

**On motion of Ms. Baker seconded by Ms. Luckinbill, the School Board approved the Personnel Recommendations. Motion carried 6-0 by voice vote. (Ms. North was absent.)**

Disposition of Named Student (A)

**On motion of Ms. Carter seconded by Ms. Smith, the School Board accepted the administration's recommendation excluding social probation for Named Student A. Motion carried 5-1 by voice vote. (Ms. Hutchins voted in opposition and Ms. North was absent.)**

**On motion of Ms. Smith seconded by Ms. Baker, the School Board voted to adjourn at 9:15 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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NATHANIEL J. CLANCY, CHAIR