

## **CULPEPER COUNTY SCHOOL BOARD**

### **Minutes May 9, 2016**

A meeting of the School Board of Culpeper County was held May 9, 2016 at Eastern View High School at 16332 Cyclone Way, Culpeper, VA 22701. 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 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 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.

#### ***Adoption of Agenda***

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

#### ***Reports***

##### Superintendent/Study Advisory Council

Mitchell Luckinbill, Senior at Eastern View High School, said the student group meets with the superintendent monthly. He said this month they discussed what the profile of a graduate should look like. He said they also discussed the possibility of getting Google Chromebooks for the students.

#### ***Presentations/Recognitions***

Mr. Clancy and Ms. Smith presented Zealous Appreciation for Positive Performance Awards to the following:

- For placing 4<sup>th</sup> in the Indoor Long Jump at the 3A State Indoor Track and Field Championship on February 27<sup>th</sup> at Liberty University – John Jackson (sponsor – Mark Dennis)

- For being invited to attend Lynchburg College's Summer Residential Governor's School for Mathematics, Science, and Technology – Alex Brewer, Abigail Dunahoo, and William McClenny (sponsor – Margery Southard)
- For being invited to attend Radford University's Summer Residential Governor's School for Visual and Performing Arts – Libby Caballero and Alexis Hinton (sponsor – Margery Southard)
- For being invited to attend Virginia Tech's Summer Residential Governor's School for Agriculture – Edward Myers II and Leena Neely (sponsor – Margery Southard)
- For being invited to attend Virginia Commonwealth University's Summer Residential Governor's School for Life Sciences and Medicine – Benjamin Stephenson (sponsor – Margery Southard)
- For being invited to attend the Governor's Foreign Language Academy being held at Washington and Lee University – Jacob Waters (sponsor – Margery Southard)
- For being selected an alternate to the Governor's Foreign Language Academy being held at Washington and Lee University – Baily Wilson (sponsor – Margery Southard)
- For being selected to perform with the 2016 All Virginia Elementary Chorus on April 2<sup>nd</sup> at T.C. Williams High School in Alexandria, Virginia – Laelia Croft, Claudia Gentry, Emily Goudeau, Emma McCaughey, and Parker Phillips (sponsor – Catherine ter Weele)

The "I Can-Cer Vive Team" that won the county E-Squared competition on April 29<sup>th</sup> shared with those present information about "I Can-Cer Vive", an online gift box service for families, friends, and/or co-workers to purchase care packages for cancer patients in their lives. The team was composed of Samantha Jackson, Wyatt Phillips, and Abby Place.

Mr. Clancy presented certificates to Brailey Jenkins and Elizabeth Elliott for their participation in the VSBA 2016 Central Regional Art Contest.

Dr. Brads and Mr. Clancy recognized the Classified Employees and Teachers of the Year. Christine Huntt at Emerald Hill Elementary School was named CCPS Classified Employee of the Year and Khaled El-Nemr, teacher at Floyd T. Binns Middle School, was named CCPS Teacher of the Year.

### ***Delegations***

Mr. Clancy 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. Clancy noted there would be a three minute limit for speakers.

Celia Faulk (Jefferson District) – Ms. Faulk expressed concern with the lack of communication between the schools and parents. She shared with the Board several scenarios she felt could have been better communicated.

### *Consent Agenda*

**On motion of Ms. Hutchins seconded by Ms. North, the School Board considered approving the consent agenda.**

- (a) Approval of Minutes – April 11 & 25, 2016
- (b) Payroll and Payment of Bills
- (c) Approval of February VSBA Policy Updates
  - BBFA Conflict of Interests and Disclosure of Economic Interests
  - CLA Reporting Acts of Violence and Substance Abuse
  - GCBE Family and Medical Leave
  - IIAA Textbook Selection, Adoption and Purchase
  - IKF Standards of Learning Tests and Graduation Requirements
  - IKH Retaking SOL Assessments
  - JBA Section 504 Nondiscrimination Policy and Complaint Procedures
  - JGD/JGE Student Suspension/Expulsion
  - JHCH School Meals and Snacks

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

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

- (a) Renewal of 5 Year Contract for VSBA Policy Services (1-year with 4-renewable terms)  
**On motion of Ms. Hutchins seconded by Ms. Smith, the School Board approved the agreement for VSBA Policy Services for one year, which is renewable up to 4 terms. Motion carried 7-0 by voice vote.**
- (b) First Reading of IIABC/GCLA (Creation and Use of Audio and Video Recordings by Instructional Staff)  
**On motion of Ms. North seconded by Ms. Baker, the School Board approved IIABC/GCLA (Creation and Use of Audio and Video Recordings by Instructional Staff) on first reading with second reading on June 13, 2016. Motion carried 7-0 by voice vote.**

- (c) Approval of FY'17 Budget  
**On motion of Ms. Luckinbill seconded by Ms. Hutchins, the School Board approved the FY'17 budget. Motion carried 7-0 by voice vote.**
- (d) Approval of CCPS Salary Scales for 2016/2017  
**On motion of Ms. Baker seconded by Ms. North, the School Board approved the CCPS salary scales for 2016/2017. Motion carried 7-0 by voice vote.**
- (e) Approval of CCPS Supplementary Scales for 2016/2017  
**On motion of Ms. Smith seconded by Ms. Hutchins, the School Board approved the CCPS supplementary salary scales for 2016/2017. Motion carried 7-0 by voice vote.**

*The Board heard the following superintendent/staff reports:*

- (a) Superintendent Updates  
Dr. Brads expressed appreciation to the Board of Supervisors for approving the FY'17 budget on May 3<sup>rd</sup>. He also thanked the Board members who attended the Chamber State of the Community event. Dr. Brads noted that Food Service got an outstanding federal review and he commended the Food Service staff for a job well done.
- (b) Finance Report  
Mr. Shomo shared with the Board that between April 2015 and April 2016 the student enrollment has increased by 154 students.  
  
Mr. Shomo noted that accounts payable approved this evening totaled \$356,041.07 and the May 2015 accounts payable was \$799,370.  
  
Mr. Shomo shared with the Board that fuel costs are holding steady. He estimated the fuel savings for the year to be \$438,190.  
  
Mr. Shomo shared with members the utility costs for April 2015 and April 2016. He noted the costs decreased by \$17,220.  
  
Mr. Shomo estimated the year-end balance to be \$795,208. He noted that revenues have increased by \$200,000 since last month because of more miscellaneous revenues from a special education reimbursement. He shared with the Board that in 2000 the amount of

vacation an employee could accrue was capped. He said the cap affected 9 employees. The plan is to pay those 9 employees for the leave that was capped to get it off the books.

Mr. Shomo reviewed the items recommended to be purchased with year-end funds (See page 5 of the financial handout.)

Mr. Shomo referenced a letter drafted to the Board of Supervisors to request two categorical transfers:

\$150,000 from Instruction to Transportation to purchase buses

\$150,000 from Instruction to Technology to purchase student mobile computer labs

Mr. Shomo shared with the Board that a local demolition company donated a truckload of paper to the division and they may donate more. He said based on the savings in copy paper, we decided to purchase two vans that will be used to transport students.

#### *Culpeper High School Renovation*

Mr. Shomo noted a wrap-up meeting will be held on May 23<sup>rd</sup> relative to the CCHS renovation. He said the architect approved partial payment of the retainage we were holding from the contractor.

#### *Pearl Sample/A.G. Richardson Access Improvements*

Mr. Shomo stated that the bids for the project went out April 28<sup>th</sup> and a pre-bid meeting is scheduled in the morning. The bids are due back May 19<sup>th</sup> at 11 a.m. He shared with members that staff will meet with VDOT on Friday regarding the paving in front of the Pearl Sample/AG Richardson property.

#### *Culpeper Middle School gym and locker rooms HVAC replacement*

#### *Sycamore Park Elementary School rooftop units and controls replacement*

Mr. Parkinson noted that letters of intent have been sent out for both projects and the plans are being reviewed by the county. He stated there may be a small delay on the CMS project because we are awaiting appropriations.

#### *Pearl Sample flooring*

Mr. Shomo said over the summer they will be replacing some of the floor tile at Pearl Sample. He said it is possible we will be part of a pilot project to test a no wax/low maintenance floor tile and, if that is the case, we would only have to pay for the labor.

*Maintenance building*

Mr. Shomo shared that staff will do a small renovation on the maintenance building over the summer.

(c) Operations Report

Mr. Parkinson shared a PowerPoint with the Board outlining several capital projects:

- Culpeper County High School football stadium
- Farmington security vestibule
- Maintenance department project
- Sycamore Park rooftop units
- Painting projects

Mr. Parkinson noted the maintenance department has completed 3,200 work orders since July 1, 2015.

***Board Reports***

Ms. Baker said she attended the April 26<sup>th</sup> VSBA hot topic conference which focused on discipline. She said the judge that presented was wonderful. The topics included “How School Boards Can Lead on Discipline Reform”, “Keeping Kids in School”, and “It’s Personal: Empowering Learners for the Future”.

Ms. North concurred with Ms. Baker. She said she had the pleasure of attending the E-Squared competition and it was remarkable. She also noted that she is a participant on a broadband initiative and a survey relative to broadband will be distributed soon. She encouraged the community to complete the survey so there is good data to work with.

Ms. Hutchins echoed Dr. Brads thanks to the Board of Supervisors for funding the budget. She said addressing the salaries has been needed for a long time. She said the staff recognized this evening does a wonderful job. She thanked all the staff for another successful year.

Ms. Smith agreed with everything said thus far. She said this will be the first graduating class of “Germanna Scholars”. She thanked the staff for all the hard work that went into making that happen.

Mr. Clancy thanked the Board of Supervisors for the ease of this year’s budget approval. He commended Dr. Brads for his innovative ideas. He also thanked the Chamber for the State of Community event. He said it was heavily attended and they applauded the school system for the great job.

***Information Items***

- Summary of CCSB Committee Reports
- Membership – April 2016
- 2015/2016 Winter Athletic Participation Fee Collections Report

***Future Meetings***

- May 10, 2016 – CCSB Administration Committee Meeting, 7:30 a.m. at the School Board Office, 450 Radio Lane (CANCELED)
- May 11, 2016 – CCSB Capital Planning Committee Meeting, 2:30 p.m. at the School Board Office, 450 Radio Lane
- May 23, 2016 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane (Closed Session later in the agenda, if needed)
- June 13, 2016 – CCSB Finance Committee Meeting, 5 p.m. at Eastern View High School, 16332 Cyclone Way
- June 13, 2016 – CCSB Regular Board Meeting, 6 p.m. at Eastern View High School, 16332 Cyclone Way (Closed Session later in the agenda, if needed)

**On motion of Ms. Smith seconded by Ms. Hutchins, the Board went into closed session at 7:37 p.m. regarding:**

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

**[b] Discussion of Student Matters of Named Student A (expulsion) as permitted by the Code of Virginia 2.2-3711 (A) (2)**

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

**On motion of Ms. Smith seconded by Ms. North, the Board ended the closed session at 8:27 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**

**Pat Baker**

**Rachel Carter**

**Nate Clancy**

**Elizabeth Hutchins**

**Anne Luckinbill**

**Michelle North**

**Betsy Smith**

Personnel Recommendations

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

Disposition of Named Student A

**On motion of Ms. Smith seconded by Ms. Baker, the School Board approved the staff recommendation for expulsion. Motion carried 7-0 by voice vote.**

**On motion of Ms. Baker seconded by Ms. Smith, the School Board voted to adjourn at 8:31 p.m. Motion carried 7-0 by voice vote.**

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JEFFREY R. SHOMO, CLERK

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NATHANIEL J. CLANCY, CHAIR