

CULPEPER COUNTY SCHOOL BOARD

Minutes

June 27, 2016

A meeting of the School Board of Culpeper County was held June 27, 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 Finance/Clerk Jeff Shomo; Executive Director of Human Resources Dr. Stacey Timmons; and Deputy Clerk Pearl Jamison. Michelle North (Jefferson District) participated in the meeting through electronic communication.

At 6 p.m., Mr. Clancy called the meeting to order. He noted that Ms. North was connected via phone due to the fact that she was out of town.

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

Agenda Approval

On motion of Ms. Hutchins seconded by Ms. Smith, the School Board approved the agenda. Motion carried 6-0 by voice vote. (Ms. North was not allowed to vote.)

On motion of Ms. Baker seconded by Ms. Carter, the School Board agreed to allow Michelle North, School Board Member, to participate in this meeting through electronic communication due to being out of town. Motion carried 6-0 by voice vote. (Ms. North was not allowed to vote.)

Consent Agenda

On motion of Ms. Smith seconded by Ms. Baker, the School Board considered approving the consent agenda.

- a. Approval of Minutes – June 13, 2016
- b. Payroll and Payment of Bills
- c. Second Reading of VSBA New Policies
(GBMA – Support Staff Grievances)
(JRCA – School Service Providers’ Use of Student Personal Information)
- d. Approval of Title Grants for 2016/2017 (hard copy available upon request)

Motion carried 7-0 by voice vote.

Action Items

a. Discussion and/or Action, if any, Regarding the Acquisition of BoardDocs

On motion of Ms. North seconded by Ms. Smith, the School Board agreed to transition meeting agendas/minutes and policies to BoardDocs.

Ms. Baker asked about the fees. Dr. Brads said there is a \$1,000 initial fee and then the annual price is \$10,200. He noted that if BoardDocs uploaded previous agendas and minutes there would be another charge of \$5,000 but he felt staff could upload documents over time or we could hire temporary help to do that.

Ms. Hutchins stated she worked with BoardDocs on other Boards and she felt it was cumbersome and very complicated. Dr. Brads said staff can still receive a paper copy if they need it.

Ms. North said she uses BoardDocs on the county website and she feels it is easy to search for information. She highly recommended going to BoardDocs.

Mr. Clancy asked if it will reduce staff time. Dr. Brads said the program is an enhancement of what we already have.

Mr. Clancy asked if we will own the data placed in the system. Dr. Brads said yes.

Ms. Carter asked if Culpeper County uses BoardDocs. Dr. Brads said yes.

Motion carried 6-1 by voice vote. (Ms. Hutchins voted in opposition.)

b. Approval of Financial Closeout FY'16

Mr. Shomo estimated the total revenues for the year to be \$78,336.875 and he noted money is still coming in.

Mr. Shomo reviewed the June 27th payables totaling \$2,399,345 (See page 2 of financial handout.). He noted that a few year-end payments were made to help cover expenses relative to the AG/PS Engineering and paving and Sycamore Park rooftop units. He noted that the following projects were also added to the year-end list: painting at transportation, painting the canopy at the Annex, and erecting a storage port at CCHS.

Mr. Shomo described the process used to calculate the Food Service indirect billing. He explained that Food Service will be billed \$234,070.

Mr. Shomo explained how he plans to cover the deficit for the Sycamore Park controls and rooftop replacements and Culpeper Middle School Gym and locker rooms air-conditioning projects.

Mr. Shomo shared with the Board a breakdown of the estimated costs for the Pearl Sample/A.G. Richardson entrance. He estimated the deficit for the project to be \$280,514, if both phases are done. He referenced a few additional items that the Board may want to consider.

Mr. Shomo described how the end of year school allocations were distributed to each school.

Mr. Shomo explained to the Board that we were able to purchase 5 new buses with the savings from the fuel line and the category appropriation.

Mr. Shomo reiterated that he anticipates the year-end balance to be \$979,404 or a little more.

On motion of Ms. Hutchins seconded by Ms. Baker, the School Board approved the end of year closeout. Motion carried 7-0 by voice vote.

Summer Program Update

Ms. Lane shared a brief synopsis of the summer programs currently offered in Culpeper County Public Schools.

- Title I Summer Academy
- Middle School Program
- Extended School Year (ESY)
- Summer Quest

Closed Session

On motion of Ms. Smith seconded by Ms. Hutchins, the Board went into closed session at 6:49 p.m. regarding:

- a. the appointment of certified personnel
- b. the appointment of classified personnel
- c. the transfer of certified personnel
- d. the transfer of classified personnel
- e. the resignation of certified personnel
- f. the resignation of classified personnel
- g. the approval of instructional supplements for 2016/2017

- h. the approval of 2016/2017 CLC and SIM apprentices and professional developers
- i. the approval of 2016/2017 special education designees
- j. the approval of 2016/2017 E-Squared program coordinator/coaches
- k. the approval of 2016/2017 fall season coaching supplements CCHS
- l. the approval of 2016/2017 fall season coaching supplements EVHS
- m. the approval of 2016/2017 fall season coaching supplements FTBMS
- n. the approval of 2016/2017 fall season coaching supplements CMS
- o. the approval of 2016 summer hourly maintenance employee
- p. the approval of 2016/2017 school psychology intern
- q. the approval of 2016 additional middle school summer school personnel
- r. the evaluation of the superintendent

Motion carried 7-0 by voice vote.

On motion of Ms. Smith seconded by Ms. Hutchins, the Board ended the closed session at 8:57 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. Hutchins seconded by Ms. Baker, the School Board approved the Personnel Recommendations. Motion carried 7-0 by voice vote.

Adjourn

On motion of Ms. Smith seconded by Ms. Baker, the School Board voted to adjourn at 8:58 p.m. Motion carried 7-0 by voice vote.

JEFFREY R. SHOMO, CLERK

NATHANIEL J. CLANCY, CHAIRMAN