

CULPEPER COUNTY SCHOOL BOARD
Minutes
December 14, 2015

A meeting of the School Board of Culpeper County was held December 14, 2015 at the Board of Supervisors Meeting Room at 302 N. Main Street, Culpeper, VA 22701. Present were Robert Beard (East Fairfax District); Nathaniel Clancy (Catalpa District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Michelle North (Jefferson District); Superintendent Dr. Anthony S. Brads; 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; Director of CTE and Technology Randi Richards-Lutz; and Deputy Clerk Pearl Jamison. Anne C. Luckinbill (Salem District) and Elizabeth "Betsy" Smith (Cedar Mountain District) were absent.

At 6:45 p.m., Ms. Hutchins called the meeting to order. She noted that Ms. Luckinbill was absent due to personal illness and Ms. Smith was dealing with a family issue.

On motion of Mr. Houck seconded by Mr. Clancy, the Board went into closed session at 6:45 p.m. regarding:

- [a] Discussion of Personnel Recommendations as permitted by the Code of Virginia 2.2-3711 (A) (1)**
- [b] Discussion of Student Matters of Named Student A as permitted by the Code of Virginia 2.2-3711 (A) (2)**
- [c] Discussion or consideration of the acquisition of real property for a public purpose or of the disposition of publicly held real property, where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body as permitted by the Code of Virginia 2.2-3711 (A) (3)**

Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

On motion of Mr. Houck seconded by Mr. Clancy, the Board recessed the Closed Session at 7 p.m. and reconvened the open meeting (the Closed Session will be reconvened following the open meeting).

Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

Those present observed a moment of silence. Ms. Hutchins led the Pledge of Allegiance.

Adoption of the Agenda

Ms. Hutchins asked if there were changes to the agenda.

On motion of Ms. North seconded by Mr. Clancy, the School Board approved the agenda. Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

Presentations/Recognitions

The EVHS Artistic Choir performed several lovely holiday songs.

Ms. Hutchins and Dr. Brads presented Robert Beard and Robert Houck with a wrapped gift and resolution honoring their time on the School Board. Mr. Beard served the East Fairfax District for 12 years and Robert Houck served the West Fairfax District for 7 years.

Reports

Superintendent/Student Advisory Group Report

Taylor Davis, EVHS Freshman, shared with the Board that she enjoys serving on SSAG. She said at the last meeting they took a career cluster survey. She noted the freshman class took a similar survey earlier in the semester. She said everyone will have the opportunity to take the interest survey after winter break. She said based on the survey, they would like to see more courses added to the curriculum to get the students ready for the workforce. She said they also discussed the future of the technology.

Principal Report

Robyn Puryear, Assistant Principal at Sycamore Park Elementary School (SPES), briefed the Board on the SPES “Responsive Classroom Morning Meeting”. She said the program is designed to help students develop social and emotional skills. She said the morning meetings consist of four components:

- Greeting
- Sharing
- Group Activity
- Message

Lawyer Johnson, Fifth Grade Teacher, and his students shared with the Board what the “Morning Meeting” looks like.

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.

There were no delegations.

Consent Agenda

On motion of Mr. Beard seconded by Mr. Houck, the School Board considered approving the consent agenda.

- (a) Approval of Minutes – November 9, 2015
- (b) Payroll and Payment of Bills
- (c) Personnel Recommendations
- (d) Second Reading of Budget Schedule for FY’17
- (e) Second Reading of Policies/Regulations (VSBA Updates/Regulation Changes/Proposed New Regulations)

Ms. North stated that she would like to see a budget survey sent out again to the community.

Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

Action Item

- (a) Approval of Revisions to the CCPS Technology Plan
Ms. Richards-Lutz noted that every Virginia School Division was required to revise their Technology Plan. She stated that the Technology Taskforce met twice and made a few

minor changes. She noted the major changes were relative to Appendix D – Social Media.

On motion of Ms. North seconded by Mr. Beard, the School Board approved the revisions to the CCPS Technology Plan. Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

The Board heard the following reports:

(a) Finance Report

Mr. Shomo said the FY'16 budget was built on an ADM of 7,979 and the November 30th count reflected a membership of 7,957.

Mr. Shomo noted that accounts payable approved this evening totaled \$328,928 and the accounts payable approved in December 2014 totaled \$450,757.

Mr. Shomo reminded members that we budgeted \$3.31 per gallon for diesel and the last load of fuel cost \$1.49 per gallon.

Mr. Shomo noted that staff continuously monitor utility costs. He explained that with the CCHS renovation a lot of high tech items have to be monitored. He noted that more and more items are being turned over to staff to maintain at CCHS. He highlighted that the November utilities went down \$4,521.

Mr. Shomo said the school division's annual health insurance premium cost \$7.3M. He shared with the Board the health insurance plan breakdowns:

- Health Savings Account – 438
- HMO – 379
- Retirees – 31 (12 HMO & 19 HSA)

Mr. Shomo noted retirees pay their own health insurance premium.

Mr. Shomo reminded members the school division also pays insurance premiums for property/automobile/liability, workers comp, and student accident insurance.

Mr. Shomo noted that staff met with the Anthem consultants last week and due to large claims, they estimate an 18% increase in health insurance.

Mr. Shomo briefly reviewed the current capital projects:

- CCHS extensive punch list (HVAC/controls)
- CCHS agriculture storage building – site prepared and footers poured
- CCHS exterior lights complete – 3 additional light poles to install
- CCHS parking lots repaved
- Transportation bus wash - passed final inspection today
- AGRES/PSES road entrance - plans being reviewed by county
- EHES, CCHS, ANNEX security vestibules
- CMS gym/locker rooms – engineers have started design work
- SPES roof tops and controls – engineers starting final design updates
- PSES cafeteria serving lines – design phase
- Transportation - planning phase for concrete slab to change tires

Mr. Shomo briefly reviewed the CCHS Renovation project balance. He said there is currently \$2M left in the project balance; however, we are holding \$1M from the contractor, \$47,000 in architectural fees, and still have some outstanding change orders. He stated that he is monitoring the balance very closely.

Mr. Clancy asked if the health insurance will be rebid. Mr. Shomo said Dr. Brads was handling that.

(b) Employee Survey Update

Dr. Brads said the Board tasked him with creating and maintaining a positive work environment. He stated that a few things have already been done to take the pressure off teachers.

Dr. Brads stated that a staff survey will be distributed after the first of the year. He noted the survey will be shared with the Board prior to distribution.

Dr. Brads noted that TRT representatives looked at the survey and made some suggestions that will be incorporated.

Ms. North asked how the survey will be distributed. Dr. Brads said it will be conducted online.

Committee Reports

Career Partners - Mr. Houck thanked the individuals and businesses who helped with the Mock Interviews. He noted the community participants were very impressed with the students.

Board Member Reports

Ms. North noted that several members attended the VSBA Annual Convention in Williamsburg. She said last year at the conference Board members were excited to learn about a volunteer database that allowed volunteers to pick the areas they wanted to volunteer. She thanked Dr. Timmons and staff for bringing a similar volunteer database to fruition for Culpeper Schools.

Mr. Clancy thanked Mr. Beard and Mr. Houck for all their hard work. He wished everyone a safe and happy holiday.

Ms. Hutchins noted that several Board members attended the Legislative Luncheon at CCHS on December 3rd. She said the culinary students provided lunch and did an excellent job. She stated that three of the legislators attended the luncheon and the Board got to express their concerns with the upcoming legislation. She noted that Mr. Houck and she also attended the Chamber Legislative forum and were able to reiterate their concerns relative to upcoming legislation.

Ms. Hutchins thanked Mr. Beard and Mr. Houck for all their hard work.

Mr. Beard said it pleased him to be leaving office just as “No Child Left Behind” has been repealed.

Information Items

- Summary of CCSB Committee Reports
- Membership – November 30, 2015

Future Meeting Dates

- January 11, 2016 – CCSB Finance Committee Meeting, 5:45 p.m. at the County Admin. Office, 302 N. Main Street
- January 11, 2016 – CCSB Regular Board Meeting, 7 p.m. at the County Admin Office (Closed Session at 6:45 p.m. if needed)
- January 12, 2016 - CCSB Administration Committee Meeting, 7:45 a.m. at the School Board Office, 450 Radio Lane
- January 13, 2016 – CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane

- January 25, 2016 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane
- January 28, 2016 - School Board/Board of Supervisors Joint Meeting, 6 p.m. at Culpeper County High School

On motion of Mr. Houck seconded by Mr. Clancy, the School Board recessed the open meeting at 8:05 p.m. and reconvened the Closed Session. Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

On motion of Mr. Houck seconded by Mr. Clancy, the Board ended the closed session at 8:27 p.m. and reconvened the open meeting 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 were identified in the motion convening the closed meeting were heard, discussed, or considered.

YEAS: 5

Robert Beard
Nathaniel Clancy
Robert Houck
Elizabeth Hutchins
Michelle North

ABSENT: 2

Anne Luckinbill
Betsy Smith

Action Items (continued)

(a) Disposition of Named Student (A)

On motion of Mr. Houck seconded by Mr. Clancy, the School Board accepted the superintendent’s recommendation for named student A. Motion carried 4-1 by voice vote. (Mr. Beard abstained and Ms. Luckinbill and Ms. Smith were absent.)

On motion of Mr. Beard seconded by Mr. Houck, the School Board voted to adjourn at 8:30 p.m. Motion carried 5-0 by voice vote. (Ms. Luckinbill and Ms. Smith were absent.)

JEFFREY R. SHOMO, CLERK

NATHANIEL J. CLANCY, CHAIR