

CULPEPER COUNTY SCHOOL BOARD

Minutes

April 11, 2016

A meeting of the School Board of Culpeper County was held April 11, 2016 at the Board of Supervisors Meeting Room at 302 N. Main Street, 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 Finance/Clerk Jeff Shomo; Executive Director of Human Resources Dr. Stacey Timmons and Deputy Clerk Pearl Jamison.

At 7 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. Hutchins seconded by Ms. Smith, the School Board approved the agenda. Motion carried 7-0 by voice vote.

Reports

TRIER Report

Barbara Brown, TRIER Coordinator, shared a PowerPoint with the Board regarding historic and current data for the TRIER program. She thanked the Board for hiring a security officer to serve the TRIER Program and the high school campus. She distributed two newsletters that have been sent home to parents. She explained how the in-school suspension at TRIER is different from the in-school suspension in the schools.

Mr. Clancy thanked Ms. Brown for her tenacity. Members of the Board and the audience applauded her for the presentation.

Presentations/Recognitions

Mr. Clancy presented the following Zealous Appreciation for Positive Performance Awards:

- For earning a rating of “Superior” in Performance and Sight-reading at the District 13 Choral Assessment on March 17th at Louisa County High School – CCHS Pride of Cecilia
- For earning a rating of “Superior” in Performance and Sight-reading at the District 13 Choral Assessment on March 17th at Louisa County High School – CCHS Voices of Men
- For having her article entitled “Shifting Gears” published in the April 2016 issue of the Virginia Journal of Education – Gwendolyn “Michelle” Edwards

Dr. Timmons said this year CCPS implemented an employee recognition program. He noted that employees with 5-29 years of experience will be recognized at the building level.

Board members recognized the following employees for 30+ years of service: Anthony Aylor, Evelyn Beasley, Sue Calemine, Pam Clatterbuck, Duane Clore, Shirley Corbin, Linda Fowler-Jones, Kathryn Garrett, Geneva Johnson, Ruby Martin, Ceceilia McLaughlin, Joy Routt, James R. Smith III, and Rosa Lee Stanley

Board members recognized the following employees for 35+ years of service: Bonnie Bell, Gail Brewer, Iris Cummings, Barbara DeJarnette, Joan Evans, Deborah Gaulden, Veronica Gray, Linda Gray, Deborah Green, Watt Hypes, Sue Jenkins, Kathy Kaczmarek, Dorothy Lawhorne, Elnora Lightfoot, Callista McGinley, Carolyn Minor, Kimberly Price, Vernetta Rogers, Elizabeth Schreiner, Pat Settle, Nancy Taylor, Bonnie Templeton, and Lucy Timbers

Board members recognized the following employees for 40+ years of service: Donna Huff, Mae Kinsey, Nancy Lenz, Anne Martin, Bernice Roberts, and Edward Willis

Delegations

There were no delegations.

Consent Agenda

On motion of Mrs. Luckinbill seconded by Mrs. Carter, the School Board considered approving the consent agenda.

- (a) Approval of Minutes – March 14, 2016
- (b) Payroll and Payment of Bills
- (c) Health and PE Textbook Adoption
- (d) Precalculus, Calculus, and Meteorology Textbook Adoption

Motion carried 7-0 by voice vote.

The board considered the following action items:

- (a) Approval of Voluntary Incentive Retirement Program (VIRP)
On motion of Mrs. Hutchins seconded by Mrs. Luckinbill, the School Board approved the Voluntary Incentive Retirement Program. Motion carried 7-0 by voice vote.

- (b) Teacher Appreciation Week Resolution (May 2-6, 2016)
Dr. Brads read the resolution recognizing Teacher Appreciation Week.

On motion of Mrs. Luckinbill seconded by Mrs. Smith, the School Board approved the Teacher Appreciation Week Resolution. Motion carried 7-0 by voice vote.

- (c) Child Nutrition Employee Week Resolution (May 2-6, 2016)
Mr. Beamer read the resolution recognizing Child Nutrition Employee Week.

On motion of Mrs. Smith seconded by Mrs. North, the School Board approved the Child Nutrition Employee Week Resolution. Motion carried 7-0 by voice vote.

The Board heard the following staff reports:

- (a) FY'17 Budget Update
Dr. Brads shared with the Board that several staff members attended the Board of Supervisors work session on April 5th and the Board of Supervisors voted to advertise a public hearing with the school division budget as presented. He said the Board of Supervisors will vote on the final budget and set tax levies in May.
- (b) Finance Report
Mr. Shomo said the FY'16 budget was built on an ADM of 7,979 and the March 31st preliminary ADM reflected a membership of 7,900. He said the decrease in student enrollment translates to a decrease in revenues of \$559,054. He noted that on April 25th he will have a better year-end projection.

Mr. Shomo noted the accounts payable approved this evening totaled \$453,848 and the April 2015 accounts payable was \$414,222.

Mr. Shomo shared with the Board that fuel costs are holding steady. He estimated the fuel savings for the year to be \$441,577.

Mr. Shomo shared with members the utility costs for March 2015 and March 2016. He noted the costs decreased by \$9,779.

Mr. Shomo briefly reviewed the current capital projects:

- Culpeper County High School renovation – extensive punch list (HVAC/controls)
- Culpeper County High School agriculture storage building – finished
- A.G. Richardson/Pearl Sample road entrance – borings have been sent to DEQ
- Vestibules – County has received the reimbursement and will appropriate in May, second phase of cameras being installed at Culpeper County High School
- Culpeper Middle School gym/locker rooms – bids received 4/7/16 and came in \$115,282 over budget
- Sycamore Park roof tops and controls – bids received 4/7/16 and came in \$312,048 over budget, letter of intent sent out 4/11/16

Ms. North noted that the estimates on the air-conditioning and heating in the Culpeper Middle School gym/locker rooms and the Sycamore Park roof were a year old. She noted that it is possible that could have attributed to the increase.

Mr. Shomo shared with the Board the Culpeper County High School renovation reconciliation.

(c) Operations Report

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

- Culpeper County High School Bleacher Repair
- Culpeper County High School Early Childhood Playground
- Eastern View High School Long Jump Pit expansion
- Culpeper County High School cleanup from wind damage
- Farmington Elementary School border cleanup
- Culpeper Middle School upgrade of lighting and paint in stairwells
- A.G. Richardson compressor issues after weekend power outage
- Mowing season has started

Mr. Clancy asked if the timeline for the Pearl Sample/A.G. Richardson entrance has changed. Mr. Parkinson said no.

Board Reports

Ms. Hutchins said she had the opportunity to work at the Reality Store at Eastern View. She said it was very enlightening to see how the students would handle real life situations. She stated that the school system is blessed to have such a large amount of talent in the employees we recognized this evening.

Ms. Smith concurred. She said the Board appreciates the employees all year long just not during the appreciation weeks. She said the elementary art show a few weeks ago was great. She said there is a lot of great talent in the school division.

Ms. Carter thanked all the employees who were recognized for their many years of service.

Mr. Clancy concurred with Ms. Carter.

Information Items/Committee Reports

- Summary of CCSB Committee Reports
- Membership – March 25, 2016
- Membership Amended – February 29, 2016

Future Meetings

- April 12, 2016 – CCSB Administration Committee Meeting, 7:30 a.m. at the School Board Office, 450 Radio Lane
- April 13, 2016 – CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- April 25, 2016 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane (Closed Session later in the agenda, if needed)
- May 9, 2016 – CCSB Finance Committee Meeting, 5 p.m. at Eastern View High School, 16332 Cyclone Way
- May 9, 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 Mrs. Smith seconded by Mrs. Hutchins, the Board went into closed session at 8:11 p.m. regarding:

- [a] **Discussion of Personnel Recommendations to include appointments, transfers, approval, reinstatements, and separation of staff and for the purpose of discussing the performance and specific terms of employment of a Board employed administrator as permitted by the Code of Virginia 2.2-3711 (A) (1)**

Motion carried 7-0 by voice vote.

On motion of Ms. Smith seconded by Ms. Hutchins, the Board ended the closed session at 9:23 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

Motion carried 7-0 by voice vote.

Personnel Recommendations

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

On motion of Mrs. North seconded by Mrs. Smith, the School Board voted to adjourn at 9:24 p.m. Motion carried 7-0 by voice vote.

JEFFREY R. SHOMO, CLERK

NATHANIEL J. CLANCY, CHAIR