

AMENDED

PRINCE GEORGE COUNTY SCHOOL BOARD
PRINCE GEORGE, VIRGINIA
September 9, 2017

A special meeting of the Prince George School Board was called to order on Saturday, September 9, 2017 at the School Board Office at 8:30 A.M.

Members present:

Mr. Reeve E. Ashcraft, Board Member
Mr. Kevin S. Foster, Chairman
Mr. Lewis E. Stevenson, Vice Chairman
Mrs. Renee P. Williams, Superintendent
Dr. Lisa Pennycuff, Assistant Superintendent
Dr. Patrick Bingham, Assistant Superintendent
Mrs. Rebecca Kirk, Clerk

I. CALL TO ORDER

Mr. Foster, Chairman, called the Special Meeting to order at 8:30 A.M.

II. ROLL CALL

Roll call indicated the following School Board Members present:

Present: Ashcraft, Foster, Stevenson
Absent: Cox, Franklin

Mr. Foster welcomed staff and audience members for giving up their Saturday morning to attend this meeting. He also expressed that he's heard all pleasing comments about the first week of school and that there is positive energy throughout the division for the start of the year. He is "proud of our school system, and we are all her to help one another!"

III. APPROVAL OF AGENDA

Staff requested an amendment to the agenda to include an Action Item to approve a Personnel Report and include a closed session to discuss personnel matter P10/17-18.

Mr. Ashcraft made a motion to amend the agenda to add an action item and a closed session as recommended. Mr. Stevenson seconded the motion.

VOTE: Ayes: Ashcraft, Foster, Stevenson
Absent: Cox, Franklin

IV. DISCUSSION ITEMS

Mrs. Williams indicated the reason for the meeting today was to review and discuss the Salary Study recommended by Evergreen Solutions. Employee salaries represent over 75% of the division's budget. The 2018-19 budget process will begin in December and information received from Evergreen should be reviewed and the board consider and incorporate salary increases based on data received. Mrs. Williams stated Evergreen Solutions was retained in May 2016 to conduct a Compensation and Classification Study. Evergreen reviewed stipends, conducted salary and benefit surveys, provided feedback regarding current market competitiveness, conducted classification analysis to assess internal equity and efficiency of the current classification plan, develop strategic positioning recommendations, and develop a compensation structure and implementation cost to the division.

Nineteen focus groups provided feedback on strengths and weaknesses of the division's current compensation and classification plan. Important reasons employees chose to work in Prince George or remain with the division included: family friendly schedules and work environment, team atmosphere, benefits, love for the children, close to home and stability. However, focus groups stated the division's pay was not competitive with the market, starting rates for classified positions are not competitive, and employees are dissatisfied with the current health insurance and the high deductible. Teachers, bus drivers, custodians, and elementary assistant principals (extended contracts) needed attention for classifications according to the survey.

Evergreen's compensation survey summary focused on the average salary ranges offered by the market for Prince George classifications (market minimum, midpoint, maximum and stipends). Overall, Prince George was found to be comparable to the market with respect to the benefits portion of total compensation.

Currently the division has seven existing salary tables (260, 200, 192 days, 180 days-8 hour/day, 180 days -6.5 hours/day, hourly scale and teacher scale). Evergreen recommends that the seven salary tables be lessened to two salary tables (instructional and non-instructional) based on type of work performed and reduce the 40 year scale to 30 years. Other recommendations included: provide an adequate number of pay grades to place all included positions in line with external market value; have a step based configuration similar to current tables for teachers with an open range plan for non-instructional employees; establish a consistent midpoint progression of five percent for the proposed non-instructional salary table; and maintain a consistent sixty percent range spread, which is consistent with market average range spreads.

Ms. Hicks shared Evergreen's recommended salary table for 10-month teachers showing the salaries by step for employees with multiple degrees and for the non-instructional employee. She also provided a 10-month teacher scale comparison with other area schools with a 200 day contract. This comparison showed that Prince George was competitive with some of the districts but fell just short of the average comparison. Evergreen's recommendations include a competitive salary schedule and an internally equitable classification structure.

Board comments included needing a current classification list and how that compares to Evergreen's list. They also had questions on the formula arrived to base Evergreen's proposed salaries. As a result they suggested a meeting with an Evergreen representative (either face-to-face or teleconference).

It was the consensus of the board to have staff prepare a 2-table scale (instructional and non-instructional) with thirty steps for review before a formal vote can be made as to the action the Board will take. This also allows information to be passed to the other Board members not present. It was also noted that regardless of which course of action the board chooses, the board would have to consider and assess the proposed salaries that Evergreen is suggesting. The proposed amounts would add over one million dollars to the upcoming budget. The Board tentatively scheduled a meeting on Wednesday, November 1, 2017 at 5:00 to review staff's information and a formal vote would be taken at its November 13, 2017 meeting.

V. ACTION ITEM (added to the agenda)

A. Personnel Report

Mr. Ashcraft made a motion to approve the Personnel Report as presented. Mr. Stevenson seconded the motion.

Appointments – Kristen Moody, Teacher, Beazley

VOTE: Ayes: Ashcraft, Foster, Stevenson
Absent: Cox, Franklin

VI. CLOSED MEETING – pursuant to Section 2.2-3711 of the Code of Virginia

A. Personnel Matters – Section 2.2-3711.A.1 1. P10/17-18

Mr. Stevenson made a motion to go into a closed meeting to discuss specific personnel matters pursuant to the personnel exemptions of the VA Code §2.2-3711.A.1. Mr. Ashcraft seconded the motion.

VOTE: Ayes: Ashcraft, Foster, Stevenson
Absent: Cox, Franklin

VII. CERTIFICATION OF CLOSED MEETING AND ACTIONS (added to the agenda)

Mr. Ashcraft made a motion to go back into an open meeting and certified that nothing had been discussed in the closed session other than what was stated in the original motion. Mr. Stevenson seconded the motion.

VOTE: Ayes: Ashcraft, Foster, Stevenson
Absent: Cox, Franklin

No action was taken on Personnel Matter P10/17-18.

VIII. ADJOURNMENT (renumbered)

Mr. Stevenson made a motion to adjourn the meeting at **10:59.a.m.** Mr. Ashcraft seconded the motion.

VOTE: Ayes: Ashcraft, Foster, Stevenson
Absent: Cox, Franklin

The meeting adjourned at 10:59 a.m.

IN WITNESS WHEREOF, we set our signatures this 9th day of October, 2017.

Approved:

/s/ Kevin S. Foster – Chairman

Attest:

/s/Rebecca B. Kirk - Clerk of the Board

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Prince George County School Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this school board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Prince George County School Board hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements 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.

VOTE

Ayes: 3

/s/ Rebecca B. Kirk - Clerk of the Board
September 9, 2017
Meeting Date