

UNOFFICIAL SYNOPSIS
PRINCE GEORGE COUNTY SCHOOL BOARD
PRINCE GEORGE, VIRGINIA
REGULAR MEETING
October 9, 2017

The regular meeting of the Prince George County School Board was held at the County Administration Building, Third Floor Board Room, on Monday, October 9, 2017 at 6:30 p.m.

A closed meeting was held at 5:30 p.m.

Members and staff present:

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

I. CALL TO ORDER

Mr. Foster, Chairman, called the meeting to order at 5:30 p.m.

II. ROLL CALL

Roll call indicated the following Board members present:

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

III. VOTE TO GO INTO A CLOSED MEETING FOR THE PURPOSE OF DISCUSSION OF SPECIFIC PERSONNEL MATTERS (pursuant to Va. Code §§ 2.2-3711.A.1)

- A. Personnel Matters – Section 2.2-3711.A.1
1. P18/17-18
 2. P19/17-18

Motion and second to go into a closed meeting to discuss specific personnel matters pursuant to the personnel records exemptions of the VA Code §2.2-3711.A.1.

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

IV. CERTIFICATION OF CLOSED MEETING AND ACTIONS

Motion and second 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.

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

No action was taken on Personnel Matters P18/17-18 or P19/17-18.

V. PLEDGE OF ALLEGIANCE

Mr. Foster led the audience in the Pledge of Allegiance.

VI. APPROVAL OF AGENDA

Staff requested another item be added to Recognitions, Item D. American Heart Association.

Motion and second to approve the agenda as amended.

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

VII. SPECIAL RECOGNITIONS

A. Retirement [renumbered]

- * Dudley Matthews – 28 years in education
- * Josephine Matthews – 21 years in education

The retirement recognitions were rearranged to be first. Susan Braswell/ Principal, and Jim Wicks/Teacher, spoke on the many attributes of Dudley Matthews as an employee and the love he had for the students at South Elementary School. He retires with 28 years of service. Josephine Matthews was recognized for serving the district with 21 years of service. Mr. Rhodes and Mr. Thweatt shared some stories on Ms. Matthews during her years of service. The couple will be missed at South Elementary School and in the Transportation Department and the Board wishes them well as they retire.

B. Grant Awards

- * Wanda Gilbert – (received \$1,000)

Ms. Gilbert has searched ways to assist special needs students with additional opportunities in physical education. She wanted to initiate a bike program. Last year she raised \$500 and this year she had an opportunity to work with Wal-Mart and received a \$1,000 check presented to her at the grand re-opening of the Petersburg Wal-Mart. The combined \$1,500 will be used to purchase bicycles, bike safety equipment, signs, etc., and the students will benefit from fitness, cardio exercise, proper hand signals, and more.

C. Corporate Sponsor

- * Wal-Mart (Angel Allen)

Ms. Allen was not present, but Ms. Gilbert will deliver the plaque to her at Wal-Mart to be displayed as a community partner.

D. American Heart Association – Christy Church [added to the agenda]

Ms. Church presented the School Board with a plaque recognizing Prince George County Schools for outstanding achievement for their community services, valuable contributions and support. She indicated Prince George was in the top 10 based on fitness participation and she gave special recognition to the physical education instructors at North, South and Beazley for their fitness programs.

E. Virginia School Boards Association Awards

- * Award of Recognition – Reeve Ashcraft
- * Award of Recognition – Kevin Foster
- * Award of Recognition – Rebecca Kirk
- * Award of Distinction – Renee Williams

School board members earn Academy credits through participation in VSBA meetings and other Academy sessions and through VSBA governance and service activities. Reeve Ashcraft, Kevin Foster, and Rebecca Kirk received the Award of Recognition certificate with 15 Academy credits. Renee Williams received the starfish pin in recognition of the Award of Distinction with 84 Academy credits in a 2-year period. She will be recognized at the VSBA Annual Convention in November for this honor.

VIII. APPROVAL OF MINUTES

- A. September 9, 2017 Special School Board Meeting - AMENDED
- B. September 11, 2017 Regular School Board Meeting
- C. September 27, 2017 Special School Board Meeting

D. October 5, 2017 Special School Board Meeting

Motion and second to collectively approve the September 9, 2017 Special School Board meeting minutes (as amended), the September 11, 2017 Regular School Board Meeting minutes, the September 27, 2017 Special School Board Meeting minutes, and the October 5, 2017 Special School Board Meeting minutes.

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

IX. PRESENTATIONS

A. Cenergistic Update – Jon Hampton and David Buroker

Mr. Buroker and Mr. Hampton provided a slide presentation of the energy program and stated the division continues to implement some parts of the energy program and a 5.9% energy savings has been achieved to date. Mr. Buroker presented several graphs comparing the energy profile, energy use per square foot, electricity consumption trend, electric unit cost impact, natural gas consumption trend, water and sewer consumption trends, current vs. prior to the energy program implementation. They also identified critical issues and provided recommendations for immediate attention: 1) set all occupied set points to the District's approved energy guidelines; 2) ensure the "dead band" between heating and cooling is set a minimum of 5 degrees; 3) ensure the time-of-day HVAC schedules are set to match building occupancy patterns; 4) ensure Rhonda Munford has full view access to the district's system(s); and 5) ensure Rhonda Munford's requested EMS changes are made within 24 hours of notification. Recommendations for other issues include: 1) utilize loggers to determine each building's summer "coast" and reset unoccupied cooling time to ensure custodian comfort; 2) consolidate summer programs to enable complete building shutdowns; 3) develop comprehensive summer shutdown plan by working with administrators, food service, custodial and maintenance personnel; and 4) re-establish summer custodial "team cleaning" process.

B. Pierce Benefits – Donna Nixon and Cathy Maxfield

Ms. Dixon and Ms. Maxfield provided the board members with a handout comparing the 2015-16 vs. 2016-17 demographic data, total claim costs, emergency room visits data, top health conditions by paid amount, and total claim costs. There was an 85% increase in actual payments to plan from 2015-16 to 2016-17. Membership increased over the year as well as emergency room visits, total claim costs (28%). There was a 45% increase in pharmacy costs and a decrease in outpatient vs. inpatient costs. They also indicated consumers should use urgent care centers to treat injuries or illnesses requiring immediate attention, but not serious enough to require an ER visit. They also have LiveHealth Online as a quick and easy access to a doctor 24/7 that can assess your condition, provide treatment options and even send a prescription, if needed, for a more convenient method for medical care for flu, cold, sinus infection, pink eye, rashes, fever and more. Pierce will be sending the RFP to market in October with responses due

December 15, 2017. Their timeline indicates Open Enrollment shall begin April 23-May 18, 2018. There was discussion on self-insured vs. fully insured. If we split completely from the county, we would have to look at a fully insured policy.

C. Back-To-School Fair Report – Shel Douglas

The 6th Annual Back to School Fair was another great success with 782 school (435 elementary / 347 secondary) bags given away to students. Other accomplishments included 62 community resource fair participants, 2500+ visitors in the park, 25 free flu shots, 132 free books distributed, 20 free haircuts, 1360 hot dogs, and 200 animal balloons. An additional 49 backpacks and gift bags were distributed as door prizes from the individual schools. Two new events were added to this year's event: haircuts and bubble soccer. She thanked Lin Turner and Becky Kirk for their assistance with the event from the School Board side. She also thanked all the community partners, volunteers, and planning committee for their support and help in organizing the event and announced the 7th Annual Back to School Fair will be held on August 23, 2018 at Scott Park.

D. Report from William A. Walton – Sharon Kushma

William A. Walton Elementary School started the school year with 610 students and this number has increased to 650 today. The school's orientation and back to school open house were a great success. Other October school events include a book fair, family reading night, and donuts with dads. Administration is very excited about the start of the year, including the Dynamic Reading Trio consisting of Sheila Champion (Library Media Specialist), Carrie Woodlief (Reading Interventionist), and Megan Holder (Reading Specialist – Title 1), championed by Sharon Kushma. Mrs. Woodlief and Ms. Holder explained the rolls each of them play in the reading trio to give students the opportunity to embrace the love and devotion for reading. Reading is vital to a student's success. There are two reading programs: Accelerated Reading and Reading Olympics, which tie in together. The AR program gets kids excited about reading on an independent level, builds self-confidence and students are rewarded for their efforts. AR books count towards the Reading Olympics book goals and rewards are also given out. The Dynamic Trio also work in small reading groups throughout the day with all classes and students can join Book Buddies and discuss novels they have read for the Reading Olympics approved book list. Their vision is to 1) develop students' comprehension skills; 2) strengthen students' literacy skills; and 3) instill in students a lifelong love of reading. Mrs. Kushma thanked the School Board for adding a Reading Interventionist at the school and for their continued support of the school, staff, and its programs.

E. Maintenance / Construction Update – by Ron Rhodes

Mr. Rhodes reported on the burst pipes and draining issues at Walton Elementary school. These items have been repaired. He also commented on the new water pumps that had to be repaired and installed at North Elementary school and the hot water unit replacement at the high school. He indicated additional cameras have been installed throughout the division and maintenance is working with a door company to assess our electronic door system throughout the division. He publically thanked John Brockwell for

working together with his department to get the camera and door issues updated. The maintenance department completed 188 work orders over the last month.

F. Transportation Update – Clarence Thweatt

Mr. Thweatt reported on the transportation department and provided data from the department. There are 46 bus drivers, 5 SPED drivers, 1 Maggie Walker driver, and 7 car drivers. There are 93 buses that cover 99 routes (46 elementary buses and 53 secondary buses). Mr. Thweatt's report also included a breakdown of Fort Lee and county buses by elementary/secondary and special routes. There are 9 runs that are not covered which equates to 5 routes. The Transportation Department continues to train new hires.

X. PUBLIC COMMENT – GENERAL

Jade Hall, 11904 Chadwick Lane, commented about the dress code and students being allowed to wear the should-cut sleeves last year and not allowed to wear them this year. She also indicated that athletes are not allowed to wear their uniform to school. She said these topics were brought up at the Hot Topics sessions within the school but they have not been addressed by staff to date.

Tonya Brown-Fletcher, 5380 Copperfield Drive, is in strong support of Prince George Schools. She had 3 children graduate and she attributes their successful careers to the strong education foundation from the school division. She attended the meeting on behalf of the Petersburg Alumnae Chapter of Delta Sigma Theta Sorority to reaffirm its commitment to educational development and she provided a history of the sorority. Currently there are 144 members with over 20 members from Prince George. She presented a packet of information to the Board which included information they offer such as Delta Adventures in Reading Enrichment (DARE), Delta Gems, Free PSAT/SAT Workshop, and they offer \$10,000 in scholarships each year to area high schools. Their commitment is to 1) Prepare students for educational success; 2) Push out discipline; and 3) Promote/educate on voting rights at high school. She introduced other members of the sorority in the audience and asked the Board how they could support Prince George education.

XI. SCHOOL BOARD MEMBER COMMENT

Mr. Foster stated Mr. Franklin is under the weather and not at the meeting tonight but asked for prayers for a speedy recovery.

Mr. Stevenson stated he was sorry he missed last month's meeting. He responded to Ms. Brown-Fletcher's comments, stating that he, Mrs. Williams, and Mr. Foster, met with Roslyn Dance in Richmond earlier in the year and she had been very open and helpful and he appreciated the time she took answering their questions and concerns. He also asked Ms. Brown-Fletcher to explain the term "push out discipline" (which means in-school suspension instead of out-of-school suspension).

Mr. Ashcraft also commented to Ms. Brown-Fletcher that he appreciated all they do for students. He expressed that all students need the same opportunities and have the same access to technology and computers to be successful. If all are not provided the same information then some may fall behind so it is important that all students are given the same benefit for success. He applauded Walton Elementary School and staff for the reading programs they have implemented. It is a great way to teach kids to read a book and learn to love reading. He indicated that a lot of children in this generation are being over prescribed with medications and “reading is a great outlet instead of medication”.

Mr. Cox replied, “What Walton is doing is not just reading...books allow you to go places you won’t necessarily go. Reading is a great way to expose kids to a great thing.” He thanked employees for the smooth start of the year as we roll along into the year and through the semester.

Mr. Foster welcomed School Resource Officer Jones from Clements Junior High School. The SROs rotate at the meetings and the Board appreciates the job they do at the schools and at meetings. Mr. Foster commented about Dudley and Josephine Matthews stating “they are two of the most dedicated employees” and he wishes them luck as they are having to change their lifestyles and may have some tough times ahead. “Let’s keep them in our prayers and offer them assistance.”

XII. CONSENT AGENDA

- A. Personnel Report
- B. Board Requests
- C. Warrants
 - 1. General
 - 2. Title I
 - 3. Food and Nutrition Services
 - 4. Permission to Pay Additional Bills/Anticipated Bills not listed on Warrants List

Motion and second to approve the Consent Agenda as presented, including the permission to pay additional bills/anticipated bills.

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

XIII. ACTION ITEMS

- A. Policy EEA and EEA-R – Student Transportation Services – by Renee Williams

Motion and second to approve Policy EEA and EEA-R – Student Transportation Services, as presented.

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

B. Policy LBD and LBD-R – Home Instruction – by Renee Williams

Motion and second to approve Policy LBD and LBD-R – Home Instruction, as presented.

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

C. 2016-17 Final Budget Adjustments – by Becky Hicks

No action was taken on this item. The School Board will have a special meeting on October 12, 2017 to discuss further and approve item.

D. VRS 403(b) Plan Election for Hybrid Members – by Becky Hicks

Motion and second to approve and implement the VRS Resolution to provide all Hybrid Retirement plan employees the ability to choose how they would like to make their voluntary contributions effective January 1, 2018.

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

E. Purchasing Policy Changes – by Becky Hicks

In preparation and to enable on-line entry for requisitions and purchase orders, it is necessary to clarify certain key factors within the current purchasing policies. Verbiage was added or deleted to clarify the following policies: DJ-Small Purchasing; DJ-R-Small Purchasing Regulations; DJA-Purchasing Authority. New Policies DJA-E1, E2, and E3; DJF-R and Flow-Chart for Approval Matrix were added.

Motion and second to approve the policies as amended to approve as transitional policies to use with a Munis electronic purchasing Pilot Program to begin at North Elementary School and the Technology Department with amendments to increase the total maximum small purchase level to \$5,000, to remove “verbal” language and require written language, and to insert DJA-E1 under Cross References in each policy presented.

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

XIV. DISCUSSION ITEMS

- A. Comprehensive Plan Updates – Instruction (Elementary, Secondary, and Special Education) – Lisa Pennycuff

The Commonwealth of Virginia requires that a school division's Comprehensive Plan be reviewed annually and that an assessment of the progress made be conducted. A report of the extent to which the objectives of the plan are being achieved must be made annually to the School Board. Mr. Brockwell, Mr. Rhodes, Dr. Bingham, Mr. Fisher, and Mr. Elliott reported on their departments' evaluations and accomplishments as seen so far.

Due to the time and length of the meeting, Mr. Cox asked if the remaining items could be reviewed independently and if the board had any questions, they would direct them to the superintendent.

- B. Fiscal Year 2016-17 School Activity Fund Audit Reports – by Rebecca Hicks
- C. Fiscal Year 2016-17 PTO & Booster Club Audits – by Rebecca Hicks
- D. 2017-18 Monthly Budget Update – by Rebecca Hicks
- E. MOU Between Local Education Agencies and Region I Regional Tuition Reimbursement Program – by Renee Williams
- F. School Staffing Agreements – by Renee Williams
- G. Request for Proposals – Investigative Residency Services – by Renee Williams
- H. 2017 Student Discipline Bills (Defeated) – by Renee Williams

Mrs. Williams wanted the Board to recognize the following dates: Harrison Elementary School's 50th Anniversary Celebration on October 19, 2017 @ 5:30 p.m.; PAAS Vocal Music Festival on October 20, 2017; Community Breakfast on November 8, 2017 at Prince George High School at 8:30 a.m.

XV. INFORMATION ITEMS/SUPERINTENDENT'S REPORT

- A. Active Enrollment Summary October 4, 2017
- B. September 2017 Bus Suspensions and School Suspensions
- C. 2017-18 Suspensions and Reinstatements
- D. 2017-18 Year-to-Date Building Use Requests
- E. School Messenger Report
- F. Thank you note from Sharon Jones
- G. Progress Index Article on Area Schools' Graduation Rates
- H. Letter to William Goodwin, Grow Capital Jobs Foundation re: Broadband, September 13, 2017
- I. VSBA Webinar – Bring the Media on Board with Proactive Communication Tactics – October 4, 2017
- J. National School Lunch Week – October 9-13, 2017
- K. National School Bus Safety Week – October 16-20, 2017

- L. CodeRVA Angel Sponsor Kick-Off Event – October 18, 2017
- M. David A. Harrison Elementary 50th Anniversary Celebration – October 19, 2017 at 5:30 p.m.
- N. PAAS Vocal Music Festival – October 20, 2017 - PGHS
- O. Read Aloud to a Child Week – October 22-28, 2017
- P. VSBA Webinar – Milestone Communications: A Community-Friendly P Approach to Wireless Infrastructure – October 24, 2017
- Q. November – “VSBA Take Your Legislator to School” Month
- R. Community Breakfast – November 8, 2017 at PGHS at 8:30 a.m.
- S. VSBA Education Foundation Workshop – November 14, 2017 – Williamsburg
- T. VSBA Annual Convention – November 15-17, 2017 – Williamsburg
- U. VSBA Newsletter
- V. VSBA Policy Page

XVI. ADJOURNMENT

It was the consensus of the Board to recess the meeting to Tuesday, October 10, 2017 at the School Board Office at 5:00 p.m.

Clerk of the Board