

UNOFFICIAL SYNOPSIS
PRINCE GEORGE COUNTY SCHOOL BOARD
PRINCE GEORGE, VIRGINIA
REGULAR MEETING
November 20, 2017

The regular meeting of the Prince George County School Board was held at the County Administration Building, Third Floor Board Room, on Monday, November 20, 2017 at 6:30 p.m.

A closed meeting was held at 5:00 p.m.

Members and staff present:

Mr. Reeve E. Ashcraft, Board Member
Mr. Robert E. Cox, Jr., Board Member [arrived at approximately 5:35 p.m.]
Mr. Kevin S. Foster, Chairman
Mr. Roger E. Franklin, Board Member
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 5:00 p.m.

II. ROLL CALL

Roll call indicated the following Board members present:

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

III. VOTE TO GO INTO A CLOSED MEETING FOR THE PURPOSE OF DISCUSSION OF SPECIFIC PERSONNEL MATTERS, STUDENT EXPULSION MATTERS, LEGAL MATTERS, AND REAL PROPERTY (pursuant to Va. Code § 2.2-3711)

- A. Personnel Matters – Section 2.2-3711.A.1
 - 1. P17/17-18
- B. Student Matters – Section 2.2-3711.A.2
 - 1. Student Expulsion 11/17-18 @ 5:15 p.m.
- C. Legal Matters – Section 2.2-3711.A.7

1. L02/17-18
 2. L04/17-18
- D. Real Property – Section 2.2-3711.A.3

Motion and second to go into a closed meeting to discuss specific personnel, student, legal, and real property matters pursuant to the personnel, student, legal, and real property records exemptions of the VA Code §§2.2-3711.A.1, 2.2-3711.A.2, 2.2-3711.A.7 and 2.2-3711.A.3.

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

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, Foster, Franklin
Abstain: Cox
Absent: Stevenson

[For the record, Mr. Cox was not available for the entire closed session. Mr. Stevenson was unavailable for roll call coming out of the closed meeting.]

No action was taken on Personnel Matter P17/17-18.

Motion and second that in Student Expulsion Matter 11/17-18, to assign student to Project Choice for the remainder of the 2017-18 school year.

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

No action was taken on Legal Matters L02/17-18 or L04/17-18.

No action was taken on Real Property Matters.

V. PLEDGE OF ALLEGIANCE

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

VI. APPROVAL OF AGENDA

Motion and second to approve the agenda as amended.

VOTE: Ayes: Unanimous

VII. SPECIAL RECOGNITIONS [change in order]

- A. Field Hockey Team - Class 5, Region B Tournament Advanced to Class 5 State Tournament – Coach Maggie Roberts

Coach Roberts recognized the Field Hockey Team with a 15-5 records, placing second in the Class 5, Region B tournament which secured them a berth in the Class 5 state tournament. They lost, however, in the state quarter final game but they played with a lot of heart and soul. She stated they all are a great bunch of hard-working girls, and they are phenomenal students and athletes. Each player introduced themselves by name, position and grade. The team is only losing a few seniors and Coach Roberts expects another great team next year. She thanked the parents and district for supporting the students and the program. Mrs. Williams announced and congratulated Coach Roberts for being named Region 5 Coach of the Year for the second year in a row.

- B. Food and Nutrition Services Grant – N.B. Clements Junior High School

N.B. Clements Junior High School received a \$5,000 grant from the No Kid Hungry Virginia Breakfast grant. This grant offers up to \$5,000 to support costs associated with approved equipment, materials and initiatives facilitating the breakfast cart. Breakfast figures are up with the assistance of this new cart. Prince George County received the most grant money that the program offers.

- C. Retirement

- * Anna Davis – Administrative Associate/Bookkeeper, Moore (11)
- * John Harper – Custodian, Prince George High School (10)

Mr. Harper was recognized with 10 years of service with the school division. Mr. Foster presented him with a small gift in appreciation of his service. Mrs. Davis was unable to attend the meeting but she was also recognized for her 11 years of service with the school division.

VIII. APPROVAL OF MINUTES

- A. October 9, 2017 Regular School Board Meeting
- B. October 10, 2017 Special School Board Meeting
- C. October 12, 2017 Special School Board Meeting
- D. October 26, 2017 Special School Board Meeting
- E. October 27, 2017 Special School Board Meeting
- F. November 1, 2017 Special School Board Meeting
- G. November 7, 2017 Special School Board Meeting

Motion and second to collectively approve the referenced meeting minutes.

VOTE: Ayes: Unanimous

IX. PRESENTATIONS

- A. School Psychologists Awareness Week – Jackie Jones, Cindy Smith, Chris Roberts, Michele Harris

The school psychologists each introduced themselves. Ms. Jones thanked the School Board for supporting and adding the fourth psychologist position into the current budget. Their staff just completed training all school staff on 12 Steps for Bullying Awareness and school staff was very receptive to the presentations and school psychologists received positive feedback. November 13-17, 2017 was School Psychologist Awareness Week. Their theme for the year was *Power Up! Be a Positive Charge*. Their goal was to highlight how positive actions and kindness can create momentum and impact positive change and each psychologist interacted with the schools they support and offered small acts of kindness to create positive behaviors and environment. They presented Board members with a small gift of appreciation and literature to “Power up and be a positive charge to students.” Mrs. Williams presented each psychologist with a Certificate of Recognition thanking them for their dedication and the services they provide to the students and staff of Prince George County.

- B. Report from L.L. Beazley Elementary School – Robin Germanos, Principal

Mrs. Germanos stated that L.L. Beazley Elementary School was founded in 1965 and is 53 years young. She received a letter from the grandson of Latimer Livingston Beazley, who served the school division for approximately 34 years before he retired. Richard Beazley Burrow sent her a Resolution from February 4, 1957 presented to Mr. Beazley for his years of service as an educator in Prince George County. He felt the Resolution would be best preserved at the school named after his grandfather. She was delighted to receive a piece of history for the school. The school has gone through some changes over the last few years and most recently staff and the children got involved to beautify the campus. With the help of Chad Bowen, art teacher and administrative aide, they created a rock garden. In relation with October being recognized as Bullying Prevention Month, the students painted rocks and added words of kindness. This not only instilled positive behaviors, actions and kindness, it helped make the grounds at Beazley more appealing. He presented a slide show of the students working on the rock garden. Lastly, Mrs. Hicks contacted Hardwood Mulch Company who donated mulch, Fort Lee soldiers who assisted in spreading mulch, and Vulcan Materials who donated pea gravel and materials for the project. Teachers also communicated to their students that “each rock is unique and special, just like them!” Beazley staff presented Board members with a special gift, “Beazley Rocks!”

- C. Construction Update – Ron Rhodes, Director of Operations

No update was provided as a result of Mr. Rhodes not able to attend the meeting.

D. Transportation Update – Clarence Thweatt, Transportation Coordinator

Mr. Thweatt gave an update on the driver situation. They are still down a few drivers to close the gap. They are still working to hire 8-10 drivers and he indicated 2 drivers currently being trained as substitutes, 1 driver in training and 1 mechanic in training. He thanked the School Board for approving the Perfect Attendance Bonus for drivers and aides. To date only 2 people have called in sick since the program went into effect on November 1. He replied to a request from Mr. Cox about offering current drivers an incentive to bring other drivers into the school division stating that he has been working from a 2015-16 Referral Program Guideline. He was asked to re-visit the guidelines and bring a new recommendation before the Board at its December 11, 2017 meeting.

X. PUBLIC COMMENT – GENERAL

Teresa Fields, 3807 Amber Lane, North Prince George, spoke about the duties and pay scale for bus drivers. She has lived in the county for 30 years and currently drives for the division. She indicated drivers are being asked to fulfil more duties on the bus (cleaning, pre-trips, additional paperwork, etc.) but additional time is not being added behind the wheel. She recommended changing driver hours to a 7 or 7.5 hour contract to make the job more appealing for current drivers to stay and other drivers to come to the county. She stated the starting pay is \$4 less than 24 years ago and asked the Board to re-visit contract hours and pay.

XI. SCHOOL BOARD MEMBER COMMENT

Mr. Franklin had an opportunity to attend the “Annie” production at Fort Lee and he said a lot of Prince George students were performing in the show. He recommended others to attend the play to support the students and watch a great performance.

Mr. Stevenson welcomed the two newly-elected School Board members, Rob Eley and Chris Johnson in the audience. He thanked them for a positive campaign and he looks forward to working with them in the future. He also recognized and thanked Officer Butch Pearson for his service and for “watching over us” during the meeting.

Mr. Cox echoed Mr. Stevenson’s comments. He thanked those who had the opportunity to run, those who voted, and he looks forward to working with Mr. Eley and Mr. Johnson. He spoke briefly about the salary study and stated that bus pay has not been addressed and that this will be evaluated during the budget cycle at which time changes may be made to the pay scale. “These are tough economic times” but he hopes Prince George will rebound. He thanked staff for what we have accomplished and what we continue to do. He wished everyone a Happy Thanksgiving and hoped everyone will enjoy time with family.

Mr. Foster thanked Beazley for their presentation. His word is “forgiveness” and we need to forgive one another. He is proud to say he went to Beazley School and his children also attended there. “Beazley holds a special place in the Foster household” and he will place his “Beazley Rocks” on his desk as a reminder of this special place. The Board continues to review the salary study and has a lot to consider as it relates to the building the budget for the next fiscal year. He stated that support staff salaries are “high on the radar” for consideration. He asked that the Board pursue a RFP for transportation services. During the transportation vendor presentations, agents indicated they may be able to help write the RFP and he would like staff to contact one of these vendors to pull together criteria to discuss what the RFP should entail. He reflected on human kindness in our school division and taking care of our children is “second to none” and “taking care of children is what’s best in Prince George.” “We don’t have the problems like other divisions have. We have good administrators, support staff, and teachers in our community” and he’s “proud to serve in Prince George.”

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 amended, including the permission to pay additional bills/anticipated bills.

VOTE: Ayes: Unanimous

XIII. ACTION ITEMS

- A. Vehicle Auction – by Ron Rhodes

Motion and second to approve the vehicles presented be auctioned by an auction company.

VOTE: Ayes: Unanimous

- B. MOU Between Local Education Agencies and Region I Regional Tuition Reimbursement Program – by Renee Williams

Region I school divisions are forming a Consortium Regional Tuition Reimbursement Program for the purpose of developing a joint, regional program to serve autistic children. Region I superintendents have to agree to the MOU before moving forward with this program. Legal counsel for Chesterfield, Hanover, and Henrico have reviewed the information and have approved for their localities. Students identified to receive such services could be transported locally rather than to Richmond and this would not have any effect on the program at North. Motion and second to approve the MOU as written.

VOTE: Ayes: Unanimous

C. Policy GCE – Part-Time and Substitute Professional Staff – by Renee Williams

Motion and second to reduce the age for substitute teachers from 21 to 18 to substitute at the elementary age level only and person under 21 must be enrolled in an accredited college.

VOTE: Ayes: Unanimous

D. Request Approval and Appropriation of the Federal DoDEA Grant Funds for use in FY18 – by Lisa Pennycuff

Motion and second to refer the request to the Board of Supervisors for additional appropriation of \$550,723.21 of these funds to be included into the FY18 budget for the division in Fund 510.

VOTE: Ayes: Unanimous

E. Cameron Foundation Grant – Moore Middle School Library Innovation Center – by Becky Hicks

Motion and second to make a formal request to the Board of Supervisors to approve appropriation of the Cameron Foundation grant of \$16,103 for the J.E.J. Moore Middle School Library Innovation Center.

VOTE: Ayes: Unanimous

F. Title IV, Part A, Student Support and Academic Enrichment Grant – by Pete Fisher [added per addendum]

Motion and second to approve the Title IV, Part A Student Support and Academic Enrichment Grant for secondary schools and to include engagement of elementary principals to look at programs for their level.

VOTE: Ayes: Unanimous

XIV. DISCUSSION ITEMS

A. Review of Local Plan for the Gifted 2017-2022 – by Willie Elliott

Mr. Elliott gave the Board a copy of the Local Plan for the Gifted 2017-2022. This 5-year plan has been written in accordance with the state Gifted Regulation and our local needs. The plan has new goals with focus on the needs to support both the academic and fine arts programs and it is in line with the Comprehensive Plan criteria. Mr. Elliott provided the Board with a summary of the changes made to the gifted program to reduce the reading time. These changes include updates to the Mission Statement and Strategic Goal, clarifications to screening and referral of special populations, adjudication scoring processes in vocal, theatre, and art, appeals process, and updates to specific areas to name just a few of the changes. This is a live document and tweaks will be made as necessary. The Board is asked to review and the plan will be brought back to the Board for approval at the December 11, 2017 meeting.

B. GPA Recalculation Based on New Grading Scale – by Bill Barnes

During the 2016-2017 school year, the School Board approved the 10-point grading scale and quality points as recommended by the Grading Scale Focus Group and Superintendent Williams to become effective with the 2017-2018 school year. School Board members have asked for information regarding whether it would be possible for Tyler Sis to recalculate the GPAs of students in Grades 12, 11, and then 10 based on converting their numeric scores for each class based on the new grading scale. Tyler Sis responded that this would be possible at a cost of \$1280/day of development (depending on number of days, approximately 2-3 days).

Motion and second to authorize TylerSis to proceed with the recalculation of GPA's for all students in Grades 10-12 in the amount not to exceed \$4,000 with data results to be reviewed by the Board.

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

By a 4:1 vote, the motion passed.

C. English Writing Committee Updates – by Jim Scruggs and Bill Barnes

The school district is moving forward with writing folders for grades 6-9 to include each students' writing samples. The committee was formed to look at alignment, curriculum and assessment of writing SOLs. Sub committees were created for elementary (Robin Germanos and Chris Wills) and secondary (Karen Rhodes and Stephanie Bishop). The committee is looking at building writing frameworks to be followed from elementary schools to secondary schools using writing prompts and unit assessments. Mr. Barnes thanked the committee for all of their hard work and dedication.

- D. Request for Approval for New Teachers to Begin Up to Four Days Earlier Beginning with the 2018-19 School Year for Training Purposes – by Lisa Pennycuff

It is requested that new teachers to Prince George County be given an extensive new teacher orientation training on a variety of professional topics as well as other topics in instruction and human resources but there is a limited time for training.

Motion and second to approve new teachers to begin up to six days prior to all teachers returning beginning with the 2018-19 school year.

VOTE: Ayes: Unanimous

- E. Fiscal Year 2016-17 School Activity Fund Audit Reports – by Becky Hicks
F. Fiscal Year 2016-17 PTO & Booster Club Audits – by Becky Hicks

The School Activity Fund Audit Reports and the PTO & Booster Club Audit Reports have been completed and brought before the Board for information. We are seeing the same type of issues as in the past such as ticket issues (begin/end), collection/receipt issues, improperly voiding checks, etc. Staff continues to have annual training for bookkeepers and emphasizes that if bookkeepers have any problems they can contact the School Board Office for assistance. It is ultimately the principal's responsibility and they should be held accountable to make sure repeat issues do not occur yearly within the school activity fund audit reports. One problem with the PTO/PTA reports is new volunteers may be placed in the position yearly and there is no continuity. Mr. Foster wants the audit reports shared and discussed with PTO and PTA representatives.

- G. Fiscal Year 2018-19 Budget Calendar – by Becky Hicks

Ms. Hicks presented the proposed 2018-19 budget calendar. The Board would like to see at least 2 joint meetings on the calendar to meet with the Board of Supervisors. Ms. Hicks will bring a new draft to the Board at the December meeting.

- H. Financial Report for October 2017 – by Becky Hicks

Ms. Hicks reported the Financial Report is on track for this time of year. The 2016-17 report has not been finalized. Final figures will be formalized in December.

- I. School Staffing Agreements – by Renee Williams

Mrs. Williams reported that the Memorandum of Understanding for School Resource Officers (SROs) has been executed for July 1, 2017-June 30, 2018.

- J. Request for Proposals – Investigative Residency Services – by Renee Williams

Motion and second to initiate a RFP for investigative residency fraud services.

VOTE: Ayes: Unanimous

XV. INFORMATION ITEMS/SUPERINTENDENT'S REPORT

- A. October Bus Suspensions and School Suspensions
- B. 2017-18 Expulsions and Reinstatements
- C. Current enrollment as of November 8, 2017
- D. 2017-18 Year-to-Date Building Use Requests
- E. Student/Employee Emergency Monthly Report via School Messenger
- F. Cameron Foundation Grant to support the Library Innovation Center at J.E.J. Moore Middle School
- G. Results of the City Point 5K & Kids Fun Run – sponsored by the John Randolph Foundation
- H. Jackie Bradley, Jr. Community Day at Swaders Sports Park, November 25, 2017 10:00 a.m. – 4:00 p.m.
- I. VSBA Capital Conference – Richmond Marriott – January 22-23, 2018
- J. VSBA Orientation for New Board Members and Chairmen and Vice Chairmen – Richmond Marriott – January 23, 2018
- K. NSBA Conference – San Antonio, TX – April 7-9, 2018
- L. Save the Date – Southside Regional Spring Forum April 30, 2018 @ Nottoway High School
- M. VSBA Newsletter

Mrs. Williams reminded Board members of meetings scheduled for November 27, 2017 at 5:00 (Discipline Hearing) and November 30, 2017 at 5:00 (Salary Study Review). She also acknowledged items in the Superintendent's Report (Results of the City Point 5K & Kids Fun Run sponsored by the John Randolph Foundation, VSBA Capital Conference on January 22-23, 2018, VSBA Orientation for new board members and chairman and vice chairman conference on January 23, 2018 and a new conference for VASS/VASBRO on January 10-11, 2018).

XVI. ADJOURNMENT

Motion and second to adjourn the meeting at 9:07 p.m.

VOTE: Ayes: Unanimous

Clerk of the Board