

PRINCE GEORGE COUNTY SCHOOL BOARD  
PRINCE GEORGE, VIRGINIA  
August 11, 2016

A special meeting of the Prince George Discipline Committee was called to order on Thursday, August 11, 2016 at the School Board Office at 5:39 P.M.

Members present:

Mr. Reeve E. Ashcraft, Board Member (via teleconference at approximately 5:47 p.m.)  
Mr. Robert E. Cox, Jr., Board Member  
Mr. Kevin S. Foster, Chairman  
Mr. Roger E. Franklin, Jr., Board Member  
Mr. Lewis E. Stevenson, Vice Chairman  
Dr. Lisa Pennycuff, Assistant Superintendent  
Dr. Patrick Bingham, Assistant Superintendent  
Mrs. Jill Andrews, Clerk of the Board

**I. CALL TO ORDER**

Mr. Foster, Chairman, called the Special Meeting to order at 5:39 P.M.

**II. ROLL CALL**

Roll call indicated the following Board Members present:

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

**III. APPROVAL FOR ELECTRONIC PARTICIPATION BY BOARD MEMBER  
[added to agenda]**

Mr. Franklin made a motion to approve Reeve Ashcraft's electronic participation to the meeting by remote location. Mr. Stevenson seconded the motion.

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

For the record, Mr. Ashcraft was called and put on speaker phone at approximately 5:47 p.m. Let the minutes reflect that Mr. Ashcraft was unable to physically attend the August 11, 2016 meeting due to circumstances that caused him to be out of the area. Those circumstances included job-related training in Chicago, Illinois that did not end

until August 13, 2016. Mr. Ashcraft participated electronically from the Hilton Hotel located at 10000 W O'Hare Avenue, Chicago, Illinois 60666.

#### **IV. APPROVAL OF AGENDA**

Mr. Franklin made a motion to amend the agenda by including a Personnel Report and approve the agenda as amended. Mr. Cox seconded the motion.

VOTE: Ayes: Unanimous

#### **V. WORK SESSION**

During the August 8, 2016 regular School Board meeting, the Board postponed the approval of the Student Conduct and Safety Handbook for further discussion with the entire School Board.

Some school administrators, directors and staff were present to hear discussion and provide feedback on Electronic/Communication Devices. Mr. William Barnes, Director of Secondary Education, indicated that he had reviewed the policies of several surrounding school divisions. Each school division has some type of policy allowing the use of electronic devices in the schools and/or school buses outside of the classroom (i.e. bus, cafeteria, hallway, etc.). Some administrators present stated they do allow use of electronic devices in the classroom for instructional time. However, they did not want electronic/communication devices to interrupt instruction time in the classroom when not in a learning setting. Other staff members pointed out that there may be less referrals when students are allowed to use electronic devices during the lunch period and/or during transportation to/from school.

After hearing pros and cons on electronic/communication devices, the Board and staff were in agreement with the following language:

#### **Electronic/Communication Devices**

Prince George County Public Schools recognizes that student access to cell phones and other electronic devices is common with today's learner. However, it is imperative that students and parents understand that there are appropriate and inappropriate times for the use of such devices. Students are cautioned that any media (photographs, videos, etc.) created and/or exchanged that creates a disruption to the school environment may result in disciplinary action up to and including out-of-school suspension, alternate placement, expulsion, and/or legal ramifications. School personnel will establish consistent implementation procedures by building and/or department. If a student is in **violation** of district policy, the device may be confiscated from the student and returned **only** to the student's parent/guardian.

In addition, when students are taking Standards of Learning (SOL) tests, they are prohibited from having in their possession a cell phone or any other unapproved electronic device with camera features, text messaging functions, voice-activated recording capabilities, or Internet access. (Policy JFC-R)

Mr. Jim Scruggs and Mr. William Barnes will work together with staff to develop guidelines for elementary and secondary schools respectively. Drafts of the guidelines should be presented to the School Board at the September 13, 2016 meeting and final approval given at the October 10, 2016 meeting.

The Board was also made aware of changes on page 50 to add a field for the parent to include their physical address on the signature page.

## **VI. DISCUSSION ITEMS**

### **A. Student Conduct and Safety Handbook**

Mr. Cox made a motion to approve the Student Conduct and Safety Handbook as amended during the work session. Mr. Ashcraft seconded the motion.

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

By a 4:1 vote, the Student Conduct and Safety Handbook was approved as amended.

### **B. Policy JFC-R**

Policy JFC-R was amended to be consistent with the language approved for the 2016-17 Student Conduct and Safety Handbook.

Mr. Cox made a motion to approve Policy JFC-R as amended. Mr. Stevenson seconded the motion.

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

By a 4:1 vote, Policy JFC-R was approved as amended.

## **VII. PERSONNEL REPORT [added to the agenda]**

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

Resignation

Shirley Coleman – Highly Qualified Paraprofessional, Walton – September 1, 2016

Susan Newby – Custodian, Harrison – August 1, 2016

Yolanda Penn – SPED Teacher, Harrison – June 30, 2016

Linda Ross – Driver II, Transportation – September 6, 2016

VOTE: Ayes: Unanimous

**VIII. CLOSED MEETING – pursuant to Section 2.2-3711 of the Code of Virginia  
[added to the agenda]**

Mr. Cox made a motion to go into a closed meeting to discuss specific personnel and legal matters pursuant to the personnel and legal exemptions of the VA Code §2.2-3711.A.1 and §2.2-3711.A.7. Mr. Stevenson seconded the motion.

VOTE: Ayes: Unanimous

**IX. CERTIFICATION OF CLOSED MEETING [added to the agenda]**

Mr. Cox 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: Cox, Foster, Franklin, Stevenson  
Absent: Ashcraft

No action was taken on Personnel or Legal Matters.

[For the record, Mr. Ashcraft disconnected the call at 6:42 p.m. because he was no longer in a private setting].

**X. ADJOURNMENT**

Mr. Cox made a motion to adjourn the meeting at 7:03 p.m. Mr. Stevenson seconded the motion.

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

The meeting adjourned at 7:03 p.m.

IN WITNESS WHEREOF, we set our signatures this 12<sup>th</sup> day of September, 2016.

Approved:

/s/ Kevin S. Foster – Chairman

Attest:

/s/ Jill Andrews – Deputy Clerk

### **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: 4

/s/ Jill Andrews – Deputy Clerk  
August 11, 2016  
Meeting Date