

PRINCE GEORGE COUNTY SCHOOL BOARD  
PRINCE GEORGE, VIRGINIA  
March 30, 2017

A special meeting of the Prince George School Board was called to order on Thursday, March 30, 2017 at the School Board Office at 6:00 P.M.

A closed meeting was held at 5:00 P.M.

Members present:

Mr. Reeve E. Ashcraft, Board Member  
Mr. Robert E. Cox, Board Member [arrived at approximately 5:50 p.m.]  
Mr. Kevin S. Foster, Chairman  
Mr. Roger E. Franklin, Jr., Board Member [arrived at approximately 5:09 p.m.]  
Mr. Lewis E. Stevenson, Vice Chairman  
Mrs. Renée P. Williams, Superintendent  
Dr. Lisa Pennycuff, Assistant Superintendent  
Dr. Patrick Bingham, Assistant Superintendent  
Mrs. Rebecca Kirk, Clerk of the Board

**I. CALL TO ORDER**

Mr. Foster, Chairman, called the Special Meeting to order at 5:06 P.M.

**II. ROLL CALL**

Roll call indicated the following School Board Members present:

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

[For the record, Mr. Franklin arrived at approximately 5:09 p.m.]

**III. APPROVAL OF AGENDA**

Mr. Stevenson made a motion to amend the agenda to include a Personnel Matter under the closed meeting section pursuant to Section 2.2-3711.A.1 of the Code of Virginia. Mr. Ashcraft seconded the motion.

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

#### **IV. CLOSED MEETING – pursuant to Section 2.2-3711 of the Code of Virginia**

- A. Student Matters – Section 2.2-3711.A.2
- B. Personnel Matter – Section 2.2-3711.A.1 **[added to the agenda]**

Mr. Franklin made a motion to go into a closed meeting to discuss specific personnel and student matters pursuant to the personnel and student exemptions of the VA Code §§2.2-3711.A.1 and 2.2-3711.A.2. Mr. Ashcraft seconded the motion.

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

#### **V. CERTIFICATION OF CLOSED MEETING**

Mr. Stevenson 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. Ashcraft seconded the motion.

VOTE: Ayes: Unanimous

[For the record, Mr. Cox arrived at approximately 5:50 p.m.]

Mr. Franklin made a motion that in Student Expulsion Matter 30/16-17, student shall be suspended for 365 days. Mr. Stevenson seconded the motion.

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

Mr. Stevenson made a motion that in Student Reinstatement Matter 33/15-16, student shall be assigned to Project Choice for the remainder of the 2016-17 school year. Mr. Franklin seconded the motion.

VOTE: Ayes: Unanimous

No action was taken on Personnel Matter P29/16-17.

Mr. Foster apologized to the audience for starting the work session later than anticipated.

#### **VI. APPROVAL 2017-18 SCHOOL BUDGET**

State regulations require that a budget be approved before April 1 of each year. The School Board will need to approve a budget to send to the local government for consideration within their budget. Modifications/revisions may be made after the School

Board has approved a budget. Ms. Hicks proceeded to explain that the original proposed budget presented to the School Board at its February 16, 2017 meeting consisted of a revenue of \$66,263,197. However, due to increase in State Lottery proceeds (\$1,052,568), increase in state VRS payment (\$288,253), increase in state sales tax revenue (\$184,019), decrease in basic aid payments (\$160,039), request full funding of the final calculation of the MOU (\$16,250,249), decrease in Impact Aid (\$295,000), decrease in federal grand funding (\$20,542), the overall increase to the FY2018 Budget is \$1,707,084 from the previous year. The FY2018 budget is for a total of \$66,423,047. The difference in the first proposal in February 2017 and the budget being presented this evening is an increase of \$159,850.

The Board discussed the MOU and the removal of the \$350,000 for CSA local match for special education that has in previous years automatically been removed from the school division's budget. It has been suggested that both boards have been following a "gentlemen's agreement" between the boards without legal document to represent it. Therefore, the school division is requesting this amount be recalculated in the MOU.

Ms. Hicks discussed some of the revenue assumptions that affect the total expenditure increase: VRS rates, RHCC rates and provide RHCC for all non-professional full-time staff, health insurance increase, step increase for full-time employees, new full-time staff proposals (1 psychologist, 1 social worker, 1 special education teacher, and 1 reading interventionist), increase in tuition costs for CodeRVA, Appomattox Regional and Maggie Walker Governors' Schools, additional utilities costs, and technology and instructional needs.

Ms. Hicks provided the Board with additional information on proposed 2017-18 health insurance rates. Staff continues to discuss options with Pierce Benefits Group. The current proposal provides a 5.75% increase in health benefits with a \$500 decrease in HSA contributions by the division. Board members previously requested the benefits consultant to look at realigning the rates for employee categories to make the contributions more even. Mr. Stevens feels the current proposal rates are unfair to the employee with spouse, children and family vs. the rate for employee only. The Board invites Pierce Benefits Group for a presentation on health insurance rates. Open enrollment begins the last week of April.

The school division carries a debt service in its operating budget in the amount of \$134,829 a year. This debt will be paid in full in 2022. Utilities continue to go up and employees will be asked to conserve energy accordingly. Vehicle fuel prices continue to decline and staff can reduce this line item. Staff continues to examine positions vacated due to retirement or resignation and will assess the need to fill or eliminate from the budget.

Staff strives to preserve employee benefits and salaries and the district will continue to search for ways to operate more efficiently. The district will continue to need the cooperation and understanding of staff and parents as instructional materials, purchases and the number of employees are held to current levels. The district welcomes any suggestions from staff, citizens, and students for cost effective practices.

The Instructional Department will review classes, programs, electives and master schedule to determine what is in best interest for students.

Other requests/comments from board members included: 1) add a reading interventionist to Beazley and Walton Elementary Schools; 2) get the true-up figures from those retiring; 3) look at implementing long-term substitute rates; 4) determine if the MOU will be recalculated with CSA monies; 5) look at increasing morale in the schools; and 6) recognize employees for their services with small gestures to let them know they are appreciated.

Mr. Cox made a motion to approve the FY2017-18 budget of \$66,423,047, prepare a transmittal letter to the county with full funding of the MOU and understanding that this document is still a work in progress. Mr. Franklin seconded the motion.

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

By a 4:1 vote, the motion passed.

## **VII. BUDGET WORK SESSION**

See comments above. School Board members discussed budget items as Ms. Hicks presented proposed budget revisions.

Prior to adjourning the meeting, the Board discussed having the Health Insurance Consultant attend its next work session on April 6, 2017 at 4:00 p.m. at the School Board Office. The Board was also reminded Spring Break was April 10-14, 2017 and their next regular scheduled meeting was April 17, 2017.

## **VIII. ADJOURNMENT**

Mr. Cox made a motion to adjourn the meeting at 8:55 p.m. Mr. Ashcraft seconded the motion.

VOTE: Ayes: Unanimous

The meeting adjourned at 8:55 p.m.

IN WITNESS WHEREOF, we set our signatures this 17th day of April, 2017.

Approved:

/s/ Kevin S. Foster – Chairman

Attest:

/s/ Rebecca B. Kirk – 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/ Rebecca B. Kirk – Clerk  
March 30, 2017  
Meeting Date