

PRINCE GEORGE COUNTY SCHOOL BOARD
PRINCE GEORGE, VIRGINIA
September 28, 2016

A special meeting of the Prince George Discipline Committee was called to order on Wednesday, September 28, 2016 at the School Board Office at 5:28 P.M.

Members present:

Mr. Reeve E. Ashcraft, Board Member
Mr. Roger E. Franklin, Jr., Board Member
Mr. Lewis E. Stevenson, Vice Chairman
Mrs. Renée P. Williams, Superintendent
Dr. Lisa Pennycuff, Assistant Superintendent
Dr. Patrick Bingham, Assistant Superintendent
Mrs. Rebecca B. Kirk, Clerk of the Board

I. CALL TO ORDER

Mr. Stevenson, Vice Chairman, called the Special Meeting to order at 5:28 P.M.

II. ROLL CALL

Roll call indicated the following Board Members present:

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

III. APPROVAL OF AGENDA

Mr. Ashcraft made a motion to amend the agenda to add a Permission to Pay Invoice under Action Items and to approve as amended. Mr. Franklin seconded the motion.

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

IV. DISCUSSION ITEMS

A. Finance/Payroll Discussion

Mrs. Rebecca Hicks, Finance Director, discussed several items that identified discrepancies in practice and errors discovered in the process of closing the prior fiscal year 2016 and opening the new FY2017 and additional information regarding Athletic Event Staff Pay.

During the September 8, 2016 meeting the Board approved a flat rate of \$13 per hour for all game workers. To comply with the Fair Labor Standards Act (FLSA), non-exempt employees who are eligible for overtime would have to be paid at their regular overtime rate or a blended rate of their regular pay and the new flat rate for any hours worked over 40 hours in a given week. Exempt employees would be paid the \$13 per hour flat rate.

The Patient Centered Outcomes Research Institute (PCORI) fee (new governmental fee for all self-insured entities) was not previously paid for the 2015 or 2016 school years. The document for 2016 has been prepared and payment will be issued from the Self-Insurance Fund as soon as possible.

Eleven bus aide contracts were issued with inaccurate annual salary amounts posted on the documents, however, the hourly rate was correct. The Finance Director and the Personnel Department are working together to re-issue corrected contracts to those affected by this error.

During a preliminary audit of Accounts Payable it was discovered a few invoices from FY2016 were not paid. These invoices will have to be paid with FY2017 funds and we will let the auditors decide if they should be posted to FY2016 or FY2017.

For the record, it was the Board's consensus to change the order of the agenda to keep the Discipline Hearings on time.

**V. CLOSED MEETING – pursuant to Section 2.2-3711 of the Code of Virginia
[changed order of agenda]**

- A. Student Matters – Section 2.2-3711.A.2
 - 1. Expulsion Case No. 01/16-17 – approximately 5:45 p.m.
 - 2. Expulsion Case No. 02/16-17 – approximately 6:30 p.m.
 - 3. Expulsion Case No. 03/16-17 – approximately 7:15 p.m.
 - 4. Student Residency Matters
- B. Personnel Matters – Section 2.2-3711.A.1
 - 1. P07/16-17
 - 2. P08/16-17
 - 3. P04/16-17

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

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

VI. CERTIFICATION OF CLOSED MEETING

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. Franklin seconded the motion.

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

Mr. Franklin made a motion in Student Expulsion Case No. 01/16-17 to long-term suspend the student for 364 days and to have student's IEP team reconvene for alternative education placement. Mr. Ashcraft seconded the motion.

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

Mr. Franklin made a motion in Student Expulsion Case No. 02/16-17 to assign the student at Project Choice for the remainder of the 2016-17 school year. Mr. Ashcraft seconded the motion.

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

Mr. Franklin made a motion in Student Expulsion Case No. 03/16-17 to long-term suspend the student for 364 days and assign to BREC Academy. Mr. Ashcraft seconded the motion.

No action was taken on Student Residency Matters.

Mr. Ashcraft made a motion in Personnel Matter P07/16-17 to appoint Christopher Reynolds as the new Computer-Network Technician. Mr. Franklin seconded the motion.

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

No action was taken on Personnel Matters P08/16-17 or P04/16-17.

VII. DISCUSSION MATTERS (continued)

Mrs. Williams discussed other items with the Board. It was the consensus of the Board to cancel the Community Breakfast for 2016 as the school's budget has been reduced and there are no local candidates in this year's election. The School Board Retreat has been changed from October 8 to November 5, 2016. The sick bank has been depleted and there are no more sick bank days left in the sick bank program.

Mr. Stevenson shared a concern about adding a person or persons to assist the Athletic Director in attending games when there are multiple games/events going on in one night.

Mr. Stevens asked staff to look into policy/restrictions on allowing a home schooled student attending Rowanty Technical Center.

VIII. ACTION ITEMS

A. Board Requests

Mr. Franklin made a motion to approve the Board Request as presented. Mr. Ashcraft seconded the motion.

Request

Tennille O'Neal requests permission for her child, Quamisha Whitehead, to be exempt from compulsory attendance to pursue getting her GED.

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

B. Permission to Pay [added to the agenda]

Mr. Franklin made a motion to approve the Permission to Pay list as presented. Mr. Ashcraft seconded the motion.

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

IX. ADJOURNMENT

Mr. Franklin made a motion to adjourn the meeting at 9:40 p.m. Mr. Ashcraft seconded the motion.

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

The meeting adjourned at 9:40 p.m.

IN WITNESS WHEREOF, we set our signatures this 10th day of October, 2016.

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: 3

/s/ Rebecca B. Kirk - Clerk
September 28, 2016
Meeting Date