

PRINCE GEORGE COUNTY SCHOOL BOARD  
PRINCE GEORGE, VIRGINIA  
November 5, 2016

A special meeting of the Prince George School Board was called to order on Saturday, November 5, 2016 at the School Board Office at 9:00 A.M.

Members present:

Mr. Reeve E. Ashcraft, Board Member  
Mr. Robert E. Cox, Jr., Board Member  
Mr. Kevin S. Foster, Chairman  
Mr. Roger E. Franklin, Jr., Board Member [absent]  
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. Foster, Chairman, called the Special Meeting to order at 9:00 A.M.

**II. ROLL CALL**

Roll call indicated the following School Board Members present:

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

Mr. Foster thanked board members and staff members for being present at the Retreat to learn more about the Special Education Process.

**III. APPROVAL OF AGENDA**

A field trip request and a request for a closed meeting for personnel matters was added to the end of the agenda.

Mr. Stevenson made a motion to approve the agenda as amended. Mr. Ashcraft seconded the motion.

VOTE: Ayes: Ashcraft, Cox, Foster, Franklin

Absent: Franklin

#### **IV. DISCUSSION ITEMS**

##### **A. Special Education Update – by Dr. Lisa Pennycuff and Zetta Ethington**

Jackie Jones, Sandy Correll, and Cindy Smith / school psychologists, joined the Retreat discussion on the special education process. Staff explained to Board members the process from the time a child is referred for assessment until the child has been approved for services or denied for not being eligible for services. They described the characteristics of the most common special education categories: 1) Autism Spectrum Disorder; 2) Intellectual Disability; 3) Emotional Disability; and 4) Other Health Impairment. They defined the Manifestation Determination Review (MDR) as a means to review all relevant information and the relationship between the child's disability and the behavior subject to a disciplinary action. A MDR must be conducted by the School Division anytime there is a change in educational placement (i.e. removal for more than 10 school days at a time or removal that cumulates more than 10 school days in a school year and is determined to be a pattern of behavior). The student shall appear before the school board for discipline. If it is determined the child's behavior is not a manifestation of the child's disability, school personnel may apply the same disciplinary procedures and duration as the procedures applied to children without disabilities (however, educational and related services shall continue to be provided). If the discipline action is a manifestation of the child's disability the IEP team shall return the child to the placement from which child was removed unless a change in placement has been agreed upon by the parent and IEP Team. Staff talked generically about student scenarios and special circumstances for removal of child with a disability for more than 10 days but less than 45 days with regard to whether the behavior is determined to be a manifestation of the child's disability (carrying or bringing a weapon to school, possessing, using or solicitation of illegal drugs while at school on school property or at a school function, and when a child inflicts serious bodily injury upon another person while at school, on school property or at a school function).

##### **B. Legal Issues Relating to Special Education – by Patrick Andriano**

Patrick Andriano, attorney from Reed Smith LLP, joined staff to discuss legal issues relating to Special Education. Mr. Andriano handed out a Powerpoint presentation and most points (discipline of students with disabilities, Ten-Day Rule, MDR's, special circumstances, etc.) had already been discussed. Therefore, staff requested a question and answer period with Mr. Andriano to understand legal issues as it relates to Special Education. Other topics discussed included advocates for students with disabilities, procedures for IEP meetings, training staff for effective IEP meetings, responsibilities of the school division, bullying, and website accessibility.

**V. DISCUSSION ITEM [added to agenda]**

A. Field Trip Request – Girls Field Hockey

A field trip request was received for the Girls Field Hockey Team to travel to Virginia Beach to compete in the VHSL state competition November 11-13, 2016.

Mr. Cox made a motion to approve the Field Trip Request as requested. Mr. Stevenson seconded the motion.

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

**VI. 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 matters pursuant to the personnel exemptions of the VA Code §2.2-3711.A.1. Mr. Stevenson seconded the motion.

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

**VII. 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. Ashcraft seconded the motion.

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

No action was taken on Personnel Matter P10/16-17.

**VIII. ADJOURNMENT**

Mr. Ashcraft made a motion to adjourn the meeting at 12:50 p.m. Mr. Cox seconded the motion.

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

The meeting adjourned at 12:50 p.m.

IN WITNESS WHEREOF, we set our signatures this 14<sup>th</sup> day of November, 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: 4

/s/ Rebecca B. Kirk - Clerk  
November 5, 2016  
Meeting Date