

PRINCE GEORGE COUNTY SCHOOL BOARD
PRINCE GEORGE, VIRGINIA
REGULAR MEETING
September 11, 2017

The regular meeting of the Prince George County School Board was held at the County Administration Building, Third Floor Board Room, on Monday, September 11, 2017 at 6:30 p.m.

A closed meeting was held at 5:30 p.m.

Members and staff 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
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 5:34 p.m.

II. ROLL CALL

Roll call indicated the following Board members present:

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

III. VOTE TO GO INTO A CLOSED MEETING FOR THE PURPOSE OF DISCUSSION OF SPECIFIC PERSONNEL AND LEGAL MATTERS (pursuant to Va. Code §§ 2.2-3711.A.1 and 2.2-3711.A.7)

- A. Personnel Matter – Section 2.2-3711.A.1
1. P07/17-18
 2. P11/17-18
 3. P13/17-18
 4. P15/17-18
 5. P16/17-18

B. Legal Matter – Section 2.2-3711.A.7
1. L05/11-12

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

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

IV. CERTIFICATION OF CLOSED MEETING AND ACTIONS

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. Franklin seconded the motion.

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

No action was taken on Personnel Matters P07/17-18, P15/17-18 or P16/17-18.

Mr. Cox made a motion that in Personnel Matter P11/17-18 to remove term “interim” from employee’s contract. Mr. Franklin seconded the motion.

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

Mr. Cox made a motion that in Personnel Matter P13/17-18 to approve a \$350 stipend to be divided equally between the Beta Club sponsors at Moore Middle School. Mr. Franklin seconded the motion.

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

No action was taken on Legal Matter L05/11-12.

V. PLEDGE OF ALLEGIANCE

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

Mr. Foster read facts about the deadly terrorist attacks on the World Trade Center Twin Towers, the Pentagon, and United Flight 93 on September 11, 2001. He reminded us of the many lives lost, all the families affected by this event, the billions of dollars spent with rebuilding the sites affected, our military troops, and all that was sacrificed during

one of the nation's most deadliest events. Mr. Foster asked for a moment of silence to be observed in memory of those who sacrificed their lives 16 years ago.

Mr. Foster explained that Mr. Stevenson would not be present tonight due to an accident and he wished him well and thankful he was not seriously injured.

VI. APPROVAL OF AGENDA

Mr. Cox asked that Action Item XIII. A – Perfect Attendance Bonus for Bus Drivers, be removed from the agenda. Mr. Foster indicated that an addendum for additional information to the Personnel Report and Board Requests had been added to the agenda for consideration.

Mr. Cox made a motion to approve the agenda as amended per addendum and to remove Action Item XIII. A. as stated above. Mr. Ashcraft seconded the motion.

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

VII. APPROVAL OF MINUTES

- A. August 21, 2017 Regular School Board Meeting
- B. August 30, 2017 Special School Board Meeting
- C. September 9, 2017 Special School Board Meeting

Mr. Cox made a motion to collectively approve the August 21, 2017 Regular School Board Meeting minutes, the August 30, 2017 Special School Board Meeting minutes, and the September 9, 2017 Special School Board Meeting minutes. Mr. Franklin seconded the motion.

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

VIII. SPECIAL RECOGNITIONS

- A. Corporate Sponsor
 - * Big Lots – Alvin Johns, Manager

Mrs. Robin Germanos, Principal at L.L. Beazley Elementary School, spoke about attending the Big Lots Grand Opening recently and being presented with a \$2,000 check to use on supplies for students and teachers at the school. Mrs. Germanos welcomed Big Lots into the county as a community partner on behalf of the school division. Members of the County Government and the School Board were present for

the ribbon-cutting ceremony. Two schools from Hopewell Public Schools were also presented with a \$2,000 check from Big Lots.

B. Certification - U.S. Department of Homeland Security – Emergency Management Institute - FEMA

- * Michelle Grate

Ms. Michelle Grate was recognized for achieving certification on Emergency Preparedness/FEMA Emergency Response. She independently initiated taking this study course to handle emergency situations such as weather disasters, terrorism, fire, search and rescue and how to effectively communicate with others during these times. She was excited about the course and she explained some of the scenarios and training activities received. She indicated the course was very beneficial and she recommended other community members consider taking the course.

C. Familiar Faces in New Places / Meet the Newest Administrative Members

- * South Elementary -
Susan Braswell, Principal (promoted as South's principal)
Chris Wills, Assistant Principal (new to South from Clements)
- * North Elementary - Chris Romig, Principal (new to North from Clements)
- * William A. Walton Elementary – Julie Connolly, Assistant Principal (promoted to assistant principal from teacher)
- * J.E.J. Moore Middle – Donna Branch-Harris, Assistant Principal (new to Moore from North)
- * N.B. Clements Junior High -
Tana Jones, Principal (promoted as Clements' principal / moved from Moore)
Amber Thompson, Assistant Principal (new employee from York County)
- * Prince George High – Barbara Davenport, Assistant Principal (new employee from Henrico)

Dr. Pennycuff indicated the division would start a new tradition to meet familiar faces in new places and meet the newest members of the school administration staffs. She presented each administrator and asked school representatives in the audience to stand and show their support for their new staff members.

Mr. Foster extended a warm welcome to those recognized stating “the division had an opportunity to hire within and outside of the district to make us a better place.”

Mr. Cox stated, "You worked with the rest, now you're working with the best!"

D. Retirees

- * Dudley Matthews – 28 years in education
- * Josephine Matthews – 21 years in education

Mr. and Mrs. Matthews were unable to attend the meeting but will be asked to attend the October 9, 2017 meeting for recognition on their retirement.

IX. PRESENTATIONS

A. Report from Boys to Men – Steve Martin

Rodney Demet and Steve Martin were present to speak about the progress of the Boys to Men Club. The program is expanding rapidly, serving over 100 boys in the Tri-Cities area. The Prince George Club, held at N.B. Clements Junior High School, has gone from 3 boys to 14 boys in the last three years. They appreciate the support Clements' staff has offered, including Steve Bhatt and Chris Romig. This also includes Bill Barnes and the School Board for allowing this program in the division and supporting it three years ago. Chris Vines was also present speaking on his experiences with the program and how it has changed his life. The program has taught him how to trust people, his grades have improved from tutoring offered, and his mentors inspire him to be a better person.

B. Special Education Advisory Committee's Annual Report – by William Gandel

Mr. Gandel presented the 2016-17 annual report of the Special Education Advisory Committee (SEAC). SEAC saw opportunities to enhance the special education program by adding the SEAC application to the division's website, promoting community information events through special workshops aimed at parents and teachers by Virginia Commonwealth University and the Exceptional Family Member Program of Fort Lee, increasing membership, providing various in-service webinars and training events for special education students, and continuing to support the Special Olympics program. Approximately 894 students are in the Special Education population. They hosted a "meet and greet" for parents, students, instructional personnel and SEAC membership on October 20, 2016. Over 70 athletes registered for the Special Olympics Program, which included bowling, basketball, and track and field. The 2016-17 school year was successful, and SEAC will continue to provide workshops and events to benefit students, parents, and instructional personnel to ensure the best education for our special students.

C. Report from Rowanty Technical School – by Cheryl Simmers

Ms. Simmers presented the Board with a Save the Date card, the 2017-18 school calendar, and statistics on testing for the 2016-17 school year. Special events planned include the fall open house, winter celebration, job fair, spring open house, end of year celebration and awards celebration. She thanked all three superintendents (Prince George, Dinwiddie, and Sussex) for their cooperative effort to make sure the schools had same days off to make it easier on staff in coordinating schedules. The calendar also included industry certification testing dates. She indicated that not only do Rowanty students have to take SOL tests, but they also have a rigorous industry credential testing and workplace readiness schedule. She indicated that 94% students tested received some type of certification last year. Total enrollment this is year is 327 students, up 19% since last year. Three programs are totally filled and 2-3 other programs are almost full. She invited folks to come visit, particularly at the Open House in April or May to be determined. The students are excited and have a positive attitude this school year and they take pride in the work they do at Rowanty. She ended by thanking the School Board for their support.

D. Construction, Maintenance, and Transportation Update – by Ron Rhodes

Mr. Rhodes indicated the department has had a great opening. The garage personnel serviced over 100 buses and cars in a short period of time. He thanked Wayne Moore, Steve Hohenesee, Tom Fowler, Kyle Hayes, and Al Cairnes for maintaining the garage inside and outside of the building. He went on to recognize the operations and maintenance staff: Tony Vlk, Ralph Otey, John Campo, Tyrone Jones, Tommy Patterson, Greg Matthew, Brian Wood, and Buddy Smith. These guys have re-lamped the library at Clements Middle School, assembled new tables, completed work orders and other activities throughout the summer, including Jay Dee Johnson cutting all the grass around the division. He also thanked Rhonda Munford for her assistance all year long assisting him, working with vendors, ordering supplies, etc. She also ordered the Freedom Flags and Tommy Patterson hung all the flags at the schools. Warren Cole and Charles Johnston came out of retirement with a helping hand to assist while others were on vacation and to spread all the mulch at each school. Mr. Rhodes and John Brockwell's team consisting of Chris Reynolds and Barry Taylor have collaboratively been working together within the maintenance/technology departments.

E. Transportation Update – by Clarence Thweatt

Mr. Thweatt stated, "We are 5 days down and I am confident of the 2017-18 school year". He thanked the administrators as they worked diligently with the transportation department and he thanked his staff (Karen Perry, Nancy Enochs, Catherine Pack, Annie Holdsworth) for getting 100 plus routes together to transport students. He reported on the number of drivers and how many attended the job fair, the number of applicants, applicants in training, and stated staff dissolved three elementary runs but our buses are still loaded and he is still down 6 drivers. The 77 and 65 passenger buses are almost at capacity and some buses have 3 students to a seat but they

continue to work on this problem. He recognized Colleen Burdette and Pamela Nase, drivers in the audience. Mr. Thweatt will provide a statistical report next month providing student ridership, number of routes, bus/car drivers, etc.

X. PUBLIC COMMENT – GENERAL

None.

XI. SCHOOL BOARD MEMBER COMMENT

Mr. Cox thanked the audience for attending and he congratulated employees for having a smooth opening week. He knows we still have challenges but the division is off to a great start. He appreciates all that the employees have done to have our buildings looking good and to make our students feel welcomed the first week.

Mr. Ashcraft spoke about an amazing first week and he is excited about the year. He also thanked employees for doing all they have done to get ready for this year.

Mr. Franklin also spoke about the first day of school and the excitement that goes along with that for students and staff. Education is a huge investment and he thanked the staff for all they do on a daily basis for the students.

Mr. Foster asked that staff defer the training pay and perfect attendance issues this evening so that Mr. Stevenson would be present to weigh in on these important issues. He also reflected on Convocation stating he was proud of the division and celebrating the successes of our schools. He heard concerns that the folks at Clements felt the scores shared at convocation presented the school in a negative way. However, he assured that it was not meant to be taken that way, but to show that it is everyone's responsibility to get those numbers up. It takes the entire school community. He also talked about social media, "It is a great tool when used correctly but awful when used incorrectly!" He asked folks to promote all good within Prince George County schools, not negative news. "Don't believe all you see on social media!" Lastly, he spoke about a group of citizens in Hopewell who did a Teacher Supply Drive to help their teachers. He encouraged Prince George community groups to reward our teachers by doing a teacher supply drive like they do for Back to School fair for kids.

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

Mr. Cox requested discussion on Board Requests and the Permission to Pay List. He asked that a typographical date be corrected under the field trip request to correct the date of April 12-15, 2017 to reflect 2018. He questioned why the Permission to Pay List had grown to over \$64,000 and requested explanation why most of the descriptions had been left blank. Ms. Hicks replied that the Accounts Payable Clerk had not been in the office for approximately two weeks due to vacation and a death in the family. The information presented is a basic template of bills normally received during this time.

Mr. Cox made a motion to approve the Consent Agenda with additional amended information as presented. Mr. Franklin seconded the motion.

Personnel Report

Revised Contracts

Christina Pope – Teacher, PGHS

Resignations

Mandy Cook – Driver, Transportation

Board Requests

Home Under Construction

Mr. and Mrs. Brian Robertson request permission for their children, Ariya and Jamal Robertson, to start the school year at North Elementary School. They currently reside in Petersburg and expect occupancy in Prince George September 1, 2017.

Ms. Chantell Mae requests permission for her child, Aniyah McDaniel, to start the school year at North Elementary. They expect occupancy in Prince George January 16, 2018.

Waiting to Purchase a Home

Mr. and Mrs. Robert Holgate request permission for their child, Robert Holgate, to attend Harrison Elementary School while they wait to purchase a home. They are currently residing in Chester and expect occupancy approximately October 4, 2017.

Ms. Lovetta Mosely requests permission for her children, London and Andre Merchant, to start the school year at L.L. Beazley Elementary School. She is currently living in Hopewell and expects occupancy in Prince George approximately August 23, 2017.

Waiting for Housing on Fort Lee

Mr. and Mrs. Torres request permission for their children, Damian and Julian Torres, to start the school year at L.L. Beazley Elementary School. They are currently waiting for housing at Fort Lee and expect occupancy approximately September 18, 2017.

Ms. Samantha Panter requests permission for her child, Rilynn Panter, to start the school year at L.L. Beazley Elementary School. They are currently waiting for housing at Fort Lee and expect occupancy approximately September 18, 2017.

Waiting to Lease Apartment

Ms. Melissa Coleman requests permission for her children, Giona and Raco Coleman, to start the school year at L.L. Beazley Elementary School. They are currently living in Hopewell and expect occupancy in Prince George approximately September 6, 2017.

Ms. Carla Allen-Pollard requests permission for her child, Ciandra Pollard, to start the school year at L.L. Beazley Elementary School. They are currently living in Hopewell and expect occupancy in Prince George approximately August 25, 2017.

Ms. Danielle Gholson requests permission for her child, Destiny Stephenson, to start the school year at J.E.J. Moore Middle School. They are currently living in Petersburg and expect occupancy in Prince George approximately October 1, 2017.

Other

Shelby Harris requests permission for her child, Lyriq Wise, to be released from compulsory attendance to pursue getting her GED.

Field Trip Requests

Storm Burks requests permission to take the Chamber Singers of Prince George High School to compete against choirs across the nation at Festival Disney (Orlando) April 12-15, 2018.

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

XIII. ACTION ITEMS

- A. Perfect Attendance Bonus for Bus Drivers – Renee Williams

This item was removed from the agenda.

XIV. DISCUSSION ITEMS

- A. Comprehensive Plan Updates – Instruction (Elementary, Secondary, and Special Education) – Lisa Pennycuff

The Commonwealth of Virginia requires that a school division's Comprehensive Plan be reviewed annually and that an assessment of the progress made be conducted. A report of the extent to which the objectives of the plan are being achieved must be made annually to the School Board. Mr. Scruggs provided the Elementary Education update reporting on evaluations and accomplishments for each of its objectives. Mr. Barnes reported on the evaluation and accomplishments for each of its objectives for student achievement in the secondary education field. Zetta Ethington reviewed the Special Education goals and objectives set for students with disabilities at the elementary and secondary levels. She shared evaluations, accomplishments and successes as seen so far.

B. VRS 403(b) Plan Election for Hybrid Members – Becky Hicks

School divisions may elect to allow eligible employees to use an employer-sponsored Hybrid 403(b) for employee and employer voluntary contributions to the Hybrid Retirement Plan instead of the Hybrid 457 Deferred Compensation Plan. The school division would allow employees who make an affirmative election to contribute their voluntary contributions to an employer-sponsored Hybrid 403(b) plan versus the VRS established plan. The VRS Resolution will be returned to the October 9, 2017 meeting for approval.

C. Purchasing Policy Changes – Becky Hicks

In preparation and to enable on-line entry for requisitions and purchase orders, it is necessary to clarify certain key factors within the current purchasing policies. The Virginia Public Procurement Act has been reviewed in order to make changes to the division's current policies. Revisions will be made to the small purchasing policies and procedures and new guidelines will be added to strengthen internal controls and streamline the accounting process. These policies will be returned to the October 9, 2017 meeting for approval.

D. Financial Report for August 2017 – Becky Hicks

Ms. Hicks shared the August 2017 Financial Report. She will be providing the FY17 unaudited final report to the Board at the October meeting.

E. School Staffing Agreements and MOUs – Renee Williams

Mrs. Williams shared the Dual Enrollment contract that the school division has executed with John Tyler Community College for the current year.

F. Residency Request for Proposals – Renee Williams

The School Board directed staff to initiate a RFP with a firm to conduct investigative residency fraud services. Staff has started the process and has put some information together for the School Board to review. Mrs. Williams would like to Board to review the scope of service, criteria for selection and provide input. A current vendor report will be provided to the School Board at the next meeting.

G. Transportation Contracted Services Update – Patrick Bingham

Dr. Bingham explained scenarios that the schools encounter when there is a late bus, and when one bus is late it affects the rest of the route. During the first week of school he witnessed office personnel diligently working to answer calls, re-route or transfer driver routes to get kids to/from school. As tasked by the Board, he contacted several agencies to determine if any group specifically employed a pool of drivers. He found that each group contacted takes over the entire operation (bus, drivers, services) and

they do not provide individual drivers only. Driver shortage is a national problem, not just a local issue. Dr. Bingham requests available dates from Board members and will notify companies and have them attend a work session to discuss the transportation hubs and patterns. The board continues to look for direction on how to resolve this issue and tackle it sooner rather than later. We will continue to listen to suggestions and recommendations by parents and the community.

XV. INFORMATION ITEMS/SUPERINTENDENT'S REPORT

- A. Active Enrollment Summary September 5, 2017
- B. 2017-18 Expulsions and Reinstatements
- C. Out of District Requests 2017-18
- D. Tuition Requests 2017-18
- E. PTA/PTO/PTSO Meetings and other After Hour Events for 2017-18
- F. 2017-18 Risk Management Grant from VML
- G. Superintendent Evaluation Workshop – September 14, 2017 – Charlottesville
- H. VSBA Legislative Advocacy Conference – September 28, 2017 – Charlottesville
- I. VSBA Webinar – Bring the Media on Board with Proactive Communication Tactics – October 4, 2017
- J. CodeRVA Angel Sponsor Kick-Off Event – October 18, 2017
- K. November – “VSBA Take Your Legislator to School” Month
- L. VSBA Education Foundation Workshop – November 14, 2017 – Williamsburg
- M. VSBA Annual Convention – November 15-17, 2017 - Williamsburg

The Superintendent's information is for the Board's review. Mrs. Williams drew special attention to the Risk Management Grant from VML. This grant will be used to place Go Bags in the schools for disaster relief. She spoke on articles in the *Prince George Journal* that were shared relating to Rebecca Stroop receiving the Drs. Singh and Bhuller Tri-Cities Outstanding Educator of the Year Award and Walton School recognition for earning the Virginia Index Performance (VIP) award from the Department of Education.

Mr. Foster recognized Officer Skelton, media contacts and Jamie Engle in the audience.

XVI. ADJOURNMENT

Mr. Cox made a motion to adjourn the meeting at 9:27 p.m. Mr. Franklin seconded the motion.

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

IN WITNESS WHEREOF, we set our signatures this 9th day of October, 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
September 11, 2017
Meeting Date