

UNOFFICIAL SYNOPSIS
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

Motion and second 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.

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

IV. CERTIFICATION OF CLOSED MEETING AND ACTIONS

Motion and second 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.

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.

Motion and second that in Personnel Matter P11/17-18 to remove term, interim, from employee's contract.

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

Motion and second 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.

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

Motion and second to approve the agenda as amended per addendum and to remove Action Item XIII. A.

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

Motion and second 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.

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 James City)
- * Prince George High – Barbara Davenport, Assistant Principal (new employee from Henrico)

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 Hohenessee, 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 recognized 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

Motion and second to approve the Consent Agenda with additional amended information as presented.

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

XIII. ACTION ITEMS

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

This items 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 would 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 will notify a couple 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

XVI. ADJOURNMENT

Motion and second to adjourn the meeting at 9:27 p.m.

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

Clerk of the Board