



ALLEGHANY  
county public schools

MINUTES

REGULAR MEETING OF THE ALLEGHANY COUNTY SCHOOL BOARD

December 14, 2015

The Alleghany County School Board held its regular meeting on December 14, 2015, at 6:00 p.m. at the Central Office Complex in Low Moor, Virginia.

PRESENT: William W. Angle; Amber D. Kerns; R. Craig Lane; Norman L. Persinger, Jr. Benjamin J. Truett, Vice Chairman; and Randall S. Tucker, Chairman; and Jacob L. Wright.

Also present: Eugene P. Kotulka, Superintendent; and Lorie C. Bess, Clerk.

ABSENT:

**MINUTES**

(16-155) APPROVAL OF MINUTES

a. November 11, 2015 Called Work Session

b. November 16, 2015 Regular Meeting

MOTION: That the Board approve the minutes, as presented.

MOTION: Mr. Truett

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

**COMMUNITY PARTICIPATION**

(16-156) PUBLIC COMMENT

There were none.

(16-157) SCHOOL BOARD COMMENDATIONS

Gold Star Teachers for the 2014-2015 wise Financial Literacy test: Christian Conrad (AHS) and Kenneth Wright (AHS)

ABCD Award (Above and Beyond the Call of Duty): Mary Jane Mutispaugh, Director of Instruction

(16-158) SCHOOL BOARD MEMBER AND SUPERINTENDENT COMMENTS

Mr. Wright congratulated Mr. Wright and Mr. Conrad on their awards. He wished everyone a Merry Christmas and said he is looking forward to the New Year.

Mrs. Kerns thanked everyone for attending the meeting. She stated 2015 was a great year and she is looking forward to 2016. She wished everyone Merry Christmas and Happy New Year.

Mr. Persinger wished everyone Merry Christmas and happy holidays.

Mr. Lane congratulated everyone on their commendations and wished everyone a Merry Christmas.

Mr. Angle thanked Mr. Wright and Mr. Conrad for their hard work in earning the Gold Star Award. He wished everyone a Merry Christmas.

Mr. Truett congratulated Mr. Wright and Mr. Conrad on their awards. He wished everyone a Merry Christmas and stated if anyone had an opportunity they should volunteer at one of the schools for the Santa Secret Shop, as it is a very special event for students.

Mr. Kotulka reported a draft copy of 2016 Legislative Priorities was left at each board members seat, for review. The final edition will be considered for approval at the January 25 meeting, he noted. He reported the Governor's budget is set to be released on December 17 but the division probably won't get the worksheets until after the holiday. He noted he is expecting an enrollment decline and will evaluate staffing needs. He thanked Mr. Persinger for taking the time to tour each building to offer suggestions for improving the grounds. He reported Mike Isbell is working on the fire alarm system at the highs school. He reported a letter was sent home to all parents today regarding cases of pertussis in the division. A phone call would also go out to parents, as well as a notice on the website. He wished everyone a Merry Christmas and happy holidays.

Mr. Tucker stated 2015 was a great year and he is looking forward to next year and continuing the upward momentum. He wished everyone a Merry Christmas and happy holidays.

**BUSINESS AND FINANCE**  
 (16-159) BUDGET REPORT

School Operating Fund	\$498,527.89
School Textbook Fund	\$1,356,013.51
Allegheny Foundation Nursing Grant	\$44,731.54
Governor's School	\$103,099.93
Scholarship	\$77,813.86
Allegheny Foundation Mental Health Initiative	\$5,303.01
School Capital	\$1,506,827.86
Medicaid Reimbursement	\$464,341.15
Technology	\$13,975.11
<b>Grand Total</b>	<b>\$4,070,633.86</b>

(16-160) PAYMENT OF BILLS

MOTION: That the Board approve the payment of bills, as presented.

MOTION: Mr. Angle

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

(16-161) CAFETERIA REPORT

Mr. Kotulka presented the November cafeteria report. He reported a beginning cash balance as of November 30 is \$441,436, which is a 0.58% increase from last year. During 2014-2015, school revenues increased by \$23,632 and expenditures decreased by \$6,954, he noted.

**SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS**

(16-162) CALENDAR INFORMATION

Mr. Kotulka reminded the Board of the following meetings:

- December 16, 9:00 a.m. – Sharon Elementary Spelling Bee
- December 17, 1:15 p.m. – Callaghan Elementary Spelling Bee
- December 21 – January 1 - Schools closed for holiday
- January 4, 1:00 p.m. - Administrative Budget Committee at Central Office Complex
- January 11, 6:00 p.m. - Budget Work session at Central Office Complex
- January 12, 12:00 p.m. - Joint Board of Control meeting at JRTC
- January 12 – Clifton Middle School Spelling Bee

- January 25 - Regular monthly meeting at Central Office complex, including public hearing on 2016-2017 operating budget
- January 29, 9:00 a.m. – Mountain View Elementary Spelling Bee
- January monthly calendar
- February 18, 9:30 a.m. – District Spelling Bee at CMS Forum Hall

(16-163) APPROVAL OF FIVE-YEAR COMPREHENSIVE PLAN

The draft includes various refinements based on continued input offered by the staff and advisory committees. The Plan was posted on the division website, making it available for public review and input. A School Board work session was held on November 11 to review the Plan. Once approved, the Plan will be made effective as of January 1, 2016.

MOTION: That the Board approve the division Five-Year Comprehensive Plan, as presented.

MOTION: Mr. Truett

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-164) APPROVAL OF CAPITAL IMPROVEMENT PLAN

The draft includes various refinements based on continued input offered by the staff and advisory committees. The Plan was posted on the division website, making it available for public review and input. A School Board work session was held on November 11 to review the Plan. Once approved, the Plan will be made effective as of January 1, 2016.

MOTION: That the Board approve the division Capital Improvement Plan, as presented.

MOTION: Mr. Angle

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-165) APPROVAL OF 2016-2017 ACADEMIC CALENDAR

Ms. Mutispaugh presented the 2016-2017 academic calendar. The first day of school for students will be August 10 and the first semester will end before the holiday break, she noted.

MOTION: That the Board approve the 2016-2017 academic calendar, as presented.

MOTION: Mr. Angle

SECOND: Mr. Wright

ROLL CALL VOTE: Unanimous

(16-166) APPROVAL OF 2015-2016 CURRICULUM REVISION RECOMMENDATIONS FOR ALLEGHANY HIGH SCHOOL

The curriculum revision recommendations and revisions from Mr. Ross for AHS for the 2016-2017 academic year were presented to the Board. These recommendations include courses offered in a dual enrollment capacity to meet the state code requirement of offering students the option of completing an associates' degree concurrent with a high school diploma.

MOTION: That the Board approve the 2015-2016 curriculum revision recommendations for Alleghany High School, as presented.

MOTION: Mr. Lane

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-167) INSTRUCTION OFFICE UPDATE

Administrators from Clifton Middle School and Mountain View Elementary School along with division level personnel attended the fourth state led training for school improvement. Two days of observations were completed at CMS and MVES by the state contractor, division level personnel and school administration. A needs assessment interview was conducted by the state contractor with division level personnel and MVES administration. Division level personnel and administration from CMS and MVES prepared a professional development presentation for the staff at both schools. This will be shared with administrators from AHS, CES, and SES. Quarterly reports were submitted to VDOE by the division and

MVES. Division level staff continues to meet monthly with school improvement teams at MVES, CES, and CMS. The Career Council held a "Career Tweets" program at AHS for AHS and CHS freshmen. Volunteers from the area presented information on their jobs in 3-5 minute "tweets." All sixteen career clusters were represented.

(16-168) CAPITAL IMPROVEMENT AND OPERATIONAL MAINTENANCE UPDATE

Board members were provided the work orders in their agenda packet. Mr. Isbell reviewed the reports.

(16-169) FIELD TRIP REQUESTS:

- a. 13 AHS Ecology students to duke Lemur Center, Durham, NC, Jan. 6, 2016
- b. 80 CMS students to Washington, D.C., March 10-11, 2016

MOTION: That the Board approve the field trips, as presented.

MOTION: Mr. Wright

SECOND: Mr. Angle

ROLL CALL VOTE: Unanimous

POLICY REVISIONS:

(16-170) POLICY GBA/JFHA, "PROHIBITION AGAINST HARASSMENT AND RETALIATION"

Text was inserted to designate Principals as Compliance Officers. Mr. Vaughan and Ms. Hobbs remain as Alternate Compliance Officers.

MOTION: That the Board approve Policy GBA/JFHA, as presented.

MOTION: Mrs. Kerns

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(16-171) APPROVAL OF POLICY JFCD, "WEAPONS IN SCHOOL", AND POLICY JFCD-R, "WEAPONS IN SCHOOL – SUPERINTENDENT'S OR SUPERINTENDENT'S DESIGNEE'S REVIEW"

The change to Policy JFCD defines weapon size in regards to a 45-day removal from school. Policy JFCD-R is a regulation that authorizes the Superintendent or Superintendent's Designee to review individual weapon cases to determine whether disciplinary action other than expulsion is appropriate.

MOTION: That the Board approve Policy JFCD and Policy JFCD-R, as presented.

MOTION: Mrs. Kerns

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(16-172) APPROVAL OF POLICY JFCF, "DRUGS IN SCHOOL", AND POLICY JFCF-R, "DRUGS IN SCHOOL – SUPERINTENDENT'S OR SUPERINTENDENT'S DESIGNEE'S REVIEW"

Text was inserted to maintain consistency with Policy JFCD, "Weapons in School". Additional text requires regulations be established authorizing the Superintendent or Superintendent's Designee to determine if expulsion is appropriate.

MOTION: That the Board approve Policy JFCF and Policy JFCF-R, as presented.

MOTION: Mr. Truett

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

(16-173) COMMUNICATIONS

This information was provided for information purposes.

- a. Classified Advisory Committee
- b. Parent Advisory Committee
- c. Teacher Advisory Committee
- d. JRTC monthly report
- e. Joint schools

**OTHER BUSINESS**

(16-174) ADDITION TO THE AGENDA

There were none.

**CLOSED SESSION**

(16-175) CODE OF VIRGINIA: PERSONNEL MATTERS 2.2-3711.A.1, STUDENT MATTERS 2.2-3711.A.2, AND DISCUSSION OF SCHOOL SAFETY REPORTS 2.2-3711.A.19

MOTION: That the School Board enter closed session to discuss Personnel Matters, Student Matters, and School Safety Reports, as authorized by the Code of Virginia Sections 2.2-3711.A.1, 2.2-3711.A.2, and 2.2-3711.A.19.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Mr. Angle - YES  
Mrs. Kerns - YES  
Mr. Lane - YES  
Mr. Persinger - YES  
Mr. Truett - YES  
Mr. Tucker - YES  
Mr. Wright - YES

7 - YES 0 - ABSENT 0 - NO

Time: 6:43 p.m.

MOTION: That the School Board return to open session from closed session.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Mr. Angle - YES  
Mrs. Kerns - YES  
Mr. Lane - YES  
Mr. Persinger - YES  
Mr. Truett - YES  
Mr. Tucker - YES  
Mr. Wright - YES

7 - YES 0 - ABSENT 0 - NO

Time: 7:25 p.m.

**CERTIFICATION OF EXECUTIVE SESSION**

The Chairman requests a motion to certify that to the best of each member's knowledge:

1. Only public business matters lawfully exempted from opening meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the School Board.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Mr. Angle - YES  
Mrs. Kerns - YES  
Mr. Lane - YES  
Mr. Persinger - YES  
Mr. Truett - YES  
Mr. Tucker - YES  
Mr. Wright - YES

7 - YES 0 - ABSENT 0 - NO

TIME: 7:26 p.m.

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Chairman, Alleghany County School Board

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Clerk

**PERSONNEL**

(16-176) PERSONNEL ACTIONS

MOTION: That the Board approve all personnel actions, as discussed in Closed Session and recommended by the Superintendent.

MOTION: Mrs. Kerns

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

**DISPOSITION OF PUPIL PERSONNEL**

(16-177) PUPIL PERSONNEL CASE

a. Case #15-30

MOTION: That student #15-30 is reinstated to school for the 2015-2016 school year, as discussed in closed session.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

**ADJOURNMENT**

MOTION: That the December 14, 2015 meeting of the Alleghany County School Board be adjourned.

MOTION: Mr. Angle

TIME: 7:28 p.m.

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Chairman, Alleghany County School Board

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Clerk