



Teacher Advisory Committee to the Superintendent

Meeting Summary Notes: October 5, 2015

Meeting Summary Notes are intended to serve as the superintendent's reflection on the discussions that occur during advisory committee meetings. They are not intended to be exhaustive. Instead, they are intended to serve as a general record for our on-going efforts to assess our needs, determine our goals, map out our strategies, and evaluate our policies, procedures and programs. Participants should contact the superintendent if they observe any critical oversight or misinterpretation in these notes.

Participants present: David Edwards (AHS), Stacey Gibson (AHS), Cindy Ferris (MVES), Valerie Humphreys (CES), Cindy Fox (CMS), Lorie Bess (Administrative Asst.), Fred Vaughan (Director of Human Resources and Pupil Personnel), Eugene Kotulka (Superintendent)

1. Mike Isbell reported the air conditioning has been regulated at CMS and to let him know if there are future issues.
2. Mr. Kotulka discussed planning periods. He stated principals should be working on this so that everyone is scheduled a planning period. A participant asked what the state requires for planning periods and Mr. Kotulka replied at the elementary level, there is no required planning period and at the secondary level, it is 1/6 of the instruction day.
3. A participant asked if any further thought has been given to a bi-monthly payroll, instead of monthly. Mr. Kotulka replied only one person does payroll and it will remain monthly at this time.
4. Mr. Kotulka reported employee raises will be retroactive to July 1. He said consideration is being given to setting December 23 as the pay date instead of December 18 to allow the payroll clerk time to get the retroactive information entered. He asked for everyone's feedback on this idea.
5. Mr. Kotulka again encouraged participants to review the draft Capital Improvement Plan and Comprehensive Plan on the website and offer any suggestions.
6. Mr. Kotulka reported work has begun on the 2016-2017 budget.
7. A participant expressed concern over the cost of cafeteria foods. Specifically, one roll is \$0.90, 4 pickles are \$1.15 and a teacher tea is \$1.00. Also, the CMS cafeteria is running out of all food before 8th graders get there. Mr. Kotulka replied he would discuss this with Violet Paxton.
8. A participant asked if teachers are permitted to search student backpacks. Mr. Kotulka replied if a teacher has a reasonable suspicion that a student has something in their backpack, they should notify the school administrator. The administrator, along with a witness, should bring the student and the backpack to the office for a search. Mr. Vaughan noted that VDOE has Search and Seizure guidelines established.

To view the VDOE guidelines, please visit:

http://www.doe.virginia.gov/support/safety_crisis_management/school_safety/searches/virginia_school_searches_guide.pdf

To view the Alleghany County School Board Policy JFG, Search and Seizure, please visit:

http://www.alleghanycountyschools.us/x_upload/files/policy_manual/Sec_J03/JFG.htm

9. A participant expressed concern that classes are unequally filled. Specifically, certain teachers will have a class with the majority of the students having behavior problems while other teachers seem to have a class with mostly gifted students or SPED students. The following examples were given: In a 3rd grade class, one teacher has 11 gifted students while another 3rd grade teacher has none. In a Kindergarten class, one teacher has mostly students with behavior problems and low academics. In a 1st grade class, one teacher has 8 students who have been identified by the K-PALS, and another 1st grade teacher has as few as 0 or 2. Mr. Kotulka stated Ms. Mutispaugh is looking in to this and the same issue has been brought up at an AEA meeting. Mr. Kotulka also suggested teachers meet after school to discuss their classes to see if exchanges can be made to even out the class. He noted the principals are aware of this concern and if teachers determine that student exchanges are an option, the principal must be notified.
10. A participant asked if the teacher can have the choice to allow The American Reading Company representatives come into their classroom because the visits are disruptive during core instructional time, and often repetitive. The extra reading is good for students, but the content is not SOL related, she noted. Mr. Kotulka replied he would check in to this concern and see what the contract states.
11. A participant stated often things are “thrown on us” from central office administration that we don’t understand or know the purpose for. Mr. Kotulka stated he would encourage administration to have clear communication with staff when asking for information.
12. Mr. Kotulka stated he hopes each school has been having Leadership Meetings and to let him know if this is not happening.
13. A participant stated the division needs some type of vocational school or training for students at the middle school level because not all students will go to college, so why should they be made to take an Algebra I class. Mr. Kotulka explained the state requires each student to have Algebra I to graduate. He agreed that each student needs to have an individual education plan that fits their needs.
14. A participant reported websites are still blocked at the high school and some teacher computers have student restrictions on them. Mr. Kotulka replied all teachers should have all access and to ask for assistant from the resident expert to have these restrictions removed from their computer.

NEXT MEETING: November 2, 4:00 p.m.

The Alleghany County School Board does not discriminate on the basis of race, color, national origin, sex, political affiliation, disability, or age in its programs and activities. The following persons have been designated as the contact regarding compliance issues associated with this non-discrimination policy: Fred Vaughan, Director of Human Resources and Pupil Personnel, and Jan Hobbs, Director of Assessment and Student Success, at the Alleghany County School Board, P.O. Drawer 140, Low Moor, Virginia 24457. 540-863-1800.