



ALLEGHANY

county public schools

MINUTES

REGULAR MEETING OF THE ALLEGHANY COUNTY SCHOOL BOARD

May 16, 2016

The Allegheny County School Board held its regular meeting on May 16, 2016, at 6:00 p.m. at the Central Office Complex in Low Moor, Virginia.

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

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

ABSENT: R. Craig Lane

Chairman Tucker presided and called the meeting to order at 6:00 p.m. The call to order was followed by a moment of silence and the recitation of the *Pledge of Allegiance*.

Chairman Tucker announced the following additions to the agenda:

1. Agenda item #16-322, "Policies recommended by administration" will be added after agenda item #16-318 and is an information item.
2. Agenda item #16-325, "Discussion of 2016-2017 Budget" will be added after agenda item #16-304 and is an information item".

MINUTES

(16-298) APPROVAL OF MINUTES

- a. April 14, 2016 Work Session/Professional Development
- b. April 18, 2016 Regular Meeting
- c. April 27, 2016 Called Meeting

Mr. Angle noted he was present for the April 18 meeting but was listed as absent in the minutes. The Clerk will make the correction.

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

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

COMMUNITY PARTICIPATION

(16-299) SCHOOL BOARD COMMENDATIONS

VSBA BUSINESS HONOR ROLL: Bennett Logging and Lumber Company, Wal-Mart of Covington, and WestRock

"ABCD" STAFF AWARD: Glenn P. "Chickenwing" Simmons

(16-300) PUBLIC COMMENT

There were no citizens wishing to address the Board.

(16-301) SCHOOL BOARD MEMBER AND SUPERINTENDENT COMMENTS

Mr. Truett commended the businesses who received the VSBA Business Honor Roll award. He thanked staff for another great school year.

Mr. Persinger thanked everyone for attending the meeting and congratulated the award winners.

Mrs. Kerns thanked the local businesses for their support and everyone for attending.

Mr. Wright commended the local businesses for their support of our students. He congratulated Pat “Chickenwing” Simmons on his award and stated he is known and loved by everyone in the community.

Mr. Tucker thanked everyone for another successful school year and noted a lot of planning is going on for next year as well. He thanked the local businesses for their support.

Mr. Kotulka noted he had been with the division almost one year and he knows this is a great community with great people. He said the foundation has been laid to take our school division from good to great and he is looking forward to seeing what the future holds for education in the Allegheny Highlands.

BUSINESS AND FINANCE
(16-302) BUDGET REPORT

School Operating Fund	\$1,170,137.66
School Textbook Fund	\$1,356,547.18
Allegheny Foundation Nursing Grant	\$57,963.54
Governor’s School	\$113,064.59
Scholarship	\$77,844.48
Allegheny Foundation Mental Health Initiative	\$10,874.27
School Capital	\$1,118,551.71
Medicaid Reimbursement	\$464,523.89
Technology	\$21,905.90
Grand Total	\$4,391,413.22

(16-303) PAYMENT OF BILLS

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

MOTION: Mr. Wright

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-304) CAFETERIA REPORT

Keven Rice, Director of Finance, presented the April cafeteria report. He reported a net income balance as of April 29 is \$479,151, which is a \$5,638 decrease from last year. During 2015-2016, school revenues decreased by \$8,955 and expenditures decreased by \$29,028, he noted.

SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS

(16-305) CALENDAR INFORMATION

Mr. Kotulka reminded the Board of the following meetings:

- May 10, 12:00 p.m. - Joint Board of Control at JRTC
- May 27, 6:00 p.m. – Allegheny High School Graduation at DSLCC
- June 3 - VSBA School Law Conference in Charlottesville
- June 14, 12:00 p.m. - Joint Board of Control at JRTC
- June 20, 6:00 p.m. - Regular meeting at Central Office Complex
- June monthly calendar

(16-325) DISCUSSION OF 2016-2017 BUDGET

Mr. Kotulka explained he was notified by the County Administrator that \$150,000 would be cut from the school division budget. He stated he would present a formal recommendation to the Board at the June meeting but at this point, he will likely recommend cutting one bus purchase and not fill one position to make up the \$150,000 shortfall.

(16-306) CONSIDER REVISION TO 2015-2016 SCHOOL BOARD MEETING CALENDAR

Mr. Kotulka explained that the VSBA New Board Member Orientation will be held July 18 in Richmond. Currently, our meeting schedule lists July 5 for the reorganization and close-out meeting and July 18 for the regular meeting. Mr. Kotulka requested the two meetings be combined into one meeting and be held on July 5 so that he could attend the VSBA orientation sessions with the new board members.

MOTION: That the Board approve a revision to the 2015-2016 meeting calendar, specifically combining the July 18 and July 5 meetings into one meeting to be held on July 5, as presented.

MOTION: Mr. Wright
SECOND: Mr. Angle
ROLL CALL VOTE: Unanimous

(16-307) FIRST REVIEW OF PROPOSED 2016-2017 CALENDAR OF SCHOOL BOARD MEETINGS AND EVENTS

The draft 2016-2017 meeting calendar was presented for review. VSBA conferences are included. The calendar will be presented for approval at the July reorganization meeting.

(16-308) AUTHORIZATION OF SIGNATURES IN ABSENCE OF SUPERINTENDENT

This is an annual filing required by VDOE. Three staff members must be listed to sign state and federal reports in the absence of the superintendent. Mary Jane Mutispaugh, Director of Instruction; Jan Hobbs, Director of Assessment and Student Success; and Fred Vaughan, Jr., Director of Human Resources and Pupil Personnel were recommended.

MOTION: That the Board authorize Mary Jane Mutispaugh, Jan Hobbs, and Fred Vaughan, Jr. as signature designees in the absence of the superintendent, as presented.

MOTION: Mr. Angle
SECOND: Mr. Truett
ROLL CALL VOTE: Unanimous

(16-309) APPROVAL OF CTE TEXTBOOKS

Ms. Hobbs presented a list of CTE textbooks that need to be updated and new textbooks that need purchased to go with the new CTE courses being offered. The CTE committee met and has approved these textbooks. There is an addition of \$2,800.00 from the information provided at the April school board meeting, she noted. This additional amount will allow the technology and business teacher access to an online textbook for their CTE classes.

MOTION: That the Board approved the purchase of CTE textbooks at a total cost of \$21,543.35, as presented.

MOTION: Mr. Wright
SECOND: Mr. Truett
ROLL CALL VOTE: Unanimous

(16-310) APPROVAL OF TEACHER PERFORMANCE EVALUATION SYSTEM

Mr. Vaughan reminded the Board that the division adopted a teacher performance evaluation system in July 2012 based upon then current standards and practice. The legal requirements and expectations have changed over time necessitating a revision to our document, he noted. With guidance from the Virginia Department of Education and a committee of ACPS teachers and administrators, the revised draft reflects these changes as well as streamlines the evaluation process for both teachers and administrators. He recommended approval of the document.

MOTION: That the Board approve the Teacher Performance Evaluation System, as presented.

MOTION: Mr. Truett
SECOND: Mr. Wright
ROLL CALL VOTE: Unanimous

(16-311) APPROVAL OF LOCAL PLAN FOR THE EDUCATION OF THE GIFTED

Mrs. Mutispaugh noted the information was presented to the board at the April meeting and recommended approval of the Local Plan for the Education of the Gifted.

MOTION: That the Board approve the Local Plan for the Education of the Gifted, as presented.

MOTION: Mr. Truett
SECOND: Mr. Angle
ROLL CALL VOTE: Unanimous

(16-312) APPROVAL OF LOCAL ASSESSMENT ANNUAL RENEWAL

Mrs. Mutispaugh noted the information was presented to the board at the April meeting and recommended approval. The total cost is \$65,174.09 and the purchase will be funded with instructional supply and local technology funds, she noted.

MOTION: That the Board approve the Local Assessments Annual Renewal, as presented.

MOTION: Mr. Wright
SECOND: Mr. Angle
ROLL CALL VOTE: Unanimous

(16-313) ESEA CONSOLIDATED APPLICATION

Mrs. Mutispaugh explained the 2016-2017 federal programs grant application is due to be submitted to the Virginia Department of Education by July 1, 2016. Final allocations for 2016-2017 will not be available before the submission deadline. Following the receipt of the final Standards of Learning assessment results and the final funding allocations, the grant proposal will be revised to target identified areas of need. The critical issue at this time is to have the submission of the grant application approved by the school board in order to ensure timely appropriation of funds. Again this year, Alleghany County Public Schools will participate in the Title III Statewide Consortium led by Virginia Polytechnic Institute and State University. We receive less than \$10,000 in funding and must participate in a consortium to access these funds. In addition, we participate in a Title I C consortium led by Albemarle County Schools. These funds are designated for migrant education and are currently not applicable to Alleghany County Public Schools. By participating in this consortium, funds would be available to our school division if they are ever needed. Alleghany County Public Schools was notified in May that our division will not qualify for Title I D funding for the 2016-2017 year. Approval of the grant application will be requested at the June 20, 2016 school board meeting.

(16-314) ONE-TO-ONE INITIATIVE UPDATE – APPROVAL OF DEVICE

Mrs. Mutispaugh noted the Board approved the recommendation of Chromebooks for the implementation of the 1:1 Initiative included in Vision 2020. The first year of implementation will include grades 9-12 at Alleghany High School, AHS teachers, and 25 Chromebooks for each of the other schools. She recommended purchasing from Sterling I.T. The cost per device for 970 devices is \$319.00 and includes the Chromebook, charger, Accidental Damage Service, Google Chrome OS Management Console License, Asset Tagging and Reporting, and White Glove Service.

MOTION: That the Board approve the purchase of Chromebooks from Sterling I.T., at a total cost of \$309,430.00, as presented.

MOTION: Mr. Angle

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-315) CONSIDER APPROVAL FOR INSTALLATION OF EXTERIOR DOOR AT MOUNTAIN VIEW ELEMENTARY SCHOOL

Mr. Isbell reported that the Early Head Start Program, with children 6 weeks to 18 months of age, requires an exterior exit door. Two quotes were received and Mr. Isbell recommended Hammond-Mitchell, Inc.

MOTION: That the Board approve Hammond-Mitchell to install exterior door at Mountain View Elementary School, at a total cost of \$17,676.00, as presented.

MOTION: Mr. Truett

SECOND: Mrs. Kerns

ROLL CALL VOTE:

Mr. Angle - YES

Mrs. Kerns - YES

Mr. Lane - ABSENT

Mr. Persinger - NO

Mr. Truett - YES

Mr. Tucker - YES

Mr. Wright - NO

4 - YES 1 - ABSENT 2 - NO

(16-316) CONSIDER APPROVAL FOR BID INVITATION TO RESEAL/REPAINT PARKING LOTS AT CLIFTON MIDDLE SCHOOL AND MOUNTAIN VIEW ELEMENTARY SCHOOL

Mr. Isbell explained the middle school and Mountain View Elementary School parking lots need to be resealed and repainted. He noted the estimated cost is \$35,000 and the purchase would be funded using General Operations and CIP funds.

MOTION: That the Board approve a bid invitation to reseat and repaint the parking lots at Clifton Middle School and Mountain View Elementary School, as presented.

MOTION: Mr. Wright

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(16-317) CAPITAL IMPROVEMENT AND OPERATIONAL MAINTENANCE UPDATE

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

POLICY REVISIONS

(16-318) POLICIES JED-R AND JGE-R

Ms. Hobbs stated the Attendance Committee had met throughout the school year to update the "Guidelines for School and Class Attendance" (Policy JED-R). The goal was to be more proactive and positive to engage students in school rather than punitive. These two policies were presented for review and will be presented for approval at the June meeting. Policy JGE-R is updated to be in line with Policy JGE, she noted.

(16-319) POLICIES FROM APRIL BOARD MEETING

Policies BBFA, CLA, GCBE, IIAA, IKF, IKH, JBA, JEG, JGD, JGE, AND JHCH.

MOTION: That the Board approve the policies from the April board meeting, as presented.

MOTION: Mr. Wright

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-320) COMMUNICATIONS

This information was provided for information purposes.

- a. Parent Advisory Committee
- b. Teacher Advisory Committee
- c. JRTC monthly report

OTHER BUSINESS

(16-321) DISCUSSION OF JOINT SCHOOL SYSTEM

Mr. Wright presented each member with a revised proposal and asked for their review and input. Board members were advised to send their comments and suggestions directly to Mr. Wright.

(16-322) ADDITION TO AGENDA

There were no further additions to the agenda.

CLOSED SESSION

(16-323) 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: Mrs. Kerns

ROLL CALL VOTE:

Mr. Angle - YES

Mrs. Kerns - YES

Mr. Lane - ABSENT

Mr. Persinger - YES

Mr. Truett - YES

Mr. Tucker - YES

Mr. Wright - YES

-YES - ABSENT - NO

Time: 6:58 p.m.

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

MOTION: Mr. Angle

SECOND: Mrs. Kerns

ROLL CALL VOTE:

Mr. Angle - YES

Mrs. Kerns - YES

Mr. Lane - ABSENT

Mr. Persinger - YES

Mr. Truett - YES

Mr. Tucker - YES

Mr. Wright - YES

6 - YES 1 - ABSENT 0 - NO

Time: 7:44 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. Wright

SECOND: Mr. Angle

ROLL CALL VOTE: Mr. Angle - YES
Mrs. Kerns - YES
Mr. Lane - ABSENT
Mr. Persinger - NO
Mr. Truett - YES
Mr. Tucker - YES
Mr. Wright - YES

5-YES 1 - ABSENT 1 - NO

TIME: 7:45 p.m.

Chairman, Alleghany County School Board

Clerk

(16-326) ADD TO THE AGENDA DISCUSSION OF THE SUPERINTENDENT'S PERFORMANCE, CONTRACT, AND ANNUITY

MOTION: That the Board add a discussion of the superintendent's performance, contract, and annuity to the agenda.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(16-327) DISCUSSION OF SUPERINTENDENT'S PERFORMANCE, CONTRACT, AND ANNUITY

The Board discussed the superintendent's performance, contract, and a proposed annuity.

MOTION: That the Board grant the superintendent a \$5,000 annual annuity, payable beginning June 30, 2016, and extend the superintendent's contract to June 30, 2019, granted by formal resolution at the next meeting.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Mr. Angle - YES
Mrs. Kerns - YES
Mr. Lane - ABSENT
Mr. Persinger - NO
Mr. Truett - YES
Mr. Tucker - YES
Mr. Wright - YES

5 - YES 1 - ABSENT 1 - NO

PERSONNEL

(16-324) PERSONNEL ACTIONS

MOTION: That the Board approve all personnel actions listed on the personnel agenda, as discussed in Closed Session and recommended by the Superintendent, and including certified, classified, and summer school staffing.

MOTION: Mr. Truett

SECOND: Mr. Angle

ROLL CALL VOTE: Unanimous

ADJOURNMENT

MOTION: That the May 16, 2016 meeting of the Alleghany County School Board be adjourned.

MOTION: Mr. Angle

TIME: 7:51 p.m.

Chairman, Alleghany County School Board

Clerk