

CULPEPER COUNTY SCHOOL BOARD
Minutes
February 23, 2015

A meeting of the School Board of Culpeper County was held February 23, 2015 at the School Board Office (Colin Owens Conference Room) at 450 Radio Lane at 6 p.m. Present were Nathaniel “Nate” Clancy (Catalpa District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Anne C. Luckinbill (Salem District); Michelle North (Jefferson District); Elizabeth “Betsy” Smith (Cedar Mountain District); Superintendent Dr. Bobbi F. Johnson; Executive Director of Curriculum, Instruction and Technology Rob Hauman; Executive Director of Student Services Dr. Russell Houck; Executive Director of Special Education Angela Neely; Executive Director of Finance/Clerk Jeff Shomo; Executive Director of Human Resources Dr. Stacey Timmons and Deputy Clerk Pearl Jamison. Robert Beard (East Fairfax District) arrived at 6:04 p.m.

At 6 p.m., Ms. Hutchins called the meeting to order. She noted that Mr. Clancy was connected via phone due to the fact that he was out of town on business.

On motion of Mr. Houck seconded by Ms. North, the School Board approved the agenda. Motion carried 5-0 by voice vote. (Mr. Clancy did not vote and Mr. Beard was absent.)

Those present observed a moment of silence. Ms. Hutchins led the Pledge of Allegiance.

On motion of Ms. North seconded by Ms. Luckinbill, the School Board agreed to allow Nathaniel “Nate” Clancy to participate in the meeting through electronic communication due to being out of town on business in St. Petersburg, Florida. Motion carried 5-0 by voice vote. (Mr. Clancy did not vote and Mr. Beard was absent.)

Ms. Hutchins noted that a closed session was not deemed necessary.

The board considered the following action items:

(a) Personnel Recommendations

On motion of Ms. Luckinbill seconded by Ms. North, the School Board approved the Personnel Recommendations. Motion carried 6-0 by voice vote. (Mr. Beard was absent.)

(b) Approval of Sanitary Sewer Easement along Rt. 229

Ms. Hutchins stated that the CCSB Capital Planning Committee reviewed the document and it was also reviewed by counsel. Mr. Spencer said the easement is along the southern-end of the Sycamore Park property.

On motion of Mr. Houck seconded by Ms. North, the School Board approved the Sanitary Sewer easement. Motion carried 6-0 by voice vote. (Mr. Beard was absent.)

Review of Updated Strategic Plan

Dr. Johnson noted that she emailed the updated plan to Board members about a week ago. She said the updates were based on the discussion from the retreat in November. She reminded members that the redundant student achievement goals were removed and some were broken out further.

Mr. Beard arrived at 6:04 p.m.

Mr. Clancy asked if Section 8.2 needs to state who the security advice is obtained from. Dr. Houck shared with the Board that the model the division uses is from the Virginia Department of Education. He said the advice comes from VDOE and local law enforcement. He noted that the crisis plan is the standard document the state uses. Dr. Houck reminded members that the division conducts a safety audit every two years even though the state requires every three.

Dr. Johnson stated that the plan will be presented to the Board on March 9th for approval.

Voluntary Incentive Retirement Program (VIRP)

Ms. Thomas said the VIRP guidelines have been updated to reflect current dates. She briefly reviewed the eligibility guidelines.

Ms. Hutchins asked how many employees have expressed an interest in VIRP this year. Ms. Thomas said 6 or 7 and approximately 40 employees are eligible.

Dr. Johnson said retirement applications already submitted for the end of the school year are eligible to participate in VIRP.

Dr. Johnson stated that the plan will be presented to the Board on March 9th for approval.

Mountain Vista Governor's School Expansion Discussion

Ms. Hutchins shared with the Board that the Mountain Vista Governing Board passed a resolution at the last meeting to expand Governor's School through tenth grade. She noted that

initially the Governor's School plan was to encompass ninth through twelfth grade; however, Lord Fairfax Community College was not comfortable with having ninth graders on campus. She noted that a survey was sent out to the participating school systems and 80% of those surveyed in Culpeper were interested in expanding to tenth grade. She said it would cost an additional \$30,110 for 7 slots.

Ms. Luckinbill asked how students are selected. Ms. Hutchins said they take the top students who apply and try to divide them up so that they are not all in one grade but it depends on who applies. This change would not go into effect until 2016/2017.

Dr. Johnson noted that in the past the Board could purchase additional slots or sell slots, if needed.

Ms. Luckinbill asked if there was any reluctance from parents about adding tenth grade. Ms. Hutchins said there is always concern from some parents about attending Governor's School.

Ms. North asked if students who are not ready at tenth grade can apply later. Ms. Hutchins said yes.

Mr. Beard asked if all divisions have to add tenth grade. Ms. Hutchins said yes.

Dr. Johnson stated that the plan will be presented to the Board on March 9th for approval.

Update on Superintendent Search

Ms. Hutchins informed the Board that the superintendent vacancy ad has been put in AASA and ED Week and it will run for a month. She shared with members that all invitations to the focus groups have been mailed or emailed and the focus group schedule has been advertised in the newspaper. She distributed a copy of the draft brochure that will be used in advertising the position.

Budget

Dr. Johnson shared with the Board that the division currently receives \$44,236,024 in state funding. She explained how that number could vary next year based on which budget is approved for FY'16 – Governor's Budget, House Budget, or Senate Budget.

Dr. Johnson suggested the following reductions to the current budget:

- Outsource elementary grass mowing
- Workers comp dividend
- VRS savings
- Reduce diesel

- VIRP
 - Health Savings
- Total - \$760,000

Dr. Johnson recommended the following additions to the FY' 16 budget:

- Step increase for employees (1.5% for those not on a step system)
- Increase maintenance emergency category
- Add school improvement coordinator
- Add 3 teacher positions

Total \$1,577,373

Dr. Johnson explained how much funding would be needed from the county would depend upon which budget is approved for FY' 16 – Governor's Budget, House Budget, or Senate Budget.

Dr. Johnson noted the budget includes funding to provide elementary summer school for those schools identified as Title I but not non-Title I schools. She said keeping students engaged in the summer proves to be beneficial.

Mr. Hauman said in the past the division provided an elementary experience for non-Title I schools and that was paid for from 21st Century Grant money. He said the other challenge is the reimbursement. He said if we provide summer school to non-Title I schools we could request reimbursement but there is no guarantee it would be granted.

Ms. North asked if elementary summer school is traditionally two weeks long. Dr. Johnson said three weeks is the longest we have held it in the past. Mr. Hauman said an ideal summer school would be a month long but budget impacts the length.

Mr. Houck asked if the 1.5% salary increase would meet the state requirements. Dr. Johnson said yes.

Mr. Houck said the state will fund their share of the SOQ but that will not cover all positions. Dr. Johnson said that is correct but our system can't run with just SOQ positions.

Ms. Hutchins said the salary increase is a step increase.

Ms. Thomas reviewed a sample budget reflecting the state numbers.

Ms. Hutchins shared with members that this would be their last opportunity to discuss the budget because it has to be voted on at the March 9th meeting.

Ms. Smith asked if summer school is included in the budget. Dr. Johnson said Title I summer school will be covered in the federal budget but if we want to provide it to other non-Title I elementary schools it must be added. Ms. North said summer school is great for children who are struggling.

Members agreed to add \$100,000 in the budget to provide summer school for those non-Title I elementary schools.

Ms. Hutchins asked how much is being added to the beginning teacher salary. Ms. Thomas said the beginning teacher salary would be \$39,000.

Mr. Clancy suggested adding more to the diesel line to cover increases. Dr. Johnson said approximately three to four years ago when the prices were going up we increased the budget line. She stated that staff is comfortable with the amount budgeted.

Ms. Luckinbill asked what the cost is for a 1% raise for staff. Mr. Shomo said \$580,000 with fringes.

Ms. North said even with the increase Culpeper will still have the lowest beginning teacher salary compared to surrounding counties.

Ms. Smith asked if she can request something else be added to the budget. Ms. Hutchins said yes, it could be included in the budget discussion in March.

Review of Building and Re-zoning Options

Dr. Johnson said at the last joint meeting a lot of information was requested. She noted that staff pulled together answers to some of the questions and she would like to discuss the information prior to the meeting.

Dr. Johnson shared with the Board that the sites with the most pressing capacity issues are Yowell Elementary School and Farmington Elementary School. She briefly reviewed the options available and estimated costs.

Ms. Hutchins noted that the classroom addition costs would not include updating the older existing systems.

Dr. Johnson shared the CCPS capacity data (February 2013) reflecting the varying types of capacity: design, state operational, program, principal's number, and SOQ.

Dr. Johnson provided the Board with a handout detailing breakfast/lunch shift times at each school.

Mr. Hauman shared with the Board a map detailing the classroom's used by CCHS prior to EVHS opening; compared to how it is currently used.

Dr. Johnson reviewed the kindergarten enrollment trends.

Ms. North asked if anyone has looked at birth rate. Dr. Houck said it would be hard to analyze the birth rate due to the population being so transient. Ms. North said the birth rate plummeted with the recession.

Mr. Houck asked how long it would take to build a school once we receive the funding. Ms. Hutchins said at least two years.

Ms. Smith noted that she had been asked by constituents why the Board would consider moving fifth grade to middle school or eighth grade to high school. She said they don't like that idea.

Dr. Johnson said moving grade levels will take a lot of planning.

Mr. Beard said we are not talking about things we want or desire to see. He said if we don't have other places to put our students we have to figure out how to handle them with what we have.

Dr. Johnson asked members if there is any additional information that would be helpful. Members agreed the information provided was excellent.

Ms. North thanked Dr. Johnson for the new format of the strategic plan; it is much easier to follow.

Mr. Clancy thanked the staff for all the hard work that went into putting the information together for tonight's presentation.

On motion of Mr. Houck seconded by Mr. Beard, the School Board voted to adjourn at 7:47 p.m. Motion carried 7-0 by voice vote.

JEFFREY R. SHOMO, CLERK

ELIZABETH S. HUTCHINS, CHAIR