

CULPEPER COUNTY SCHOOL BOARD
Minutes
September 12, 2016

A meeting of the School Board of Culpeper County was held September 12, 2016 at the County Administration Office at 302 N. Main Street, Culpeper, VA. Present were Patricia Baker (East Fairfax District); Rachel Carter (West Fairfax District); Nathaniel “Nate” Clancy (Catalpa District); Elizabeth Hutchins (Stevensburg District); Anne Luckinbill (Salem District); Michelle North (Jefferson District); Elizabeth “Betsy” Smith (Cedar Mountain District); Superintendent Dr. Anthony Brads; Executive Director of Curriculum and Instruction Rob Hauman; Executive Director of Student Services Dr. Russell Houck; Director of Human Resources Michelle Metzgar; Executive Director of Finance/Clerk Jeff Shomo; Executive Director of Operations Dr. Stacey Timmons and Deputy Clerk Pearl Jamison.

At 7 p.m., Mr. Clancy called the meeting to order.

Those present observed a moment of silence. Mr. Clancy led the Pledge of Allegiance.

Adoption of Agenda

On motion of Ms. Baker seconded by Ms. Hutchins, the School Board approved the agenda. Motion carried 7-0 by voice vote.

Presentations/Recognitions

Mr. Clancy and Ms. Smith presented the 2016 VSBA Media Honor Roll Certificates to Jonathan Krawchuk, Culpeper Media Network; and Rhonda Simmons, Culpeper Star-Exponent.

Heather Decker with the American Heart Association applauded the school system for having 100% participation in the Jump Rope for Heart event. She noted that the school division raised \$25,395. She presented a plaque to Mr. Clancy in appreciation of the division’s participation.

Mr. Clancy and Ms. Smith presented Zealous Appreciation for Positive Performance Awards to the following:

- For being a member of the team that placed 2nd in the FFA State Farm Business Management competition held at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Alexander Berty, Austin Jacobs, Erich Jenkins, and Travis Wilson, Sponsor – Abby Schofield

- For being a member of the team that placed 2nd in the FFA State Agriculture Issues competition held at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Ashleigh Lusk, Lenna Neely, Jordan O'Bryant, Miranda Petgana, and Taryn Tretick, Sponsor – Abby Schofield
- For being a member of the team that placed 3rd in the FFA State Horse Judging competition and 6th in the State FFA Hippology competition held at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Rachel Burton, Patrick Miller, Sarah Miller, and Jessie Montgomery, Sponsor – Abby Schofield
- For being recognized as the 1st High Individual in the State Horse Judging competition held at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Rachel Burton, Sponsor – Abby Schofield
- For placing 6th in the State FFA Computer Applications competition held at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Kayley Boyd, Sponsor – Abby Schofield
- For being recognized as a Silver Rated State FFA Dairy Handler at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Corrine Rose, Sponsor – Abby Schofield
- For being recognized as the State FFA Ag Sales Proficiency Winner at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Corey Twomey, Sponsor – Abby Schofield
- For being recognized as the State FFA Equine Entrepreneurship Proficiency Winner at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Rachel Burton, Sponsor – Abby Schofield
- For being recognized as the State FFA Equine Placement Winner at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Sarah Miller, Sponsor – Abby Schofield
- For earning the State FFA Degree at the State FFA Convention on June 20-23, 2016 at Virginia Tech - Rachel Burton, Sarah Miller, Taryn Tretick, and Corey Twomey, Sponsor – Abby Schofield
- For being recognized as the overall State FFA Senior National Chapter, State FFA Outstanding Chapter in Community and Chapter Development, and Central Area State National Chapter for student, chapter, and community development at the State FFA Convention on June 20-23, 2016 at Virginia Tech - EVHS FFA, Sponsor – Abby Schofield
- For placing Third in Virginia's 2016 Dominion Envirothon State Competition held May 17-18, 2016 at Eastern Mennonite University – Daryl Brown, Omar Elbulok, Philip Grotz, Mitchell Luckinbill, and Josey Txakeeyang, Sponsor – Leslie Jones

- For being selected for the Forward Position on the 2016 3A Girls All-State Soccer First Team – Kendal Barlow, Sponsor – Erick Kalenga
- For being selected for the Defender Position on the 2016 3A Girls All-State Soccer Second Team – Rachel Bullard, Sponsor – Erick Kalenga
- For being selected for the Second Base Position on the 2016 3A All-State Baseball Second Team – Matt Shuck, Sponsor – Billy Mitchell
- For being selected for the Utility Position on the 2016 4A All-State Softball First Team – Taylor Norris, Sponsor – Lonnie Myers
- For participating in All State Choir at the Sandler Center in Virginia Beach on April 28-30, 2016 – Amelia Elias and Hannah Thompson, Sponsor – Tiffany Richtarski
- For being awarded the rating of First Place in the 2014/2015 Yearbook Division as evaluated by the Publications Evaluation Services of the Virginia High School League – EVHS Yearbook Staff, Sponsor – David Heatwole
- For Placing Second in Word Processing at the Virginia FBLA State Leadership Conference on April 9, 2016 in Reston, Virginia – Andres Bencomo, Sponsor – David Heatwole
- For being a Runner Up in the High Jump competition at the 2016 VHSL 4A Outdoor Track Championship held on June 3, 2016 at Harrisonburg High School – Daneah Pressley, Sponsors – Raymond Gee and Nic Jones
- For placing First in the High Jump competition at the 2016 VHSL 4A Outdoor Track Championship held on June 3, 2016 at Harrisonburg High School – Mandrell Jackson, Sponsors - Raymond Gee and Nic Jones
- For placing Third in the 2016 VHSL All-State Individual Tennis 4A Championship held on June 1, 2016 at Liberty University – McKinnley Smith, Sponsor – Cathy Lee
- For placing Third and earning a Silver Medal in the Illustrated Talk competition at the FCCLA State Leadership Conference on April 7-10, 2016 in Virginia Beach – Miranda Hare, Kaily Karstetter, and Hannah Vernon – Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For placing Fourth in the FCCLA Knowledge Test at the FCCLA State Leadership Conference on April 10, 2016 in Virginia Beach – Emma Welborn - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz

- For earning a Bronze Medal in the Entrepreneurship STAR Event at the FCCLA State Leadership Conference on April 10, 2016 in Virginia Beach – Rania Babar and Tara Stanley - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Gold Medal and placing Third in the Food Innovations – Junior Level competition at the FCCLA State Leadership Conference on April 10, 2016 in Virginia Beach – Alondra Tellez and Pippin Ward - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Bronze Medal in the Focus on Children STAR Event at the FCCLA State Leadership Conference on April 7-10, 2016 in Virginia Beach – Deja Holmes and Cassandra Lantinga - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Silver Medal and placing Second in Sports Nutrition at the FCCLA State Leadership Conference and earning a Gold Medal in Sports Nutrition at the FCCLA National Leadership Conference on July 7, 2016 in San Diego, CA – Katelyn Myers and Maddie O'Reilly - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Silver Medal and placing First in Fashion Design at the FCCLA State Leadership Conference and earning a Bronze Medal in Fashion Design at the FCCLA National Leadership Conference on July 7, 2016 in San Diego, CA – Kennan Lindsay - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Silver Medal and placing Second in the Illustrated Talk STAR Event at the FCCLA State Leadership Conference and earning a Bronze Medal in the Illustrated Talk STAR Event at the FCCLA National Leadership Conference on July 7, 2016 in San Diego, CA – Denisha Lambert, Mayra Monico, and Sierra Robertson - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Gold Medal and placing First in the Chapter Service Display STAR Event at the FCCLA State Leadership Conference and earning a Silver Medal in the Chapter Service Display STAR Event at the FCCLA National Leadership Conference on July 7, 2016 in San Diego, CA – Meghan Cosslett - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz
- For earning a Gold Medal and placing First in Sports Nutrition – Occupational Level at the FCCLA State Leadership Conference and earning a Silver Medal in Sports Nutrition – Occupational Level at the FCCLA National Leadership Conference on July 7, 2016 in San Diego, CA; and earning a \$4,000 scholarship to Culinary Institute of Virginia – Gabby Coburn and Emily McCombs - Sponsors Laura Butcher, Kami Culbert, Paula McCombs, and Char Ploetz

Reports

Emerald Hill Elementary School Principal Report – Pamela Gatewood

Principal Gatewood shared with the Board the success the school has had with departmentalizing reading and math. Ms. Gatewood shared a short video about how the staff feels about the double teaching model.

Delegations

Mr. Clancy said persons may present ideas or concerns regarding Culpeper County Public Schools. He said there would be no action taken by the Board at this meeting and that such items would be referred to the appropriate administrators for future information and research. He said the personalities and behavior of employees are not to be presented during this period but are to be reported to the employee's immediate supervisor. Mr. Clancy noted there would be a three minute limit for speakers.

Wendy Young (Salem District) – Ms. Young expressed concern with how a recent discipline incident with her son was handled. She said TRIER does not offer higher academic classes; everything is done online. She said in the future it would helpful to parents if they received a copy of the principal's report prior to a discipline hearing. She suggested the Board reexamine their definition of sufficient cause.

Ron Young (Salem District) – Mr. Young expressed concern with the Student Athlete Drug Testing Policy. He said in a recent incident involving his son the school overstepped their authority and did not follow policy.

Consent Agenda

On motion of Ms. Baker seconded by Ms. Smith, the School Board considered approving the consent agenda.

- (a) Approval of Minutes – August 8 & 22, 2016
- (b) Payroll and Payment of Bills

Motion carried 7-0 by voice vote.

The board considered the following action items:

- (a) Approval of Bullying Prevention Month Resolution

Dr. Houck read the Bullying Prevention Month Resolution.

On motion of Ms. Hutchins seconded by Ms. Baker, the School Board approved the Bullying Prevention Month Resolution. Motion carried 7-0 by voice vote.

(b) Approval of Arts in Education Week Resolution

Mr. Hauman read the Arts in Education Week Resolution.

On motion of Ms. North seconded by Ms. Baker, the School Board approved the Arts in Education Week Resolution. Motion carried 7-0 by voice vote.

(c) Approval of a Request for Proposal (RFP) for professional architectural and engineering services

Dr. Brads shared with the Board that the RFP was discussed with the Capital Planning Committee and they want to move it forward. He said Board members will be asked to participate in the RFP interview process.

On motion of Ms. Hutchins seconded by Ms. Smith, the School Board approved the RFP for professional architectural and engineering services.

Ms. Luckinbill asked where the RFP came from. Dr. Brads said it was previously used in another school division and reviewed by the county purchasing office.

Motion carried 7-0 by voice vote.

The Board heard the following superintendent/staff reports:

(a) Superintendent Updates

Dr. Brads said we had a great start to the school year. Kudos to teachers, staff, and administrators for their hard work which led to the successful opening of school.

Dr. Brads noted that the school division conducted a very productive Pre-School Conference Week. He said we received a lot of positive feedback on the quality of events scheduled and the amount of time afforded teachers in their classrooms.

Dr. Brads thanked the Chamber of Commerce and the school division for a very successful BIE Day on Friday, August 5, 2016 at EVHS. He also thanked Novant Health UVa Health System for providing a mobile mammogram unit onsite during the event.

Dr. Brads thanked the School Board for authorizing the pay period adjustment to align with the school calendar. He said new hires have been paid and returning staff also received their first 2016/2017 compensation.

Dr. Brads highlighted the following:

- First day enrollment – 7,799, 95.4% of the 8181 students on the roll, 372 no shows
- Ten day enrollment – 8,020.5, 61 no shows
- 8/30 enrollment – 8,023
- 9/6 enrollment – 8,040
- FY'17 budget enrollment – 8,069

Note – these numbers do not include 143 pre-school students

(b) Finance Report

Mr. Shomo said the FY'17 budget was built on an ADM of 8,069 and the September 6th count reflected a membership of 8,040. He said the decrease in student enrollment translates to a decrease in revenues of \$116,000.

Mr. Shomo noted the accounts payable approved this evening totaled \$671,077 and the September 2015 accounts payable was \$517,319.

Mr. Shomo said diesel fuel was budgeted at \$2.86 per gallon and the last load cost \$1.57 per gallon. He said the estimated usage for the year is 212,000 gallons.

Mr. Shomo shared with members the utility costs for 2015/2016. He said last year we saved \$264,643 and on average it cost \$1.26 per square foot for water/electric/fuel.

Mr. Shomo spoke briefly about the annual school report for FY'15 vs FY'16.

Ms. Hutchins said in a future report she would like to see the difference in heating costs with the new square footage at CCHS and the additional savings with the updated systems, doors and windows.

Mr. Clancy asked what equipment was purchased in the cafeteria. Mr. Shomo said items at the end of their lifespan. He also noted they are looking at moving to convection ovens because they tend to cook the food more thoroughly.

(c) Operations Report

Dr. Timmons shared a brief synopsis of what has been happening in Food Service, Maintenance, and Transportation. (See handout.)

Board Reports

Ms. Baker wished everyone a great start to the school year.

Ms. North said she attended the Career Partners meeting as an alternate for Ms. Luckinbill. She said it was a wonderful meeting and they do such wonderful things. She said she looks forward to serving on the committee.

Ms. Hutchins said she attended BIE and it was wonderful. She said there appeared to be more vendors than ever before. She congratulated all the students recognized this evening. She also thanked everyone for a wonderful opening. She applauded the staff for completing so many projects over the summer.

Ms. Carter said she represented the School Board at the Culpeper Youth Advisory Council meeting. She said lots of ideas were discussed and they have another meeting coming up in October.

Mr. Clancy thanked the Board for a great year and he is looking forward to a new year.

Information Items

- Summary of CCSB Committee Reports
- Membership – August 31, 2016

Future Meetings

- September 13, 2016 – CCSB Administration Committee Meeting, 7:30 a.m. at the School Board Office, 450 Radio Lane
- September 26, 2016 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane (Closed Session later in the agenda, if needed)
- October 10, 2016 – CCSB Finance Committee Meeting, 5:45 p.m. at the County Administration Office, 302 N. Main Street

- October 10, 2016 – CCSB Regular Board Meeting, 7 p.m. at the County Administration Office, 302 N. Main Street (Closed Session later in the agenda, if needed)

Personnel Recommendations

On motion of Ms. North seconded by Ms. Smith, the School Board approved the Personnel Recommendations. Motion carried 7-0 by voice vote.

On motion of Ms. Hutchins seconded by Ms. Smith, the School Board voted to adjourn at 8:13 p.m. Motion carried 7-0 by voice vote.

JEFFREY R. SHOMO, CLERK

NATHANIEL J. CLANCY, CHAIR