



# ALLEGHANY

## county public schools

### MINUTES

#### REGULAR MEETING OF THE ALLEGHANY COUNTY SCHOOL BOARD

January 25, 2016

The Alleghany County School Board held its regular meeting on January 25, 2016, at 6:00 p.m. at the Central Office Complex in Low Moor, Virginia.

PRESENT: William W. Angle; 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: Amber D. Kerns

Chairman Tucker announced the following addition to the agenda:

1. Agenda item #16-198, "Resolution designating School Board Clerk Appreciation Week". This is an action item and will be inserted after agenda item #16-180.

#### **MINUTES**

##### (16-178) APPROVAL OF MINUTES

a. December 14, 2015 Regular Meeting

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

MOTION: Mr. Angle

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

#### **COMMUNITY PARTICIPATION**

##### (16-179) PUBLIC COMMENT

There were no citizens wishing to address the Board.

##### (16-180) SCHOOL BOARD MEMBER AND SUPERINTENDENT COMMENTS

Mr. Wright thanked everyone for attending the meeting. He commended maintenance workers, custodians, and bus drivers for their extra efforts in the snow removal process.

Mr. Angle had no comment.

Mr. Lane thanked the budget committee and staff for their work with the budget. He thanked everyone for attending the meeting.

Mr. Persinger thanked everyone for attending the meeting.

Mr. Truett commented he enjoyed the snow but he hopes it leaves quickly. He thanked everyone for attending the meeting.

Mr. Kotulka thanked Mike Isbell, maintenance staff, transportation staff, and custodians for their hard work in removing snow so students and employees could make it to work. He stated SOL testing is finishing up and he hopes to discuss preliminary results at the February 8 work session. He reported he

and Mr. Vaughan would be attending a job fair at Salem on January 30. He recognized and thanked Jon Lanford, Interim County Administrator, for attending the meeting.

Mr. Tucker thanked everyone for attending the meeting.

(16-198) RESOLUTION DESIGNATING SCHOOL BOARD CLERK APPRECIATION WEEK

VSBA recognizes School Board Clerk Appreciation Week as February 15-19, 2016. The Board recognized Lorie Bess and thanked her for her service as Clerk.

MOTION: That the Board approve the resolution designating February 15-19 as School Board Clerk Appreciation Week, as presented.

MOTION: Mr. Truett

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

**BUSINESS AND FINANCE**

(16-181) BUDGET REPORT

School Operating Fund	\$807,103.03
School Textbook Fund	\$1,356,242.59
Alleghany Foundation Nursing Grant	\$38,152.85
Governor's School	\$98,538.21
Scholarship	\$77,827.01
Alleghany Foundation Mental Health Initiative	\$10,677.11
School Capital	\$1,096,639.94
Medicaid Reimbursement	\$464,419.59
Technology	\$21,657.14
<b>Grand Total</b>	<b>\$3,971,257.47</b>

(16-182) PAYMENT OF BILLS

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

MOTION: Mr. Truett

SECOND: Mr. Wright

ROLL CALL VOTE: Unanimous

(16-183) CAFETERIA REPORT

Mr. Kotulka presented the December cafeteria report. He reported a beginning cash balance as of December 31 is \$464,392, which is a 4.14% increase from last year. During 2014-2015, school revenues decreased by \$28,354 and expenditures increased by \$15,447, he noted.

(16-184) BUDGET UPDATE BASED ON PROPOSED GOVERNOR'S BUDGET, INCLUDING STATE REVENUES

Keven Rice, Director of Finance, presented the budget information, including state revenue amounts.

(16-185) PUBLIC HEARING: 2016-2017 OPERATING BUDGET

Chairman Tucker declared the public hearing open. There were no citizens wishing to address the Board; therefore, the Chairman declared the public hearing closed.

**SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS**

(16-186) CALENDAR INFORMATION

Mr. Kotulka reminded the Board of the following meetings:

- January 29, 9:00 a.m. - Mountain View Elementary Spelling Bee
- February 8, 6:00 p.m. - Budget Work Session at Central Office Complex
- February 9, 12:00 p.m. - JRTC Board at JRTC
- February 15, 6:00 p.m. - Regular monthly meeting at JRTC
- February 18, 9:30 a.m. - District Spelling Bee at CMS Forum Hall

- February monthly calendar

(16-187) PUPIL TEACHER RATIO REPORT – FALL 2015

Mary Jane Mutispaugh, Director of Instruction, presented the report. She explained that the Virginia Standards of Quality require that a report of the pupil/teacher ratios be presented annually. The standards further require that the ratio be presented in two ways; i.e. by core instructional teachers and by total instructional teachers. Currently, the division-wide pupil to core teacher ratio is 19.0/1 and the pupil to total teacher ratio is 14.3/1.

(16-188) UPDATES TO SECTION 504 OF THE ADA POLICIES AND PROCEDURES MANUAL

Dr. Elizabeth Heath, Director of Special Education, presented the updates. She explained the updates to the Division's Policies and Procedures for Section 504 were indicated after the training provided by VDOE in September. The purpose of the changes is to make sure that all language required by statute and by the Office of Civil rights is included. These changes will be presented for approval in February.

(16-189) APPROVAL OF PRIORITIES FOR 2016 STATE AND FEDERAL LEGISLATIVE ACTION

The legislative priorities for ACPS address the following:

- Provide sufficient funding and allow flexibility for local school divisions to determine the use of the funding;
- Put the control of the schools back into the local school board's authority;
- Provide the appropriate resources for schools that are challenged;
- Provide a balanced assessment and accountability system to enhance student learning; and
- Allow local school boards the option of participating in the statewide health insurance program.

MOTION: That the Board approve the priorities for 2016 state and federal legislative action, as presented.

MOTION: Mr. Truett

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

(16-190) INSTRUCTION OFFICE UPDATE

Jan Hobbs, Director of Assessment and Student Success, presented the information. She noted administrators from Clifton Middle School, Mountain View Elementary School and division level personnel attended the last state led training for school improvement. Administrators also met with the state contractor on two separate occasions. Pre- and mid-year testing data was discussed at these meetings. Division level staff continues to meet monthly with school improvement teams at Mountain View Elementary School, Callaghan Elementary School, and Clifton Middle School.

(16-191) ANNUAL ENERGY MANAGEMENT REPORT

Mike Isbell, Supervisor of Maintenance and Transportation, presented the report. In comparing BTU usage, the report shows that Alleghany High School is the most energy efficient building while Sharon Elementary is the least efficient building.

(16-192) CAPITAL IMPROVEMENT AND OPERATIONAL MAINTENANCE UPDATE

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

(16-193) CONSIDER RESOLUTION OPPOSING CONSTITUTIONAL AMENDMENT RELATING TO CHARTER SCHOOLS

Mr. Kotulka explained the General Assembly is considering a resolution seeking a constitutional amendment to divest school boards of the sole authority to approve charter schools and vesting authority to a gubernatorial appointed board. The change to the Virginia Constitution would result in a massive unfunded mandate to local school divisions costing local taxpayers millions of dollars while also divesting local school boards from the sole authority to approve charter schools. He recommended approval of the resolution to oppose the amendment.

MOTION: That the Board approve a resolution opposing the constitutional amendment relating to charter schools, as presented.

MOTION: Mr. Truett

SECOND: Mr. Wright

ROLL CALL VOTE: Unanimous

**(16-194) RECRUITING SCHEDULE**

Fred Vaughan, Director of Human Resources and Pupil Personnel, presented a tentative recruiting schedule to be conducted by ACPS this school year. This document is also posted under the Human Resources tab on the division's website. These recruiting efforts are subject to change due to the needs of the division and the unique opportunities provide by individual job fairs. Perhaps the division's most beneficial efforts have been through the Western Virginia Professional Education Consortium held annually at the Salem Civic Center. This year's event will be held on Saturday, January 30, 2016 from 9:00 am to 4:00 pm. The school division also utilizes an online recruiting presence called Talent Ed Recruit & Hire. This product allows the division to recruit through multiple web posting sites. We introduced this in January of 2015. To date we have received 577 applicants who have actively sought employment within the ACPS. The division also reaches out to regional college and university career offices posting job announcements, particularly in the difficult to staff areas, he noted.

**(16-195) EARLY COLLEGE HIGH SCHOOL ASSOCIATE DEGREE PROGRAM**

Ms. Mutispaugh explained Alleghany County Public Schools (ACPS) and Dabney S. Lancaster Community College are partnering to provide the students of Alleghany County Public Schools with an Associate's Degree program in General Studies. The program will provide students with an opportunity to graduate from Alleghany High School with both a high school diploma and an associate's degree. The cost of the associate's degree program for students and parents would be \$1,000. Mr. Kotulka recommended approval of the program.

**MOTION: That the Board approve the Early College High School Associate Degree Program, as presented.**

MOTION: Mr. Lane

SECOND: Mr. Persinger

ROLL CALL VOTE: Unanimous

**POLICY REVISIONS:**

**(16-196) POLICIES RECOMMENDED BY ADMINISTRATION**

The following policies were provided for review. These policies will be considered for approval by the Board at the February 15 meeting.

- Policy GCBD-RA, Sick Leave
- Policy GCBD-RF, Regulations Pertaining to Staff Leaves and Absences
- Policy GCG-R, Teaching Experience: Allowable Credit
- Policy GDPA, Reduction in Support Staff Work Force
- Policy GCPA-R, Regulation for Reduction in Professional Staff Work Force
- Policy KG-F, Application for Use of Facilities

**(16-197) COMMUNICATIONS**

This information was provided for information purposes.

- a. JRTC monthly report

**OTHER BUSINESS**

**(16-198) ADDITIONS TO THE AGENDA**

Agenda item 16-198 was added at the start of the meeting and inserted after agenda item 16-180.

**CLOSED SESSION**

**(16-199) CODE OF VIRGINIA: PERSONNEL MATTERS 2.2-3711.A.1 AND DISCUSSION OF SCHOOL SAFETY REPORTS 2.2-3711.A.19**

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

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Mr. Angle - YES  
Mrs. Kerns - ABSENT  
Mr. Lane - YES

Mr. Persinger - YES  
Mr. Truett - YES  
Mr. Tucker - YES  
Mr. Wright - YES

6 - YES    1 - ABSENT    0 - NO  
Time: 6:51 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 - ABSENT  
Mr. Lane - YES  
Mr. Persinger - YES  
Mr. Truett - YES  
Mr. Tucker - YES  
Mr. Wright - YES

6 - YES    1 - ABSENT    0 - NO  
Time: 7:43 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. Wright

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

6 - YES    1 - ABSENT    0 - NO  
TIME: 7:45 p.m.

---

Chairman, Alleghany County School Board

---

Clerk

#### PERSONNEL

##### (16-200) PERSONNEL ACTIONS

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

MOTION: Mr. Angle

SECOND: Mr. Wright

ROLL CALL VOTE: Unanimous

##### (16-201) ADD AGENDA ITEM #16-202, "DISCUSSION OF NEW TECH PROGRAM", TO AGENDA

MOTION: That the Board add to the agenda a discussion of the New Tech program.

MOTION: Mr. Angle

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(16-202) DISCUSSION OF NEW TECH PROGRAM

Mr. Kotulka offered three recommendations concerning the New Tech program:

1. Continue discussions with Covington to have a combined program at Alleghany High School/Jackson River Technical Center.
2. Have a combined meeting with Covington to discuss all options.
3. If a joint system isn't an option, continue moving forward with the program.

Board members discussed the program and recommendations. Mr. Wright expressed concern that other locations are not being considered.

MOTION: That the Board supports hosting a combined facility at Alleghany High School / Jackson River Technical Center should a New Tech program be developed.

MOTION: Mr. Angle

SECOND: Mr. Truett

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

5 -YES      1 - ABSENT      1 - NO

**ADJOURNMENT**

MOTION: That the January 25, 2016 meeting of the Alleghany County School Board be adjourned.

MOTION: Mr. Wright

TIME: 8:23 p.m.

---

Chairman, Alleghany County School Board

---

Clerk