



ALLEGHANY

county public schools

MINUTES

REGULAR MEETING OF THE ALLEGHANY COUNTY SCHOOL BOARD

August 17, 2015

The Alleghany County School Board held its regular meeting on August 17, 2015, at 6:00 p.m. at the Central Office Complex in Low Moor, Virginia.

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

MINUTES

(16-41) APPROVAL OF MINUTES

a. July 1, 2015 Reorganization and Close-out Meeting

b. July 22, 2015 Regular Meeting

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

MOTION: Mr. Angle

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

COMMUNITY PARTICIPATION

(16-42) RECOGNITION OF ALLEGHANY COUNTY PUBLIC SCHOOL'S 2014-2015 RETIREES

School principals and Mr. Vaughan read a brief bio for each retiree.

CERTIFIED EMPLOYEES:

JoAnn B. Andrews – School Counselor – CMS - 45 years

Sarah T. Campbell – Superintendent – Jan. 1, 2015 - 37 years

Wayne A. Crawford – SPED Teacher – AHS – June 30, 2015 - 31 years

Leonard B. Hodges – Elementary Teacher – SES – June 30, 2015 – 37 years

Charles W. Hopkins – Social Studies - AHS - 11 years

John D. Hutchison – Assistant Principal/Athletic Director – AHS - June 30, 2015 - 36 years

Iris H. Morris – Math – CMS – Dec. 31, 2014 – 31 years

Renee` M. Warren – Elementary Teacher– SES – June 30, 2015 – 35 years

CLASSIFIED EMPLOYEES:

Scarlet A. Ayers – Custodian – MVES – June 30, 2015 - 25 years

William A. Lipes, Jr. – Custodian – Maintenance – June 30, 2015 – 7 years

Gayle H. McCue – Maintenance/Transportation/Energy Manager – June 30, 2015 – 27 years

Ann H. Morris – Bus Driver – SES – Oct. 27, 2014 – 23 years

Glen R. Simpson – Custodian – AHS – Sept. 2, 2014 - 35 years

Mary Susan Smith – Secretary – MVES - June 30, 2015 - 23 years

John W. Tucker – Custodian – MVES – June 30, 2015 - 17 years

(16-43) PUBLIC COMMENT (specific to agenda)

There were no citizens wishing to address the Board.

(16-44) SCHOOL BOARD MEMBER AND SUPERINTENDENT COMMENTS

Mr. Wright congratulated the retirees and thanked them for their many years of service. He congratulated administration and students and staff at Mountain View Elementary School for their SOL scores. He expressed concern that students in his area are being picked up by the bus thirty minutes earlier than last year. He wished everyone a great new school year.

Mrs. Kerns congratulated the retirees and wished them well in retirement. She noted she heard many positive comments about convocation day for employees. She stated she is excited for the new school year.

Mr. Lane congratulated the retirees and stated he expects this school year to be excellent. He stated it is our goal to make our area and school division a preferred choice for families.

Mr. Angle stated he hopes the retirees enjoy their retirement years. He stated he is looking forward to the new school year and new leadership. He wished everyone good luck and stated the Board is here to help in any way they can.

Mr. Truett thanked the retirees for their many years of service and wished them well. He stated he is looking forward to a great new school year and the good things ahead.

Mr. Tucker thanked the retirees and stated the division would not be where it is today without them as they have kept the momentum going. He stated he attended the convocation for employees and felt it was the best one in many years. He stated he is looking forward to the new school year and the successes that are yet to come.

Mr. Kotulka commended the retirees on their combined 420 years of service to the students of Alleghany County. He thanked The Alleghany Foundation for sponsoring the convocation for employees. He reported he had toured the schools and they all look fantastic and everyone is excited to begin the new school year. He congratulated Mountain View Elementary on their success and all schools who met accreditation. He invited Board members to attend a school on the first day or schedule a time for a bus ride. He reported he would be attending the upcoming VSBA Legislative Conference on September 10 and a VSBA Hot Topic Conference on October 2.

BUSINESS AND FINANCE

(16-45) BUDGET REPORT

School Operating Fund	\$1,514,968.45
School Textbook Fund	\$1,355,904.29
Alleghany Foundation Nursing Grant	\$55,440.42
Governor's School	\$120,460.92
Scholarship	\$77,807.59
Alleghany Foundation Mental Health Initiative	\$3,691.74
School Capital	\$1,506,691.87
Medicaid Reimbursement	\$464,303.75
Grand Total	\$5,099,269.03

(16-46) PAYMENT OF BILLS

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

MOTION: Mr. Wright

SECOND: Mr. Lane

ROLL CALL VOTE: Unanimous

(16-47) CAFETERIA REPORT – JULY 2015

Mr. Kotulka presented the July cafeteria report. He reported a beginning cash balance as of July 31 is \$418,676, which is a 4.0% increase from last year. During 2014-2015, school revenues decreased by \$9,364 and expenditures decreased by \$943, he noted.

(16-48) AUTHORIZATION OF SIGNATURES FOR BANKING SERVICES

Mr. Kotulka explained that because Keven Rice has been named the new Director of Finance, he would need to be authorized to sign for banking services.

MOTION: That the Board authorize the Director of Finance as a signatory for banking services.

MOTION: Mr. Angle

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

(16-49) CALENDAR INFORMATION

Mr. Kotulka reminded the Board of the following meetings:

- August 19 – School opens
- September 1 – VSBA Superintendent Evaluation Workshop in Charlottesville
- September 8 – 12:00 p.m. – JRTC Joint Board of Control meeting at JRTC
- September 21 – 6:00 p.m. - Regular monthly meeting at Callaghan Elementary School
- September 23 – VSBA Professional Development/Retreat in Charlottesville
- September 29, 9:00 a.m. – 3:00 p.m. – Board Retreat/Work Session at Central Office Complex
- September monthly calendar
- November 18-20 – VSBA Annual Conference in Williamsburg

(16-50) PRELIMINARY REPORT ON STATE ACCREDITATION STATUS

Mary Jane Mutispaugh, Director of Instruction, presented the preliminary accreditation and accountability results for 2015-2016. She emphasized the information is preliminary and final information would be presented at the September Board meeting. Preliminary results showed that four schools in Alleghany County will be fully accredited under state accreditation standards – Alleghany High School, Callaghan Elementary School, Mountain View Elementary School, and Sharon Elementary School. One school will be accredited with warning – Clifton Middle School. In addition, Alleghany High School and Sharon Elementary met all federal accountability requirements.

(16-51) CERTIFICATION THAT SCHOOL BOARD MEMBERS HAVE REVIEWED AND APPROVE OF SCHOOL CRISIS PLANS IN ACCORDANCE WITH THE CODE OF VIRGINIA § 22.1-279-8

MOTION: That the Board certifies its review and approval of all school crisis plans, in accordance with the Code of Virginia.

MOTION: Mr. Lane

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous

(16-52) CAPITAL IMPROVEMENT AND OPERATIONAL MAINTENANCE UPDATE

Board members were provided the work orders in their agenda packet. Mike Isbell, Supervisor of Maintenance and Transportation, reviewed the reports. In addition, he informed the Board that bear-proof dumpsters were being purchased for all schools and would be installed as soon as possible.

(16-53) ANNUAL REPORT ON ENERGY MANAGEMENT OUTCOMES

This report will be presented at the September board meeting.

(16-54) DISCUSSION OF SCHOOL SECURITY GRANT

Mr. Kotulka informed the Board that the Division is requesting a grant from the Department of Criminal Justice Services to provide additional security cameras at Sharon Elementary and Callaghan Elementary Schools. State funds provided will be \$8,000 with a local match of \$2,000.

(16-55) REPORT ON NON-RESIDENT/NON-DISTRICT STUDENTS

Jan Hobbs, Director of Assessment and Student Success, presented the non-resident and non-district report. As of August 6, 2015, 117 non-resident applications have been accepted for the 2015-16 school year; 61 non-district applications were accepted; and 5 applications were denied attendance in Allegheny County Schools. Students were denied access due to capacity reasons or the student failing to follow all policies, rules and regulations of the Allegheny County School System.

(16-56) ANNUAL HOMEBOUND REPORT FOR 2014-2015

Dr. Elizabeth Heath, Director of Special Education, presented the annual homebound report. She noted there were 21 students on homebound services for 2014-2015, which was an increase of 5 students from the previous year.

(16-57) ANNUAL HOMESCHOOL REPORT FOR 2014-2015

Dr. Heath presented the annual homeschool report. The overall total of students educated in the home was 100 for the 2014-2015 school year.

(16-58) APPROVAL OF REVISIONS TO SPECIAL EDUCATION PROCEDURES MANUAL

Annual updating and revisions of the procedures manual are necessary to keep current information and practice in the hands of service providers in the Division. The following is an outline of the changes made to the manual:

1. Update IEP Transfer Student Checklist
2. Updated list of Division Child Find practices
3. Updated early childhood special education Time 1/Time 2 information
4. Alternate assessment update
5. 504 Process Checklist added
6. 504 Referral Form added to appendix
7. Changed scoliosis from *screening* to *information provided*
8. Updated special education State Performance information to include both compliance and performance requirements

MOTION: That the Board approve the revisions to the Special Education Procedures Manual.

MOTION: Mrs. Kerns

SECOND: Mr. Angle

ROLL CALL VOTE: Unanimous

POLICY REVISION:

(16-59) POLICY REVISIONS RECOMMENDED BY VSBA AND/OR ADMINISTRATION

-Policy JC, School Attendance Areas

-Policy JC-R, Guidelines for Student Transfers Among School Attendance Areas

-Policy JED-R, Guidelines for School and Class Attendance

-Policy JFC-R, Standards of Student Conduct

-Policy JHCG-R, Automated External Defibrillators Regulations

-Policy JHH, Suicide Prevention

MOTION: That the Board approve all policies, as presented and recommended.

MOTION: Mrs. Kerns

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(16-60) DISCUSSION OF POLICY JECB, ADMISSION OF NONPUBLIC STUDENTS FOR PART-TIME ENROLLMENT

Mr. Kotulka explained that this policy was open for discussion to determine the Board's interest in revising our current policy to allow the admission of nonpublic students for part-time enrollment. This will be considered for approval at the September meeting.

(16-61) COMMUNICATIONS AND REPORTS

This information was provided for information purposes.

- a. JRTC monthly report
- b. JRGS update
- c. New Tech Committee
- d. Joint Schools
- e. SOL report
- f. School Improvement update

OTHER BUSINESS

(16-62) ADDITION TO AGENDA

There were no further additions to the agenda.

CLOSED SESSION

(16-63) CODE OF VIRGINIA: PERSONNEL MATTERS 2.2-3711.A.1 AND 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: Mrs. Kerns

ROLL CALL VOTE: Unanimous
Time: 7:18 p.m.

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

MOTION: Mr. Truett

SECOND: Mrs. Kerns

ROLL CALL VOTE: Unanimous
Time: 7:36 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 - YES
Mr. Lane - YES
Mr. Persinger - YES
Mr. Truett - YES
Mr. Tucker - YES
Mr. Wright - YES

7 -YES 0 - ABSENT 0 - NO

TIME: 7:37 p.m.

Chairman, Alleghany County School Board

Clerk

PERSONNEL

(16-64) PERSONNEL ACTIONS

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

MOTION: Mr. Wright

SECOND: Mrs. Kerns

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

6 -YES 0 - ABSENT 1 - NO

(16-65) APPROVAL OF JOB DESCRIPTION AND SALARY SCALE

MOTION: That the Board approve the job description and salary scale for the position of Transition Employment Specialist, Special Education.

MOTION: Mr. Angle

SECOND: Mr. Lane

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

6 -YES 0 - ABSENT 1 - NO

ADJOURNMENT

MOTION: That the August 17, 2015 meeting of the Alleghany County School Board be adjourned.

MOTION: Mr. Wright

TIME: 7:38 p.m.

Chairman, Alleghany County School Board

Clerk