



ALLEGHANY

county public schools

MINUTES
REGULAR MEETING OF THE ALLEGHANY COUNTY SCHOOL BOARD
April 19, 2017

The Allegheny County School Board held its regular meeting on April 19, 2017, at 6:00 p.m. at Sharon Elementary School in Clifton Forge, Virginia.

PRESENT: Gerald E. Franson; Norman L. Persinger, Jr.; Jennifer S. Seckner; Benjamin J. Truett, Vice Chairman; Randall S. Tucker, Chairman; and Jacob L. Wright. Also present: Eugene P. Kotulka, Superintendent; and Lorie C. Bess, Clerk.

Mr. Truett was absent at roll call but subsequently arrived at 6:33 p.m.

ABSENT: R. Craig Lane

Chairman Tucker announced the following revisions to the agenda:

1. Agenda items #17-289 and #17-291 will be combined into one item and voted on as one item.

COMMUNITY PARTICIPATION

(17-265) OPENING REMARKS AND WELCOME BY SHERMAN CALLAHAN, PRINCIPAL, SHARON ELEMENTARY SCHOOL Mr. Callahan welcomed everyone to Sharon Elementary School. He thanked the Board for its support and noted each Board member asked him what they can do to help him and his school. He stated he hopes the Board approves the new roof for the school, as it is very much needed.

(17-266) REMARKS BY SHARON ELEMENTARY SCHOOL PTO REPRESENTATIVE Misty McGuffey welcomed everyone to the school and stated the goal of the PTO is more family involvement. She discussed PTO events such as the Halloween Carnival, Santa Shop, paint nights, and Candy Bar Bingo.

(17-267) SCHOOL BOARD COMMENDATIONS:

Sharon Elementary students who earned a perfect score on their spring 2016 SOL tests: Grade 5: McKinley Goodbar, Ethan Nicely, and Dennis Nicely IV

Covington Woman's Club essay contest winners: Hayley Nicely and Lindsey Childs

Boys Basketball Blue Ridge District and Conference 31 Player of the Year: Kent Rooklin

"ABCD" Awards: Roxana Curtis, Ernest Jones, Cheryl Brown, Melanie Mullineaux

(17-268) PUBLIC COMMENT

There were no citizens wishing to address the Board.

(17-269) SCHOOL BOARD MEMBER AND SUPERINTENDENT COMMENTS

Mr. Wright thanked everyone for attending the meeting. He congratulated the students on their awards.

Mr. Persinger congratulated the students on their SOL scores and stated it is a great indicator of how well the teachers do at the school. He congratulated the essay contest winners.

Mrs. Seckner stated Sharon school is a "special place" and a family atmosphere. She thanked the students who led the pledge and the PTO for its volunteer service to the school. She congratulated everyone on their awards.

Mr. Franson thanked Mr. Callahan and staff for hosting the meeting and everyone for attending. He stated he was proud of the students for their accomplishments and awards.

Mr. Tucker stated he appreciates everything that is done to support the students. He stated there are a lot of good parents and teachers, which produces good students. He thanked the SCA students and noted they are the future leaders of the community.

Mr. Kotulka echoed Board members comments and added all three elementary schools have an entry in the annual VSBA Showcase for Success directory. He congratulated Mary Jane Mutispaugh and Jeff Alleman for being selected to present at the VSBA Education Conference.

(17-270) CONSENT AGENDA

The following items were included for approval:

- A. Minutes of March 6, 2017 Called Meeting and Work Session
- B. Minutes of March 20, 2017 Regular Meeting
- C. Minutes of March 22, 2017 Joint Work Session with Board of Supervisors
- D. Approval of payment of bills
- E. Cafeteria report
- F. Communications/Monthly Reports
 - 1. JRTC monthly report

MOTION: That the items listed on the consent agenda be approved, as presented.

MOTION: Mr. Wright

SECOND: Mr. Franson

ROLL CALL VOTE: Unanimous

BUDGET AND FINANCE

(17-271) BUDGET REPORT

School Operating Fund	\$2,674,252.30
School Textbook Fund	\$1,184,838.38
Alleghany Foundation Nursing Grant	\$53,594.52
Governor's School	\$138,104.08
Scholarship	\$76,923.66
Alleghany Foundation Mental Health Initiative	\$10,736.32
School Capital	\$1,322,381.57
Medicaid Reimbursement	\$486,404.70
Technology	\$29,999.57
Grand Total	\$5,977,235.10

(17-272) MARCH 31 ADM REPORT

The preliminary March 31, 2017 average daily membership (ADM) as reported to the Virginia Department of Education is 2,114.6. This level is 14.6 students more than the 2,100 upon which our 2016-2017 budget is based, and is 61.5 less than the March 31, 2016 membership of 2,176.1. The average daily membership is a cumulative average of our division-level enrollment from the first day of school through March 31. It incorporates prorated membership for students who leave or enroll in the division during this time period. The March 31 average daily membership is a major component in the process by which the Virginia Department of Education computes our annual funding.

(Mr. Truett arrived to the meeting at 6:33 p.m.)

(17-273) RESOLUTION SUPPORTING VRS HEALTH INSURANCE CREDIT

This resolution supports provisions of the VRS Health Insurance Credit benefit to support staff positions (bus drivers, cafeteria, custodial, and maintenance), effective July 1, 2017. The annual cost is \$10,089.

MOTION: That the Board approve the VRS Health Insurance Credit provision for support staff, as presented.

MOTION: Mr. Franson

SECOND: Mrs. Seckner

ROLL CALL VOTE: Unanimous

SUPERINTENDENT REPORTS AND RECOMMENDATIONS

(17-274) CALENDAR INFORMATION

Mr. Kotulka reminded the Board of the following meetings:

- May 2, 11:30 a.m. – AHS Grubbs Glencairn Reception at JRTC
- May 4, 5:00 p.m. – JRTC Budget Work Session at JRTC
- May 4, 6:00 p.m. – AHS Senior Awards night
- May 7-9 – VASS Spring Conference in Roanoke
- May 9, 12:00 p.m. - Joint Board of Control at JRTC
- May 15, 6:00 p.m. - Regular meeting at Central Office Complex
- May 18 – Early Release / Last day of school
- May 19, 6:00 p.m. - Alleghany High School Graduation at AHS Mountaineer Field
- May monthly calendar

(17-275) VIRGINIA ENERGY PURCHASING GOVERNMENTAL ASSOCIATION

The Virginia Energy Purchasing Governmental Association (VEPGA) is an organization that negotiates electricity rates on behalf of local governments and political subdivisions of the Commonwealth of Virginia who elect to join the association. VEPGA members realize an electricity rate reduction of approximately 3.6%. The County of Alleghany is currently a member of VEPGA. This agreement will be considered for approval at the May meeting.

(17-276) ONE-TO-ONE INITIATIVE UPDATE

An update on the One-to-One Initiative was provided on the following topics:

1. Chromebook Staff Training: AHS / CMS
2. Chromebook Collection- AHS
3. Device Purchase: Clifton Middle School
4. Legacy Device Configuration: Elementary Schools
5. Kajeet – Additional Pricing Information

(17-277) APPROVAL FOR WI-FI NETWORKS AT CALLAGHAN ELEMENTARY SCHOOL, SHARON ELEMENTARY SCHOOL, AND MOUNTAIN VIEW ELEMENTARY SCHOOL

Per the Vision 2020 Phase III timeline, network infrastructure upgrades are to be completed in 2017-2018 at Sharon Elementary, Callaghan Elementary, and Mountain View Elementary. Per the Board's approval on January 23, 2017, an Invitation for Bid was published. Five vendors submitted proposals. The technology department recommended a contract be awarded to Advanced Network Systems.

MOTION: That the Board award a contract to Advanced Network Systems for Wi-Fi networks at Callaghan Elementary School, Sharon Elementary School, and Mountain View Elementary School, as presented.

MOTION: Mr. Truett

SECOND: Mrs. Seckner

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

5 - YES 1 - ABSENT 1 - NO

(17-278) WEBSITE ACCESSIBILITY/ADA STANDARDS

Portions of the Alleghany County Public Schools website and its associated school-level webpages are currently not ADA compliant. Information Technology is advising correction to those non-compliant components. Compliance will be achieved by no later than July 20, 2017.

MOTION: That the Board award a contract to App IStudio for website accessibility and ADA compliance services, as presented.

MOTION: Mrs. Seckner
SECOND: Mr. Franson
ROLL CALL VOTE: Unanimous

(17-279) APPROVAL FOR CAREER AND TECHNICAL EDUCATION LOCAL PLAN/PERKINS GRANT APPLICATION

The Perkins Grant provides funding for the Career and Technical Education programs. In Allegheny County Public Schools the funds received from this federal grant are used to support programs in Technology Education, Business Education, Family and Consumer Sciences, Health Sciences, and Agricultural Education. The CTE plan was presented at the March meeting for review.

MOTION: That the Board approve the submission of the Career and Technical Education Local Plan/Perkins Grant application, as presented.

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

(17-280) DISCUSSION OF BOYS HOME TRADES PROGRAM

Boys' Home is interested in taking an active role in training its residents for careers in fields that may not require a college education. An advisory committee has been formed to discuss and to develop a "Trades Program" (possibly HVAC courses) to share across cities/counties without adding to the burdens of the school systems. The advisory committee is comprised of members from school divisions, Boys' Home staff, local business people and other members at-large. Through the sharing of resources of all entities, opportunities could be available for young people to learn a skill or trade to enhance future employment. This program will be considered for approval at the May board meeting.

(17-281) APPROVAL OF NEW CAREER AND TECHNICAL EDUCATION COURSES AT CLIFTON MIDDLE SCHOOL

Clifton Middle School is planning to implement a new schedule for the 2017-18 school year. With the implementation of this schedule, the plan is to offer five additional Career and Technical Education courses. The state department must approve the new course applications, but the School Boards' approval is also required.

MOTION: That the Board approve the five additional CTE courses at Clifton Middle School, as presented.

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

(17-282) LOCAL ASSESSMENT ANNUAL RENEWAL

The Commonwealth of Virginia has revised the teacher evaluation criteria and localities will be implementing the revised system. One component of the new model is demonstrating student growth. The purchase price of the Renaissance Learning package includes STAR Math for grades 1-12, STAR Reading for grades 2-12, Early STAR Literacy for grades K-2, and Accelerated Reader for grades K-8. The total cost for the package is \$24,038.33. PowerSchool includes the IA test bank, onTRAC longitudinal data system, and the ability to utilize other test banks. The total cost of this renewal is \$29,000.00. The purchase will be funded with instructional supply and local technology funds. This annual renewal will be presented for approval at the May meeting.

(17-283) CAPITAL IMPROVEMENT AND OPERATIONAL MAINTENANCE UPDATE

Board members were provided with capital improvement and maintenance reports.

(17-284) APPROVAL TO RESEAL AND RESTRIPE PARKING LOTS AT SHARON ELEMENTARY SCHOOL, CALLAGHAN ELEMENTARY SCHOOL, ALLEGHANY HIGH SCHOOL, AND CENTRAL OFFICE

The parking lots at Sharon Elementary School, Callaghan Elementary School, Allegheny High School, and the Central Office are in need of resealing and restriping. Remac Inc. was recommended for the project.

MOTION: That the Board approve Remac, Inc. to reseal and restripe the parking lots at Sharon Elementary School, Callaghan Elementary School, Alleghany High School and the Central Office Complex, as presented.

MOTION: Mr. Wright

SECOND: Mr. Truett

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

5 - YES 1 - ABSENT 1 - NO

(17-285) APPROVAL FOR ALLEGHANY HIGH SCHOOL PARKING LOT MILLING AND RESURFACING
Portions of the parking lots and roadway at Alleghany High School are in need of resurfacing. GD&L, LLC was recommended for the project at a total cost of \$121,460.

MOTION: That the Board approve GD&L, LLC. to mill and resurface portions of the parking lot at Alleghany High School, as presented.

MOTION: Mr. Truett

SECOND: Mrs. Seckner

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

4 - YES 1 - ABSENT 2 - NO

(17-286) APPROVAL FOR ALLEGHANY HIGH SCHOOL STAGE REPLACEMENT

The stage in the auditorium at Alleghany High School is in need of replacement. Whitt Carpet & Tile were recommended at a total cost of \$25,462.66.

MOTION: That the Board approve Whitt Carpet and Tile to replace the flooring on the stage in the auditorium at Alleghany High School, as presented.

MOTION: Mrs. Seckner

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(17-287) ALLEGHANY HIGH SCHOOL RESTROOM RESTORATION

The restrooms across from the auditorium need remodeled. A suggestion was made to bundle the restroom renovations in with the renovations for the New Tech program.

(17-288) APPROVAL FOR UPGRADING OF CALLAGHAN ELEMENTARY SCHOOL MAIN ENTRANCE FOR SECURITY

A and D Glass will be completing the construction portion of the project. First Witness Security will install the key fob hardware following construction. The goal is to upgrade main entrances at each school to improve security. The total cost is \$26,700.

MOTION: That the Board approve upgrading the main entrance at Callaghan Elementary School, for security purposes, as presented.

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

(17-289) APPROVAL FOR CALLAGHAN ELEMENTARY PARAPET AND GYM ROOF

Metal coping needs to be installed around the gym to prevent water damage. Also, the foam roof on the gym needs to be recoated. Team Craft Roofing, Inc. was recommended at a total cost of \$69,750.

MOTION: That the Board approve Team Craft Roofing, Inc. for the Callaghan Elementary School parapet installation and recoating of the foam roof over the gym, as presented.

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

(17-290) APPROVAL FOR SCHOOL BOARD OFFICE PARAPET

Metal coping needs to be installed around the former gym at the School Board Office to prevent water damage. Reliance Roofing, Inc. was recommend at a total cost of \$16,300.

MOTION: That the Board approve Reliance Roofing to install metal coping around the former gym section at the School Board office, as presented.

MOTION: Mr. Truett
SECOND: Mrs. Seckner
ROLL CALL VOTE: Mr. Franson - YES
Mr. Lane - ABSENT
Mr. Persinger - NO
Mrs. Seckner - YES
Mr. Truett - YES
Mr. Tucker - YES
Mr. Wright - YES

5 - YES 1 - ABSENT 1 - NO

(17-291) APPROVAL FOR CALLAGHAN ELEMENTARY GYM ROOF

This item was combined with agenda item #17-289.

(17-292) APPROVAL FOR SHARON ELEMENTARY ROOF RESTORATION

Phase One of the Sharon roof restoration project was discussed and Skyline Roofing, Inc. was recommended at a total cost of \$288,038.

MOTION: That the Board approve Skyline Roofing, Inc. to perform Phase One of the Sharon Elementary roof restoration project, as presented.

MOTION: Mrs. Seckner
SECOND: Mr. Wright
ROLL CALL VOTE: Unanimous

POLICY REVISIONS

(17-293) REVISIONS BASED ON RECOMMENDATIONS FROM VSBA POLICY SERVICES AND/OR ADMINISTRATION

Policies were presented for review and will be presented for approval at the May meeting. Policies included were: BBFA, CBCA, GA, GAH, GCBD-RF, GCPF, IJ, JFCC, JHC, JO, JOA, JOA-R, JOA-R-F1, KG, LC-F, and LEB

OTHER BUSINESS

(17-294) ADDITION TO AGENDA

There were no further additions to the agenda.

CLOSED SESSION

(17-295) CODE OF VIRGINIA: PERSONNEL MATTERS 2.2-3711.A.1, STUDENT MATTERS 2.2-3711.A.2, REAL PROPERTY 2.2-3711.A.3, AND DISCUSSION OF SCHOOL SAFETY REPORTS 2.2-3711.A.19.

MOTION: That the School Board enter closed session to discuss Personnel, Student Matters, Real Property, and School Safety Reports, as authorized by the Code of Virginia Sections 2.2-3711.A.1, 2.2-3711.A.2, 2.2-3711.A.3, and 2.2-3711-A.19.

MOTION: Mr. Truett

SECOND: Mrs. Seckner

ROLL CALL VOTE: Unanimous

TIME: 8:06 p.m.

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

MOTION: Mr. Truett

SECOND: Mrs. Seckner

ROLL CALL VOTE: Unanimous

TIME: 8:51 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. Truett

SECOND: Mr. Franson

ROLL CALL VOTE: Mr. Franson - YES
 Mr. Lane - ABSENT
 Mr. Persinger - YES
 Mrs. Seckner - YES
 Mr. Truett - YES
 Mr. Tucker - YES
 Mr. Wright - YES

6 - YES 1 - ABSENT 0 - NO

TIME: 8:53 p.m.

Chairman, Alleghany County School Board

Clerk

PERSONNEL

(17-296) PERSONNEL ACTIONS

MOTION: That the Board approve all personnel actions as discussed in closed session and recommended by the Superintendent.

MOTION: Mr. Wright

SECOND: Mr. Truett

ROLL CALL VOTE: Unanimous

(17-297) RESOLUTION TO EXTEND SUPERINTENDENT'S CONTRACT

MOTION: That the Board approve to extend the superintendent's contract, thereby appointing him as superintendent July 1, 2017 through June 30, 2021.

MOTION: Mr. Truett
SECOND: Mr. Franson

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

4 - YES 1 - ABSENT 2 - NO

(17-298) APPROVAL OF PERFORMANCE EVALUATION REVISIONS

Revised administrator evaluations specific to operational administrators were presented. These parallel our current format utilized by our instructional staff and administrators as designed by James H. Stronge and adopted by our division. This version seeks to evaluate our professional role within the division that differs from instruction while maintaining a uniform evaluation format. The revised school counselor performance evaluation is also modeled after our adopted model designed by James H. Stronge and revised in 2016. Both revisions are proposed addendums to our currently approved evaluation systems.

MOTION: That the Board approve the revisions to the performance evaluations for Operational Administrators and School counselors, as presented.

MOTION: Mr. Truett

SECOND: Mrs. Seckner

ROLL CALL VOTE: Unanimous

(17-299) REVIEW OF TWO NEW JOB DESCRIPTIONS: TESTING AND TECHNOLOGY RESOURCE TEACHER (TTRT) AND ADMINISTRATIVE ASSISTANT FOR DIVISION SUPPORT

Board members were presented with a job description revision for the Testing and Technology Resource Teacher (TTRT) and a new job description for the Administrative Assistant for Division Support. These two job descriptions will be presented for approval at the May meeting.

ADJOURNMENT

MOTION: That the April 19, 2017 meeting be adjourned.

MOTION: Mr. Franson

TIME: 9:01 p.m.

Chairman, Alleghany County School Board

Clerk