

**CULPEPER COUNTY SCHOOL BOARD**  
**Minutes**  
**April 13, 2015**

A meeting of the School Board of Culpeper County was held April 13, 2015 at the Board of Supervisors Meeting Room at 302 N. Main Street, Culpeper, VA 22701. Present were Robert Beard (East Fairfax District); Nathaniel “Nate” Clancy (Catalpa District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg 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. Anne Luckinbill (Salem District) was absent due to a mandatory education class.

At 7 p.m., Ms. Hutchins called the meeting to order. A closed session was not deemed necessary prior to the meeting. Ms. Hutchins noted that Ms. Luckinbill was not present due to a mandatory education class.

Ms. Hutchins noted that Fred Creasy, Physics Teacher at CCHS, recently passed away. She asked those present to remember his family during the moment of silence. Ms. Hutchins led the Pledge of Allegiance.

***Adoption of Agenda***

Ms. Hutchins asked if there were changes to the agenda.

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

***Presentations/Recognitions***

Dr. Johnson and Ms. Hutchins presented Zealous Appreciation for Positive Performance Awards (ZAPP) to the following:

- For presenting “Table Talk” at the National At-Risk Youth Conference in Savannah, Georgia on March 3, 2015 – Jeanine Judd and Beverly “Anne” Richardson

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- For encouraging her students to try out for the 2015 Virginia Music Educators Association All-Virginia Choirs – Doray Walker
- For being selected to perform with the 2015 Virginia Music Educators Association All-Virginia SSAA Choir on April 25<sup>th</sup> in Tysons Corner, Virginia – Morgan Brown
- For being selected to perform with the 2015 Virginia Music Educators Association All-Virginia SATB Choir on April 25<sup>th</sup> in Tysons Corner, Virginia – Ross Hedlund, Alton Peters, and Brian Sauerwald
- For being selected as an alternate for the 2015 Virginia Music Educators Association All-Virginia SATB Choir on April 25<sup>th</sup> in Tysons Corner, Virginia – Hunter Elliot and Jay Laws
- For encouraging their students to perform in the 2015 All Virginia Elementary Chorus on March 28, 2015 at Eastern View High School in Culpeper, Virginia – David Brawn, Page Durham, Christopher Gibson, Caroline Pope, Benjamin Temple, and Catherine ter Weele
- For being selected to perform in the 2015 All Virginia Elementary Chorus on March 28, 2015 at Eastern View High School in Culpeper, Virginia – Maya Anthony, Tucker Brooks, Shatyia Brown, Cameron Broy, Madison Callahan, Wyatt Clatterbaugh, Lauren Cox, Brianna Deal, Ada Derby, Emily Donald, Trinity Duke, Lia Fowler, Shannon Fowler, Aralyse French, David Garcia, Kyla Gee, Joseph Goodman, Anna Hansohn, Sarah Harsh, Alma Hernandez, Bryce Hudson, Kiara Jackson, Sophie Jensen, Shelby Jones, Caroline Kamal, Taylor Killingsworth, Taylor LaFontaine, Ashtyn Pfeiff, Hailey Reck, Kaitlyn Smoot, Sana Tewari, Hailey Thompson, Ashley Williams, and Titeara Williams

***Reports*****(a) Farmington Elementary School Principal Report – Gail Brewer**

Principal Gail Brewer introduced Beverly “Anne” Richardson, Third Grade Teacher at Farmington Elementary School. Ms. Richardson said the goal of “Table Talk” is to prepare students for the 21<sup>st</sup> Century by having a more in-depth conversation. She shared several scenarios where “Table Talk” was used. She noted that “Table Talk” helps all students communicate better. Ms. Brewer noted that Jeanine Judd and Anne Richardson will present “Table Talk” at the National Youth At-Risk Conference in Los Vegas in November 2015.

Ms. Brewer shared information with the Board relative to the “American Red Cross Pillowcase Project”. She said the Red Cross staff taught the children about emergency preparedness using pillowcases.

Ms. Brewer shared with the Board that all of the members of New Salem Baptist Church volunteer at Farmington throughout the year.

Ms. Brewer said that All County Elementary Choir was held on March 27<sup>th</sup> and All State Elementary Chorus was held on March 28<sup>th</sup> at Eastern View High School. She noted that 42 school divisions participated in the All State Elementary Chorus and the event was organized by Page Durham.

Members of the All County Elementary Chorus sang “Agents of Change” for the audience.

### *Delegations*

Ms. Hutchins said persons may present ideas or concerns regarding Culpeper County Public Schools. She 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. She 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. Ms. Hutchins noted there would be a three minute limit for speakers.

There were no delegations.

### *Consent Agenda*

Ms. Hutchins reviewed the items on the consent agenda for approval. Mr. Beard noted the Finance Committee met and reviewed the bills and recommended they be approved.

**On motion of Mr. Beard seconded by Ms. North, the School Board considered approving the consent agenda. Dr. Johnson read the Teacher Appreciation Week Resolution and Child Nutrition Employee Week Resolution.**

- (a) Approval of Minutes – March 4, 9, & 23, 2015
- (b) Payroll and Payment of Bills
- (c) Personnel Recommendations
- (d) Second Reading of Bylaws Section 3.1 and JC R-1 (Out-of-Zone School Attendance)
- (e) Teacher Appreciation Week Resolution (May 4-8, 2015)

- (f) Child Nutrition Employee Week Resolution (May 4-8, 2015)  
**Motion carried 6-0 by voice vote. (Ms. Luckinbill was absent.)**

*The board considered the following action items:*

- (a) Approval of Special Education Annual Plan 2015/2016  
**On motion of Mr. Houck seconded by Ms. Smith, the School Board approved the Special Education Annual Plan for 2015/2016.**

Mr. Beard noted that a lot of work and preparation goes into the plan. He thanked the staff for all the hard work.

**Motion carried 6-0 by voice vote. (Ms. Luckinbill was absent.)**

- (b) Approval of Career and Technical Education Local Plan for 2015/2016  
**On motion of Mr. Houck seconded by Ms. North, the School Board approved the Career and Technical Education Local Plan for 2015/2016.**

Mr. Houck noted that the plan shows a comparison “local vs. state” and Culpeper exceeds the requirements in every category. He thanked the staff for all their hard work.

**Motion carried 6-0 by voice vote. (Ms. Luckinbill was absent.)**

- (c) First Reading of VSBA February Policy Updates, JFC R-1 (Student Code of Conduct) and JFCC R-1 (Student Conduct on School Buses)  
**On motion of Mr. Clancy seconded by Ms. Smith, the School Board approved the VSBA February Policy Updates, JFC R-1 (Student Code of Conduct) and JFCC R-1 (Student Conduct on School Buses) on first reading with second reading on May 11, 2015. Motion carried 6-0 by voice vote. (Ms. Luckinbill was absent.)**

*The Board heard the following reports:*

- (a) Finance Report  
Mr. Shomo said based on the March 31<sup>st</sup> ADM the division is looking at a revenue shortfall of \$1,250,582. He noted the budget was built on an ADM of 8,055 and the actual is 7,881.

Mr. Shomo noted the accounts payable approved this evening totaled \$414,222.

Mr. Shomo shared with the Board that the fuel this month cost \$2.04 per gallon and the division had budgeted \$3.81 per gallon.

Mr. Shomo said over the past year the utilities have increased by \$92,400. He noted that we should start to see savings each month because CCHS is nearing completion and we have taken over the controls. He reminded members that additional areas are being cooled that were never cooled before so there will be some increase in usage.

Mr. Shomo shared with the Board the Anthem Renewal Underwriting Analysis for October 2015 through September 2016. He said the health insurance claims last year totaled \$6.2M. He noted the following adjustments that are included in the plan – enrollment adjustment (covers additional employees insured), pooling charge (covers claims over \$150,000), and network access fee (right to use their network).

Mr. Shomo noted that some school divisions are experiencing a double digit increase in health insurance premiums; however, after a lot of discussion, we are not going to have an increase.

Dr. Johnson stated that it was decided that if rates increase next year the health insurance will be rebid.

Mr. Shomo shared with the Board the estimated revenue balance for June 30, 2015. He said there are still a lot of things to be finalized; however, the worst case scenario is \$378,530. He noted that payroll runs about \$4M each month and year-end purchases will not take place until revenues are confirmed.

Mr. Clancy asked how often the health insurance is put out to bid. Mr. Shomo said the county has an insurance broker who looks at the plans available and he feels the zero increase is good. Ms. Hutchins stated that in the past the insurance has been bid if the numbers don't look good. Dr. Johnson said the consultant agreed it would be time to rebid insurance next year.

Mr. Shomo shared with the Board the CCHS Renovation ledger sheets.

(b) Superintendent Search Update

Ms. Hutchins noted that the Board is scheduled to meet on April 22<sup>nd</sup> with the consultants to review the final list. She said the staff at McPherson & Jacobson is currently vetting the applicants and on April 22<sup>nd</sup> the Board will decide on who will be interviewed.

Ms. North asked if the Board will receive information on all the applicants. Ms. Hutchins said yes, on April 22<sup>nd</sup>. Ms. North said it would be nice to have the information ahead of time for Board members to review.

### ***Board Member Reports***

Ms. Smith said it is sad that the arts are so important and they are typically one of the first things cut out of the budget. She commended the staff for all the hard work that goes into the All County Elementary Chorus, arts, etc.

Ms. North said she and her husband attended the art show and were impressed with the student's abilities; it brought back a lot of memories. She said she also attended the recorder concert at Emerald Hill and it was very uplifting.

Mr. Beard said it is exciting that we have such a good fine arts program.

Mr. Houck noted that he participated in the School Improvement Process at Sycamore Park. He said it was a very informative day and thanked the school for all that went into the process. Mr. Houck shared with the Board that an EVHS agriculture teacher was the recipient of a \$20,000 grant that can be used toward the veterinary program. He noted that there were only eight grants awarded in the state.

Ms. Hutchins said she attended the elementary art program and the high school joint choir program. She said the student talent is amazing and she applauded the staff for all their hard work. She noted that Mr. Houck, Ms. Smith, and she attended the VSBA Central Regional forum and heard the report from the task force that was created to look at the issues facing schools in challenging environments.

Dr. Johnson said it is nice to have a School Board that appreciates the arts as much as the students, staff, and parents do. She hoped everyone had a wonderful Spring Break.

### ***Information Items***

- Summary of CCSB Committee Reports

- Membership – March 31, 2015

***Future Meeting Dates***

- April 20, 2015 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane (Closed Session at 6 p.m. if needed) - CANCELLED
- April 22, 2015 – CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- April 22, 2015 – CCSB Business/Work Session, 6 p.m. at the School Board Office, 450 Radio Lane (Closed Session at 6 p.m. if needed)
- April 23, 2015 – May 1, 2015 (Excluding Weekend) – CCSB Closed Session to Interview Candidates for Superintendent Vacancy, 6:15 p.m. ~ Location TBD
- May 11, 2015 – CCSB Finance Committee Meeting, 5 p.m. at Eastern View High School, 16332 Cyclone Way
- May 11, 2015 – CCSB Regular Board Meeting, 6 p.m. at Eastern View High School, 16332 Cyclone Way (Closed Session at 5:45 p.m. if needed) ~ Includes CCPS Teacher and Classified Employee Recognition

**On motion of Mr. Beard seconded by Mr. Houck, the School Board voted to adjourn at 8:04 p.m. Motion carried 6-0 by voice vote. (Ms. Luckinbill was absent.)**

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JEFFREY R. SHOMO, CLERK

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ELIZABETH S. HUTCHINS, CHAIR