

**POQUOSON CITY SCHOOL BOARD MEETING**  
**April 17, 2018 – 6:00 P.M.**  
**CITY OF POQUOSON COUNCIL CHAMBERS**

Present: Garry Carter, Chairman  
Gail Whittaker, Vice Chair  
Jennifer Mosteller  
Michelle Sheeler  
Christy Helsel  
Jeremy Jordan  
Wayne Holcomb  
Curtis Brown, Jr., Student Representative  
Jennifer Parish, Ed.D., Superintendent  
Antonia Fox, Ed.D., Assistant Superintendent for Instruction and Support Services  
Lenna Reimers, Clerk of the Board

I. CALL TO ORDER, PLEDGE TO THE FLAG. Chairman Carter called the meeting to order at 6:00 p.m. Henley Smith, a 2<sup>nd</sup> grader at Poquoson Primary School, led in the Pledge of Allegiance to the flag; and Caden McCann, a 2<sup>nd</sup> Grader at PPS, read an Inspirational Reading.

II. STUDENT PRESENTATION. Poquoson Primary School students presented on their STEM Challenge Projects.

III. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA. There were none.

IV. RECOGNITIONS.

A. Marie Trice, a representative of the Poquoson Art League presented checks to the four Poquoson Schools' art departments. Representing their school was: Jenni George, PPS; Barbara Wood, PES; Paula Freeman, PMS; Paula Bennett, PHS and Marie Whealton, PHS.

B. Chairman Carter recognized the 2017-2018 Poquoson Teachers of the Year. Molly Stearn, Poquoson Primary School; Deborah Steigerwald, Poquoson Elementary School; Deborah Blackstock, Poquoson Middle School; Irene Winchester, Poquoson High School.

C. Charlie French, Poquoson Kiwanis Club, recognized each of the Teachers of the Year, and presented them with a check for \$250.

D. Chairman Carter recognized Greg Gecowets as the March Volunteer of the Month for PHS.

E. Chairman Carter recognized Charlie French as the April Volunteer of the Month for PPS.

F. Chairman Carter recognized Jesse Chapman as the Senior of the Month.

G. Chairman Carter recognized Ashley Jarvis as the Virginia DECA State Finalist in the Hotel and Lodging Competition.

H. Chairman Carter recognized Olivia Hollowell and Colin Freeman for being named a member of the 2018 All-Virginia Chorus.

I. Chairman Carter recognized Christy Audeh for being named a member of the 2018 All-Virginia Band.

J. Chairman Carter recognized Emma Roberts and Alyssa Laney for winning first place in the Virginia 4<sup>th</sup> Grade Flag Essay Contest.

K. Chairman Carter recognized Deborah Blackstock as the Division Teacher of the Year.

V. PRESENTATIONS.

A. Financial Update. Mrs. Tara Woodruff, Executive Director of Finance, updated the Board on the PCPS budget. She informed everyone that the City Manager did release the City's proposed budget last week with a plan for City Council to adopt the budget on May 14. She informed those interested, that the proposed budgets for the School Division and the City can be found in the Poquoson Public Library or on each respective website. She updated the Board on the selection of the RFP on health and dental plans. She announced that Anthem was selected to remain as PCPS' health insurance provider, but there will be a change in the dental insurance provider to Anthem Dental.

B. Operations Update. Mr. Steve Pappas, Executive Director of Operations, presented an update on spring break maintenance work. In the area of food service, he announced that the pilot breakfast program is going well in its first week of operation. He informed the Board that the fifth graders at PES have been participating in this program which makes breakfast available each morning in the fifth grade pod. He stated that allows students to no longer have to stop in the cafeteria to obtain breakfast, but now receive a breakfast in the pod and take it into their classroom to eat. He announced that PCPS applied for a safety grant from the Insurance Company and received funding for the purchase of biohazard spill kits.

C. Instructional Update. Dr. Antonia Fox, Assistant Superintendent for Instruction and Support Services, presented to the School Board an update on the month of the military child and PCPS activities related to the support of the military connected students.

VI. PUBLIC COMMENT.

VII. CONSENT AGENDA.

- A. Approval of Financial Reports *(Enclosed)*
- B. Approval of Personnel Action *(Enclosed)*
- C. Authorization to Change Appropriation and to Accept and Expend Funds in Accordance with Attached Request *(Enclosed)*
- D. Approval of Minutes of March Regular Meeting, Work Session and Public Hearing *(Enclosed)*

Ms. Whittaker read the Consent Agenda above. Ms. Helsel made a motion to approve the Consent Agenda; Ms. Mosteller seconded and a vote was taken.

VOTE: 7:0

Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Mr. Jordan, Aye; Vice Chair Whittaker, Aye; Chairman Carter, Aye

VIII. OTHER MATTERS FOR CONSIDERATION.

A. Consideration of Approval of Special Education Plan, School Year 2018-2019  
*(Reading File Enclosed)*

Mr. Jordan made a motion to approve the Special Education Plan for SY 18-19; Ms. Sheeler seconded

and a vote was taken.

VOTE: 7:0

Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Mr. Jordan, Aye; Vice Chair Whittaker, Aye; Chairman Carter, Aye

B. Consideration of Approval of the Perkins Grant, School Year 2018-2019 *(Reading File Enclosed)*

Ms. Holcomb made a motion to approve the Perkins Grant, SY 18-19, Ms. Helsel seconded, and a vote was taken. *(Enclosed)*

VOTE: 7:0

Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Mr. Jordan, Aye; Vice Chair Whittaker, Aye; Chairman Carter, Aye

C. Consideration of Approval of Employee Health and Dental Benefit plan *(Reading File Enclosed)*

Ms. Sheeler made a motion to approve of Employee Health and Dental Benefit plan; Mr. Jordan seconded, and a vote was taken.

VOTE: 7:0

Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Mr. Jordan, Aye; Vice Chair Whittaker, Aye; Chairman Carter, Aye

D. Consideration of Approval of Proclamations for: Military Child Month, Public School Volunteer Week, Teacher Appreciation Week, School Nutrition Employee Appreciation Week, and National School Nurse Day *(Enclosed)*

Mr. Holcomb made a motion to approve Proclamations; Ms. Sheeler seconded, and a vote was taken.

VOTE: 7:0

Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Mr. Jordan, Aye; Vice Chair Whittaker, Aye; Chairman Carter, Aye

#### IX. COMMUNICATIONS AND/OR OTHER MATTERS BY SCHOOL BOARD AND/OR SUPERINTENDENT.

- Dr. Parish: She tagged onto what Mrs. Woodruff said about budget update, with the City Manager putting out the budget to City Council for their approval. She informed the Board that the City Manager did include funding in support of the Capital Improvement Plan items which included the major renovation to the middle school, as well as, the roof renovation to the high school and primary school and buses. She shared that she attended the Planning Commission meeting last night and they did approve the CIP presented by the City which includes the PCPS projects, so that will also move forward to City Council for consideration. She reminded the Board that with these projects approved, comes a debt of seventeen million dollars for the middle school renovation and three million

dollars for the other school projects. She indicated her appreciation of the support from City Council. She reminded the Board that they have a joint meeting with City Council on Monday, April 23<sup>rd</sup> to discuss budget and talk about CIP as well. She mentioned the Instructional Showcase Night held last month, which had teachers and students presenting for guests and highlighting our two Department of Defense grants, STEM and Project Based Learning. She shared that this will likely become an annual event.

- Mr. Brown: He presented an update on past and upcoming activities at each of the individual schools.

- Mr. Holcomb: No comment.

- Ms. Mosteller: She shared that she is very proud of the students and enjoyed this evening's presentation. She congratulated all the individuals who were recognized this evening. She thanked our military families for their service, and she asked the community to continue to wear purple this month to show support. She congratulated and thanked the PCPS Teachers of the Year. She said that Mrs. Blackstock's Division Teacher of the Year award is well deserved. She stated that all of the teachers are what makes this division so great.

- Ms. Helsel: No comment.

- Ms. Sheeler: She talked about parent volunteers and the valuable contributions they make to our schools; time, talents and sometimes monetary. She shared that parent volunteers fill so many different rolls; chaperones, mentors, tutors, club leaders, PTO members, guest speakers and classroom helpers.

- Mr. Jordan: He encouraged all of our students, especially seniors, not to fall into the senioritis trap. He wished everyone, including teachers a great end to the school year.

- Vice Chair Whittaker: No Comment.

- Chairman Carter: He thanked City Council for their continued support and funding to help us move ahead for improvements. He congratulated the Teachers of the Year. He thanked the military families and the sacrifices they make.

X. MATERIAL FOR BOARD REVIEW. None

XI. ADJOURNMENT. There being no further business before the Board, Chairman Carter adjourned the meeting at 7:16 p.m.

  
Garry Carter, Ed.D., Chairman

  
Lenna Reimers, Clerk of the Board

May 15, 2018  
Date