

**POQUOSON CITY SCHOOL BOARD MEETING**  
**January 16, 2018 – 6:00 P.M.**  
**CITY OF POQUOSON COUNCIL CHAMBERS**

Present: Gail Whittaker, Vice Chair  
Garry Carter  
Wayne Holcomb  
Jennifer Mosteller  
Christy Helsel  
Michelle Sheeler  
Jeremy Jordan  
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. Vice Chair Whittaker called the meeting to order at 6:00 p.m. Brandon Flores, a Senior at Poquoson High School, led in the Pledge of Allegiance to the flag; and Haley Hudgins, a Junior at PHS, read quotes by J.K.Rowling.

II. STUDENT PRESENTATION. Poquoson High School Veterans Project

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

IV. RECOGNITIONS.

A. Vice Chair Whittaker recognized Mike Bryant as being selected the Poquoson High School Volunteer of the Month.

B. Vice Chair Whittaker recognized Brandon Flores as the January Senior of the Month.

V. PRESENTATIONS.

A. WHRO. Mr. Bert Schmidt, WHRO President and CEO, and Mr. Brian Callahan, WHRO Vice President of Education, presented to the School Board a report on the Annual Impact Statement 2016-2017.

B. Financial Update. Mrs. Tara Woodruff, Executive Director of Finance, updated the Board on the calculation tool received for FY18.

C. Operations Update. Mr. Steve Pappas, Executive Director of Operations, presented an update on transportation, custodial services, security and maintenance.

D. Instructional Update. Dr. Antonia Fox, Assistant Superintendent for Instruction and Support Services, presented the School Board on an update on the Program of Studies and data from the Career and Technical education program. She announced that Monday, January 29 and Monday, February 19 are both full school days for all PCPS students and staff as inclement weather make-up days.

VI. PUBLIC COMMENT. None

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 Request *(Enclosed)*
- D. Approval of Minutes for December Regular Meeting and Work Session *(Enclosed)*

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

VOTE: 6:1 Abstain

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

#### VIII. OTHER MATTERS FOR CONSIDERATION.

- A. Election of PCPS' Board Officers

Ms. Whittaker nominated Dr. Garry Carter to be the PCPS Board Chairman; 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; Dr. Carter, Aye; Vice Chair Whittaker, Aye

Chairman Carter continued the meeting as Chairman.

- B. Consideration of Approval of 2018-19 Secondary Program of Studies *(Reading File Enclosed)*

Mr. Holcomb made a motion to approve the 2018-19 Secondary Program of Studies; Ms. Helsel seconded, and a vote was taken.

VOTE: 7:0

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

- C. Consideration of Approval of Request for Extended Field Trip to Czech Republic *(Reading File Enclosed)*

Mr. Jordan made a motion to approve the Request for Extended Trip to Czech Republic; 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; Chairman Carter, Aye; Vice Chair Whittaker, Aye

- D. Consideration of Approval of Second Reading of Changes to Policy 5-7.6, Employee

Absences/Unified Leave (*Reading File Enclosed*)

Ms. Whittaker made a motion to approve the Changes to Policy 5-7.6, Employee Absences/Unified Leave; 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; Chairman Carter, Aye; Vice Chair Whittaker, Aye

E. Consideration of Approval of Proclamations of National School Counselors Week and School Principals Appreciation Week (*Enclosed*)

Ms. Mosteller made a motion to approve the Proclamations; 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; Dr. Carter, Aye; Vice Chair Whittaker, Aye

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

- Dr. Parish: She welcomed Dr. Carter to the Board and shared that it is a pleasure to have him back on the Board; also for stepping up into a leadership role. She thanked Mr. Pappas for all the assistance he gave her for helping to make closing decisions based on the inclement weather. She shared that there are a lot of factors that goes into making those decisions. She announced that tomorrow schools will start on time but will follow a modified early dismissal schedule due to forecasted inclement weather. She thanked the Board and community for their patience as the division handles the winter weather.
- Mr. Brown: He presented an update on past and upcoming activities at each of the individual schools.
- Mr. Holcomb: He thanked Ms. Whittaker for her work during the transition of Chairman. He thanked Becky Morrison and students for their presentation this evening. He shared, as a Naval Officer veteran himself, he was very moved by their work recognizing Poquoson's Veterans.
- Ms. Mosteller: She thanked all the students and Ms. Morrison on their success of the veterans project. She shared that she has had the pleasure of working with Mike Bryant at various sporting events and thanked him for being so meticulous when pronouncing players names. She thanked Mr. Kast for his dedication to the School Board, and wished him all the best. She welcomed Dr. Carter to the Board. She thanked Mr. Schmidt and Mr. Callahan, from WHRO, for coming out and speaking this evening. She shared the web address of [www.emediava.org](http://www.emediava.org) with everyone for more information on online courses. She announced for everyone to save the date, as WHRO will host their annual Spelling Bee on February 17, 2018.

- Ms. Helsel: She welcomed Dr. Carter, and looks forward to working with him on the Board.
- Ms. Sheeler: She welcomed Dr. Carter. She shared on how much she appreciates the Poquoson school system, sponsors, including Lisa Hall for continuing to work with the Czech Republic exchange program and making this possible for our students.
- Mr. Jordan: He welcomed Dr. Carter to the Board, and looks forward to working with him. He shared that he was selected as Senior of the Month back in 2001, but believes he would not be chosen in today's student standards. He is very impressed listening to all of the student's accolades, and how talented they are. He stressed that picking a student of the month must be very difficult for administrators.
- Chairman Carter: He thanked the Board for inviting him back, and he is glad to be back. He promised to lead the Board to the best of his ability, and to lead the Division forward. He also thanked them for all the behind the scenes work that everyone does, and for working together to make meetings happen. He thanked Mr. Holcomb for his years of military service. He thanked Ms. Morrison and students on their veterans project and he loved how excited the students were during their presentation. He thanked all the veterans for their service and wants them to know they are respected and appreciated.
- Vice Chair Whittaker: She welcomed Dr. Carter back to the Board.

X. MATERIAL FOR BOARD REVIEW. None

XI. ADJOURNMENT. Chairman Carter announced that a work session would follow the Board Meeting on Budget Update, Recognition of Graduates at Graduation and New Matters by the Board. There being no further business before the Board, Chairman Carter adjourned the meeting at 7:04 p.m.

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Dr. Garry Carter, Chairman

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Lenna Reimers, Clerk of the Board

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Date