

POQUOSON CITY SCHOOL BOARD MEETING
June 19, 2018 – 6:00 P.M.
CITY OF POQUOSON COUNCIL CHAMBERS

Present: Garry Carter, Chairman
Gail Whittaker, Vice Chair
Wayne Holcomb
Christy Helsel
Michelle Sheeler
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.

II. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA. There was none.

III. RECOGNITIONS.

A. Nora Pierre, VML Representative, recognized PCPS for receiving the 2018 Risk Management Performance Award.

B. Nora Pierre recognized Mrs. Debbie Bunting for receiving the 2018 Individual Risk Management Excellence Award.

C. Chairman Carter recognized the High School Odyssey of the Mind Team for placing 5th at the World Competition.

D. Dr. Parish recognized Clint Gault, who was not in attendance, for placing 1st in the 1600 Meter Run and 2nd in the 800 Meter Run at the State Track Meet.

E. Chairman Carter recognized Becky Morrison for her community service award from the Friends of the National WWII Memorial.

F. Chairman Carter recognized Gail Whittaker for her years of service on the Board.

IV. PRESENTATIONS.

A. Financial Update. Mrs. Tara Woodruff, Executive Director of Finance, gave a report on donations received from July 2017 through June 2018. She reported that a total of donations to PCPS for the 2017-2018 school year was \$98,512.82. She thanked all who provided generous donations this year.

B. Operations Update. Mr. Steve Pappas, Executive Director of Operations, informed the Board that there will be another opportunity to receive additional school security equipment grant funds for the 2018-2019 school year, which PCPS will be applying for. He stated that the custodial and maintenance staff has started on their summer maintenance preparing for the next school year. He was excited to share that the "Breakfast in the Classroom" concept was field tested successfully, and will be incorporated at PPS and PMS in the fall.

C. Instructional Update. Dr. Antonia Fox, Assistant Superintendent for Instruction and Support Services, presented the School Board information on the ESSA Act and teacher professional development. She thanked everyone for a great school year and wished them a good summer.

V. PUBLIC COMMENT. None

VI. 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 the May Regular Meeting and Closed Session *(Enclosed)*
- E. Authorization for PHS to Apply for Membership with the Virginia High School League for School Year 2018-2019 *(Enclosed)*
- F. Authorization to Dispose of Surplus Property *(Enclosed)*
- G. Authorization for Superintendent to Sign a Renewal Contract with Aramark for Food Service Management *(Reading File Enclosed)*
- H. Consideration of Approval for the Superintendent to Execute a Lease Agreement for 2018-2019 with the Peninsula YMCA for Before and After School Care *(Reading File Enclosed)*

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

VOTE: 5:0

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

VII. OTHER MATTERS FOR CONSIDERATION.

A. Consideration of Approval of the Appointment of Student Representative to the School Board for School Year 2018-2019

Ms. Whittaker made a motion to approve the Appointment of Brendan Smith, as the Student Representative to the School Board for School Year 2017-2018; Mr. Holcomb seconded, and a vote was taken.

VOTE: 5:0

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

B. Consideration of Approval of the 2018-2019 ESSA Grant Application *(Reading File Enclosed)*

Mr. Holcomb made a motion to approve the ESSA Grant Application for School Year 2018-2019; Ms. Sheeler seconded, and a vote was taken.

VOTE: 5:0

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

C. Consideration of Approval for Textbooks Adoption for:

History and Social Science, French, and German (*Reading Files Enclosed*)

Ms. Sheeler made a motion to approve the Textbooks Adoption; Ms. Helsel seconded, and a vote was taken.

VOTE: 5:0

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

D. Consideration of Approval of Second Reading of Changes to Policy 5-7.6, Employee Absence/Unified Leave (*Reading File Enclosed*)

Mr. Holcomb made a motion to approve the Policy Changes to Employee Absence/Unified Leave; Ms. Whittaker seconded and a vote was taken.

VOTE: 5:0

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

E. Consideration of Approval of Moving First Reading of Changes to Policy Manual to Second Reading (*Reading File Enclosed*)

Ms. Holcomb made a motion to approve Moving the First Reading of Changes to Policy Manual to Second Reading; Ms. Helsel seconded and a vote was taken.

VOTE: 5:0

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

F. Consideration of Approval for Superintendent and Assistant Superintendent to sign all Virginia Department of Education Reports and Official Correspondence (*Enclosed*)

Ms. Helsel made a motion to approve the Superintendent and Assistant Superintendent to sign all VDOE Reports and Official Correspondence; Ms. Whittaker seconded and a vote was taken.

VOTE: 5:0

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

G. Consideration of Approval of Resolution Recommending Josh Reyes for the VSBA Media Honor Roll (*Enclosed*)

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

VOTE: 5:0

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

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

- Dr. Parish: She updated the Board and Community that the General Assembly passed a budget. She shared that with the passed budget comes an increase of \$78,000. to our budget. She stated that in August she will be bringing to the Board a budget to approve an increase in supplements and stipends that teachers receive; with any additional money left will then go toward additional staff. She shared with the Board and Community that starting this week the offices will be closed on Fridays through August 19, as the Division will be working 10 hour/4 day work weeks. She wished everyone a wonderful summer.
- Mr. Holcomb: He thanked the community for all that they do to support the schools. He wished everyone a safe and wonderful summer break.
- Ms. Helsel: She shared that she had the honor to attend graduation. She wished everyone a nice summer.
- Ms. Sheeler: She shared that she had the pleasure of attending the New Horizons & CTE Completers Ceremony, and the Governors School Ceremony. She was excited to see that Noah Dunn, Poquoson student, was the co-master of the Governors School ceremony. She stated that she also attend the annual PCPS recognition dinner and it was wonderful seeing those recognized for their service to the school division.

Whittaker : She welcomed Brendan Smith as the new student representative to the Board. She shared that six years ago she sat in the audience and watched Scott Diggs say goodbye as she was preparing to start her term. She shared with everyone her goodbyes and what a pleasure to have met and worked with such wonderful people over her six year term.

- Chairman Carter: He thanked everyone who made graduation happen. He thanked everyone that made the school year happen. He thanked teachers for all their work. He expressed to Ms. Whittaker that he is going to miss her, as they have served four years together on the Board.

VIII. MATERIAL FOR BOARD REVIEW

IX. ADJOURNMENT. Chairman Carter announced that a work session would follow the Board meeting to discuss VA's new Accreditation System, 2018-2019 Student Handbook & Code of Conduct, School Board Organization for 2018-19, and New Matters by the Board. There being no further business before the Board, Chairman Carter adjourned the meeting at 6:50 p.m.

Garry Carter, Ed.D., Chairman

Lenna Reimers, Clerk of the Board

Date