

**POQUOSON CITY SCHOOL BOARD MEETING
December 20, 2016 – 6:00 P.M.
CITY OF POQUOSON COUNCIL CHAMBERS**

Present: Steven Kast, Chairman
Gail Whittaker
Anne Rollins
Wayne Holcomb
Jennifer Mosteller
Christy Helsel
Michelle Sheeler
Jennifer Parish, Ed.D., Superintendent
Antonia Fox, Ed.D., Assistant Superintendent for Instruction and Support Services

I. CALL TO ORDER, PLEDGE TO THE FLAG. Chairman Kast called the meeting to order at 6:00 p.m. Annabelle Crockett, a Kindergarten student at Poquoson Primary School, led in the Pledge of Allegiance to the flag; and James Holloway, a Kindergarten student at PPS, read a selection from “How the Grinch Stole Christmas.”

II. STUDENT PRESENTATION. Mrs. Week’s Kindergarten class from Poquoson Primary School sang “Jingle Bells,” and “Deck the Halls.”

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

IV. RECOGNITIONS.

- A. Chairman Kast recognized Jennifer Booth as being selected the Poquoson Primary School Volunteer of the Month.
- B. Chairman Kast recognized Michelle Legan as the December Senior of the Month.
- C. Dr. Parish recognized Mr. David Hux as an outgoing School Board member.

V. PRESENTATIONS.

- A. Financial Update. Mrs. Tara Woodruff, Executive Director of Finance, presented the results of the 2016 financial and activity fund audits.
- B. Operations Update. Mr. Steve Pappas, Executive Director of Operations, presented a presentation on Aramark, K-12 Educational Dining.
- C. Instructional Update. Dr. Antonia Fox, Assistant Superintendent for Instruction and Support Services, presented the School Board on the community service activities taking place in our schools.

VI. PUBLIC COMMENT. Judith Harris addressed the School Board regarding the high school’s process for nomination of the Jefferson Scholar award for the University of Virginia.

VII. CONSENT AGENDA.

- A. Approval of Financial Reports (*Enclosed*)

- B. Approval of Personnel Action (*Enclosed*)
- C. Authorization to Dispose of Surplus Property (*Enclosed*)
- D. Authorization to Accept and Expend Funds in Accordance with Request (*Enclosed*)

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

VOTE: 7:0

Ms. Whittaker, Aye; Ms. Rollins, Aye; Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Chairman Kast, Aye

VIII. OTHER MATTERS FOR CONSIDERATION.

- A. Consideration of Approval of Minutes of November's Regular Meeting (*Enclosed*)

Ms. Mosteller made a motion to approve the November Minutes; Mr. Holcomb seconded, and a vote was taken.

VOTE: 5:2 abstain

Ms. Whittaker, Aye; Ms. Rollins, Aye; Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Abstain; Chairman Kast, Abstain

- B. Consideration of Approval of Second Reading of Changes to Policy 2-2.3, Advertising/Sales/Solicitation (*Reading File Enclosed*)

Ms. Whittaker made a motion to approve the Policy Changes; Ms. Rollins seconded, and a vote was taken.

VOTE: 7:0

Ms. Whittaker, Aye; Ms. Rollins, Aye; Mr. Holcomb, Aye; Ms. Mosteller, Aye; Ms. Helsel, Aye; Ms. Sheeler, Aye; Chairman Kast, Aye

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

- Dr. Parish: She welcomed the newest Board member, Ms. Michelle Sheeler. She informed everyone that the Governor issued his budget on December 16. She shared that we do have the calculation tool that Ms. Woodruff will be working with for the PCPS budget, and will have more information at the January work session. She also reminded the community that the Governor has released his budget but will also receive a budget from the House of Delegates, State Senators and from the General Assembly which is a beginning to a long process. She thanked everyone for their hard work and wished all a restful, safe break.

- Dr. Fox: She presented an update on past and upcoming activities at each of the individual schools.
- Ms. Whittaker: She thanked Mr. Hux for his service on the Board. She shared that it has been a pleasure serving with him and she is excited that he will continue to serve on City Council. She welcomed Ms. Sheeler to the Board. She shared her excitement that there were several applicants for this School Board position. Ms. Whittaker thanked Ms. Harris for speaking this evening and bringing her concern to the Board. She shared that Dr. Parish does a great job communicating with the Board and she looks forward to hearing her report updating us on this concern.
- Ms. Rollins: She thanked Ms. Harris for speaking.
- Mr. Holcomb: He echoed Ms. Rollins' comments.
- Ms. Mosteller: She thanked the children who participated this evening as well as those who were recognized. She welcomed Ms. Sheeler to the Board and looks forward to working with her. She thanked Mr. Hux for his service. She shared that Mr. Hux served with integrity and was a very good role model to her. She wished him the best of luck serving on City Council.
- Ms. Helsel: She echoed all comments this evening. She wished everyone Happy Holidays.
- Ms. Sheeler: She shared that she is pleased to be on the Board and looking forward to the challenge.
- Chairman Kast: He echoed all comments on Mr. Hux's service to the Board. He shared that Mr. Hux is a good man and has exemplified what we all should do when sitting on the School Board. He welcomed Ms. Sheeler to the Board. He shared that he commends City Council on the Board selection process and for bringing us a great candidate.

X. MATERIAL FOR BOARD REVIEW. Audit reports.

XI. ADJOURNMENT. Chairman Kast announced that a work session would follow the Board Meeting to review Program of Studies, Capital Improvement Plan, Statement of Economics, and any New Matters by the Board. There being no further business before the Board, Chairman Kast adjourned the meeting at 6:44p.m.

Steven Kast, Chairman

Dr. Antonia Fox, Deputy Clerk of the Board

Date