

**POQUOSON CITY SCHOOL BOARD MEETING**  
**January 17, 2017 – 6:00 P.M.**  
**CITY OF POQUOSON COUNCIL CHAMBERS**

Present: Steven Kast, Chairman  
Gail Whittaker  
Anne Rollins  
Jennifer Mosteller  
Christy Helsel  
Michelle Sheeler  
Brody McDevitt, 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 Kast called the meeting to order at 6:00 p.m. Elizabeth Miles, a sophomore at Poquoson High School, led in the Pledge of Allegiance to the flag; and Mario Torres, a sophomore at PHS, read some educational quotes.

II. STUDENT PRESENTATION. Poquoson High School student, Cameron Ross, presented on the PHS Stock Market Club.

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

IV. RECOGNITIONS.

A. Chairman Kast recognized Traci Ulmen as being selected the Poquoson High School Volunteer of the Month.

B. Chairman Kast recognized Mariah Hanson as the January Senior of the Month.

V. PRESENTATIONS.

A. Financial Update. Mrs. Tara Woodruff, Executive Director of Finance, updated the Board on the calculation tool received for FY17.

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

C. 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.

VI. PUBLIC COMMENT. None

VII. CONSENT AGENDA.

A. Approval of Financial Reports (*Enclosed*)

B. Approval of Personnel Action (*Enclosed*)

C. Authorization to Change Appropriation in Accordance with Attached Request (*Enclosed*)

- D. Approval of Minutes of December Regular Meeting and Work Session (*Enclosed*)
- E. Approval for Mr. Kast as Representative on the NHREC Board for the remainder of the 16-17 School Year

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

VOTE: 6:0

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

#### VIII. OTHER MATTERS FOR CONSIDERATION.

- A. Consideration of Approval of PCPS Capital Improvement Plan for FY18-22 (*Enclosed*)

Ms. Whittaker made a motion to approve the PCPS Capital Improvement Plan for FY18-22; Ms. Mosteller seconded, and a vote was taken.

VOTE: 6:0

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

- B. Consideration of Approval of 2017-18 Secondary Program of Studies (*Reading File Enclosed*)

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

VOTE: 6:0

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

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

Ms. Sheeler made a motion to approve Field Trip to Czech Republic; Ms. Mosteller seconded, and a vote was taken.

VOTE: 6:0

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

- D. Consideration of Approval of Adjustments to the 2016-2017 Calendar (*Reading File Enclosed*)

Ms. Rollins made a motion to approve the 2016-2017 Calendar Adjustments; Ms. Sheeler seconded, and a vote was taken.

VOTE: 6:0

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

- E. Consideration of Approval of Proclamation of National School Counselors Week  
(*Enclosed*)

Ms. Whittaker made a motion to approve the Proclamation of National School Counselors Week; Ms. Mosteller seconded, and a vote was taken.

VOTE: 6:0

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

- F. Consideration of Approval of Proclamation of Virginia School Principals Appreciation  
Week (*Enclosed*)

Ms. Helsel made a motion to approve the Proclamation of Virginia School Principals Appreciation  
Week; Ms. Whittaker seconded, and a vote was taken.

VOTE: 6:0

Ms. Whittaker, Aye; Ms. Rollins, 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 invited the community to the Board's Public Forum, which will be held on Thursday, January 19, 2017 at 5:30 p.m. to address budget concerns. She announced that a health insurance survey for all employees will be going out tomorrow, which will provide input to the school division for decision-making purposes. She thanked Gwen Lee, Langley School Liaison, for attending the Board meeting. She thanked Ms. Lee for all the support that she gives PCPS. Dr. Parish personally thanked Board members, employees and community members for the support everyone has given her over the past few weeks, which has been very challenging. She shared that Poquoson is a special place with a supporting community.
- Brody McDevitt: He presented an update on past and upcoming activities at each of the individual schools.
- Ms. Whittaker: No comment.
- Ms. Rollins: She shared that she was very impressed with Cameron's presentation.
- Ms. Mosteller: She thanked all the students who participated in the School Board meeting.

- Ms. Helsel: No comment.
- Ms. Sheeler: No comment.
- Chairman Kast: He thanked all students who participated in the Board meeting, and thought Cameron's presentation was amazing.

X. MATERIAL FOR BOARD REVIEW.

XI. ADJOURNMENT. There being no further business before the Board, Chairman Kast adjourned the meeting at 6:48 p.m.

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Steven Kast, Chairman

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Lenna Reimers, Clerk of the Board

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Date