

POQUOSON CITY SCHOOL BOARD MEETING
August 23, 2016 – 6:00 P.M.
CITY OF POQUOSON COUNCIL CHAMBERS

Present: Steven Kast, Chairman
David Hux, Vice Chairman
Gail Whittaker
Anne Rollins
Wayne Holcomb
Jennifer Mosteller
Christy Helsel
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., and led in the Pledge of Allegiance to the flag.
- II. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA. None.
- III. RECOGNITIONS.
 - A. Dr. Parish recognized Allan Melton and Garry Carter as outgoing School Board members.
- IV. PRESENTATIONS.
 - A. Financial Update. Ms. Tara Woodruff, Executive Director of Finance, presented a presentation on item VI-C of the Consent Agenda, Authorization to Accept and Expend Additional Revenues. She explained the changes made to help improve the understanding of this report. She reported that benefits enrollment is open for new teachers. She stated that she is working on the state required Annual School Financial Report for fiscal year 2016 that is due in September.
 - B. Operations Update. Mr. Steve Pappas, Executive Director of Operations, presented an update on transportation stating that letters went home to K-5 students soliciting information on “Alternate” pick-up and drop off locations to give parents an opportunity to communicate this information prior to the start of school. He also informed the Board that the summer cleaning crew needed to complete just a few more finishing touches, but PCPS will be ready to welcome faculty and staff this week. He updated everyone on maintenance to include the painting of the cafeteria, various classrooms, hallways, bathrooms, gym walls, and parking lot lines. At PHS the following took place: retrofitting and modifying an existing bathroom used by mobility impaired students, creating a sidewalk to allow students to walk from the circle and pool parking lots without walking into the path of cars, adding a sidewalk from the gym hallway to the track, added a handicap ramp from the circle at PHS to the ball field, and creating a concrete pad for the ticket booth servicing the softball field. A usable field was created behind PES for students and the community.
 - C. Instructional Update. Dr. Antonia Fox, Assistant Superintendent for Instruction and Support Services, presented information on the recent release of SOL scores and shared a few Back to School dates of interest.

V. PUBLIC COMMENT. None

VI. CONSENT AGENDA.

- A. Approval of Financial Reports *(Enclosed)*
- B. Approval of Personnel Action *(Enclosed)*
- C. Authorization to Accept and Expend Funds in Accordance with Request
(Enclosed)

Mr. Hux read the Consent Agenda above. Mr. Holcomb made a motion, seconded by Ms. Whittaker, that the Consent Agenda be approved as read. Vote was taken.

VOTE: 7:0

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

VII. OTHER MATTERS FOR CONSIDERATION.

- A. Consideration of Approval of Minutes of the June Regular Meeting and Work Session
(Enclosed)

Ms. Whittaker made a motion, seconded by Ms. Rollins that the minutes be approved. Vote was taken.

VOTE: 5:2 abstain

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

- B. Consideration of Approval of Minutes of July Special Organizational Meeting *(Enclosed)*

Ms. Rollins made a motion, seconded by Ms. Mosteller that the minutes be approved. Vote was taken.

VOTE: 6:1 abstain

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

- C. Consideration of Approval of Second Reading of Changes to Policy Manual
(Reading File Enclosed)

Ms. Whittaker made a motion, seconded by Mr. Holcomb that the changes to the Policy Manual be approved. Vote was taken.

VOTE: 7:0

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

- D. Consideration of Approval of First Reading of Changes to Policy 5-7.4, Travel Expenses, to Second Reading *(Reading File Enclosed)*

Mr. Rollins made a motion, seconded by Mr. Hux, the changes to the Policy 5-7.4 be moved to second reading. Vote was taken.

VOTE: 7:0

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

E. Consideration of Approval Appointment of Deputy Clerk *(Reading File Enclosed)*

Ms. Whittaker made a motion, seconded by Mr. Holcomb, that the Appointment of Dr. Fox as Deputy Clerk be approved. Vote was taken.

VOTE: 7:0

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

F. Consideration of Approval of Authorized Signature in Absence of Division Superintendent *(Enclosed)*

Ms. Mosteller made a motion, seconded by Ms. Helsel for approval of Dr. Fox to be authorized for Signature in Absence of Division Superintendent.

VOTE: 7:0

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

G. Consideration of Approval of Personnel Action *(Enclosed)*

Mr. Holcomb made a motion, seconded by Ms. Whittaker for approval of Personnel Action.

VOTE: 6:1 abstain

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

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

- Dr. Parish. She welcomed everyone back. She stated that new teacher orientation was yesterday. She thanked Kiwanis Club of Poquoson for welcoming the new teachers with a breakfast this morning, and for giving each new teacher a \$50 gift certificate. She welcomed Jennifer Mosteller and Christy Helsel as two new Board members. She announced to everyone that the dates and times for Open Houses are published on the PCPS websites and encouraged parents to attend. She concluded with reminding everyone that school buses will be back on the road September 6, asking for patience as we start the new school year.

- Ms. Whittaker. She thanked Garry Carter and Al Melton for their service on the Board. She welcomed Christy Helsel and Jennifer Mosteller to the Board.
- Ms. Rollins. No Comment.
- Mr. Holcomb. He thanked Garry Carter and Al Melton for their service on the Board. He also welcomed the new Board members, Christy Helsel and Jennifer Mosteller.
- Ms. Mosteller. She thanked Dr. Carter and Mr. Melton for their service. She commented that she is looking forward to serving on the Board.
- Ms. Helsel. She echoed Ms. Mosteller's comments.
- Mr. Hux. He thanked the PTOs from all schools, and administration for the "Welcome to Poquoson" dinner event for new families. He stated that he feels the event showed great reflection of the Poquoson community. He again thanked them for their efforts and thoughtfulness.
- Chairman Kast. He thanked Al Melton and Garry Carter for their service. He welcomed Jennifer Mosteller and Christy Helsel. He also welcomed all new teachers to PCPS. He thanked Mr. Manfred Freeman for all the work he has done on the PES field. He stated that he is looking forward to convocation this week.

IX. MATERIAL FOR BOARD REVIEW. There were none.

X. ADJOURNMENT. Chairman Kast announced that a work session would follow the Board Meeting to discuss instructional data review and update to the crisis management plan. There being no further business before the Board, Chairman Kast adjourned the meeting at 6:30p.m.

Steven Kast, Chairman

Lenna Reimers, Clerk of the Board

Date