

The Washington County School Board convened for a School Board Meeting on Tuesday, September 5, 2017, at 7:00 p.m. The meeting was held at the School Board Office, 812 Thompson Drive, Abingdon, Virginia. Present were:

Dr. Brian C. Ratliff, Superintendent	Dr. Doug Arnold
Ms. Melissa Caudill, Director of Finance & Clerk of the Board	Mr. Terry Fleenor
Ms. Elizabeth Lowe, Chair	Mr. Dayton Owens
Mr. Billy Brooks, Vice Chair	Mr. Danny Ruble

1. The meeting was called to order by Ms. Elizabeth Lowe, School Board Chair.
2. Determination of quorum – six of seven board members were present. Mr. Musick was not able to attend due to a death in the family.
3. Dr. Brian Ratliff led the Pledge of Allegiance.
4. Upon motion by Mr. Owens, seconded by Mr. Ruble, the agenda was approved by 6-0 vote.
5. Ms. Lowe called for public comment and the following person was signed in to speak.
 - Kathy Smith, President of the Washington County Education Association (WCEA) reminded the School Board that American Education Week is November 13-17, 2017. The WCEA will recognize individuals who are making a difference in our schools. The 2017 theme this year is "Great Public Schools: A Basic Right and Our Responsibility". Ms. Smith invited the Board members to the kick off day on Monday, November 13, where the WCEA will host various events for their members. The rest of the week's activities are planned as follows: Tuesday, November 14 is Parents Day; Wednesday, November 15 is Education Support Professionals Day; Thursday, November 16 is "Educators for a Day"; and Friday, November 17 is Substitute Educators Day. The daily events will be held to honor individuals who are making a difference by ensuring that every child receives a quality education. Ms. Smith also noted the concerns of some employees regarding the transition to biweekly pay periods.
6. Dr. Ratliff recognized the following schools that received the 2017 Virginia Index of Performance (VIP) Board of Education Excellence Awards or the Distinguished Achievement Award. The principals of each of the awarded school were present for the recognition. Awards were presented to Greendale (Ms. Allyson Willis), Watauga (Dr. Marie Stanley) and High Point Elementary (Ms. Courtney Reedy) Schools for Elementary Excellence. John S. Battle (Mr. Randy Poole) and Patrick Henry (Mr. Don Blackburn) High Schools received the High-Distinguished Achievement Award. The School Board members expressed appreciation for the staff at the schools and for all the efforts to ensure our students receive a quality education.
7. Upon motion by Mr. Fleenor, seconded by Dr. Arnold, by 6 -0 vote, the following items were approved on the consent agenda as presented:
 - Minutes of the August 21, 2017, School Board Meeting
 - Bills Dated 9/5/2017
 - General Fund: \$ 331,612.10
 - Textbook Fund: \$ 20,024.70
 - School Construction Fund \$ 18,875.00
 - 8/10/17 PAYROLL WARRANT # 170810 \$ 145,422.44
 - 8/11/17 PAYROLL WARRANT # 170811 \$2,144,804.81

8/25/17 PAYROLL WARRANT # 170825 \$2,212,864.32

- File EBBB, Personnel Training Viral Infections

8. Dr. Jeff Noe reviewed the following School Board Policies on Draft reading:

- File FA, Charter Schools
- File FA, Charter Schools Application
- File FA-R, Charter School Regulations
- File JRCA, School Service Providers' Use of Student Personal Information
- File LC, Charter Schools
- File LC-E, Washington County Charter School Application Addendum
- File LC-R, Charter School

9. Dr. Chad Wallace reviewed the following School Board Policy on Draft reading:

- File GAH, School Employee Conflict of Interest

After discussion, Dr. Wallace was asked to bring Policy GCBDA, Sick Leave, back on Draft reading to the October 2, 2017 School Board Meeting.

10. Upon motion by Mr. Brooks and seconded by Dr. Arnold, by 6-0 vote the following policies were approved on First reading.

- File EEAC, School Bus Safety Program
- File EFB, Free and Reduced Price Food Services
- File KBA, Requests For Information
- File KBA-E, Rights & Responsibilities

11. Mrs. Caudill presented the Supplemental Appropriation Request to the County Administrator for fiscal year ending June 30, 2017. There was no request for additional local funding. The June 30, 2017 final local appropriations balance in the General Fund was \$606,698 which consisted of carryover funds for A. Linwood Holton Governor's School, Medicaid, Mt. Roger's Regional Adult Program and encumbered committed funds. The letter also included the beginning balance adjustments needed to revise the FY 2018 beginning balances for the Textbook, School Construction and School Nutrition funds.

Upon motion by Mr. Ruble, seconded by Mr. Fleenor, by 6-0 vote the Board approved the FY2017 Supplemental Appropriation Request that was presented.

12. Superintendent's Report – Strategic Planning

Dr. Ratliff reminded the Board that he previously requested to be placed on the Board of Supervisor's September 12, 2017 agenda to provide a public update regarding our Washington County School's academic achievements and standings as well as programs and our facilities long term challenges.

An update on the progress of the Washington County Skill Center building demolition was provided. Safety and liability concerns have been a major concern with the empty Skill Center Building in such close proximity to the middle school, high school, technical school as well as the Coomes Recreational Center and Cinemall where children and community members congregate. It is a relief to be close to resolving these safety concerns in this heavily congested student area.

As a reminder, the September 18, 2017 School Board meeting will be a Strategic Planning Session and will cover several topics including the long term Schools Facility plan Capital Improvement Plan (CIP) document, as

well as a financial update and comprehensive discussions of academic programs and instructional initiatives.

Dr. Ratliff provided a Fiscal Year End 2017 financial update to the School Board. Mrs. Lowe asked that this document, 'Washington County Virginia Public Schools Fiscal Year End 2017 Financial Update', also be posted on Board Docs for public review along with the other School financial information. Dr. Ratliff assured the Board that this fiscal review document is posted on Board Docs for public viewing. The FY 2017 financial status was discussed as Dr. Ratliff provided an overview discussing the final balances in the four school funds (General, Textbook, Facility, Nutrition) noting the challenges of decreased revenues and offsetting reductions in staffing, supplies and other expenditures. After the final appropriation of the FY 2018 budget by the Board of Supervisors for the year end supplemental appropriations, the FY 2018 final budget will be posted as well.

Additionally, as an update on the sale of Southview III, Lots 13 & 14 property, there is currently a contract pending a \$30,000 sale.

Dr. Ratliff commented that we received a request from the County Office asking for the FY 2017 Standards of Quality (SOQ) personnel costs. This information is included on the Superintendent's Annual School Financial Report which is posted on the Washington County School's website. This is a comprehensive annual report due to the Department of Education (DOE). The section of the FY 2016 report providing the SOQ costs was sent to Mr. Berry's office. The FY 2017 report is still in progress and will be completed by September 30, when it is due to the DOE, he will send a copy to Mr. Berry's office as well as post it in the financial area on the School's website.

13. Upon motion by Mr. Fleenor, seconded by Mr. Owens, by 6-0 vote, the agenda for the September 18, 2017, School Board Meeting was approved as amended.

14. Superintendent Update:

Dr. Ratliff informed the Board that he has received numerous positive comments from community members regarding our schools and students. An update regarding the Washington County Fair on Friday, September 15 was provided. The theme this year is "All Roads Lead to the County Fair".

15. Upon motion by Mr. Brooks, seconded by Mr. Ruble, by 6-0 vote, closed session was declared, after a five-minute break, pursuant to §2.2-3711 of the *Code of Virginia* to discuss the following:

SECTION 2.2-3711 A (2)

REQUEST FOR RELEASE FROM COMPULSORY SCHOOL ATTENDANCE DUE TO RELIGIOUS EXEMPTION, CASES # 8-11 (2017- 2018)

SECTION 2.2-3711 A (1)

CONSIDER EMPLOYMENT OF SPECIFIC INDIVIDUAL(S):

- Assistant Volleyball Coach, Abingdon High School
- Bookkeeper, Glade Spring Middle School
- 8th Grade Cheerleading Coach, Glade Spring Middle School
- Teacher, Washington County Career & Technical Education Center
- Teacher, Washington County Technical School

SUPERINTENDENTS' DOCUMENT A, ACADEMIC DEPARTMENT
HEADS, TEAM LEADERS, COORDINATORS, OTHER POSITIONS
WITH SUPPLEMENTS

SUPERINTENDENTS' DOCUMENT C, TEACHING ATHLETIC
COACHES

CONSIDER SPECIFIC INDIVIDUAL(S) FOR SUBSTITUTE TEACHING:

CONSIDER RESIGNATION OF SPECIFIC INDIVIDUAL(S):

- 8th Grade Boys' Basketball Coach, Middle School
- Head Girls' Tennis Coach, High School
- Assistant Baseball Coach, High School

*CONSIDER SPECIFIC INDIVIDUAL(S) WITH NON-TEACHING ASSIGNMENT:
TO RECEIVE COACHING SUPPLEMENT ONLY AND SUBJECT TO (1) VHSL
APPROVAL AND (2) WITHIN NUMBER OF POSITIONS APPROVED FOR
COACHING:*

SUPERINTENDENTS' DOCUMENT B, NON-TEACHING ACADEMIC
DEPARTMENT HEADS, TEAM LEADERS, COORDINATORS, OTHER
POSITIONS WITH SUPPLEMENTS

16. Upon motion by Mr. Brooks, seconded by Dr. Arnold, by 6-0 vote, closed session ended, and the meeting reconvened in regular session.
17. Upon motion by Mr. Brooks, seconded by Mr. Owens, by 6-0 vote, closed session was certified pursuant to Section 2.2-3712 of the *Code of Virginia*.
18. Upon motion by Mr. Owens, seconded by Mr. Brooks, by 4-2 vote, (Mr. Ruble and Mr. Fleenor opposed), students in Cases 8-10 (2017-2018) were released from compulsory school attendance due to religious exemption.
19. Upon motion by Mr. Owens, seconded by Mr. Brooks, by 5-1 vote, (Mr. Ruble opposed), student in Case 11 (2017-2018) was released from compulsory school attendance due to religious exemption.
20. Upon motion by Mr. Brooks, seconded by Mr. Ruble, by 6-0 vote, the following actions were approved as recommended by the Superintendent:

EMPLOYMENT:

- Debbie Boyd, Assistant Volleyball Coach, Abingdon High School, Effective August 28, 2017
- Manisha Carver, Bookkeeper, Glade Spring Middle School, Effective September 6, 2017
- Tami Counts, 8th Grade Cheerleading Coach, Glade Spring Middle School, Effective September 6, 2017
- Gene Greer, Teacher, Washington County Career & Technical Education Center, Effective September 6, 2017
- Kathryn Roussel, Teacher, Washington County Technical School, Effective September 6, 2017

SUPERINTENDENTS' DOCUMENT A, ACADEMIC DEPARTMENT
HEADS, TEAM LEADERS, COORDINATORS, OTHER POSITIONS
WITH SUPPLEMENTS:

- Yearbook Sponsor, Megan Holman
- Forensics, Crystal Hurd
- Debate, Crystal Hurd

- Gifted Coordinator, Mary Beverly
- Gifted Coordinator, Rachel Harding
- Technology Coordinator, Dede Whichard
- Academic Head VHSL Coach, Lauren Singleton
- Academic Head VHSL Coach, Matthew Bonham
- English, Kathy Hulse
- Health/P.E., Skip Bailey
- History/Social Studies, Mary Beverly
- Mathematics, Sherry Weddle
- Science, Christy Hogston
- Special Education, Kim Laws
- Special Education, David Berry
- Fine Arts, Gary Holley
- Media, Virginia Hollifield
- Guidance, Trina Gross
- Career & Technical, Dedria Whichard
- Foreign Language, Lisa Fore
- Yearbook Sponsor, Erik Carrigan
- Forensics, Erik Carrigan
- Drama, Erik Carrigan
- Debate, Erik Carrigan
- Gifted Coordinator, Buffy Milhorne
- Technology Coordinator, Missy Morrison
- Academic Head VHSL Coach, Sheila Counts
- Drug Coordinator, Sheila Counts
- Community Scholars, Julie Matlock
- English, Jodi Baldwin
- Health/P.E., Derrick Patterson
- History/Social Studies, Jeff Blevins
- Mathematics, Travis Gray
- Science, Steve Ahn
- Special Education, Brent Mossholder
- Fine Arts, Logan Childress
- Media, Missy Morrison
- Guidance, Connie Boger
- Career & Technical, Sarah Scyphers
- Foreign Language, Tiffany Williamson

- Yearbook Sponsor, Michelle Duncan
- Forensics, Sonya Seymore
- Drama, Melissa Burke
- Gifted Coordinator, Jillian Smith
- Gifted Coordinator, John Walker
- Technology Coordinator, Tina Osborne
- Academic Head VHSL Coach, Beverly Eason
- Drug Coordinator, Beth Delp
- Community Scholars, Catherine Baker
- English, Michelle Duncan
- Health/P.E., Beth Delp
- History/Social Studies, John Caywood
- Mathematics, Lorrie Gregory
- Science, Beverly Eason
- Special Education, Dwain Lyons
- Fine Arts, Cathy Hicks
- Media, Tina Osborne
- Guidance, Catherine Baker
- Career & Technical, Kevin Thayer
- Foreign Language, Tammy Snapp
- Yearbook Sponsor, Karen Carrier
- Forensics, James Redman
- Drama, Melissa Buckles
- Debate, Sarah Sanders
- Gifted Coordinator, Carrie Cornett
- Technology Coordinator, Rebecca Blevins
- Academic Head VHSL Coach, Susan King
- Drug Coordinator, Cherith Southworth
- Community Scholars, Susan King
- English, Carrie Cornett
- Health/P.E., Tim Sholes
- History/Social Studies, Sarah Sanders
- Mathematics, Teresa Austin
- Science, Andrea Garrett
- Special Education, Gina Turner
- Fine Arts, Mark Collins

- Media, Rebecca Blevins
- Guidance, Diana Smith
- Career & Technical, Phil McCroskey
- Foreign Language, Jonathan Finnell
- Technology Coordinator, Teresa Campbell
- Technology Coordinator, Kim Hobbs
- Gifted Coordinator, Kim Winebarger
- Drug Coordinator, Jennifer Davis
- Yearbook Sponsor, Jim McCall
- Technology Coordinator, Brad Fore
- Gifted Coordinator, Meredith Anderson
- Drug Coordinator, Lisa Fugate
- Yearbook Sponsor, Brenda Sprinkle
- Technology Coordinator, Jennifer Puckett
- Technology Coordinator, Ginger Chapman
- Gifted Coordinator, Jennifer Puckett
- Gifted Coordinator, Sara Rush
- Drug Coordinator, Jamie Moser
- Yearbook Sponsor, Stephanie Duncan
- Yearbook Sponsor, Elizabeth Belcher
- Technology Coordinator, Chasity McGlothlin
- Gifted Coordinator, Bethany Johnson
- Drug Coordinator, Lynda Anderson
- Technology Coordinator, Michelle Cunningham
- Gifted Coordinator, Krystal Landeros
- Drug Coordinator, Tonya O'Dell
- Yearbook Sponsor, Angela Owens
- Yearbook Sponsor, Megan Nunley
- Technology Coordinator, Jennifer Johnson
- Gifted Coordinator, Sarah Mercer
- Drug Coordinator, Kevin Lockhart
- Yearbook Sponsor, Tina Parks
- Yearbook Sponsor, Katie Rose
- Technology Coordinator, Paul Davidson
- Technology Coordinator, David Baber
- Gifted Coordinator, Paul Davidson

- Drug Coordinator, Amy Davis
- Yearbook Sponsor, Jamie Brown
- Yearbook Sponsor, Steven Cregger
- Yearbook Sponsor, Aimee Haslam
- Yearbook Sponsor, Nicki Musick
- Gifted Coordinator, Denton Hilt
- Gifted Coordinator, Lisa Mercer
- Gifted Coordinator, Christie Lawson
- Technology Coordinator, Pam Smith
- Drug Coordinator, Allyson Newton
- Jr Community Scholars, Traci Smith
- Team Leader 6th Grade, Joy Dixon
- Team Leader 7th Grade, Adam Abel
- Team Leader 8th Grade, Amanda Bedwell
- Yearbook Sponsor, Kathie Johnson
- Gifted Coordinator, Shannon Mutter
- Gifted Coordinator, Susan Logan
- Technology Coordinator, Garland Depew
- Drug Coordinator, Shannon Mutter
- Jr Community Scholars, Amanda Patterson
- Team Leader 6th Grade, Gail Mullins
- Team Leader 6th Grade, Phyllis Copeland
- Team Leader 6th Grade, Michele Sutton
- Team Leader 7th Grade, Susan Logan
- Team Leader 8th Grade, Shannon Mutter
- Yearbook Sponsor, Lisa Henderson
- Gifted Coordinator, Tara Williams
- Technology Coordinator, Lisa Henderson
- Drug Coordinator, Tammy Zier
- Jr Community Scholars, Susan Sullivan
- Team Leader 6th Grade, Belinda Brannon
- Team Leader 7th Grade, Jessica Stevenson
- Team Leader 8th Grade, Tami Counts
- Yearbook Sponsor, Jennifer Smith
- Gifted Coordinator, Rhonda Mossholder
- Technology Coordinator, Valerie Cox

- Drug Coordinator, Amy Caywood
- Jr Community Scholars, Kimberly Holmes
- Team Leader 6th Grade, Renee Sanders
- Team Leader 7th Grade, Melissa Sinclair
- Team Leader 8th Grad, Carolyn Sanders

SUPERINTENDENTS' DOCUMENT C, TEACHING ATHLETIC COACHES:

- Tami Counts, Assistant Cheerleading Coach (presently employed as Teacher at GSMS)

SUBSTITUTE TEACHING:

- Scott Bierstedt, San Jose State, Bachelor of Arts in Education
- Elizabeth Bryant, Retired WCPS
- Janet Campbell, Retired WCPS
- Howard Chafin, Retired WCPS
- Vera Vandeventer, King University, Bachelor of Arts in Foreign Language

RESIGNATIONS:

- Adam Abel, 8th Grade Boys' Basketball Coach, E.B. Stanley Middle School, Effective September 6, 2017
- Jeff Adkins, Head Girls' Tennis Coach, John S. Battle High School, Effective September 6, 2017
- Eric Hungate, Assistant Baseball Coach, Abingdon High School, Effective September 6, 2017

CONSIDER SPECIFIC INDIVIDUAL(S) WITH NON-TEACHING ASSIGNMENT: TO RECEIVE COACHING SUPPLEMENT ONLY AND SUBJECT TO (1) VHSL APPROVAL AND (2) WITHIN NUMBER OF POSITIONS APPROVED FOR COACHING:

SUPERINTENDENTS' DOCUMENT B, NON-TEACHING ACADEMIC DEPARTMENT HEADS, TEAM LEADERS, COORDINATORS, OTHER POSITIONS WITH SUPPLEMENTS

- Academic Head VHSL Coach, Shirley Snead
- Drug Coordinator, Scott DeBusk
- Community Scholars, Brenda Kendrick
- Yearbook Sponsor, Kelly Alliss

21. Upon motion by Mr. Ruble, seconded by Dr. Arnold, by 6-0 vote, the meeting adjourned at 8:51 p.m.

Elizabeth P. Howe

Chair

Melissa Caudel

Clerk

Altra Kusei

Recorder

MOTION: Mr. Ruble

SECOND: Dr. Arnold

CERTIFICATION OF CLOSED MEETING

WHEREAS, The Washington County School Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712 (D) of the *Code of Virginia* requires a certification by this School Board that such closed meeting was conducted in conformity with Virginia Law;

WHEREAS, THEREFORE, BE IT RESOLVED, that the Washington County School Board hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification applies, and (II) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered.

AYES: 7

NAYS: 0

ABSTAINED: 0


Clerk
Washington County School Board

Meeting Date: September 5, 2017