The Washington County School Board convened for a School Board Meeting on Monday, June 6, 2016 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. Billy Brooks
Ms. Elizabeth Lowe, Chair  Mr. Terry Fleenor
Mr. Tom Musick, Vice Chair  Mr. Dayton Owens

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. Tom Musick arrived at 7:48 p.m.

Ms. Lowe asked for a moment of silence in memory Rex Gearheart, Bristol City School’s superintendent who recently passed away.

3. Dr. Brian Ratliff led the Pledge of Allegiance.

4. Upon motion by Mr. Ruble, seconded by Mr. Fleenor, by 6-0 vote, the agenda was approved as amended.

5. Ms. Lowe called for public comment, and the following individual came forward to speak.

- Johnny Blevins, President of the Washington County Education Association thanked the School Board, the Superintendent and everyone at the School Board office for their hard work and support on the salary scales for FY 17.

6. Upon motion by Mr. Brooks, seconded by Dr. Arnold, by 6-0 vote, the following items were approved on the consent agenda as presented:

- Minutes of the May 16, 2016, School Board Meeting
- Bills Dated 5/25/16 & 06/06/16:
  - General Fund: $2,562,275.57
  - General Fund: $704,574.12
  - Textbook Fund: $309,089.66
  - Textbook Fund:  $723,298.04
  - 05/03/16 Payroll Warrant #160408:  $367,764.30
  - 05/19/16 Payroll Warrant #160425:  $4,757,408.08
- The Assistant Superintendent, Dr. Jeff Noe, was authorized to sign DOE & Other School Board documents in the absence of the Division Superintendent from July 1, 2016 to June 30, 2017
- Public Surplus Items as presented
- File IGBE, Remedial and Summer Instruction Program, was approved on second reading as presented
- File IIAA, Textbook Selection, Adoption and Purchase, was approved on second reading as presented
- File IKF, Standards of Learning Tests and Graduation Requirements, was approved on second reading as presented
- File IKH, Retaking SOL Assessments, was approved on second reading as presented
- File JBA, Section 504 Nondiscrimination Policy and Grievance Procedures, was approved on second reading as presented

7. Superintendent’s Report – Strategic Planning

Dr. Ratliff informed the board that he was advised today that our health insurance renewal rate is an increase of 2.1%, which is significantly lower than the 4.5% projected in our FY 17 budget. He also informed the board that our accumulated reserves would easily absorb this increase negating the need to increase employee premiums in the upcoming plan year.
Ms. Lowe asks the board for input regarding the Superintendent’s evaluation, asking if they would like to use the same process or revise any parts.

Dr. Arnold suggested the superintendent prepare a self-evaluation. Each board member should complete an evaluation form and submit to the board chair for compilation.

Mr. Ruble suggested completing the evaluation prior to the start of the new school year.

Ms. Lowe indicated that she has spoken with Dr. Ratliff regarding dates and he feels comfortable providing his self-evaluation to the board by July 11. The individual board members should submit their individual evaluation to her by July 22. On August 1 the board could meet to discuss the compiled evaluations and subsequently meet again on August 15 with the Superintendent to discuss it.

8. Upon motion by Mr. Ruble to accept the recommended salary scales and supplements for 2016-17 while adding reconsideration of the supplements as unfinished business, Dr. Arnold seconded, by 6-0 vote.

Dr. Ratliff presented the new salary scales and thanked the board for its hard work. The scales include a 1.5% increase with continued step progression for all eligible employees. Dr. Ratliff stated some supplements were updated and revised. There is still work to do, but this revised version solidifies a good and fair supplement schedule.

Dr. Arnold asked for clarification between Clerical A, B and C. Ms. Caudill indicated that Clerical C pertains to school receptionists. The Clerical B employees are secretaries and bookkeepers. Those on the Clerical A scale are central office/annex or an administrator’s secretary with more than five year’s longevity in the position upon recommendation by their supervisor.

Dr. Arnold asked about the need for an assistant golf coach. Dr. Noe informed the board that there was a need at select schools as determined by student participation and/or the availability for JV competition.

Dr. Arnold questioned the administrator supplements and stated that he was philosophically opposed to administrators receiving supplements, as an advanced degree is a prerequisite to qualify for the job.

Mr. Fleenor stated concern regarding the supplements based on student enrollment. Dr. Ratliff commented that from a size standpoint that staffing is comparable and there was hesitancy to remove these on this revision since this supplement has been provided for many years. Dr. Ratliff recommended that the school board proceed with approval of these salary scales and decide if the preference is to address supplements at this time or for subsequent budget cycles.

Mr. Owens stated that he feels the overall increase averages approximately 3% which includes the 1.5% state incentive plus the step progression for all eligible employees. Ms. Lowe reminded the board that not providing the increase would result in a reduction of state funding over the next few years.

9. Upon motion by Mr. Brooks, seconded by Mr. Owens, by 6-0 vote, the Coaching Allocation was approved as presented.

Dr. Ratliff acknowledged that some supplements were reduced and some added in order to create the balance for parity and equity among all our schools. He believes this puts us on firm footing. Dr. Ratliff said it is important to notice the annotations on the sheet “Supplements will not be used outside the sport they are intended for.” This has been a problem in
the past and is not equitable or good business. There were also questions about using school activity fund money for coaching supplements. Dr. Ratliff indicated that this is unacceptable. If a school does not offer a sport on the list, the supplement will not be used for another sport or substituted for other purposes. This puts us on a good foundation and has been well communicated. This creates an even playing field by creating continuity across the division.

Mr. Ruble inquired about the cheerleading supplement. Normally there is one cheerleading coach for varsity, one for junior varsity and one for the middle school. That scenario suggests that Damascus Middle School and Glade Spring Middle School have a coach and their high schools would have one coach for both Varsity and JV. Dr. Noe indicated that it depends upon the school and participants and that the students in the Glade Spring and Damascus area usually combine the two. Therefore an additional coach was not needed.

Mr. Fleenor noted that the header of the sheet had a typo and should state “2016-2017”. Ms. Lowe appreciated that it showed past numbers with the board’s progression and historical revisions.

10. Upon motion by Mr. Ruble, seconded by Mr. Fleenor, by 6-0 vote, the April Fund Summary and budget transfers were approved as presented.

Dr. Ratliff presented the budget detail report for the fiscal periods July 1, 2015 – April 30, 2016. After discussion regarding budget projections and variances, Mr. Ruble thanked Dr. Ratliff and Ms. Caudill for the detail as well as the budget transfers listing.

11. Upon motion by Mr. Owens, seconded by Mr. Fleenor, by 6-0 vote, Mr. Bill Brooks was chosen as the voting delegate with Dr. Doug Arnold as the alternate to represent the School Board at the VSBA Delegate Assembly and Regional Meeting of 2016 held at the VSBA Annual Convention November 16-18, 2016, in Williamsburg.

12. Ms. Lowe addressed the intention of unfinished business, stating that items on the list should be noted and each item should be moved to an action item or removed from the list. However, if there were no updates at the present meeting, discussion would be deferred and addressed at subsequent meetings. The following unfinished business items were discussed:

- Mr. Ruble indicated that he would like to have staff review Policy IKFB regarding graduation ceremonies, specifically related to the number of speakers.
- Ms. Lowe noted that supplements should be added to unfinished business.
- Dr. Ratliff noted the estimated assessment value of each of the Southview lots is approximately $30,000 and has consulted with our attorney regarding the policies and procedures required to sell the property.

13. Upon motion by Mr. Brooks, seconded by Mr. Ruble, by 6-0 vote, the agenda for the June 20, 2016, School Board Meeting was approved with the addition of unfinished business items.

14. Superintendent Update: Dr. Ratliff stated he had no further updates for the board at this time.

Mr. Musick arrived at 7:48

15. Upon motion by Mr. Brooks, seconded by Mr. Ruble, by 7-0 vote, closed session was declared, after a ten-minute break, pursuant to §2.2-3711 of the Code of Virginia to discuss the following:
Consider Employment of Specific Individual(s):
- ISAEP Teacher, Career & Technical Education Center

Consider Employment of Specific Individual(s) Contingent Upon Satisfactory Completion of Background Check:
- Teacher, Greendale Elementary School
- Teacher, Meadowview Elementary School
- Physical Education Teacher & Head Girls' Basketball Coach, John S. Battle High School

Rescind Appointment of Administrative Assistant to Superintendent and Consider Appointment of New Administrative Assistant to Superintendent Contingent Upon Successful Completion of Background Check

Consider Transfer of Specific Individual(s):
- Night Shift Custodian to Day Shift Custodian, Elementary School
- Two (2) School Counselors, High School to High School
- School Counselor, High School to Middle School
- School Counselor, Middle & Elementary School to Middle Schools
- Assistant Principal, Middle School 75%, High School 25% & ITRT Middle School to Assistant Principal, Middle School 60% & Middle School 40%
- Teacher, High School to Teacher 50% & School Counselor 50%, High School
- Teacher, Elementary School to Elementary School
- Bus Driver, from Eleven-Month Contract to Ten-Month Contract
- Bus Driver, from Eleven-Month Contract to Twelve-Month Contract

Consider Resignation of Specific Individual(s):
- Alternate Education Coordinator, Career & Technical Education Center
- Two (2) Assistant Football Coaches, High Schools
- Assistant Cheerleading Coach, High School
- Teacher, Elementary School
- Assistant Volleyball Coach, High School

Consider Retirement of Specific Individual(s):
- Teacher, Elementary School

16. Upon motion by Mr. Ruble, seconded by Mr. Owens, by 7-0 vote, closed session ended, and the meeting reconvened in regular session.

17. Upon motion by Mr. Musick, seconded by Mr. Brooks, by 7-0 vote, closed session was certified pursuant to Section 2.2-3712 of the Code of Virginia.

18. Upon motion by Mr. Musick, seconded by Dr. Arnold, by 7-0 vote, the following was approved as recommended by the Superintendent:

Employment:
- Scott Hill, ISAEP Teacher, Career & Technical Education Center, Effective August 1, 2016

Employments (Contingent Upon Successful Completion of Background Check):
- Morgan Johnson, Teacher, Greendale Elementary School, Effective August 1, 2016
- Kimberly Stoessel, Teacher, Meadowview Elementary School, Effective August 1, 2016
- Jeffrey Adkins, Physical Education Teacher and Head Girls’ Basketball Coach, John S. Battle High School, Effective August 1, 2016
- Debra Kiser, Administrative Assistant to Superintendent, Central Office, Effective June 16, 2016

Transfers:
- Ronald Hodgson, from Night Shift Custodian & Valley Institute Elementary School to Day Shift Custodian @ Valley Institute Elementary School, Effective June 7, 2016
- Constance Boger, from School Counselor @ Abingdon High School to School Counselor @ Holston High School, Effective July 1, 2016
- Basil Walker, from School Counselor @ Holston High School to School Counselor @ Damascus Middle School, Effective July 1, 2016
Amanda Patterson, from School Counselor @ E. B. Stanley Middle School and Meadowview Elementary School to School Counselor @ E. B. Stanley Middle School 80% and Wallace Middle School 20%, Effective July 1, 2016

Kristy NeSmith, from School Counselor @ John S. Battle High School to School Counselor @ Abingdon High School, Effective July 1, 2016

Wendy Davis, from Assistant Principal @ Glade Spring Middle School 75%, ITRT Glade Spring Middle and Patrick Henry High School 25% to Assistant Principal @ Glade Spring Middle School 60% and Damascus Middle School 40%, Effective July 1, 2016

Susan King, from Teacher @ John S. Battle High School to Teacher 50%, School Counselor 50% @ John S. Battle High School, Effective July 1, 2016

Kimberly D. Winebarger, from Teacher @ Meadowview Elementary School to Teacher @ Abingdon Elementary School, Effective July 1, 2016

Bethany Hawkins, Bus Driver, Transportation Department, from Eleven-Month Contract to Ten-Month Contract, Effective June 30, 2016

Carla Ball, Bus Driver, Transportation Department, from Eleven-Month Contract to Twelve-Month Contract, Effective July 1, 2016

Resignations:

Jeff Hawkins, Alternate Education Coordinator, Washington County Career & Technical Education Center, Effective June 30, 2016

Steven Barlow, Assistant Football Coach, Holston High School, Effective June 7, 2016

Aaron Daugherty, Assistant Football Coach, Patrick Henry High School, Effective June 7, 2016

Sarah Ellis, Assistant Cheerleading Coach, Abingdon High School, Effective June 7, 2016

Katherine Redman, Teacher, High Point Elementary School, Effective June 30, 2016

Cora Stoakley, Assistant Volleyball Coach, Abingdon High School, Effective June 7, 2016

Retirement:

Suzanne Hill Kittrell, Teacher, Greendale Elementary School, Effective June 30, 2016

19. Upon motion by Mr. Fleenor, seconded by Dr. Arnold, by 7-0 vote, the meeting adjourned at 8:56 p.m.

______________________, Chair
______________________, Clerk
_______________________, Recorder
MOTION: Mr. Tom Musick

SECOND: Mr. Bill Brooks

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: June 6, 2016