

**BUENA VIST CITY SCHOOL BOARD**  
**BUENA VISTA, VIRGINIA**  
**MINUTES FOR REGULAR SCHOOL BOARD MEETING**  
**OCTOBER 28, 2021**  
**W. P. RAMSEY EDUCATION CENTER**

School Board Members in attendance: Teresa Ellison, Wayne Flint, Lisa Kerr, John Roberts, Roy Mohler and Allen Felts. School Board Members absent: John Rice.

The meeting was called to order by the Chairman at 6:00 pm. Pledge of Allegiance and a Moment of Silence was observed.

Wayne Flint made the motion to approve the Agenda. It was seconded by Mac Felts and passed by a 6 -0 vote.

**Recognitions:**

**September Senior of the Month – Spencer Hamilton**

Spencer is the Son of Kelly and Mike Hamilton of Buena Vista. Spencer currently has a 3.69 GPA. He is a leader of the boys' basketball team. During his sophomore year, he earned all-region second team and led the team to the state quarterfinals. Last year, he was named co-MVP of the team, Pioneer District Player of the Year. Region 1C Player of the Year, and State Player of the Year for the VHSCA. He led the team to its first state championship in school history. Spencer enjoys hunting, fishing and playing basketball. After graduation, he plans to attend a 4-yr college or university. Radford has offered him a full scholarship. He is actively being recruited by Liberty, Virginia Tech and Wake Forest.

**September Employee of the Month – Brandi Kerr**

Brandi is a valuable resource for Enderly. She has fill in the classroom, car duties, and other jobs. She does not complain. Coordinates reading group, prepares lesson plans, mentor new teachers and she has coordinated events for Title 1.

**Recognition of School Board Members and Clerk**

Following received Awards of Recognition:

Mac Felts  
Wayne Flint  
Lisa Kerr  
Sandra Mohler

Following received the Award of Distinction:

Teresa Ellison

**Presentations:**

**Budget Timeline/Process for 2022-23**

Staff survey – this will go out on Nov 11<sup>th</sup> to gather staff needs for the budget.  
Establish a budget committee – to be made up of principals and Central Office staff to look at and analyzed the data received from the staff surveys. To determine staff needs.  
Budget Committee will develop a draft budget to share with the School Board to review.

Work session to ID areas that need to be addressed based on goals.

I would like to meet individually with each Board Member to get each members input. Get areas they feel that needs to be addressed in the budget.

Timeline – Nov/Dec meeting –present priorities for the budget.

Jan/Feb meeting – present the first budget draft.

Work session – used to revised the first budget based on School Board input.

March 24<sup>th</sup> School Board meeting – will have a public hearing on the budget. School Board will approve the budget and it will be presented to City Council on March 25<sup>th</sup>.

All of this will be based on what we received from the State. We will base our budget on the most conservative budget released from the State.

Wayne Flint made a motion to approve the Budget Timeline/Process for 2022-2023. It was seconded by Lisa Kerr and passed by a 6-0 vote.

### **Update on School Calendar**

Basically I would like to make Nov 12 and Dec 10<sup>th</sup> virtual instruction/planning. Virtual instruction will take place in the morning with teacher planning in the afternoon. Help teachers catch up on planning. It has taken a toll on staff. Won't be counted against our bank time. We have around 20 days.

We are allowed up to 10 days of virtual learning. Can request more if needed from the State.

Nov 24<sup>th</sup> and Dec 22<sup>nd</sup> as additional time off for 12-month staff. I am suggesting that we close offices on Nov 24<sup>th</sup> and Dec 22<sup>nd</sup> and these days will be an additional paid holiday.

Mac Felts – We are behind on teacher catch up time. Point I would like to make is – we should offer ½ day catch up time every 2 – 3 weeks. Have a ½ day virtual and let teachers use the rest of the day for planning.

Dr. Francis – I can certainly take a look at that for the 2<sup>nd</sup> semester and make some suggestions at the Dec 7<sup>th</sup> meeting.

Mac Felts made the motion to approve the School Calendar update as presented by Dr. Francis. It was seconded by Roy Mohler and passed by a 6-0 vote.

### **Modification of the Quarantine Plan as of 10-21-21**

Quarantine options 1 – 14 days if they are quarantined for contact tracing. We are looking to update to option 2 which is 10 days quarantine with testing on the 8<sup>th</sup> day, if they test negative they can report back to work on days 11-14.

Dept. of Health vaccine clinics for 5 to 11 year olds – Kling Nov 16<sup>th</sup> and Dec 14<sup>th</sup> 8-11, Enderly – Nov 9<sup>th</sup> and Dec 7<sup>th</sup> from 1-3

Middle School – is being set up with an outside vendor. Will need to sign up for an appointment online. More information will be sent out next week.

Parents are allowed to be present when their child receives the shot.

Booster shot – Some clinics have been set up at the old Peebles building. You would have to sign up online for an appointment.

COVID status: right now we have 2 positive staff cases and 12 positive student cases. We have 46 students in quarantine. Looking better each week.

Wayne Flint made a motion to approve the Modification of the Quarantine Plan effective as of 10-21-2021. It was seconded by Mac Felts and passed by a 6-0 vote.

**Welcome of Visitors and Public Comments.** No one had comments.

**Consent Agenda:**

Wayne Flint made the motion to approve the Consent Agenda, which includes the minutes from the September 23, 2021 Regular Meeting and payment of vendor and payroll bills. It was seconded by Mac Felts and passed by a 6-0 vote.

**Action Items:**

Approval of Policies AD and GAA Overtime & Compensatory Time. Mac Felts made the motion to approve policies updates for AD and GAA Overtime & Compensatory, which includes a limit of 120 hours of Comp Time that can be accumulated by an employee at one time. It was seconded by Wayne Flint and passed by a 6-0 vote.

Dr. Francis recommended December 7<sup>th</sup> for the next School Board meeting at 6:00 PM. Re-schedule the Finance Meeting to December 1<sup>st</sup> at 5:00 PM. Mac Felts made the motion to schedule the Nov/Dec School Board Meeting on December 7<sup>th</sup> at 6:00 PM and Finance Meeting on December 1<sup>st</sup> at 5:00 PM. It was seconded by Wayne Flint and passed by a 6-0 vote.

**Northwestern Mutual Account Revision**

Basically there is \$31,000 in cash in the account. It does not earn interest. The recommendation is that we move \$10,000 into a high income trust fund and \$11,000 into a bond fund of America. Leaving \$10,000 in cash to fund student scholarships. Wayne Flint made a motion to approve the Northwestern Mutual Account revision. It was seconded by Roy Mohler and passed by a 6-0 vote.

**Informational Items:**

**Policy Committee Report** – No new policy updates at this time.

**Finance Committee Report:**

Finance Committee met Tuesday, Oct 26<sup>th</sup> to review payment of the bills. We are a quarter through the budget year and we have spent 19% of our budget.

**Additional School Board Reports:** no additional reports.

**Student Representative Report:**

Red Ribbon Week, Homecoming Spirit Week were observed. College Workshop, CET mock interviews and Mohawk presentation were held. Testing- writing SOLs were given to 8<sup>th</sup> and 11<sup>th</sup> grades. PSAT will be given on Oct 13<sup>th</sup>. 27 students received academic jackets during Academic Awards. Color Guard placed 1<sup>st</sup> and the Band place 4<sup>th</sup> overall at the latest band competition. The Band will attend the JMU Parade of Champions. Football – team is on a 5 game win streak. Cross Country – girls team won the Pioneer District. Volleyball – advanced to Region 1C Quarter finals on Monday.

**Superintendent's Report:**

COVID vaccine testing: 2-6 months before testing will begin. Dept. of Labor has the ability to exempt K-12 schools from this requirement, if they choose to do so. OSHA has not yet release any requirements. Once OSHA mandates

it, the regulation will go the Dept. of Labor and then it will come to us. Right now we are just waiting. We would have to give staff who have not been vaccinated a weekly COVID testing.

Construction Committee Update – next meeting is on December 9<sup>th</sup>. RRMM was at the last meeting. Ben Motely explained the history of how we got where we are. The committee talked about getting a Feasibility Study done. Mr. Motely will be at the Dec 9<sup>th</sup> meeting and will present the phases of the study and a breakdown of the cost.

Parent/Teacher Conferences – Will be held on Nov 4<sup>th</sup> from 3 to 7 PM and Nov 5<sup>th</sup> from 8 to Noon. School offices will close at 1:00 on Nov 5<sup>th</sup>.

#### **Instructional Report:**

Comprehensive Plan – Surveys have been sent out and 1<sup>st</sup> meeting has been scheduled for Nov 11<sup>th</sup>.

Writing SOL have been complete at PMHS. CSIP meetings have been set up next week. Principal meetings will also be held next week to review their goal for evaluation plan. Robin Williams did a presentation on Pivot Charts for Growth Assessments at the Principals meeting. All students are registered for the Spring semester. Academic All-Stars Program – 27 jackets and 250 medals were awarded to students. We have 1 PMHS senior candidate has been recommended for the Presidential Scholar award. Two sophomores are in the VA Space Coast Scholars Program. If they are in the top of the class they will be invited to NASA for a week this summer. PMMS has the turkey give away. After school remediation has started.

#### **Special Ed/Nurse Report:**

In the process of a 2-day training for CLASS preschool observations certification. Coordinated 3-hour professional development training for 20 elementary teachers to implement the FastForWord reading intervention. Attended a 2 days of meetings for Family Assessment and Planning Team. Attended fall conference for the VA Council of Administrators of Special Ed. We are down one SPED teacher.

Nurse Report: Contact tracing

#### **Transportation/Maintenance Report:**

Maintenance – Jimmy has some medical issues. Jeannie has been filling in. We have had some success with getting applicants from Indeed. The leak at Kling has been fixed.

Transportation – 2 drivers have been out for medical reasons and Bucky has been busy.

Wayne Flint made the motion that we go into Closed Session for the consideration and discussion of personnel matters as it relates to performance, appointments, resignations and retirements according to {State Law §2.2-3711 (A) (1)} and for the discussion of acquisition and disposition of real property according to {State Law § 2.2-3711 (A) (3)}. It was seconded by Allen Felts and pass by a 6-0 vote.

Wayne Flint made the motion to adjourn Closed Session. It was seconded by Mac Felts and passed by a 6-0 vote. The certification was read and the Board was polled.

Mr. Felts – yes

Mrs. Kerr – yes

Mr. Flint – yes

Mr. Roberts – yes

Mr. Mohler – yes

Ms. Ellison – yes

Motion was made by Lisa Kerr to hire Penny Holland as a bus driver for BVCPS pending a satisfactory background check, effective date Dec. 1, 2021. It was seconded by Wayne Flint and passed by a 6-0 vote.

Mac Felts made the motion to hire Vanessa Bowyer as a Long-term Substitute effective Nov 1, 2021 subject to a successful background check. It was seconded by Wayne Flint and passed by a 6-0 vote.

Lisa Kerr made the motion to hire Alexa Chittum as a Media Paraprofessional at Enderly effective Nov 1, 2021 pending a satisfactory background check. It was seconded by Wayne Flint and passed by a 6-0 vote.

Mac Felts made the motion to hire Katelyn Harrison as a Paraprofessional at Enderly effective Nov 1, 2021 subject to a successful background check. It was seconded by Wayne Flint and passed by a 6-0 vote.

Lisa Kerr made the motion to hire Becky Humphreys as School Nutrition employee effective Nov 1, 2021, pending satisfactory background check. It was seconded by Mac Felts and passed by a 6-0 vote.

Mac Felts made the motion to hire Susan Wheeler as a Custodian effective Nov 15, 2021, subject to a successful background check. It was seconded by Wayne Flint and passed by a 6-0 vote.

Lisa Kerr made the motion to accept the resignation of Lisa Perry effective October 22, 2021. It was seconded by Wayne Flint and passed by a 6-0 vote.

Lisa Kerr made the motion to accept the resignation of Andrew Simon effective September 24, 2021. It was seconded by Mac Felts and passed by a 6-0 vote.

Lisa Kerr made the motion to accept the resignation of Chelsia Wade effective October 15, 2021. It was seconded by Wayne Flint and passed by a 6-0 vote.

Mac Felts made the motion to accept the following people as volunteers in the BVCPS system subject to successful background checks. Jeanne DeSantis, Kimberly Kennedy, Avis Cook, Anne Butler and Alissa Cruz. It was seconded by Lisa Kerr and passed by a 6-0 vote.

Wayne Flint made the motion to adjourn the meeting. It was seconded by Lisa Kerr and passed by a 6-0 vote.

Teresa Ellison

Teresa Ellison, Chair

December 7, 2021

Date

Sandra Mohler

Sandra Mohler, Clerk

12/7/2021

Date