

**BUENA VIST CITY SCHOOL BOARD**  
**BUENA VISTA, VIRGINIA**  
**MINUTES FOR REGULAR SCHOOL BOARD MEETING**  
**December 7, 2021**  
**W. P. RAMSEY EDUCATION CENTER**

School Board Members in attendance: Teresa Ellison, Wayne Flint, Lisa Kerr, John Roberts, John Rice and Allen Felts. School Board Members Roy Mohler arrived at 7:20 for Closed Session.

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

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

**Recognitions:**

**November Senior of the Month – Natasha Moon**

Natasha “Tashie” Moon is the daughter of Jenny and Jared Moon of Lexington. Tashie maintains a 3.5 GPA, she received an academic letter jacket. Tashie has earned 12 college credits from DSLCC. She is a member of the National Honor Society and currently serves as the Vice-President. She is also a member of the Interact Club and is the club’s secretary. During her sophomore & junior she was a SCA representative. Tashie plays the flute & piccolo in the Marching Blues. She has been the Drum Major since the 10<sup>th</sup> grade. Tashie has been selected for Honor Band every year since the 7<sup>th</sup> grade. She helped start the newly formed Pep Band, she will play the saxophone. Tashie currently works for the Shoe Department. She is a member of the Jesus Christ of Latter Day Saints where she serves as Young Women’s Class President. She is a member of the Youth Council. Tashie has been accepted to Southern Utah University, but she plans to apply to BYU. She will major in Music Education and hopes to be a Band Director.

**December Senior of the Month - Ryan Perry**

Ryan is the son of Carol and Bobby Perry of Buena Vista. Ryan maintains a 3.5 GPA and received an academic letter jacket. He has earned 18 college credit hours from DSLCC. He is a member of the National Honor Society and serves as the Huddle Leader for the Fellowship of Christian Athletes. Ryan is currently the Captain of the Basketball team. He earned the Big Blue Award last year. He is a member of the Baseball and Track teams. Ryan is heavily involved with the Buena Vista Pentecostal Holiness Church. He has been accepted to Regent and Eastern Mennonite. He is waiting to hear from Emmanuel and UVA. Ryan wants to major in Christina Ministries/Pre Med. He hopes to become a Missionary Doctor.

**November Employee of the Month – Shelby Hudson**

Shelby is a 2013 PMHS graduate and a 2017 graduate of James Madison University. She returned to her hometown to begin her teaching career at PMMS. She has brought enthusiasm, excitement and her love of teaching to share. Students and staff are recipients of her gifts and talents. She has been a welcomed and appreciated member of the PMMS family. She was an instrumental part of the academic success our students achieved last year during an initial phase of virtual instruction. Colleagues looked to Shelby for help – “how do we do that, can you fix this, can you help me with this, where is Shelby?” This speaks volumes as to what her colleagues think of her and her ability to get the job done. Ms. Hudson is an excellent teacher who is very dedicated to her students and is wise beyond her years with strategies and instructional delivery methods used for successful teaching. She is very deserving of being the November Employee of the Month.

### **December Employee of the month – Cory Stout**

Cory Stout was hired as an Academic Success Coach in the Spring semester of the 2020-2021 school year. It was a brand new position without many guidelines. However, Cory jumped into the position and helped design a program to support the whole child. This year, she works diligently to support students academically, socially, and emotionally. Cory is data-driven and is constantly monitoring progress. Her dedication, enthusiasm, and commitment to the students of PMHS shines through in her day-to-day activities. The ease in which she handles her job mixed with her positive attitude shows that she truly cares about the success of the students at PMHS.

### **Presentations:**

#### **RRMM – Feasibility Study**

There is a proposal in your packet tonight for a Feasibility Study from RRMM. We have representatives from RRMM if you have any questions. Read through the guidelines. The construction committee and our Board members had some questions and asked that we take a look at some things. The committee wanted a comparison looking at renovations and additions to existing facilities versus a combined new school. How would that impact costs such as maintenance and utilities and those type of things? RRMM has outlined a scope of work to be done in their proposal. The study will cost \$25,000. An action item was listed for approval later in the meeting. But you don't have to approve it tonight. The study is contingent upon funding from the City, using end of the year money. We discussed this in the construction meeting. We would need the \$200,000 of left-over end of the year money. The cost is not built in our current budget. This is only phase 1 and multiple phases will be needed. I have had discussions with Mr. Tyree and he seems on board with this. I was very clear that in order to proceed with these studies, we would need these left over funds from the City.

Chair Ellison – Do you know when this money will be available? We are waiting for the auditors to certify the exact balance. It is somewhere around \$200,000. As soon as the auditor confirm the amount, I will go before the Council and formally request that the Council allocate this money back to BVCPS. This would allow us to cover things like this. The funds would be placed in our facilities account.

I am hoping we will have confirmation and I can go before Council in January.

John Roberts – We have done a Feasibility Study before, so how is this different? Dr. Francis – They will be looking what can be saved from going from 3 buildings to one.

John Roberts - So this was never done before? Never went into these details? Dr. Francis - Key is looking into the details. We have had people who did things on their own. We have never had someone from the outside look and confirm the savings and the numbers. The Study will confirm whether we need to build new school instead of renovating. It will confirm issues with renovating existing buildings. The study would also confirm renovations details for Enderly and the Middle School.

Mac Felts - Question directed to Ben of RRMM- Has RRMM been directed to do a study on the school that has been planned to verify and determine that the size and rooms and everything we got together as a committee and put together for the design is necessary? Ben – That is part of it, City Council members want to be part of the process and understand and let there be an agreement about the enrollment targets and what is really needed to be in the school. All members should agree on the level of what is needed in the new school before you can move forward. Go thru the process with the joint committee to get a consensus of the needs.

Mac Felts – One thing I would like to see brought out in the study is that those determinations were made through input by teachers and administrators who will be using the facility everyday who know better than people who sit on the outside and make unfounded judgements. We had extensive meetings with the staff to come up with the numbers. How long will this study take once it is approved?

Ben – It will take 1-2 months to complete. This will be a high altitude study to see if you can get a clear picture. Then if you need a more in-depth study.

John Roberts- This is just another step in the process? We are not repeating what has already been done? Ben – True, we are not being redundant. We will build on top of what has already been done. We did not really look at Enderly or Middle school sites before. We will look at previous study and we will conduct our own study. Need to

have everyone on the construction committee to agree on what is needed. We will be doing this process with input from the committee.

John Roberts – The \$25,000 is this a burden between us and the City? The City can choose to keep the left over 2020-2021 funds. But we have a need as we move forward to do somethings and the council members we have talked to agree that they will return the funds to us. As we will need to have further studies done later. This money will help cover these cost. We don't have money allocated in this year's budget.

Mac Felts – Council asked for this study, it would be difficult for them to refuse giving us back the left over funds.

Chair Ellison – How many more studies would be needed? Ben – It depends. If the committee agrees that building a new school on existing site is the best option. Then the next study would partially be done because we have done so much development in the first study, the additional study would be limited. If it is agreed that renovation is the way to go, then more study would be needed. Have to come up with a new design, cost estimates and things of that nature.

John Roberts – Does the construction committee get to decide on the direction?

Dr. Francis - Council members asked for it, but they don't really get to decide. They felt that they needed more information because they had not been part of the process before. They wanted independent verification on somethings. The School Board has the final say in what direction is taken. Council will make the final decision on funding.

#### **BUDGET GOALS**

- 1) Cost of living raise.
- 2) Keep health insurance the same – no premium increases.
- 3) Develop salary scales – Our beginning teacher's salaries are not competitive with the surrounding area. Look at salaries and propose a new salary band to help retain teachers.
- 4) Increase funding for instructional materials and supplies.

#### **2<sup>nd</sup> Semester Calendar options**

The VDOE has clarified some things. Unscheduled virtual learning days can be counted as instructional days, example - snow or staff shortages If virtual days are listed in the calendar then they are not counted against your 990 hours. Takes the incentive out doing that. Based on feedback from staff, we are looking at adding 4 additional workdays to help teachers plan. If we make them virtual days we cannot count them towards our instructional days. Workdays will be on Jan 28<sup>th</sup>, Feb 18<sup>th</sup>, March 11<sup>th</sup> and April 29<sup>th</sup>. We will have 76 hours of bank time or 12 days to use for snow days and so forth. March 11 and April 29<sup>th</sup> would be make up days if we need them. This option provided the best help for our staff.

#### **Extra Stipends**

We can give full time employees a \$500 stipend and part-time employees a \$250 stipend on Dec 15<sup>th</sup> for employee hired as of Dec 1<sup>st</sup>. It will cost around \$85,000, we have two funding sources, Esser III or state reimbursement from the HVAC grant which should be approve mid-Dec. Good to provide a thank you for everyone hard work and extra duties they have had to do. Taxes will come out of this pay.

Teresa Ellison- We have a request to approve two new board members to the Rockbridge Area Special Education Advisory Council to serve a two-year term. It is not included in our Action Items so we will need to add this as an action item. Mac Felts made a motion to add the above request to the action items. It was seconded by Wayne Flint and passed by a 6-0 vote.

#### **Welcome of Visitors, Parents and Public Comments**

No one wished to make any comments.

**Consent Agenda:**

Wayne Flint made the motion to approve the Consent Agenda, which includes the minutes from the October 28, 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:**

Budget Goals – Wayne Flint made a motion to approve the Budget Goals as presented. It was seconded by Mac Felts and passed by a 6-0 vote.

Calendar Options – Mac Felts made the motion to approve the calendar options as presented. It was seconded by Lisa Kerr and passed by a 6-0 vote.

Extra Stipends for Staff – John Rice made the motions to approve the stipend for staff. It was seconded by Mac Felts and passed by a 6-0 vote.

RRMM Feasibility Study – Wayne made the motion to approve the Feasibility Study. It was seconded by John Rice and passed by a 6-0 vote. It does include pending City's approval of funding.

Advisory Council Board Members – Wayne Flint made the motion to approve Doris Frederickson and Jen Ludtke as new members of the Rockbridge Area SPED Advisory Council for 2-year term. It was seconded by John Rice and passed by a 6-0 vote.

Reorganization Meeting – Mac Felts made the motion to schedule the Reorganization Meeting on Jan 13, 2022 at 5:30 at the Ramsey Center. It was seconded by John Rice and passed by a 6-0 vote.

Retreat Meeting - John Rice made the motion to schedule the Retreat Meeting on Jan 15, 2022 at 8:30 to noon at the Ramsey Center. It was seconded by Mac Felts and passed by a 6-0 vote.

**Informational Items**

Policy Committee Report – No policies update at this time.

Finance Committee Report – Finance Committee met on Dec 1<sup>st</sup> to review payment of bills. We are 33% into our financial year and have spent 27% of our budget.

Additional School Board Reports – none at this time.

Student Representative Report - Benchmarks were held on Dec 6-10. National Honor Society inductions were held on Dec 8<sup>th</sup>. We had our first successful week of virtual instruction in November. Football team finished the season as Pioneer District Champs and Region 1C runners up. Track placed 7<sup>th</sup> in the State. Wrestling team hosted Blues Invitational and several wrestlers had a very good match. This was the 1<sup>st</sup> year back for the Swim team, which consisted of 4 members. Indoor track begins its season this Saturday at VMI. Girls and Boys basketball begins their season this Saturday at Rockbridge County. There is a new pep band "Blue Juice" and they will play during the basketball games. Band is having its Krispy Crème fund raiser. 12 members of our band placed in the Area Band. Seniors ordered their cap and gowns.

**Superintendent's Report:**

Since we have lost several custodians and classified staff, I would like to recommend after talking with the School Attorney that we add a statement in policy GBN Staff Hiring. It would allow the Superintendent to hire temporary, part-time or full-time classified staff on an interim basis without first obtaining School Board Approval as may be

necessary for the continued operation of the school division between meetings of the Board. They would still have to get a background check. They would be able to start earlier. Classified staff includes everyone but teachers. In such cases, the staff member shall be required to sign an agreement setting forth the terms and conditions of employment as stated in all applicable School Board policies or regulations. Every such agreement shall clearly state that the employment will terminate absent formal action of the School Board. I am asking Board members to consider and vote on this policy change at the next School Board meeting on Jan 27<sup>th</sup>.

Teresa Ellison - Can you give School Board Members a copy of this policy?

Dr. Francis – I will email you a copy.

#### **Instructional Report:**

Comprehensive Plan – Survey result have come back. Parents think that communication is a strong point. But some parents stated we need to work on communication. They would like to see more positive communication. Parent feels that they only get calls when there is a problem. We will look at and work on that. Parents want an evaluation of homework policy. They feel that there is an overload of homework going on. Students are focused on study skills and what happens after graduation. They are stressed and anxious. Students would like to see more vocational classes offered. Staff overall feel they have effective leadership. Like to see more parental involvement. They are feeling pretty stressed. Going to see how we can support them more in those areas.

Meeting Friday on the Vision and Mission Statement, since we have found the areas of concern and strengthens. Committee came up with a draft statement: Empowering all through life long excellence in education. To be creators of the future.

Sols are coming up in January. Working on a grant, waiting for approval. We asked for 4 million for technology, learning lost, summer school and after school remediation. We should hear back in January.

Gifted Plan – is in process, hope to have something in February-March.

HS and MS had to go virtual in November, but it went well.

Mac Felts – What was the percentage of teachers who responded to the survey. Gen Miller - It was between 80 to 90%.

Mac Felts - Can you send parents a letter thanking them for participating in the survey? Let them know that teachers are concerned about parental involvement. Could a newsletter be sent out?

Ms. Miller – yes we can look into that.

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

SPED is testing. Still do not have anyone to fill the opening at Enderly. Ms. Cartolaro is filling in now.

Nurse Report: Still busy contact tracing

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

Maintenance – Very busy. Working with Modine about replacing heating units. Steam leak in the MS gym that buckled the floor. It has been fixed.

Transportation – Submitted a \$50,000 grant for driver loyalty incentives, additional pay for athletics trips and CDL/recruitment and retention incentives. We should receive this money soon. Kyle Richardson will conduct bus fire drills with students and staff on Dec 13<sup>th</sup>.

Other News – Hero Breakfast will be held on Dec 17<sup>th</sup> from 8 to 10 at the Ramsey Center. Mrs. Breeden's class will cook. Veterans, Rescue Squad, Fire Department, Police Department, School Board, City Council, and Nurses are welcome to stop by for breakfast.

Windows at the Ramsey Center were done by Courtney Austin. Angle Tree is available at Todd's.

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 Mac Felts and pass by a 6-0 vote.

Wayne Flint made the motion to adjourn Closed Session. It was seconded by John Rice and passed by a 7-0 vote.

The certification was read and the Board was polled.

- Mr. Felts – yes
- Mr. Roberts – yes
- Mrs. Kerr – yes
- Mr. Flint – yes
- Mr. Mohler-yes
- Ms. Ellison – yes

Motion was made by Lisa Kerr to hire Piper Emore as a Full Time Substitute pending a satisfactory background check. It was seconded by Mac Felts and passed by a 7-0 vote.

Lisa Kerr made the motion to appoint Bryan Loy as the PE Teacher at Kling effective January 5, 2022. It was seconded by Wayne Flint and passed by a 7-0 vote.

Mac Felts made the motion to accept the resignation of Shawn Ramsey as Custodian at PMHS effective 11/30/2021. It was seconded by Wayne Flint and passed by a 7-0 vote.

Mac Felts made the motion to accept Matthew Rosser as Wrestling Assistant Coach effective 12/7/2021 subject to a successful background check. It was seconded by Lisa Kerr and pass by a 7-0 vote.

Wayne Flint made the motion to adjourn the meeting. It was seconded by Mac Felts and passed by a 7-0 vote.

Teresa R. Ellison

Teresa Ellison, Chair

27 January 2022

Date

Sandra Mohler

Sandra Mohler, Clerk

1/27/2022

Date