The Buchanan County School Board in a Regular Meeting on Tuesday, January 16, 2018, at 5:30 p.m., met in the Main Office at Slate Creek, Virginia.

PRESENT: Mr. Scotty Owens, Chairman

Mr. Timothy Prater, Vice-Chairman

Mr. David Thornbury

Mrs. Angie McClanahan

Mr. Jerry Honaker - Absent

Mr. Mike Thompson

Mr. Heath Harrison

ADMINISTRATION

Mrs. Melanie Hibbitts

Superintendent

Clerk of the Board

Mrs. Carolyn Dillow

Mr. Jason Gallagher

Attorney

Mr. Thornbury called to order the January 16, 2018 regular meeting of the Buchanan County School Board.

A moment of silence was observed. Members asked everyone to remember Mr. Honaker's family, whose daughter Lindsay Payne, passed away. Also the families of Mr. Thompson (father in-law passed away); a friend of Mr. Owens, Stacy Deel (mother is ill); Sandy Keene passed away; Audrey Childress (Mr. Thornbury's wife's aunt who is ill); Wayne Hall's family (mother passed away); and Sandy Stacy's family (mother passed away).

Mr. Thornbury asked Mr. Prater to lead the Pledge of Allegiance.

Mr. Thornbury asked for nominations for Chairman. Mr. Prater nominated Mr. Owens as Chairman. Upon motion by Mr. Thompson and seconded by Mrs. McClanahan, the nomination was closed.

Mr. Owens was voted as Chairman by acclamation.

Mr. Owens stated he appreciated the endorsement from the fellow Board Members. He said he feels it is an honor, a privilege and a challenge, but with everyone working together, communicating, coordinating, and collaborating, we can do what we need to do for the Buchanan County School System and for the most important segment, the children. Mr. Thornbury nominated Mr. Prater as Vice-Chairman. Upon motion by Mr. Thornbury and seconded by Mr. Thompson, the motion was closed.

Mr. Prater was voted as Vice-Chairman by acclamation.

Mrs. Carolyn Dillow was recommendation as Clerk of the Board by Mrs. Hibbitts, Superintendent. Motion to approve as recommended by Mr. Thornbury and seconded by Mr. Harrison.

Motion Passed

By consensus of the Board, the first Tuesday of each month at 5:30 p.m. was established as the monthly Board Meeting date.

Upon motion of Mr. Thornbury and seconded by Mr. Prater, the method of calling a Special Called Meeting remained the same, which is the Superintendent, the Chairman, and or two Board Members.

Motion Passed

Upon motion by Mr. Harrison and seconded by Mr. Thornbury, the salary and mileage for Board Members remained the same (.45 per mile, salary \$8,800 Chairman, \$8,000 Vice-Chairman, \$7,000 member).

Upon motion by Mr. Harrison and seconded by Mr. Thornbury, the newest edition of Robert's Rules of Order will be used for Parliamentary Procedure.

Motion Passed

Special Committees were appointed as follows:

Budget Committee was established in November – Owens/Prater

Insurance Committee – Harrison/Honaker

Consolidation Committee – McClanahan/Harrison

Personnel Committee – Thornbury/Prater

Salary Committee – McClanahan/Thompson

Drugs and Safety Committee – Thompson/Thornbury

Building Committee – Honaker/Owens

Mr. Thornbury made a motion to maintain current counsel at the current rate, (Street Law Firm, Mr. Jason Gallagher at a rate of \$150 per hour), Mr. Harrison seconded.

Motion Passed

Upon motion by Mr. Thornbury and seconded by Mr. Prater, a resolution authorizing Mrs. Hibbitts, Superintendent, to fill personnel

vacancies and accept resignations, to transfer, assign and reassign personnel according to licensure, enrollment shifts, and new programs as provided by Virginia School Code, Section 22.1-297 was approved.

Motion Passed

Mr. Owens announced that the award for the school with the highest attendance for the month of December was Hurley High School; this is the second month in a row for Hurley High.

Closed Session was deferred to later in the meeting.

Upon motion by Mrs. McClanahan and seconded by Mr. Thompson, the minutes of December 5, 2017, were approved.

Motion Passed

Mr. Owens announced a change to the heading for "financial matters". It will be listed as "payables" in the future, which includes the invoice register, payroll, contracted services, ERIP, private transportation, and food service bills. The other items in this group are informational for Board Members. Mr. Prater made a motion to approve Payables, Mr. Thornbury seconded.

Roll Call:

Mr. Thompson	Yes
Mrs. McClanahan	Yes
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	Yes
Mr. Prater	Yes

Motion Passed

Mr. Harrison asked about mileage and travel for teachers traveling between schools and signing out at each before traveling to the next location. How would an accident be handled? It was decided to discuss this with Legal Counsel during closed session.

Warrant numbers 88348 through 88558 and numbers 150397 through 150406 were issued from the School Operation Fund and Cafeteria Fund. Number 1178 was issued from the Textbook Fund. The total amount spent for the month of December 2017 via check was \$503,300.42.

CHECK NUMBER	CHECK AMOUNT	CHECK DATE	REFERENCE NAME
1178	\$ 403.13	12/5/2017	PEARSON EDUCATION
1179	VOID	12/21/2017	PEARSON EDUCATION
88348	\$ 6,838.00	12/1/2017	DIA RIFE,PLLC
88349	\$ 12,389.00	12/1/2017	M.SHANE CANTRELL, PLLC
88350	\$ 5,019.00	12/1/2017	SHIRLEY BLAKE
88351	\$ 7,549.50	12/1/2017	SPEECH LANGUAGE PATHWAYS, PLLC
88382	\$ 209.74	12/5/2017	ANGIE MUTTER
88383	\$ 5,232.80	12/5/2017	APPALACHIAN TIRE
88384	\$ 80.72	12/5/2017	APPLIED IND TECH - DIXIE, INC.
88385	\$ 695.20	12/5/2017	ARC 3 GASES
88386	\$ 368.07	12/5/2017	ARCHITECTURAL INTERIOR PRODUCTS
88387	\$ 370.82	12/5/2017	AUTO JET MUFFLER CORPORATION
88388	\$ 461.00	12/5/2017	AVERY ENTERPRISES, INC.
88389	\$ 86.25	12/5/2017	BUCHANAN COUNTY SCHOOL BOARD FOODSERVICE
88390	\$ 575.23	12/5/2017	BWB ENTERPRISE
88391	\$ 50.00	12/5/2017	CARLA THOMAS
88392	\$ 119.70	12/5/2017	CARLENE STILTNER
88393	\$ 39.60	12/5/2017	CAROLYN WEBB
88394	\$ 1,488.00	12/5/2017	CDW GOVERNMENT INC
88395	\$ 607.75	12/5/2017	CINTAS
88396	\$ 1,764.13	12/5/2017	CLASSROOM DIRECT
88397	\$ 25.00	12/5/2017	CLINCH VALLEY MEDICAL CENTER
88398	\$ 2,750.00	12/5/2017	COLE ELECTRIC INC
88399	\$ 160.20	12/5/2017	DAVID OWENS
88400	\$ 653.00	12/5/2017	DISA INC
88401	\$ 817.54	12/5/2017	DK ENTERPRISES LTD.
88402	\$ 1,597.45	12/5/2017	DOMINION OFFICE PRODUCTS INC
88403	\$ 66.15	12/5/2017	DONNA LOCKHART
88404	\$ 91.26	12/5/2017	EDDIES TROPHIES AND GIFT SHOP
88405	\$ 19.65	12/5/2017	EZ HARDWARE
88406	\$ 73.50	12/5/2017	
88407	\$ 824.88	12/5/2017	
88408	\$ 410.50		GARY D. STREET
88409	\$ 575.81		GOPHER SPORT
88410	\$ 57.30		W W GRAINGER
88411	\$ 900.00	12/5/2017	
88412	\$ 363.06	12/5/2017	
88413	\$ 6,500.00	12/5/2017	JOHNSON CONTROLS
88414	\$ 221.20		JUNIOR LIBRARY GUILD
88415	\$ 1,115.26	12/5/2017	
88416	\$ 364.39	12/5/2017	
88417	\$ 400.00		LEARNING WORKS
88418	\$ 3,600.00		LISA'S EDUCATIONAL CONSULTING
88419	\$ 493.00	12/5/2017	
88420	\$ 38.00	12/5/2017	MELODY O'QUINN
88421	\$ 39.80	12/5/2017	MOUNTAIN COURIER SERVICES LLC

88422	\$	5,765.85	12/5/2017	MR COAL MARKETING & TRADING,LLC
88423	\$	441.33	12/5/2017	MR.SCOTTY OWENS
88424	\$	894.80	12/5/2017	NASCO
88425	\$	305.96	12/5/2017	PARTS & MORE, INC.
88426	\$	588.50	12/5/2017	
88427	\$	4,400.00	12/5/2017	POWER PLUS INTERNATIONAL
88428	\$	28.23	12/5/2017	PUMP HOUSE SUPPLY
88429	\$	301.40	12/5/2017	
88430	\$	423.70	12/5/2017	READ TO THEM
88431	\$	22.02	12/5/2017	
88432	Ş	500.00	12/5/2017	
88433	\$	985.64	12/5/2017	
88434	\$	89.28	12/5/2017	
88435	\$	253.18	12/5/2017	
88436	\$	2,657.50	12/5/2017	
88437	\$	124.83	• •	
88438	\$		12/5/2017	
	\$ \$	12,031.03	12/5/2017	
88439		2,738.10	12/5/2017	
88440	\$	1,173.36	12/5/2017	
88441	\$	135.45	12/5/2017	
88442	\$	593.00	12/5/2017	
88443	\$	100.00	12/5/2017	
88444	\$	1,710.00	12/5/2017	
88445	\$	209.28	12/5/2017	
88446	\$	491.40	12/5/2017	
88447	\$	2,493.29	12/5/2017	
88448	\$	435.00	12/5/2017	TWO WAY RADIO SERVICE CO, INC
88449	\$	6,689.56	12/5/2017	UNITED ELEVATOR SERVICES
88450	\$	70.00	12/5/2017	VIRGINIA DEPARTMENT OF SOCIAL SERVICES
88451	\$	4,650.00	12/5/2017	VALLEY BOILER & MECHANICAL, INC
88452	\$	709.67	12/5/2017	VANSANT LUMBER CO
88453	\$	27.72	12/5/2017	VICKIE MCCOMAS
88454	\$	1,000.00	12/5/2017	VIRTUAL IMAGE TECHNOLOGY
88455	\$	96.32	12/5/2017	WOODWORKER'S SUPPLY
88456	\$	770.00	12/5/2017	BKT INC
88457	\$	9,836.52	12/5/2017	BROWN BROTHERS PRODUCE
88458	\$	2,405.65	12/5/2017	CHROMALOX, INC.
88459	\$	133.28	12/5/2017	DOMINION OFFICE PRODUCTS INC
88460	\$	3,714.01	12/5/2017	DOUGLAS EQUIPMENT
88461	\$	2,468.52	12/5/2017	EARTHGRAINS
88462	\$	1,565.66	12/5/2017	FOOD CITY
88463	\$	4,015.37	12/5/2017	HORIZON SOFTWARE INTERNATIONAL
88464	\$	16.99	12/5/2017	LINDA SPEARS
88465	\$	141.28	12/5/2017	
88466	\$	570.50	12/5/2017	-
88467	-	VOID	12/5/2017	PET INC
88468	\$	16,743.23	12/5/2017	PET INC
	•			

88469	\$	69,364.71	12/5/2017	REINHART FOOD SERVICE
88470	\$	318.81	12/5/2017	STATE CLEANING SOLUTIONS
88472	\$	2,287.50	12/14/2017	PDFINNOVATES, LLC
88473	\$	19,189.13	12/14/2017	RAINES
88474	\$	150.00	12/14/2017	SPECIAL OCCASIONS CATERING
88475	\$	10,589.17	12/14/2017	
88486	\$	140.00	12/21/2017	
88487	\$	10.95		ANCHORAGE PHOTO AND VIDEO
88488	\$	36,752.78		APPALACHIAN POWER
88489	\$	1,037.95		ARTHUR STILTNER TWO WAY RADIO
88490	\$	66.22	12/21/2017	
88491	\$	28.25		AUTO PLUS STORE
88492	\$	2,300.00		BUCHANAN GENERAL HOSPITAL
88493	\$	2,500.00 913.92		BLUE TARP FINANCIAL, INC
88494	\$	73.00		BOARD OF SUPERVISORS
88495	\$	6,500.00	12/21/2017	
88496	\$	177.50		
88497	\$	637.00		BUCHANAN COUNTY SCHOOL BOARD
88498				BUCHANAN COUNTY TECHNOLOGY CENTER
	\$	934.64		BUSINESS CARD
88499	\$ \$	1,769.02		BWB ENTERPRISE
88500		50.00	• •	CARLA THOMAS
88501	\$	682.20	12/21/2017	
88502	\$	56.23	12/21/2017	
88503	\$	252.77	• •	COMP AND SAVE
88504	\$	744.00		DEPARTMENT OF STATE POLICE
88505	\$	574.00	12/21/2017	
88506	\$	1,050.83	· · ·	DOCTORS FOSTER AND SMITH
88507	\$	2,372.19		DOMINION OFFICE PRODUCTS
88508	\$	158.39		DOMINION OFFICE PRODUCTS INC
88509	\$	2,287.50		PHYLLIS D. FLOWERS
88510	\$	727.50		FOLLETT SCHOOL SOLUTIONS
88511	\$	518.98	12/21/2017	
88512	\$	81.25	12/21/2017	
88513		VOID	12/21/2017	GLENN STURGILL
88514	\$	80.78	12/21/2017	GRAINGER
88515	\$	295.56	12/21/2017	GREAT AMERICA FINANCIAL SERVICES
88516	\$	817.36	12/21/2017	GROUNDWORKS GARDEN & HYDROPONIC
88517	\$	257.80	12/21/2017	KEEN MOUNTAIN AUTO PARTS
88518	\$	651.94	12/21/2017	KIMBALL MIDWEST
88519	\$	1,150.20	12/21/2017	L & M AUTO PARTS, LTD.
88520	\$	400.00	12/21/2017	LEARNING WORKS
88521	\$	197.50	12/21/2017	LIGHTHOUSE SUPPLY
88522	\$	9,956.71	12/21/2017	MAGIC MART
88523	\$	17,228.70	12/21/2017	MR COAL MARKETING & TRADING, LLC
88524		VOID	12/21/2017	MR.SCOTTY OWENS
88525	\$	64.76	12/21/2017	NAPA AUTO PARTS
88526		VOID	12/21/2017	RUINED/SPOILED CHECK

88527	\$ 5,174.60	12/21/2017	PSA
88528	\$ 261.18	12/21/2017	PUMP HOUSE SUPPLY
88529	\$ 2,487.43	12/21/2017	QUILL
88530	\$ 49.87	12/21/2017	REALLY GOOD STUFF
88531	\$ 43,890.00	12/21/2017	ROYALWOOD ASSOCIATES, INC
88532	\$ 189.09	12/21/2017	SAMS CLUB
88533	\$ 198.35	12/21/2017	SCHOOL SPECIALTY
88534	\$ 12,389.00	12/21/2017	M.SHANE CANTRELL, PLLC
88535	\$ 127.98	12/21/2017	SHIRLEY BLAKE
88536	\$ 540.40	12/21/2017	SIGNWAREHOUSE
88537	\$ 579.89	12/21/2017	STATE ELECTRIC SUPPLY COMPANY
88538	\$ 37.17	12/21/2017	STOP AND SHOP
88539	VOID	12/21/2017	STREET LAW FIRM
88540	\$ 182.65	12/21/2017	SUPER DOLLAR STORE
88541	\$ 1,598.22	12/21/2017	SUPPLY WORKS
88542	\$ 114.78	12/21/2017	LYNN LOWE
88543	\$ 15,000.00	12/21/2017	TEL/LOGIC INC E-RATE CENTRAL
88544	\$ 759.82	12/21/2017	THE SHERWIN-WILLIAMS CO
88545	\$ 12,110.22	12/21/2017	TIME WARNER CABLE
88546	\$ 185.00	12/21/2017	TREASURER OF VIRGINIA
88547	\$ 103.20	12/21/2017	UPS
88548	\$ 70.00	12/21/2017	VIRGINIA DEPARTMENT OF SOCIAL SERVICES
88549	\$ 29.00	12/21/2017	VIRGINIA MOUNTAINEER PUB CO INC
88550	\$ 2,400.00	12/21/2017	VIRGINIA TECH SOUTHWEST CENTER
88551	\$ 42,200.25	12/21/2017	VACORP
88552	\$ 452.96	12/21/2017	VANSANT LUMBER CO
88553	\$ 1,090.01	12/21/2017	VERIZON
88554	\$ 197.24	12/21/2017	VERIZON BUSINESS
88555	\$ 152.43	12/21/2017	VIRTUAL IMAGE TECHNOLOGY
88556	\$ 1,439.05	12/21/2017	VIRGINIA SCHOOL BOARDS ASSOCIATION
88557	\$ 3,030.63	12/21/2017	WARREN ELECTRIC CORPORATION
88558	\$ 341.30	12/21/2017	WOODWORKER'S SUPPLY

\$ 503,300.42

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Mr. Owens gave an update of upcoming VSBA events, noting the VSBA Capital Conference is scheduled for January 22-23, 2018 in Richmond. Orientation for New Chairman and Vice-Chairman as well as for New Board Members and Superintendents is January 23, 2018.

Mrs. Hibbitts gave a calendar update noting, we are at day 92; have missed six days; operated on one two hour delay and one three hour delay, and are set to dismiss May 22.

Mrs. Hibbitts continued with an enrollment update stating we have remained the same. We haven't lost nor gained any students during the month of December. Currently, we stand at 2,741.

The administration presented a request for maternity leave for Mrs. Amanda Shafer from February 19 – May 11, 2018.

Upon motion by Mr. Harrison and seconded by Mr. Thompson and Mrs. McClanahan, the request was approved.

Motion Passed

Administration presented resignations for Mr. Edward Blankenship, Custodian at Hurley Elementary/Middle and Mr. Chad Stevens, Teacher and Bus Driver at Twin Valley Elementary/Middle.

Upon motion by Mrs. McClanahan and seconded by Mr. Prater, the resignations were approved.

Administration presented for consideration, substitutes, volunteers and coaches.

Upon motion of Mrs. McClanahan and seconded by Mr. Prater, substitutes, volunteers and coaches were approved as presented.

Motion Passed



Buchanan County Public Schools

"Our Children, Our Future, Our Responsibility"

January 3, 2018

The following individuals have completed the substitute/volunteer in-service training and await school board approval:

Goins, Patty

Horton, Wendell

Street, Sharonda

Mr. Thompson stated he needed to make a motion to rescind a motion he made during the last Board Meeting (December 5, 2017) and note his abstention for the coaching list at Council due to a family member being on the list. Mr. Harrison seconded.

Motion Passed

Mr. Harrison made a motion to approve the coaching list as presented for Council High school during the December 5, 2017 Board Meeting. Mrs. McClanahan seconded.

Motion Passed – Mr. Thompson Abstained

Administration presented bids to repair and refinish the gym floor at Riverview Elementary/Middle School. It is Mrs. Hibbitts' recommendation to award the bid to Royalwood Associates, Inc. who is the original company that installed the floor and has knowledge of the floor, having also reviewed and advised on damage due to a roof leak in the past. The Board of Supervisors is providing funding for the project. She also noted this company did an excellent job at Council Elementary/Middle School recently in installing a new gym floor.

Mrs. McClanahan made a motion to award the bid to Royalwood Associates, Inc., Mr. Harrison seconded.

Mr. Harrison asked about a time frame for completion. Mrs. Hibbitts said she is working with both Riverview and Grundy High in trying to schedule the project which will take approximately three weeks and is more difficult to schedule with school in session.

Roll Call:

Mr. Thompson	Yes
Mrs. McClanahan	Yes
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	Yes
Mr. Prater	Yes

RIVERVIEW ELEMENTARY/MIDDLE SCHOOL GYMNASIUM FLOOR REFINISH

BID

COMPANY/ADDRESS/PHONE	BID
Royalwood Associates, Inc.	
P. O. Box 91145	
7421 ACC Boulevard	
Raleigh, NC 27617	
919-957-3006	\$21,397.00
Scott Floor Company	
1215 Ohio Avenue	
Salem, VA 24153	
540-598-7796	\$17,700.00
South Star Distributors and Floor Solutions	
P. O. Box 6	
Bristol, VA 24203	
276-791-0649	\$17,455.00

AWARDED TO: <u>Royalwood Associates, Inc.</u>

DATE:

January 16, 2018

A Resolution to Support The Creation of a Small and Rural School Coalition was presented. Mr. Owens stated that he felt the purpose of the resolution is to unite all the small and rural school divisions as one so they can have a stronger and louder voice in Richmond. Mrs. Hibbitts stated the coalition was started last year and while in Richmond saw some great things happen. We were given some enrollment loss money at the end of the last fiscal year. The main focus this year is teacher recruitment and retention. There is a teacher shortage across the state of Virginia and here. The main objectives for the committee this year are: enrollment loss funding, school construction funding, and help with unfunded mandates which include SOQ positions.

Mr. Prater made a motion to accept the Resolution to Support the Creation of a Small and Rural School Coalition for the Buchanan County Public Schools. Mrs. McClanahan seconded.

Mr. Harrison suggested accepting the resolution but remove the clause that states "increasing personal property tax by one penny".

Mr. Prater amended his motion to adopt the resolution to include, removing the statement "increasing personal property tax by one penny". Mrs. McClanahan seconded the amended motion.

Motion Passed

Mrs. Melinda Skeens presented a request for Paraeducator On-Line Training, a program that will be used to meet guidelines for Paraprofessionals in the Title I program. If approved, the test can be administered at the School Board Office to those that need the certification. The cost per test is \$55 and will be paid for from Title II funds. Mrs. Skeens pointed out that this is included in the Title II Application. Roll Call:

Mr. Thompson	Yes
Mrs. McClanahan	Yes
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	Yes
Mr. Prater	Yes

Motion Passed

Mr. Harrison made a motion to accept the VSBA Code of Conduct for School Board Members. No second was received.

Roll Call:

Mr. Thompson	Pass/Yes
Mrs. McClanahan	Pass/No
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	No
Mr. Prater	No

Motion Failed

Mr. Owens gave an update from the Building Committee, noting an email received from Lou Sterlacci, JCI, indicates all work with the boiler and natural gas hookup at Riverview Elementary/Middle School should be completed by the end of the month.

Upon motion by Mr. Thompson and seconded by Mr. Thornbury the Board went into Closed Session for Personnel and Legal advice.

Motion Passed

Upon motion by Mr. Harrison and seconded by Mr. Prater, Closed Session was certified.

Roll Call:

Mr. Thompson	Yes
Mrs. McClanahan	Yes
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	Yes
Mr. Prater	Yes

Administration presented additional documentation to verify previous work experience related to her job for Mrs. Lucille Gibson, Cook, and asked that this be considered as an addition to her pay. Mr. Thornbury made a motion to give Mrs. Gibson two years exterior work credit that was not in her original contract. There was no second.

Motion Failed

Mr. Prater made a motion to give Mrs. Lucille Gibson one year credit for previous exterior experience. Mr. Harrison seconded.

Roll Call:

Mr. Thompson	Yes
Mrs. McClanahan	Yes
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	Yes
Mr. Prater	Yes

Motion Passed

Upon motion by Mr. Thompson and seconded by Mr. Thornbury, Mr. Greg Hagy will be presented a contract to drive a school bus. Roll Call:

Mr. Thompson	Yes
Mrs. McClanahan	Yes
Mr. Harrison	Yes
Mr. Owens	Yes
Mr. Thornbury	Yes
Mr. Prater	Yes

Motion Passed

The next regularly scheduled meeting was set for Tuesday,

February 6, 2018, at 5:30 p.m.

Upon motion by Mr. Thompson, and seconded by Mr. Harrison,

the meeting was adjourned.

<u>Scotty Owens</u>

Chairman of Board

February 6, 2018 Date

ATTEST:

<u>Carolyn J. Dillow</u> Clerk of the Board

February 6, 2018 Date