

VIRGINIA: At a regular meeting of the Tazewell County School Board held at the Tazewell County Career and Technical Student Center on November 5, 2018 at 1:00 p.m.

PRESENT: Donna Whittington, Chair
Chris Moir, Vice-Chair
Jimmy Jones, Member
Irene Mullins, Member
David Woodard, Member
George G. Brown, Division Superintendent
Vicki Bailey, Clerk

Chair Whittington called the meeting to order at 1:00 p.m. Joel Horn gave the invocation.

Unscheduled Agenda Items

Mrs. Moir made a motion to add "Approval to add Adult CNA Program at the Tazewell County Career and Technical Center in conjunction with the Regional Adult Education Program" and "Approval of Memorandum of Understanding between Tazewell County School Board and Town of Bluefield, Virginia" as items B and C under New Business. Mr. Jones seconded the motion, and the Board unanimously approved.

Approval of Agenda

Mrs. Moir made a motion to approve the agenda as amended. Mr. Jones seconded the motion, and the Board unanimously approved.

Closed Session

Pursuant to section 2.2-3711 of the Code of Virginia, a motion was made by Mr. Jones, seconded by Mrs. Mullins and unanimously passed to convene to a closed session for the purpose of discussing the following specific matters:

Personnel – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees as authorized by Section 2.2-3711 A 1 of the Code of Virginia.

Students – Discussion or consideration of admission or disciplinary matters concerning a student(s) as authorized by Section 2.2-3711 A 2 of the Code of Virginia.

Legal Advice - Consultation with legal counsel and briefings by staff members or consultants or attorneys, pertaining to actual or probable litigation, or other specific legal matters requiring the provision of legal advice by counsel as authorized by § 2.2-3711 A 7 of the Code of Virginia.

Property – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property as authorized by Section 2.2-3711 A 3 of the Code of Virginia.

The Board returned to open session at 2:45 p.m. Chair Whittington called the open session portion of the meeting to order.

In accordance with the Freedom of Information Act, a roll call vote was taken in which all members affirmed that only public business matters lawfully exempted from open meetings, as identified in the motion for closed session, were heard, discussed, or considered by the Board.

Chair Whittington called for a moment of silence. Mrs. Moir led the Pledge of Allegiance.

Consent Agenda

Mrs. Moir made a motion to approve items A, B and C of the consent agenda. Mr. Jones seconded the motion, and the Board unanimously approved.

Mrs. Moir made a motion to approve the sick leave bank request for Employee C for three days. Mr. Woodard seconded the motion, and the Board unanimously approved.

Student Actions

Mrs. Moir made a motion to approve home instruction for those families who submitted requests for the 2018-19 school year pending receipt of proper paperwork. Mr. Jones seconded the motion, and the Board unanimously approved.

Approval of minutes of prior Disciplinary Committee meeting

Mr. Woodard made a motion to approve the minutes of the October 22, 2018 School Board Student Disciplinary Committee meeting. Mr. Jones seconded the motion. Motion was approved by Mr. Jones, Mr. Woodard and Chair Whittington. (Mrs. Moir and Mrs. Mullins abstained, since they were not part of the October 22, 2018 Student Disciplinary Committee meeting.)

Recognitions and Instructional Focus

- A. Recognition of High School Band Directors and accomplishments this fall, *Brad Carr, Principal of Graham High School; Kimberly Ringstaff, Principal of Richlands High School; and James McGee, Principal of Tazewell High School***

Mr. Carr, Mrs. Ringstaff, and Mr. McGee shared a few of the many accomplishments of school division band directors Mr. Chuck Yost, Mr. Bruce Miller and Ms. Caitlin Hutchinson. Each band director also shared information about the individual school bands and the hard work of the students.

- B. Patrick Buckner, WVVA Teacher of the Year, *Dr. Gary Williams, Director of Middle and High School Education***

Dr. Williams told School Board members that Mr. Buckner had been selected as the WVVA 2018 Teacher of the Year and shared a brief history of Mr. Buckner's accomplishments. Tazewell County Public School students Nathan Phillips, Josie Whitt, Kendal Barrett, and Rebecca Lewis read letters they had written about Mr. Buckner.

- C. Yamaha Outbound Engine Training Program, *Cynthia Beavers, Principal of Tazewell County Career and Technical Center/Supervisor of Technology***

Mrs. Beavers, along with a Yamaha representative, gave Board members information regarding the newly added Yamaha Marine University's training module series *Introduction to Outboard Systems* available through YMU online. This self-guided online trainee course is a must for all entry-level Yamaha technicians. Animations, videos and simple explanations in this program make grasping the basics of outboard systems easy for students. The following modules were to be included in the new program: Introduction, Boat Control,

Propellers, Motor Designs, Bracket, Lower Unit, Ignition, Fuel Systems, Lubrication, Electrical and Final Test. This course must be completed in order to attend the Marine Service Skills Training program.

Hearing of Citizens

None

Hearing of Employees

Greg Deskins, TEA President, thanked Ms. Deidra Hill, Supervisor of Human Resources, for the Human Resource Newsletter and for acquiring answers to all the insurance questions.

Unfinished Business

None

New Business

A. VSBA Policy Services, Approval of Contract Renewal for December 1, 2018 to November 30, 2019, George G. Brown, Division Superintendent (SEE ATTACHED)

Mr. Brown asked for Board approval of the VSBA Policy Services Contract for December 1, 2018 to November 30, 2019.

Mr. Jones made a motion that the Tazewell County School Board approve the renewal of the Virginia School Board Association Policy Services Contract for December 1, 2018 to November 30, 2019. Mrs. Mullins seconded the motion, and the Board unanimously approved.

B. Approval to add Adult CNA Program at the Tazewell County Career and Technical Center in conjunction with the Regional Adult Education Program, Cynthia Beavers, Principal of Tazewell County Career and Technical Center/Supervisor of Technology

Mrs. Beavers told Board members the school division had the opportunity to add the adult CNA program to the offerings at the Tazewell County Career and Technical Center at no cost to Tazewell County Public Schools. The school division would provide the facility and the instructor, but the instructor would be completely funded by Regional Adult Education Program. Mrs. Beavers shared that over half of the students in the Russell County program were Tazewell County students. By adding the Adult CNA program at the Career and Technical Center, Tazewell County residents would not have to travel, and the program enrollment could increase.

Mr. Woodard made a motion that the Tazewell County School Board approve the addition of the Adult CNA Program at the Tazewell County Career and Technical Center in conjunction with the Regional Adult Education Program. Mrs. Mullins seconded the motion, and the Board unanimously approved.

C. Approval of Memorandum of Understanding between Tazewell County School Board and Town of Bluefield, Virginia, George G. Brown, Division Superintendent

Mr. Brown recommended the School Board approve the Memorandum of Understanding between Tazewell County School Board and the Town of Bluefield, Virginia. The Memorandum of Understanding would set forth the general understanding between the Town of Bluefield, Virginia and the Tazewell County Board of Education to pursue mutual interest in providing a facility to accommodate area high schools, middle schools, colleges and non-profit community organizations for football, lacrosse, soccer and other recreational events. Mr. Brown shared that the School Board attorney had reviewed the Memorandum of Understanding and had changed language. He stated this Memorandum of Understanding in no way obligated the School Board.

Mr. Woodard made a motion that the Tazewell County School Board approve the Memorandum of understanding between the Tazewell County School Board and the Town of Bluefield, Virginia. Mrs. Moir seconded the motion, and the Board approved the motion as follows:

Mr. Woodard – Aye, Mr. Jones – Abstain, Mrs. Moir – Aye, Mrs. Mullins – Aye, Chair Whittington – Aye

Superintendent's Report

A. Budget update, Ashley Maxfield, Supervisor of Finance

Ms. Maxfield told Board members that she did not bring good news again this month due to the fact that the school division still had not received any local appropriations. Because of that, Ms. Maxfield requested approval to move \$860,000 (\$430,000 each from the textbook fund and the lunch fund) to cover two invoices due on November 30, 2018. This transfer would be the only way to pay those invoices and make payroll. Once local appropriations were received, the funds would be transferred back to those accounts.

Mr. Woodard asked if the invoices were the PNC payments, and Ms. Maxfield indicated that was correct. Mr. Woodard asked which schools the loans were for, and Ms. Maxfield and Mr. Brown replied they were for Graham Middle and Tazewell High School. Ms. Maxfield indicated the division would have these payments at least through 2023.

Mr. Woodard made the motion to move \$430,000 from the textbook fund and \$430,000 from the lunch fund in order to pay two invoices and make payroll. Mrs. Mullins seconded the motion, and the Board unanimously approved.

B. Superintendent updates, George Brown, Division Superintendent

Mr. Brown shared the following updates:

- Attendance numbers were down over 100 from June 2018 and continued to decline.
- Bluefield College Bio Medical Science students in pre-medical studies at VCOM would be working with Tazewell County Public School students as a public service project.
- The window for public comment on the 2019-20 budget would remain open on the website through December 19, 2018. To date there had been a great deal of response. Budget requests from directors, administrators, and board members would be due December 3, 2018.
- Mr. Larimer had indicated that the school division would receive the July 2018 local appropriation mid-November and would then begin catching up on the August through December appropriations.

Board Member Comments

Mr. Woodard stated at the October School Board meeting, he had requested an analysis of the actual cost of dual enrollment and Pre-K to the school division. He said he did not make that request out of a desire to end either one necessarily, but to find the hidden costs. Mr. Woodard stated he received a list of in and out numbers and opinion, which was not what he requested. The information received indicated the school division did not transport Pre-K students, that no rooms with Pre-K students were heated or cooled, etc. In addition, Mr. Woodard said there would have to be dual enrollment staff time spent that would come from somewhere. The School Board would be better equipped to make decisions when given all the information, and that was not provided in what he received.

Mr. Woodard also stated he had asked for School Board development to be planned through VSBA. He asked if progress had been made at planning something. Mr. Brown responded that he had reached out to Samantha Bosserman at the Virginia School Board Association, but had not received a response. He suggested that Board members might have the opportunity to meet with Ms. Bosserman at the VSBA Convention to see if development for the School Board could be scheduled.

Mr. Woodard mentioned the School Board had little control over home school and really could not vote against home school requests, because that would be against the law. He shared that Mr. Brown and he were in a senator's office in Richmond several years ago, and that senator offered to sponsor some legislation that might tighten up the accountability on home school. Mr. Woodard suggested with the current political climate in Richmond, now might be a good time to reach back out to the senator or reach out to VSBA to gently suggest looking into home school. Mr. Woodard mentioned if Medicaid expansion passed both houses and the governor, there was probably a pretty good chance something could be passed through on tightening up the home school accountability as well.

Mr. Woodard stated he would like to know if VSBA had any sample policies or if any other school boards in the state had policies regarding limiting school board member access to central office.

Mrs. Mullins congratulated Mr. Buckner on being selected the WVVA Teacher of the Year. She expressed how proud she was of him and all that he offers the students of Tazewell County Public Schools. She also conveyed her appreciation of Mr. McGee and Mrs. Barringer for all they do at Tazewell High School, and to Mrs. Hurst and Mr. Smith for all they do to help the students at Tazewell Middle School.

Mrs. Mullins asked Mr. Beavers when Tazewell Middle School was scheduled to be redone. She stated the floors at the other two middle schools looked beautiful, but Tazewell Middle did not. Mr. Beavers indicated the gym floors were on a rotation, and the gym floor at Tazewell Middle was redone last year.

Mrs. Mullins thanked Cynthia Beavers for helping bring the Yamaha and CNA programs to the Tazewell County Career and Technical Center, and said she wanted to see the Career and Technical Center busting at the seams.

Mrs. Mullins shared she had recently run into a Tazewell High School graduate who now works in IT. The student was currently bringing home over \$2,000 a week. She stated she loved to see students from Tazewell doing well and indicated it related back to the teachers in Tazewell County.

Mrs. Mullins asked Ms. Maxfield to give Board members the payables prior to the day of the School Board meeting, if at all possible.

Mr. Jones thanked the School Board members, Central Office personnel and all those associated with the schools for their hard work. He also expressed appreciation for the custodians.

Mrs. Moir congratulated Mr. Buckner, and said the student letters read earlier in the meeting said it all.

Mrs. Moir congratulated the area band directors for all their hard work, and stated she was glad to see them.

Mrs. Moir thanked Cynthia Beavers for working to add the Yamaha program and the Adult CNA program to the Tazewell County Career and Technical Center. She also expressed appreciation for being invited to the CTE Advisory meetings.

Mrs. Moir stated she hoped Region VII could fight together against the new attendance expectations of the state department and on tightening up the home school accountability of parents.

Mrs. Moir also thanked Ms. Hill for the informative Human Resource Newsletter. She congratulated Don Smith, AV/Computer Technician, for being the employee recognized in the most recent newsletter.

Mrs. Moir said she had four children who went through Richlands High School and she had worked there as a long-term substitute, and she had a personal interest in that school. Mrs. Moir stated she could say that the administration and staff of Richlands High School always goes above and beyond the call of duty to ensure safety of all students.

Chair Whittington congratulated Patrick Buckner on his award, and congratulated the band directors on their accomplishments.

Mr. Woodard made a motion to adjourn at 3:42 p.m. Mrs. Moir seconded the motion, and the Board unanimously approved.

Policy Services Agreement

This Agreement made this 5th day of November, 2018 by and between the School Board of Tazewell County (hereinafter "Board") and the Virginia School Boards Association (hereinafter "VSBA").

WHEREAS, Va. Code § 22.1-253.13:7 (part of the Standards of Quality) requires the Board to maintain and follow up-to-date policies and further requires that all policies shall be reviewed at least every five years and revised as needed; and

WHEREAS, the Board is a member of the VSBA and is desirous of having the VSBA provide it with policy services to enable it to comply with the Standards of Quality; and

WHEREAS, the VSBA, in order to promote the economy and efficiency of its members and to assist its members in complying with the Standards of Quality, is desirous of providing policy services to the Board.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. During the term of this contract, VSBA will provide to the Board, through its website, access to the following
 - A. a manual containing sample policies
 - B. update services including, but not limited to, new and revised sample policies based on
 - statutory law
 - case law
 - agency rules and regulations
 - Attorney General opinions
 - C. availability of VSBA staff member/attorney to answer questions regarding policies
2. The Board, in accordance with Va. Code § 22.1-71, agrees to contract with the VSBA for policy services.
3. The Board will pay VSBA \$3,000.00 for its services under this Agreement. The VSBA shall provide the Policy Contact designated by the superintendent with a password to the Policy Services section of the VSBA website only after full payment has been received.

4. The services provided for in this Agreement shall not include any comments, suggestions, or recommendations regarding any other documents or publications including, but not limited to, administrative rules, regulations, procedures, school manuals or handbooks, exhibits or forms.
5. The VSBA sample policies are copyright protected, and intended for the sole and exclusive use of current subscribers to the VSBA policy services. Current subscribers may not share the sample policies with or provide the policies to non-subscribers or their agents or representatives, unless required by law or with the prior approval of the VSBA.
6. VSBA's liability is limited as follows:
 - a. Sample policies that are developed by the VSBA which have not been altered or amended by the policy subscriber are subject to VSBA liability.
 - b. Local revisions, deletions and additions to VSBA sample policies are excluded from VSBA liability.
 - c. The Board agrees, in the event that a sample policy prepared by VSBA is alleged to be not in compliance with relevant laws or regulations, to notify VSBA of such allegation within five (5) working days of such allegation.
7. The VSBA will not review, interpret, or comment on any VSBA sample policy that is altered by the administrative staff, local school board attorney or school board. Such alterations should be referred to the local school board attorney for review and interpretation.
8. The VSBA's liability for damages to the Board for any cause whatsoever shall be limited to the fee for the services to be performed under this Agreement.
9. This Agreement is in full force and effect for a term of one (1) year, effective November 1, 2018, and terminating October 31, 2019. The Board's eligibility for policy services is conditioned on the Board remaining a member of VSBA. At the end of the final renewal year, the contract may be renewed at the prevailing fee at the time of renewal. If the Board terminates the contract prior to the expiration of the contract term, there shall be no refund of any payments made.
10. Upon the termination of the Board's participation in policy services, whether prior to the term of the contract or after expiration of the contract, the Board shall return or destroy all policy manuals, updated policies and/or any CDs, and will discontinue use of and destroy any and all copies of the VSBA password. Furthermore, the Board shall subsequently act in accordance with copyright laws.

11. This Agreement constitutes the complete understanding of the parties and supersedes any and all prior understandings and agreements, oral or written, relating hereto. No alteration, modification or amendment of this Agreement shall be valid and binding unless in writing and executed by both parties.

TAZEWELL COUNTY SCHOOL BOARD

BY Donna J. Whittington Date: 11/5, 2018
Chair

Attest: Nicki L. Bailey
Clerk



VIRGINIA SCHOOL BOARDS ASSOCIATION

Gina G. Patterson

BY _____ Date: October 5, 2018
Gina G. Patterson, Executive Director