The regular monthly meeting of the Gloucester County School Board was held on Tuesday, January 13, 2015. The 2014 Chairperson called the meeting to order at 5:30 pm at the Thomas Calhoun Walker Education Center.

I. ROLL CALL

Roll call was taken by the Acting Clerk, and the following persons were recorded as present: George R. (Randy) Burak, 2014 Chairperson, Troy M. Anderson, Kimberly (Kim) E. Hensley, Carla B. Hook, Anita F. Parker, Charles B. Records, and Kevin M. Smith, Members. Also present for the closed meeting: Walter R. Clemons, Ph.D., Superintendent of Schools, John E. Hutchinson, Assistant Superintendent for Administrative Services and Acting Clerk, and Charles A. Wagner, Ed.D., Assistant Superintendent for Instructional Services.

II. CALL FOR CLOSED MEETING

At 5:30 pm, a motion was made by Ms. Parker, seconded by Mr. Records, and unanimously approved to adjourn for a closed session, pursuant to Code of Virginia, 1950, as amended, Section 2.1-3711 (A), Subsection 1, for the discussion of personnel matters (monthly appointments, resignations, etc.; Subsection 7, for the discussion of potential litigation; and Subsection 3, for the discussion of the acquisition of real property.

III. RETURN TO OPEN MEETING/CERTIFICATION

Note: Ms. Betty Jane Duncan, Deputy Clerk, recorded the remainder of the meeting. The Deputy Clerk noted that all members were present for the open meeting.

At 7:00 pm, a motion was made by Mr. Smith to reconvene the meeting into open session and to certify that the Gloucester County School Board, while in closed session, discussed only public matters lawfully exempted from open meeting requirements provided in Subsection A of Section 2.2-3711 and that only public business matters that were identified in the motion convening the closed session were heard, discussed or considered. The motion was seconded by Mr. Records and approved as follows:

Mr. Andersen  Aye  Mr. Records  Aye
Ms. Hensley  Aye  Mr. Smith  Aye
Mrs. Hook  Aye  Mr. Burak  Aye
Ms. Parker  Aye

IV. MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE – Ms. Campbell Farina, SAC representative, led the Board and citizens in a moment of silence followed by the Pledge of Allegiance to the flag of the United States of America.

V. PERSONNEL ITEMS

A. Approval of Monthly Personnel Actions — A motion was made by Ms. Hensley, seconded by Mrs. Hook and unanimously adopted to approve the monthly listing of personnel appointments, contract changes, and leave requests. (Approved copies attached to minutes)
VI. ADDITIONS/CHANGES/ADOPTION OF AGENDA

There were no recommended changes to the agenda as published. A motion was made by Mr. Smith, seconded by Ms. Parker, and unanimously approved to adopt the agenda as published.

VII. ANNUAL ORGANIZATIONAL ITEMS

A. Call for Election of School Board Officers – Mr. Burak yielded the chair to Dr. Clemons for the election of 2015 School Board officers.

Chairperson – Mr. Records nominated Mr. Andersen as Chairperson of the Gloucester County School Board for 2015. There being no further nominations, Dr. Clemons declared the floor closed to nominations. The Deputy Clerk recorded the following vote:

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<th>Aye</th>
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Motion was carried 6-1.

Mr. Andersen assumed the duties of Chairperson for the remainder of the meeting. Mr. Andersen expressed thanks to the Board for their confidence in electing him 2015 Chairperson.

Vice-Chairperson – Ms. Hensley nominated Mr. Records as Vice-Chairperson of the Gloucester County School Board for 2015. There being no further nominations, Mr. Andersen declared the floor closed to nominations. The following vote was recorded by the Deputy Clerk:

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<tr>
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<th>Aye</th>
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<td>Mr. Burak</td>
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B. Approval of 2015 Meeting Schedule – A motion was made by Mr. Burak, seconded by Ms. Hensley and unanimously adopted to approve the schedule of monthly meetings for 2015 and annual organizational meeting for 2016 and Work Sessions as listed on page 4 of the agenda, with closed sessions preceding the monthly meeting to begin at 5:30 pm. Note: All meetings must be adjourned by 11:00 pm unless unanimously approved.

C. Approval of School Board Appointments to Boards/Committees – Board members discussed committee assignments and appointments. The following changes were made to the 2015 appointments listing:

- Chesapeake Bay Governor’s School – Mr. Records will serve
- Education Foundation – Ms. Parker and Mr. Burak will serve
- WHRO – Ms. Hensley will serve
- Regional Special Education Advisory – Ms. Parker will serve

A motion was made by Ms. Hensley, seconded by Mr. Records and unanimously adopted to approve the listing of appointments to boards and committees. (Final listing of approved Appointments to Boards, Commissions and Committees attached to minutes)
VII. ANNUAL 2014 ORGANIZATIONAL ITEMS OF THE BOARD (continued)

D. Approval of Clerk/Deputy Clerk/Acting Clerks (effective January 14, 2015, through January 13, 2016) -- A motion was made by Ms. Hensley, seconded by Mr. Burak, and unanimously adopted to approve the appointment of Ms. Diane Clements Gamache as Clerk of the Gloucester County School Board and Ms. Betty Jane Duncan as Deputy Clerk for 2015, effective January 14, 2015 through January 13, 2016; and further to approve the appointment of Dr. Walter R. Clemens, Mr. John E. Hutchinson, Dr. Chuck Wagner, and Mr. Bryan Hartley, as Acting Clerks for all closed sessions following monthly meetings and certain special meetings, including personnel hearings, retreats, 3-member panels and full School Board disciplinary hearings, etc., through January 13, 2016, as recommended.

E. Approval of Official Designees to Sign in the Superintendent’s Absence-January 14, 2015 through January 13, 2016 -- A motion was made by Ms. Hensley, seconded by Mr. Burak, and unanimously adopted to approve Mr. Hutchinson, Dr. Wagner and Ms. Gamache as official designees to sign documents in the Superintendent’s absence (as required annually by the Department of Education).

VIII. APPROVAL OF ITEMS CONTAINED IN THE CONSENT AGENDA

A motion was made by Ms. Hensley to approve the Consent Agenda (listed below); motion was seconded by Mr. Burak, and approved with a roll call vote

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<tr>
<td>Mr. Burak</td>
<td>Aye</td>
<td>Mr. Records</td>
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<td>Ms. Hensley</td>
<td>Aye</td>
<td>Mr. Smith</td>
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<td>Mrs. Hook</td>
<td>Aye</td>
<td>Mr. Andersen</td>
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<td>Ms. Parker</td>
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ITEMS CONTAINED WITHIN THE CONSENT AGENDA:
A. Approval of Minutes of December 9, 2014, Monthly Meeting
B. Informational Central Food Service Financial Report as of November 30, 2014
C. Informational Membership Report as of December 19, 2014
D. Informational Discipline Report for December, 2014
E. Informational Visiting Teachers Report for December, 2014
F. Informational Transportation Report for December, 2014
G. Actuarial Report for Retiree Health Benefits for July 1, 2014
H. Fundraisers for Quarter Ending December 31, 2014

A. Recognition of Ms. Ashley Field, Nationally Board Certified Teacher – Dr. Juanita Smith, Director of Human Resources, and Ms. Eileen Kersmarki, Principal at Bethel Elementary School, recognized Ms. Ashley Field who recently earned the status of Nationally Board Certified Teacher. Board members congratulated Ms. Field who offered her thanks to the Board for their support.

B. Presentation of WHRO Impact Statement for 2013-2014 by Mr. Bert Schmidt and Mr. Brian Callahan – Dr. Clemons introduced Mr. Bert Schmidt, WHRO CEO, and Mr. Brian Callahan, WHRO Vice-President for Education, who presented the WHRO Impact Statement for 2013-2014. Board members expressed appreciation to Mr. Schmidt and staff for the services received from WHRO by Gloucester County Public Schools.
IX. **STAFF PRESENTATIONS/RECOGNITIONS (continued)**

C. Presentation on Healthy Hunger-Free Kids Act – Mr. Steve Patton, Director of Food Services, and Ms. Amy Heaton, Office Associate, reviewed the provisions and requirements of the Healthy Hunger-Free Kids Act. They highlighted changes to the menus and the effects on participation in the food service program.

D. Updates on Boards/Commissions by School Board Members – Mr. Andersen asked that a discussion on recommendations of the Facilities Use Committee be added to the work session agenda. Ms. Parker reported that the Education Foundation would be holding the annual fundraiser 8K/3K Run/Walk on February 14.

X. **Citizens’ Comment Period** – Mr. Andersen asked if there were any persons present who wished to address the Board. He asked that all persons state their name, the district in which they reside and to limit their remarks to five minutes or less. The following persons came forward to speak:

Stephanie Wible (Petsworth District/Botetourt Teacher) expressed concern about the aging copy machine at Botetourt Elementary School and asked the Board’s consideration in purchasing a new one in the proposed budget.

Kim Ward (Robotics Team sponsor) introduced the Robotics Team members who provided a brief demonstration of the robots entered in competition.

Roberta Shifflette (Teacher) thanked the School Board on behalf of teachers for their service to Gloucester County Public Schools. She noted that there are many needs within the system including teacher raises and equipment repairs/replacement, but that funds are not available on the local level. She urged support for the joint VEA/PTA rally to be held in Richmond to garner support for more state funding by the legislature.

Brian McGovern (Abingdon District/GEA President) spoke regarding the GEA Fall 2014 survey recently distributed to School Board members.

XI. **STUDENT ADVISORY COMMITTEE (SAC) ITEMS** – There were no items presented at this time.

XII. **SCHOOL BOARD MEMBERS’ ITEMS**

A. **VSBA Capital Conference** – Monday, January 26, 2015, 12:30-7:00 pm @ Richmond Marriott (Dr. Clemons and Ms. Parker are registered to attend).

B. **VSBA Orientation for New Chairmen & Vice Chairmen** – Tuesday, January 27, 2015, 8:00 am to 3:00 pm @ Richmond Marriott @ $170 per person. The Clerk would like to know if anyone would like to attend.

C. **NSBA Annual Conference** – March 21-23, 2015 in Nashville, TN @ $755 per person. The Clerk would like to know if anyone would like to attend.

D. **Discussion of Food Allergy Policy/Letter Sent to Parents** – Board members expressed concern that the recently adopted food restriction procedures had not been implemented as intended by the Board, and there seems to be considerable confusion regarding the procedure in the schools. Mr. Hutchinson will reiterate the policy to principals so that the procedure will be enforced consistently throughout the schools.
XII. SCHOOL BOARD MEMBERS’ ITEMS (continued)

E. Other Matters as Brought Up by Board Members – Ms. Parker congratulated the Robotics Team on their accomplishments and reminded everyone of the fundraiser they were sponsoring. Ms. Hensley asked that the topic of lesson plan requirements be placed on a future work session agenda. Mr. Andersen expressed thanks to Mr. Burak and Mr. Smith for their service as Chairperson and Vice-Chairperson of the Board.

XIII. SUPERINTENDENT’S ITEMS

A. Comprehensive Plan Update – Dr. Clemons thanked all citizens and staff for their participation in the development of the Comprehensive Plan. The goals of the plan will be posted on the GCPS website soon for review by the community.

B. Scheduling of Meeting with Board of Supervisors – The Board agreed to hold a work session with the Board of Supervisors on Thursday, January 22, 2015, 7:00 pm, Thomas Calhoun Walker Education Center (Auditorium). The School Board will hold a budget work session at 5:30 pm prior to the joint meeting. First item on the agenda for the 7:00 pm meeting will be a time for public input on the school budget.

XIV. HUMAN RESOURCES ITEMS – Dr. Juanita Smith, Director of Human Resources, presented information on the activities of the department during the month and expressed her appreciation to her staff.

XV. BUDGET AND FINANCE ITEMS

A. Monthly Departmental Report – Ms. Joanne Wright, Director of Budget and Finance, presented information on the activities of the department during the month and expressed her appreciation to her staff.

B. Approval of Grants and Donations – Ms. Wright highlighted the donations totaling $750.00 that had been received by the schools and the division. A motion was made by Mr. Burak and seconded by Mr. Smith to accept with grateful appreciation the donations as outlined. The Deputy Clerk polled the Board as follows:

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<th>Mr. Smith</th>
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<td>Ms. Parker</td>
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<td>Ms. Hensley</td>
<td>Aye</td>
<td>Mr. Records</td>
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<td>Mrs. Hook</td>
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<td>Mr. Andersen</td>
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<td>Mr. Burak</td>
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C. Financial Reports – Ms. Wright presented the following reports that were accepted by the Board as information:


D. Governor’s FY 2016 Proposed Budget Amendments – Ms. Wright presented highlights of the Governor’s recommended budget for FY’16 and explained how that budget would impact the local budget.

At 9:00 pm, the Chairperson declared a brief recess. The meeting resumed at 9:06 pm
XVI. **ADMINISTRATIVE SERVICES’ ITEMS**

Mr. Scott Shorland, Construction Manager, presented an update on the Page Middle School project, as well the ongoing HVAC/Roofing projects at various schools.

A. **Monthly Departmental Report** – Mr. Hutchinson presented information on the activities of the department during the month and expressed appreciation to staff.

B. **Update on Redistricting Plans** – Mr. Hutchinson noted that the Redistricting Committee would meet tomorrow and further information would be brought to the Board at a later date.

XVII. **INSTRUCTIONAL SERVICES’ ITEMS**

A. **Monthly Departmental Report** – Dr. Wagner presented information on the activities of the department during the month and expressed appreciation to staff.

B. **Continued Discussion on Field Trip Policy (File IICA)** – Dr. Wagner stated that two issues needed to be discussed: Does the School Board endorse international travel by students and want to change its policy to reflect this endorsement? Does the School Board wish to purchase supplemental insurance to cover liability for international student travel? After considerable discussion, it was the consensus of the Board not to purchase supplemental insurance at this time. A motion was made by Mr. Records and seconded by Ms. Parker to support international travel and to direct staff to bring back a recommendation to revise Policy File IICA. The following vote was recorded by the Deputy Clerk:

- Ms. Parker   Aye
- Ms. Hensley  Aye
- Mrs. Hook    Nay
- Mr. Burak    Nay
- Mr. Smith    Nay
- Mr. Records  Aye
- Mr. Andersen Aye

Motion was carried 4-3.

C. **Spring 2015 SOL Testing Schedule Proposal for GHS** – Dr. Wagner presented a proposal for a change to the spring 2015 GHS SOL testing schedule. The proposal would keep regular classes in session from May 26-29. (Copy of memo regarding testing schedule attached to minutes) The Board agreed to allow the new testing schedule as proposed.

XVIII. **PUBLIC ANNOUNCEMENTS**

Mr. Andersen read the following public announcements:

A. **Rev. Martin Luther King Holiday-Division Closed (12-Month Employee Holiday)** – Monday, January 19, 2015

B. **Next Special Meeting (Budget Work Session with Public Input @ 5:30 pm and Tentative Joint Meeting w/Board of Supervisors @ 7:00 pm)** – Thursday, January 22, 2015, Thomas Calhoun Walker Education Center (Auditorium)

C. **Last Day of Second Quarter/First Semester** – Friday, January 23, 2015 -- Professional Days (No Students) – Monday-Tuesday, January 26-27, 2015

D. **Guest Teacher/Guest Paraprofessional Professional Development Workshop** – January 27, 2015 (TCWEC Cafeteria 8 – 12 noon)

E. **First Day of Third Quarter/Second Semester** – Wednesday, January 28, 2015

F. **Report Cards Issued** – Wednesday, February 4, 2015

G. **Next Monthly School Board Meeting** – Tuesday, February 10, 2015, 7:00 pm, Thomas Calhoun Walker Education Center
XIX. CALL FOR ADJOURNMENT

At 10:01 pm, there being no further business, a motion was made by Ms. Parker, seconded by Mr. Records, and unanimously approved to adjourn the regular monthly meeting of January 13, 2015, until the next special meeting (joint meeting with Board of Supervisors) on Thursday, January 22, 2015, at 7:00 pm at Thomas Calhoun Walker Education Center and the next monthly School Board meeting scheduled for Tuesday, February 10, 2015, 5:30 pm (closed meeting) and 7:00 pm (open meeting), at the Thomas Calhoun Walker Education Center.

George R. (Randy) Burak, 2014 Chairperson

Troy M. Andersen, 2015 Chairperson

Betty Jane Duncan, Deputy Clerk

John E. Hutchinson, Acting Clerk

Attachments (4):

1. Bound Agenda for January 13, 2015, Monthly Meeting
2. Approved Monthly and Supplemental Personnel Listings
3. Approved Appointments to Boards, Commissions, & Committees
4. Memo re Spring 2015 GHS Testing Schedule

Note: The attachments will be bound with the official minutes once approved.

END
BJD/JEH:bjd

MIN-01-13-15