

**DECEMBER 8, 2009**  
**GLOUCESTER COUNTY SCHOOL BOARD MONTHLY MEETING**  
**5:45 pm – Closed Meeting (Emergency Services)**  
**7:00 pm – Open Meeting (Colonial Courthouse)**  
**Gloucester, Virginia**  
**AGENDA**

<b>ITEM #:</b>	<b>BUSINESS/SUBJECT:</b>	<b>PRESENTER(S):</b>	<b>INFO/ACTION:</b>	<b>PG.#:</b>
N/A	<b><u>MEETING CALLED TO ORDER BY CHAIRPERSON AND ROLL CALL BY ACTING CLERK</u></b>	Ms. Ann Burruss/ Mr. John Hutchinson	Action	N/A
09-153	<b><u>CALL FOR CLOSED MEETING</u></b> Pursuant to <u>Code of Virginia, 1950, as amended, Section 2.1-3711, (A), Subsection 1</u> , for the discussion of <u>personnel matters</u> ; <u>Subsection 2</u> , for the discussion of <u>personnel matters</u> ; and <u>Subsection 7</u> , for the discussion of <u>actual litigation</u> .	Ms. Burruss	Action	N/A
09-154	<b><u>RETURN TO OPEN MEETING</u></b> 1. <u>Call Back to Open Meeting</u> ; and 2. <u>Certification of Closed Meeting</u> , pursuant to <u>Code of Virginia, 1950, as amended, Section 2.2-3712 (D)</u> ; discussion pertained only to the subject(s) specifically stated as the reason(s) for conducting said closed session, as stipulated in the previous motion (specifically Section 2.2-3711 (A), Subsections 1, 2 and 7).	Ms. Burruss/ Ms. Betty Jane Duncan	Action	N/A
09-155	<b><u>PERSONNEL ITEMS</u></b> 1. <u>Monthly Personnel Appointments, Resignations, Transfers, etc.</u> ***	Dr. Kiser/Ms. Juanita Smith	Action	N/A
08-156	<b><u>STUDENT PERSONNEL ITEMS</u></b> 1. <u>Request to Home School One (1) Student Under Religious Exemption Provision</u> 2. <u>Request for Release from Compulsory Attendance for One (1) Student</u> 3. <u>Recommendations for the Expulsion of Three (3) Students</u> ***	Dr. Kiser/Ms. Rita Cargill Brown	Action Action Action	N/A
09-157	<b><u>ADDITIONS AND CHANGES TO AGENDA</u></b>	Ms. Burruss/Dr. Ben Kiser	Action	N/A
09-158	<b><u>APPROVAL OF CONSENT AGENDA ITEMS */**</u></b> 1. Approval of October 22, 2009 Special Meeting (Work Session) Minutes; 2. Approval of November 13, 2009 Special Meeting (3-Member Panel Hearings) Minutes; 3. Approval of November 10, 2009 Monthly Meeting Minutes; 4. Informational Instructional Reports; 5. Informational Visiting Teachers' Report; 6. Informational Transportation Report for November, 2009; 7. Informational Central Food Service Financial Statement as of October 31, 2009; 8. Informational Membership Report as of November 24, 2009; 9. Informational Monthly Suspension Report for November, 2009; and 10. Informational Revenue Report as of October 31, 2009.	Ms. Burruss/Ms. Duncan	Action	1 5 6 11 14 15 16 17 18 20
*-All items contained within the Consent Agenda are approved by a <u>single poll vote</u> of the Board. **-Any SB member wishing to remove an item may do so by calling Dr. Kiser or Ms. Gamache by 12:00 noon the day of the meeting.				
09-159	<b><u>COMMUNITY/STAFF PRESENTATIONS AND RECOGNITION:</u></b> 1. <u>Recognition of Joan Haury, School Nurse, for Asthma Educator Certification</u> Reserved for Remarks from Citizens in Audience	Ms. Shirley Chirch	Information	N/A
<b><u>NEW BUSINESS:</u></b>				
09-160	<b><u>STUDENT ADVISORY COMMITTEE (SAC) ITEMS</u></b> ***	Ms. Shawni Thomas		N/A

<b>ITEM #:</b>	<b>BUSINESS/SUBJECT:</b>	<b>PRESENTER(S):</b>	<b>INFO/ACTION:</b>	<b>PG. #:</b>
<b>09-161</b>	<b><u>BUDGET AND FINANCE ITEMS</u></b>	<b>Ms. Joanne Wright</b>		
	1. <u>Acceptance of Grants and Donations</u>		<u>Action</u>	21
	***			
<b>09-162</b>	<b><u>ADMINISTRATIVE/INSTRUCTIONAL SERVICES' ITEMS</u></b>	<b>Mr. Hutchinson</b>		
	1. <u>Proclamation of January 8, 2010 as "GCPS School Transportation Personnel Recognition Day"</u>	<b>Mr. Roger D. Kelly</b>	<u>Action</u>	22
	2. <u>2009-2010 Inclement Weather Makeup Days</u>	<b>Mr. Hutchinson</b>	<u>Action</u>	23
	3. <u>Policy Manual Update (1<sup>st</sup> Readings):</u>	<b>Mr. Hutchinson</b>		25
	File KN: Sex Offender Registry Notification (Policy Revision)		<u>Action</u>	26
	File KNA: Violent Sex Offenders on School Property (Policy Deletion)		<u>Action</u>	28
	File GBBC-E: Application for Tuition Assistance (Form Revision)		Information	29
	***			
<b>09-163</b>	<b><u>SUPERINTENDENT'S ITEMS</u></b>	<b>Dr. Kiser</b>		
	1. <u>Announcement of 2009-2010 Educational Foundation Mini-Grant Awards</u>		Information	30
	2. <u>Announcement of 2009-2010 Travel Grant Awards (Two from Private Donation)</u>		Information	31
	***			
<b>09-164</b>	<b><u>SCHOOL BOARD MEMBERS' ITEMS</u></b>	<b>SB Members/Clerk</b>		
	1. <u>Updates on Committees and Boards Served on by SB Members</u>		Information	N/A
	2. <u>Proposed Meeting Dates for 2010 -- All Monthly Meetings @ 7:00 pm on Second Tuesday of Month, @ Colonial Courthouse (January 12, 2010; February 9, 2010; March 9, 2010; April 13, 2010; May 11, 2010; June 8, 2010; July 13, 2010; August 10, 2010; September 14, 2010; October 12, 2010; November 9, 2010; December 14, 2010; and January 11, 2011).</u> <u>Dates for Work Sessions (except for Budget) on 4<sup>th</sup> Thursday of Certain Months @ 5:30 pm @ Admin. Offices (*-Except March and September due to Joint Meetings with Board of Supervisors):</u> <u>March 25, 2010, Joint Budget w/Board of Supervisors, 6:00 pm @ Gloucester Library; May 27, 2010; June 24, 2010; July 22, 2010; August 26, 2010; *-Tuesday, September 21, 2010, Joint w/Board of Supervisors, 6:00 pm, Location to be Determined; and October 28, 2010.</u>		Information	N/A
	***			
<b>09-165</b>	<b><u>PUBLIC ANNOUNCEMENTS</u></b>	<b>Ms. Burruss</b>	Information	N/A
	1. <u>Winter Break Holidays – No School for Students -- Monday, December 21, 2009 – Friday, January 1, 2010;</u>			
	2. <u>12-Month Employee Holidays – All Schools and Offices Closed -- Wednesday-Friday, December 23-25, 2009, and Wednesday-Friday, December 30, 2009-January 1, 2010;</u>			
	3. <u>All Offices and Schools Re-Open After Winter Break -- Monday, January 4, 2010;</u>			
	4. <u>GCPS School Transportation Personnel Recognition Day -- Friday, January 8, 2010; and</u>			
	5. <u>Next Monthly and Annual Organizational School Board Meeting -- Tuesday, January 12, 2010, 7:00 pm, @ Colonial Courthouse.</u>			
	***			
<b>Note: It will be left to the discretion of the SB Chairperson to determine which (if any) public announcements other than scheduled School Board meetings (special and monthly) should be read aloud during the monthly meeting.</b>				
<b>N/A</b>	<b><u>ADJOURNMENT</u></b>	<b>Ms. Burruss</b>	<u>Action</u>	N/A
	Until the <u>Next Monthly and Annual Organizational School Board Meeting</u> scheduled for <u>Tuesday, January 12, 2010, 7:00 pm, @ Colonial Courthouse.</u>			

\*\*\* . Denotes any others that may be added to the agenda at the time of the meeting (under agenda item #: 09-157).

**RECORDED MINUTES OF THE  
GLOUCESTER COUNTY SCHOOL BOARD  
GLOUCESTER, VIRGINIA**

**OCTOBER 22, 2009**

A special work session meeting of the Gloucester County School Board was held on Thursday, October 22, 2009, at the Administrative Office Complex, Room 305. The Chairperson called the meeting to order at 4:59 pm.

**ROLL CALL**

The Acting Clerk took roll, and the following persons were recorded as present: Ann F. Burruss, Chairperson, Starr F. Belvin, George R. (Randy) Burak, A. J. (Jay) McGlohn, Jr., Anita F. Parker, Jean E. Pugh, Ph.D., and Kevin M. Smith, Members; John E. Hutchinson, Assistant Superintendent for Administrative Services, and H. Ben Kiser, Ed.D., Superintendent of Schools.

**CALL FOR CLOSED MEETING**

At 5:00 pm, a motion was made by Mr. McGlohn, seconded by Mr. Burak, and unanimously approved to adjourn for a closed session, pursuant to Code of Virginia, 1950, as amended, Section 2.1-3711 (A), Subsection 2, for the discussion of student personnel matters.

**RETURN TO OPEN MEETING**

1. Call Back to Open Meeting — At 6:30 p.m., the Board returned to open session.
2. Certification of Closed Meeting — A motion was made by Dr. Pugh certifying that the Board discussed only those matters referenced above for the purpose of holding the closed session, as required by Code of Virginia, 1950, as amended, Section 2.1-3712(D). The motion was seconded by Mr. Burak and approved as follows:

Ms. Belvin	<u>Aye</u>	Dr. Pugh	<u>Aye</u>
Mr. Burak	<u>Aye</u>	Mr. Smith	<u>Aye</u>
Mr. McGlohn	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Ms. Parker	<u>Aye</u>		

At 6:31 pm, the Chairperson called for a 10 minute recess.

At 6:42 pm, the Chairperson called the meeting back to order.

**STUDENT PERSONNEL DECISION BY BOARD ON 2 APPEALS**

On the issue of two (2) suspension appeals, a motion was made by Mr. McGlohn, seconded by Mr. Burak, and unanimously adopted to uphold the recommendation of the administration and leave the students in the classes in which they are currently enrolled. **(Records on this action on file in the Office of Student Services)**

**H1N1 UPDATE** – Ms. Shirley Chirch, Environmental Health and Safety Manager, provided information on the H1N1 virus, current absenteeism among students and staff, and future availability of vaccine.

**HUMAN RESOURCES HIRING PROCESS** – Ms. Juanita V. Smith, Director of Human Resources, provided data on the hiring process and procedures currently in use in Gloucester County Public Schools. **(Copy of Flowchart — Hiring Process and Procedures attached to**

**HUMAN RESOURCES HIRING PROCESS (continued)**

minutes) She also reviewed profile data for each school in the division. **(Copy of profile data attached to minutes)** The Board discussed internal posting of job vacancy announcements, and members suggested that these notices be reworded to clarify who may apply for such positions.

**SUPPLEMENTAL PAY PLAN REVIEW** – Mr. Craig Smith, Employee Services & Communications, presented data compiled from a survey conducted regarding supplemental pay in Gloucester County Public Schools. He asked that the Board review the document for discussion at a subsequent meeting. **(Copy of GCPS Compensation Survey – Supplements attached to minutes)**

**GOVERNOR'S PROPOSED BUDGET REDUCTIONS** – Ms. Joanne Wright, Director of Budget and Finance, apprised the Board of the Governor's proposed budget reductions and the impact of those reductions on the upcoming budget.

Dr. Kiser discussed the feasibility of soliciting parental input on the school budget prior to the preparation of the FY'11 budget. Board members felt that this would be a good idea and suggested that this be pursued through the PTAs at each school. Individual Board members would be willing to attend PTA meetings with administrators to receive parent comments.

**DR. WRIGHT'S PRESENTATION ON ARRA MONIES** – Dr. Kiser reviewed highlights from a presentation made at the VASS conference by Dr. Patricia Wright, State Superintendent of Public Instruction. Dr. Wright briefed the superintendents on State and Federal programs and potential 2010 legislative issues, and in particular, the effects of the *American Recovery and Reinvestment Act (ARRA)* on state and local funding.

**ELEMENTARY SCIENCE SCHEDULE** – Board members discussed with Dr. Kiser and staff their concerns regarding the elementary science schedule, the amount of time allotted for elementary science, and the issue of removing students from science classes for remediation in other areas. Dr. Kiser will discuss these concerns and review the science schedules with the elementary principals.

**LETTER TO BOARD OF SUPERVISORS RE: PETSORTH SEWER LIFT STATIONS** – The Board received a recommended draft letter addressed to the Chair of the Board of Supervisors from the Chair of the School Board regarding the concerns over sewer lift stations at Petsworth Elementary School and funding for the repair of those stations. It was the consensus of the Board to submit the letter to Ms. Ressler, with a copy to be sent to Ms. Garton, other Board of Supervisors members, and Nikki Champion. **(Copy of letter to Ms. Ressler from Ms. Burruss attached to minutes)**

Board members were reminded of the Propane School Bus Dedication Ceremony to be held on Monday, October 26, at 10:00 at Page Middle School. The ceremony will be attended by Congressman Robert Wittman, Delegate Harvey Morgan and other dignitaries.

**CALL FOR CLOSED MEETING**

At 8:50 pm, a motion was made by Mr. McGlohn, seconded by Ms. Parker, 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.

**NOTE:** Dr. Pugh served as Recorder for the remainder of the meeting, and Dr. Kiser was excused from attendance at the closed meeting.

**RETURN TO OPEN MEETING**

1. Call Back to Open Meeting -- At 9:25 pm, a motion was made by Mr. McGlohn, seconded by Mr. Smith, and unanimously approved to return to open session.

2. Certification of Closed Meeting — A motion was made by Dr. Pugh certifying that the Board discussed only those matters referenced above for the purpose of holding the closed session, as required by Code of Virginia, 1950, as amended, Section 2.1-3712(D). The motion was seconded by Ms. Belvin and approved as follows:

Ms. Belvin	<u>Aye</u>	Dr. Pugh	<u>Aye</u>
Mr. Burak	<u>Aye</u>	Mr. Smith	<u>Aye</u>
Mr. McGlohn	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Ms. Parker	<u>Aye</u>		

A motion was made by Dr. Pugh and seconded by Mr. McGlohn, to reappoint Dr. Howard B. Kiser as Superintendent of Gloucester County Public Schools for a three-year term, beginning July 1, 2010, and ending June 30, 2013. and to approve the conditions of the contract renewal. The following poll vote was recorded:

Ms. Belvin	<u>Aye</u>	Dr. Pugh	<u>Aye</u>
Mr. Burak	<u>Aye</u>	Mr. Smith	<u>Aye</u>
Mr. McGlohn	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Ms. Parker	<u>Aye</u>		

**ADJOURNMENT**

At 9:30 p.m., there being no further business, a motion was made by Mr. Burak, seconded by Ms. Parker, and unanimously approved to adjourn the special work session meeting of October 22, 2009, until the next monthly meeting on Tuesday, November 10, 2009, at 7:00 p.m. at the Colonial Courthouse.

By:

\_\_\_\_\_  
Ann F. Burruss, Vice-Chairperson

\_\_\_\_\_  
Betty Jane Duncan, Deputy Clerk

\_\_\_\_\_  
John E. Hutchinson., Acting Clerk

\_\_\_\_\_  
Jean E. Pugh, Ph.D., Recorder

Attachments (5):

1. Agenda for October 22, 2009, Special Meeting;
2. Flowchart—Hiring Process and Procedures;
3. Profile Data for Each School;
4. GCPS Compensation Survey – Supplements; and
5. Letter to Ms. Michelle Ressler from Ms. Ann Burruss re Petsworth Sewer Lift Stations.

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

**END**

**BJD/JEH/JEP:bjd**

**MIN-10-22-09**

**RECORDED MINUTES OF THE  
GLOUCESTER COUNTY SCHOOL BOARD  
GLOUCESTER, VIRGINIA**

NOVEMBER 13, 2009

A special meeting of the School Board Disciplinary Committee was held on Friday, November 13, 2009, at 8:45 a.m., at the Administrative Offices Complex, Gloucester, Virginia, for the purpose of holding two student personnel hearings.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Rita H. Cargill-Brown, Director of Student Services and Acting Clerk. Present were: Ann Burruss, Jean Pugh, Ph. D., Kevin Smith, School Board Members; David S. Daniel, Principal, Page Middle School; Layton H. Beverage, Ed. D., Principal, Gloucester High School; and Howard B. Kiser, Ed., D., Superintendent of Schools.

**CALL FOR CLOSED SESSION**

At 8:51 a.m., a motion was made by Dr. Pugh, seconded by Mr. Smith and unanimously approved to adjourn for a closed session, pursuant to Code of Virginia, 1950, as amended, Section 2.1-3711 (A), Subsection 2, for the discussion of two student personnel matters.

**RETURN TO OPEN SESSION**

At 10:30 a.m., a motion was made by Dr. Pugh, seconded by Mr. Smith, and unanimously approved to return to open session.

A motion was made by Dr. Pugh certifying that the Board discussed only the matter referenced above for the purpose of holding the closed session, as required by Code of Virginia, 1950, as amended, Section 2.1-3712 (D). The motion was seconded by Mr. Smith, and approved as follows:

Dr. Pugh	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Mr. Smith	<u>Aye</u>		

The Acting Clerk noted that the Board had unanimously certified that the closed session was held in accordance with provisions of *The Virginia Freedom of Information Act*, as required.

**STUDENT PERSONNEL MATTERS**

Mr. Smith moved to uphold the recommendations of the principal.\* The motion was seconded by Dr. Pugh and the Acting Clerk polled the following vote:

Dr. Pugh	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Mr. Smith	<u>Aye</u>		

**ADJOURNMENT**

At 10:35 a.m., there being no further business, a motion was made by Mr. Smith, seconded by Dr. Pugh, and unanimously approved to adjourn the School Board Disciplinary Committee hearing of November 13, 2009, until the next monthly meeting scheduled for Tuesday, December 8, 2009, at 7:00 p.m., in the Colonial Courthouse, Gloucester, Virginia.

END  
RHCB:mrc/dcg

By: \_\_\_\_\_  
Ann Burruss, Chairperson

\_\_\_\_\_  
Rita H. Cargill-Brown, Acting Clerk

**RECORDED MINUTES OF THE  
GLOUCESTER COUNTY SCHOOL BOARD  
GLOUCESTER, VIRGINIA**

**NOVEMBER 10, 2009**

The regular monthly meeting of the Gloucester County School Board was held on Tuesday, November 10, 2009, at the Colonial Courthouse. The Chairperson called the meeting to order at 5:43 pm in the Emergency Services Conference Room.

**ROLL CALL**

The Acting Clerk took roll, and the following persons were recorded as present: Ann F. Burruss, Chairperson, Starr F. Belvin, George R. (Randy) Burak, A. J. (Jay) McGlohn, Jr., Anita F. Parker, Jean E. Pugh, Ph.D., and Kevin M. Smith, Members. Also present: John E. Hutchinson, Assistant Superintendent for Administrative Services and Acting Clerk, and H. Ben Kiser, Ed.D., Superintendent of Schools.

**09-140: CALL FOR CLOSED MEETING**

At 5:44 pm, a motion was made by Mr. McGlohn, seconded by Dr. Pugh, 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, and Subsection 2, for the discussion of student personnel matters, Subsection 3, for the discussion of land acquisition, and Subsection 7, for the discussion of actual litigation. The closed session recessed at 6:44 pm, and Board members relocated to the Colonial Courthouse.

**09-141: RETURN TO OPEN MEETING**

1. Call Back to Open Meeting — At 7:00 pm, a motion was made by Dr. Pugh, seconded by Ms. Parker, and unanimously adopted to reconvene the meeting in open session.

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.

2. Certification of Closed Meeting — A motion was made by Mr. McGlohn certifying that the Board discussed only those matters referenced above for the purpose of holding the closed session, as required by *Code of Virginia*, 1950, as amended, Section 2.1-3712(D). The motion was seconded by Mr. Burak and approved as follows:

Ms. Belvin	<u>Aye</u>	Dr. Pugh	<u>Aye</u>
Mr. Burak	<u>Aye</u>	Mr. Smith	<u>Aye</u>
Mr. McGlohn	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Ms. Parker	<u>Aye</u>		

**NOTE: Some agenda items were considered out of numerical order from the published agenda.**

**09-143: PERSONNEL ITEMS**

1. Monthly Listing of Personnel Actions—A motion was made by Mr. McGlohn, seconded by Mr. Burak, and unanimously adopted to approve the monthly listing of personnel appointments, resignations, contract changes, and leave requests. **(Approved copies attached to minutes)**



**08-144: STUDENT PERSONNEL ITEMS**

1. Request to Home School One (1) Student Under Religious Exemption Provision -- A motion was made by Dr. Pugh, seconded by Mr. Burak, and unanimously adopted to approve the recommendation of the Director of Student Services not to allow the request from one (1) family to home school one (1) child under the religious exemption provision of the Code of Virginia, 1950, as amended, Section 22.1-254(B)(1). **\*- Records on this action are maintained in the Office of Student Services.**

2. Requests for Release from Compulsory Attendance for Two (2) Students -- A motion was made by Mr. McGlohn, seconded by Mr. Burak, and unanimously adopted to approve the requests for release from compulsory attendance for two (2) students from Gloucester County Public Schools. **\*- Records on this action are maintained in the Office of Student Services.**

3. Recommendations for the Expulsion of Three (3) Students -- A motion was made by Dr. Pugh, seconded by Mr. Burak, and unanimously adopted to approve the recommendations for expulsion for three (3) from Gloucester County Public Schools. **\*- Records on this action are maintained in the Office of Student Services.**

**09-142: ADDITIONS AND CHANGES TO AGENDA**

Dr. Kiser recommended that two items be added to the agenda: 09.142.1 Fall Sports Report by Jon Hatch and 09-148.3 Update on H1N1. A motion was made by Dr. Pugh, seconded by Mr. McGlohn and unanimously adopted to approve the agenda, as revised.

**09-145: APPROVAL OF CONSENT AGENDA**

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

Dr. Pugh	<u>Aye</u>	Mr. Burak	<u>Aye</u>
Mr. Smith	<u>Aye</u>	Mr. McGlohn	<u>Aye</u>
Ms. Parker	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Ms. Belvin	<u>Aye</u>		

**ITEMS CONTAINED WITHIN THE CONSENT AGENDA:**

1. Approval of September 17, 2009 Special Meeting (Work Session) Minutes;
2. Approval of September 29, 2009 Special Meeting (Joint Budget w/BOS) Minutes;
3. Approval of October 9, 2009 Special Meeting (3-Member Panel Hearings) Minutes;
4. Approval of October 13, 2009 Monthly Meeting Minutes;
5. Informational Approval of Survey Request from Travis Burns;
6. Informational Instructional Reports;
7. Informational Visiting Teachers' Report;
8. Informational Transportation Report for October, 2009;
9. Informational Central Food Service Financial Statement as of September 30, 2009;
10. Informational Membership Report as of October 27, 2009;
11. Informational Monthly Suspension Report for October, 2009;
12. Informational Revenue Report as of September 30, 2009; and
13. Informational Facilities Use Manual Revision.

The Chairperson extended congratulations on behalf of the Board to Juanita V. Smith, Director of Human Resources, who recently completed an Ed.D. degree.

**09-146: COMMUNITY/STAFF PRESENTATIONS AND RECOGNITION**

1. Fall Sports Report – Mr. Jon Hatch, GHS Athletic Director, highlighted the accomplishments of teams, individual athletes, and coaches during the fall sports season. Present and recognized during the Board meeting were athletes Antoinette Lewis, Ramey Childress, and Megan Stout. **(Copy of report attached to minutes)**

2. School Psychologists' Week-November 9-13, 2009 – Dr. Kiser noted that November 9-13, 2009, has been designated as School Psychologists' Week and commended all of those employees in Gloucester County for the valuable service they render on behalf of the students.

3. GHS Choir Proposal for 2010-2011 Trip – Dr. Bess Worley, Director of Gifted Education, and Ms. Greta Reed, GHS Choral Director, provided information on a proposed concert tour to Germany and Austria in spring 2011. **(Copy of handout attached to minutes)** A motion was made by Mr. Smith, seconded by Mr. Burak, and unanimously adopted to permit the staff and Choral Boosters to move forward with planning and fundraising for the proposed trip.

3. School Climate Survey Presentation – Dr. Juanita Smith, Director of Human Resources, and Ms. Cathy Balderson, Principal of Abingdon Elementary School, gave an overview of the results of the school climate survey conducted last year. Ms. Balderson provided information on how Abingdon staff is utilizing the information to identify strengths and weaknesses and develop strategies to enhance the services the school provides.

Ms. Burruss asked if there were any persons present who wished to address the Board. She 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 person spoke:

Bobby Hatten spoke on behalf of the United Way Program and thanked the employees of Gloucester County Public Schools for their generous support of the program. GCPS was the largest single contributor during the last campaign.

**NEW BUSINESS**

**09-147: STUDENT ADVISORY COMMITTEE (SAC) ITEMS** – No items were presented at this time.

**09-148: ADMINISTRATIVE/INSTRUCTIONAL SERVICES ITEMS**

1. SOL Assessment Presentation – Ms. Lora Price, Director of Assessment, presented the Virginia Standards of Learning Assessment Report based on data from 2008-2009. The report included information on Federal and State accountability systems, 2009-2010 SOL accreditation ratings, 2009-2010 NCLB ratings, and an overview of future changes and expectations. **(Copy of SOL Assessment Presentation attached to minutes)**

2. Policy Manual Update (1<sup>st</sup> Reading) -- Mr. Hutchinson presented a new policy File KBD: Gloucester County Public Schools Cable Access Channel 47 for the consideration of the Board. Mr. Hutchinson recommended approval of File KBD on 1<sup>st</sup> and 2<sup>nd</sup> readings. A motion was made by Mr. McGlohn, seconded by Mr. Smith, and unanimously adopted to approve the 1<sup>st</sup> and 2<sup>nd</sup> readings of new policy File KBD Gloucester County Public School Cable Access Channel 47.

3. H1N1 Update – Mr. Hutchinson updated the Board on the impact of the H1N1 virus on school attendance and provided data on clinics scheduled to vaccinate students. Dr. Kiser noted that a successful vaccination clinic had been conducted for regular influenza on November 3.

**09-149: BUDGET AND FINANCE ITEMS**

1. Acceptance of Donations – Ms. Joanne Wright, Director of Budget and Finance, reviewed the listing of donations and grants totaling \$2,724.78 that had been received by the schools and the division. A motion was made by Mr. McGlohn and seconded by Mr. Smith to accept with grateful appreciation the donations as noted. The Deputy Clerk polled the Board as follows:

Mr. Smith	<u>Aye</u>	Mr. Burak	<u>Aye</u>
Dr. Pugh	<u>Aye</u>	Ms. Belvin	<u>Aye</u>
Mr. McGlohn	<u>Aye</u>	Ms. Burruss	<u>Aye</u>
Ms. Parker	<u>Aye</u>		

**09-150: SUPERINTENDENT'S ITEMS** – There were no items presented at this time.

**09-151: SCHOOL BOARD MEMBERS' ITEMS**

1. Updates on Committees and Boards Served on by School Board – Ms. Parker reported on activities of the Educational Foundation and the scheduled meeting of the Middle Peninsula Regional Special Education Board. Mr. Burak noted meetings of the Parks and Recreation Committee and the Chesapeake Bay Governor's School.

2. 2009 VSBA Annual Convention – Thursday, November 19, 2009, at the Williamsburg Lodge. Dr. Kiser and all School Board members except Dr. Pugh have been pre-registered to attend.

**09-152: PUBLIC ANNOUNCEMENTS**

Ms. Burruss read the following public announcements:

1. Early Dismissal for Students and Staff – Wednesday, November 25, 2009;
2. Thanksgiving Holidays (All Schools and Offices closed) – Thursday-Friday, November 26-27, 2009; and
3. Next Monthly School Board Meeting -- Tuesday, December 8, 2009, closed session at 5:45 pm followed by regular meeting at 7:00 pm @ Colonial Courthouse.

Ms. Burruss also noted that Wednesday, November 11, is Veterans' Day. On behalf of all Board members, she expressed her appreciation to all veterans for their service to the country.

**ADJOURNMENT**

At 8:28 pm, there being no further business, a motion was made by Mr. McGlohn, seconded by Ms. Belvin, and unanimously adopted to adjourn the regular monthly meeting of November 10, 2009, until the next monthly School Board meeting scheduled for Tuesday, December 8, 2009, 7:00 pm at the Colonial Courthouse.

By:

\_\_\_\_\_  
Ann F. Burruss, Chairperson

\_\_\_\_\_  
Betty Jane Duncan, Deputy Clerk

\_\_\_\_\_  
John E. Hutchinson., Acting Clerk

Attachments (5):

1. Bound Agenda for November 10, 2009, Monthly Meeting;
2. Approved Monthly Personnel Listings;
3. GHS Fall Sports Report;
4. Gloucester High School Chorus Proposed Concert Tour; and
5. SOL Assessment Presentation

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

**END**  
**BJD/JEH:bjd**  
**MIN-11-10-09**

**INSTRUCTIONAL REPORTS**  
**December School Board Agenda**

**Achilles**

- Achilles school counselor, Mrs. Sally Lacy, along with first grade/gifted mentor, Sallie Horrell, and fifth grade teacher, Mrs. Jodie Simpson, held a breakfast for students identified as gifted/talented. The parents of the students also enjoyed learning more about their children's needs during this breakfast held on November 5th.
- The Achilles science teachers, Mrs. Jacquie Cottingham (a.k.a. Dr. Science), and Mrs. Diane Postman (a.k.a. Mother Nature), attended the Virginia Association of Science Teachers (VAST) statewide Professional Development Institute held at the Hilton Washington Dulles Airport Hotel in Herndon, Virginia. Both teachers returned to Achilles with many new instructional activities that they immediately used with their students.
- The entire Achilles school community honored veterans with a special breakfast followed by a flag raising ceremony. Kudos goes to the GHS ROTC who presented the colors during this indoor assembly. Approximately ten veterans stood with their children or spouses during this special ceremony.
- Representatives from the Jamestown-Yorktown Foundation visited all three fourth grade classes on November 16. This hands-on learning experience coincided with the fourth grade study trip to Jamestown on Thursday, November 19.
- Second grade students enjoyed learning more information about Native Americans from the Jamestown-Yorktown Foundation outreach program.
- Mrs. Barbara Priest is pleased to see more Achilles students and their parents attend the weekly "Reading Rocks" program held every Monday from 3:45 p.m. until 5:30 p.m.
- It was "Water, Water Everywhere" for many students and teachers who live in low lying, flood prone areas as they experienced the negative effects from the Nor' Easter storm. Fortunately, many homes have been raised since earlier storms. Ms. Martha Wiggs, Physical Education Teacher; Mrs. Shirley Hogge, Technology Paraprofessional; and the Achilles school community continue to work to help provide needed supplies for families.
- Eighteen more Warriors enjoyed lunch with Mrs. Broderson and Mrs. Aucho after being nominated for Warriors' Club.
- Mrs. Aucho, Assistant Principal; Mrs. Sally Lacy, School Counselor; and Mrs. Debbie Hoover, Special Education Teacher, traveled to Newport News to attend a Virginia DOE seminar on Functional Behavior Assessments.
- Students in the preschool programs through fifth grade celebrated Thanksgiving in a variety of ways. Fourth grade students held their annual "Virginia Breakfast" while the preschool IPOP students held a Turkey Day with their parents.
- The Achilles school community enjoyed a Spirit Assembly on Tuesday, November 24. Ms. Caroline Perkins' rain barrel was unveiled, SCA officers were installed, and other students were recognized for their accomplishments.
- The SCA lead another very successful food drive for needy families in Gloucester County.

**Bethel**

- Bethel students and staff honored our veterans on Veteran's Day, 11-11-09, by having the Color Guard 8th Brigade Command, 508 Transportation Company @ Ft. Eustis perform a flag raising ceremony in the gymnasium. Bethel's SCA officers had breakfast with the members of the Color Guard. All visiting veterans were treated to lunch.
- Grades K-5 successfully completed their quarterly assessments for the 1st quarter.
- Bethel students were recognized for their achievements in academics, citizenship, attendance, and fine arts during the 1st quarter Spirit Assembly on November 20th.

**Community Education Volunteer Efforts**

- Volunteers read to or are read to by first graders every morning. The five 1st grade teachers at Bethel have a volunteer every morning who takes students out in the hallway to read with them in an effort to strengthen reading fluency.
- Bethel volunteers are implementing, under the direction of Occupational Therapist Ruth Morrison, Hands At Work and Play. This structured program works with children whose fine motor skills are delayed.
- Students from the GHS Beta Club are reading buddies in the after school Title 1 Book Club.

**Full Service School Program**

- Four Family Assistance Team meetings were conducted to support at-risk families and children.
- The Full Service School therapist counseled 11 students and one parent in October, as well as conferred with teachers about students.

**Community Resources**

- The Gloucester Volunteer Fire and Rescue Company presented fire safety and prevention programs to Bethel's kindergarten and first grade classes.
- Kindergarten and PSH classes took study trips to a local nursery, the Gloucester Library and Post Office, and a pumpkin patch.

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### T.C. Walker

- Walker's Annual PTA Fall Festival was enjoyed by hundreds of families on Saturday, November 21st.
- Dr. Thompson walked 13.1 miles during the OBX Marathon on Sunday, November 8th.
- Approximately 75 families enjoyed the first Family Movie Night of the school year. Families who were members of the school's PTA were admitted free to watch the movie WALL-E, and each family member received a free bag of popcorn and bottled water.
- During the school's first Academic Award Ceremony of the school year, Dr. Thompson recognized hundreds of students for academic achievements, improved behavior, perfect attendance, citizenship, and good choices made through the use of Kelso's Choices and the Six Pillars of Character.
- Students in grades 2 – 5 completed the TTHS/ROS testing before they left for the Thanksgiving Holiday.
- Dr. Thompson and the Walker faculty have embraced the concept of RtI. They have selected a ten-member RtI Committee and have begun reading the document prepared by the State on this process. Dr. Thompson and Nancy Spicer, the RtI Committee's facilitator, will attend a two-day conference on the topic on Dec. 1 and 2 in Richmond.
- This month's school-based professional development sessions were led by Sherri Miller, ITRT, and Rachael Weeks, Mathematics Specialist. Mrs. Miller presented two different sessions on the easy steps to incorporate Smart Boards and Airliners into daily lessons. Mrs. Weeks presented Changes to the Mathematics SOL K-5. She discussed the implementation timeline for the changes, format changes, and a vertical look at the Strands, which included an examination of grade level changes.
- Once again, Brenda Turner, art teacher, did an awesome job of encouraging Walker's Wildcats to participate in PTA Reflections 2009-2010. Over 50 students participated in K-2 Literature, K-5 Visual Arts, and K-5 Photography, with over 15 students earning first, second, and third place honors. These students' entries will move to the Gloucester PTA Council level for advanced judging.
- Walker's faculty continues their compelling conversations with Dr. Thompson regarding student progress.
- Walker's K-5 students are busily reading to earn AR points. The emphasis at Walker has always been to read for pleasure while earning AR points, however, this school year an additional emphasis has been placed on earning a high percentage of questions correct on each test taken.
- Walker's Odyssey of the Mind team is preparing for the upcoming Regional Competition.
- On Veteran's Day, Walker's cafeteria staff prepared a special meal for the veterans who joined the school community for lunch.
- Walker's SCA officers and representatives, along with the school community, provided boxes and boxes full of canned goods and personal supplies to both the Salvation Army and Laurel Shelter.

### Page

- School Resource Officer, Master Deputy John W. Schick, Sr., presented the "Virginia Rules" program to our seventh grade students. Formerly called "Class Action," this program informs students of the basics surrounding the laws most impacting teens and tweens. Master Deputy Schick will be meeting with the sixth grade in the coming weeks.
- On Saturday November 7th, 8 Page students traveled to Berkeley MS in Williamsburg to tryout for the District VIII VMEA Workshop (Middle School) Festival Chorus. While all of our students received good scores, Samantha Lee, 8th grader, scored high enough to be selected to be in the group representing Page. This is quite a feat, as there were over 800 students who tried out for only 135 spots in the group. The Festival will take place in February at Warhill HS in Williamsburg. It is a day and one half of rehearsals with a guest director, and concludes with a gala concert.
- Congratulations to the boys and girls robotics teams for their success at the regional competition in Newport News. The girls' team won first place for best research design project, for the second year in a row. The boy's team accumulated enough points in each of the four categories that they won the over all tournament, for the second year in a row. On December 5&6 the boys' team will advance to the state tournament at JMU in Harrisonburg.
- The Page Goodwill Committee is sponsoring a Holiday Drive to assist the Henry Fork Service Center in Rocky Mount, VA. The Goodwill Committee has distributed boxes to each A1 class to begin a competition to see who can collect the most items. Items being collected include toiletries, brushes, shampoo, non-perishable snacks, and paper products. The winning class will receive a pizza party.
- The afterschool homework club is up and running. Sponsored by Kate Musick, one of our reading specialists, and assisted by Trish Woller, the club meets two days each week to receive assistance in completing homework or to receive tutoring.

### Peasley

- Sixth grade is using interactive notebooks in several core classes to learn about clouds in science, the growth of cities and the associated problems in social studies, and main idea in language arts.
- Seventh grade math students are using music to help them remember the rules to adding integers. Students in the class developed a movie to accompany the song. To help reinforce the concept, students used a giant number line to physically walk out the adding and subtracting of integers.
- 7B students created PowerPoint presentations to illustrate the math properties.

12/1/10  
JK

- Seventh grade science students are studying classification. One of the class activities was to research a creature of the students' choice, and produce a one page flyer to teach others about their creature. Classes also had two visits from VIMS Instructors who instructed classes about the Chesapeake Bay. Classes participated in a follow up trip to VIMS to study estuarine creatures. Students are also following the progress of an experiment on Space Shuttle Mission STS-129, which launched November 16. The space shuttle is carrying three monarch caterpillars to the International Space Station where astronauts will monitor the progress of the caterpillars as they continue the process of metamorphosis without gravity. Students in class are monitoring their own caterpillars, and comparing the progress with those on the shuttle.
- Eighth grade science students used bowling to demonstrate the laws of motion.
- The eighth grade Gecko Team visited the Poe Museum in Richmond and participated in The Haunts of Richmond. Students videotaped certain parts of the trip for a slide show to be assembled for the Academic Fair later in the year.

#### Gloucester High

- Fourteen students met the requirements to be nominated by Dr. Beverage to attend the 2010 Congressional Student Leadership Conference. Those nominated include: Samantha M. Cheek, Caitlin A. Cheresnowsky, Jordan D. Clifford, Brittany P. Doss, Elisabeth A. Drake, Nikki L. Harvey, Samuel R. Kram, Elizabeth A. Letchworth, Antoinette T. Lewis, William W. Price, Emily J. Satchell, David C. Sigmon, Shawni N. Thomas, and Shelby R. Wiggington.
- The 2008-2009 Gloucester High Cavalier received a second place rating under Virginia High School League review. This is the second consecutive year that the high school yearbook was submitted for review and placed in the competition. This publication has also been selected as a semi-finalist to appear in Taylor Publishing's Yearbook, which highlights excellence in publication from all over the United States. Editors for the publication were Rachel A. Byrd, Amber N. McCauley, and Randi N. Shaw. The Cavalier faculty advisor is Tricia W. Rilee.
- Gloucester High has been chosen to send a team to participate in the Blue Crab Bowl on March 4-5, 2010. It is an academic competition that tests student knowledge of marine science.
- On November 4th, the Career and Technical Education Fair was attended by 218 students.
- On November 5th, Academy of Finance, Culinary Arts, and FBLA students baked 30 dozen cookies to be sent to the troops in Afghanistan and Iraq through the "Cookies for the Troops" project.
- On November 11th, CTE Business students dedicated their time to the Gloucester Fire and Rescue Squad by stuffing 11,000 envelopes for the group's annual fundraising campaign.
- On November 11th, the NJROTC cadets participated in the Veteran's Day ceremony at the VFW Hall in West Point. Commander Ronald Harding was the guest speaker for the ceremony.
- On November 18th, the Fall Sports Awards ceremony recognized the outstanding athletic and academic talent of our athletes. 42% of our fall athletes qualified for the academic award by having an overall GPA of 3.25 or higher while competing in a Fall VHSL sport. Gloucester High is currently ranked number 1 in the district total point standings.
- On November 19th, the W.E.B. DuBois Honor Society held its induction ceremony. Those inducted include: John M. Boyd, Jucoby L. Davis, Alicia S. Fairley, Cathryn J. Forbes, Brooke R. Foster, Vanessa N. Gray, Victoria C. Luera, Christopher R. Morgan, Elani M. Paredes-Zambrano, Abel J. Pardo, Ahnya S. Smith, Ebony T. Thomas, and Torie I. Thomas.
- On November 20th, Gloucester High hosted the Debate League tournament. Students representing Gloucester High in the tournament include: Shelley A. Brown, Nathan C. Busskohl, Garrett R. Hendrickson, Sarah N. Javorich, Christopher A. Patrick, William T. Price, Jaylee M. Strawman, Dustin T. Tietjen, Daniel G. Walfield, Megan D. Wilson-Bost, and Hannalore B. Witt. Ms. Susan Sharp is the faculty advisor for the debate team.
- On November 24th, since the students overwhelmingly met and exceeded the goal of contributing over 1000 pounds of food to local food banks, Dr. Beverage rode a tricycle around Gloucester High as promised.
- On December 10th, the Fine Arts department will present its Holiday Chorus concert in the GHS auditorium at 7:00 p.m., and on December 14th and 17th, the GHS Band will present its Holiday concerts in the GHS auditorium at 7:00 p.m.

#### Special Education

- Recently, three administrators from Special Education attended a Data and Finance Training sponsored by the Virginia Department of Education. The agenda included items to track school system results for the 09-10 school year utilizing the State Performance Plan Monitoring Priorities and Indicators to be reported in June 2010.
- Since July 1, 2009, the Special Education Office has received 45 referrals for initial evaluations, with 25 of these referrals currently in process. Six students were found eligible for speech/language services, four were found eligible for another disability, and ten were found to be ineligible for special education services and were referred back to the building level Child Study Committee for review.
- After reviewing several options, the decision was made for the current school year that Medicaid eligible special education services would be claimed utilizing paper billing. A software program has been purchased that will be used to process the paper claims.





**GLOUCESTER COUNTY PUBLIC SCHOOLS**

**Office of Student Services**

Rita H. Cargill-Brown, Director, 804-693-7856  
 Page Call, Visiting Teacher, 804-693-4168  
 Carolyn Scott, Visiting Teacher, 804-693-0864  
 Barry Williams, Visiting Teacher, 804-693-4313  
 6489 Main Street  
 Building Two, Suite F  
 Gloucester, VA 23061  
 FAX: 804-693-7859

**Visiting Teachers**

THE FOLLOWING IS A SUMMARY OF THE ACTIVITIES FOR THE MONTH OF  
 NOVEMBER 2009

	Call	Scott	Williams	Total
<b>Initial Evaluations Received</b>	3	0	8	11
<b>Triennial Evaluations Received</b>	0	2	3	5
<b>Eligibility Meeting for Sp. Ed. Evaluations</b>	6	2	4	12
<b>Parent Conferences/Interviews</b>	17	7	19	43
<b>Agency Referrals</b>	1	3	1	5
<b>Conferences/School Personnel</b>	13	7	11	31
<b>Homebound Meetings</b>	1	0	3	4
<b>Professional Development/Faculty Meetings</b>	0	1	0	1
<b>FAPT Meetings</b>	NA	NA	NA	NA
<b>Attendance (Referrals, Dropouts, Withdrawals, and letters)</b>	7	157	2	166
School-based intervention meetings	1	6	2	9
Court Services Referrals/Interventions	1	3	0	4
<b>Truancy Court Initial Hearing</b>	1	1	0	2
<b>Truancy Court Review</b>	1	7	0	8
<b>Total Evaluations Received Year to Date</b>	26	8	19	53
<b>Attendance Referrals Year to Date</b>	17	521	2	540

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GLOUCESTER COUNTY PUBLIC SCHOOLS  
 TRANSPORTATION DEPARTMENT  
 ROGER D. KELLY, DIRECTOR  
 "WE TRANSPORT PRECIOUS CARGO - CHILDREN"

	November	MONTHLY DAILY AVERAGE	ANNUAL	ANNUAL DAILY AVERAGE
1. SUBSTITUTE REQUIREMENTS	127	9.08	308	9.07
* Trained New	0		0	
* Contracted drivers lost due to retirement or resignation.	1		1	
2. MAINTENANCE WORKLOAD				
* Workorders	113	8	351	7.30
* Breakdowns	1	0.1	5	0.10
3. FIELD TRIP REQUIREMENTS	164	11.72	218	4.55
4. SPARE BUS USAGE ( All spares are 10+ years, and have over 100,000 miles).	99	7.07	417	8.34
5. SCHOOL BUS ROUTE ADJUSTMENTS				
* Student loads adjusted	2		10	
* New routes added	0		0	
6. ACCIDENTS				
* Non-driver fault	3		5	0.1
* Driver fault	1	0.07	2	0.04
* Repair cost	\$295.00	\$21.07	\$4,616.60	\$92.33
7. BUS UTILIZATION DATA				
* Registered students	5,598			
* Miles traveled (month)	83,776		287,218	
* Number bus stops	2,591			
8. SPECIAL EDUCATION DATA				
* Registered students	181			
* Miles traveled (month)	30,534		104,685	
9. DRUG & ALCOHOL TESTS				
* Drug	0		0	
* Alcohol	0		0	

CENTRAL FOOD SERVICE  
MONTHLY FINANCIAL STATEMENT  
AS OF OCTOBER 31, 2009

<b>CHECKING BALANCE 10/01/09</b>		<b>\$ 421,527.52</b>
LOCAL SALES	143,918.69	
BAD CHECKS	(292.20)	
BAD CHECK COLLECTIONS		
FEDERAL REIMBURSEMENT	88,371.89	
STATE REIMBURSEMENT		
HEAD START		
CHECKING ACCOUNT INTEREST	544.97	
REBATES		
CATERING REVENUE	670.81	
REFUNDS		
RETURN CHECK FEES		
MISC REVENUE		
<b>TOTAL MONTHLY REVENUE</b>		<b>233,214.16</b>
PAYROLL	103,537.74	
EXPENDITURES	105,772.10	
<b>TOTAL MONTHLY EXPENDITURES</b>		<b>209,309.84</b>
<b>CHECKING BALANCE 10/31/09</b>		<b>\$ 445,431.84</b>
STATE REIMBURSEMENT		
FEDERAL REIMBURSEMENTS	116,602.13	
HEAD START	10,721.37	
UNCOLLECTED BAD CHECKS	292.20	
DEPOSITS NOT REFLECTED		
REBATES		
CATERING	90.00	
REFUNDS		
<b>RECEIVABLE TOTAL</b>		<b>127,705.70</b>
VENDOR DISBURSEMENTS	111,274.99	
INTERNAL CHARGES/PHONE		
OUTSTANDING CHECKS	9,642.52	
JUL/AUG 10 ESTIMATED ACCRUED PAYRC	28,800.00	
<b>PAYABLE TOTAL</b>		<b>149,717.51</b>
<b>ADJUSTED BALANCE</b>		<b>\$ 423,420.03</b>



**GLOUCESTER COUNTY PUBLIC SCHOOLS  
OFFICE OF STUDENT SERVICES  
RITA H. CARGILL-BROWN, DIRECTOR  
MEMBERSHIP REPORT  
2009-2010**

AG ITEM #: 09-158-8  
12/8/09 SB MEETING  
CONSENT AGENDA

DATE: November 24, 2009

**TOTAL MEMBERSHIP**

**5966**

Abingdon	Total No. Students	No. of Classes
Kindergarten	95	4
Grade 1	96	4
Grade 2	82	4
Grade 3	75	4
Grade 4	70	3
Grade 5	81	4
<b>TOTAL</b>	<b>499</b>	<b>23</b>

Botetourt	Total No. Students	No. of Classes
Kindergarten	83	4
Grade 1	99	5
Grade 2	103	5
Grade 3	78	4
Grade 4	122	5
Grade 5	102	4
<b>TOTAL</b>	<b>587</b>	<b>27</b>

Page	Total No. Students
Grade 6	182
Grade 7	172
Grade 8	217
<b>TOTAL</b>	<b>571</b>
RASP*	3

Peasley	Total No. Students
Grade 6	238
Grade 7	244
Grade 8	280
<b>TOTAL</b>	<b>762</b>
RASP*	1

Achilles	Total No. Students	No. of Classes
Kindergarten	69	3
Grade 1	54	3
Grade 2	65	3
Grade 3	57	3
Grade 4	70	3
Grade 5	55	3
<b>TOTAL</b>	<b>370</b>	<b>18</b>

Petsworth	Total No. Students	No. of Classes
Kindergarten	54	3
Grade 1	44	2
Grade 2	49	2
Grade 3	39	2
Grade 4	44	2
Grade 5	55	3
<b>TOTAL</b>	<b>285</b>	<b>14</b>
Regional	17	3

GHS	Total No. Students
Grade 9	546
Grade 10	499
Grade 11	493
Grade 12	478
<b>TOTAL</b>	<b>2016</b>
GED*	7
PreGED*	
RASP*	12

**MEMBERSHIP BY GRADE**

K	442
1	447
2	433
3	386
4	469
5	440
6	420
7	416
8	497
9	546
10	499
11	493
12	478
<b>TOTAL</b>	<b>5966</b>

Bethel	Total No. Students	No. of Classes
Kindergarten	80	4
Grade 1	102	5
Grade 2	80	4
Grade 3	80	4
Grade 4	100	4
Grade 5	85	4
<b>TOTAL</b>	<b>527</b>	<b>25</b>

Walker	Total No. Students	No. of Classes
Kindergarten	61	2.5
Grade 1	52	2.5
Grade 2	54	3
Grade 3	57	3
Grade 4	63	3
Grade 5	62	3
<b>TOTAL</b>	<b>349</b>	<b>17</b>

New Horizons	Students
Grade 7	2
Grade 11	2
Grade 12	2
<b>TOTAL</b>	<b>6</b>

\*GED, and RASP are included in their respective school

\*\*New Horizon students are included in their respective school

MONTHLY SUSPENSION REPORT\*\*

November  
 2009-2010

	ABG		ACH		BET		BOT		PETS		WAL		PAGE		PEA		GHS		Monthly Total		YTD	
	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In
<b>EXTREMELY SERIOUS*</b>																						
ALCOHOL (AL1)																	1	1	1	0	1	0
ASSAULT - staff without weapon (BA2)					1														1	0	2	0
ASSAULT - student without weapon (BA4)												2							2	0	4	0
BULLYING (BU1)																	1	1	0	3	0	0
DRUGS - bringing, possessing, use (DR1)																	3	3	0	3	0	0
Drugs - Possession/use with the intent to distribute, sell, or solicit any Schedule 1 or 2 drug or marijuana (DR4)																	3	3	0	6	0	0
Drugs - Possession/use with the intent to distribute, sell, or solicit any controlled drug or narcotic not otherwise specified (DR5)																			0	0	2	0
DRUGS - use of over-the-counter (D4G)																	1	1	0	1	0	0
DRUGS - poss. of over-the-counter (D5G)																			0	0	0	0
EXTORTION (EX1)																			1	0	1	0
SEXUAL HARASSMENT (SX0)													1						1	0	5	0
OFFENSIVE TOUCHING - against staff (SX1)																	1	1	0	1	0	0
OFFENSIVE TOUCHING - against student (SX2)																	1	0	1	0	1	1
THREATENING - against staff (TI1)																			0	0	3	0
THREATENING - against student (TI2)																	1	1	0	3	2	0
WEAPON - Use/possession of other weapon that can inflict harm (WP9)																			0	0	1	0
<b>Serious Offenses</b>																						
ATTENDANCE - excessive tardies, leaving school grounds, truancy (A1T)																1	2	37	1	39	2	101
BEEPER (C1M)																			0	0	5	0
CELL PHONE (C2M)																		2	2	0	7	0
ELECTRONIC DEVICES (C3M)					1														1	0	1	0
DISRESPECT - minor (D1C)	1										1		2	8	1	10	5	18	8	28	0	0
DEFIANCE - minor (D2C)												2			1	3	1	5	6	15	0	0
DISTRUPTIVE/OBSCENE LITERATURE (D4C)																			0	0	2	5
CLASS DISRUPTION (D5C)												1	3	1	1		26	2	30	4	60	0
OBSCENE LANGUAGE/GESTURES (D6C)														3		6	4	9	4	35	16	0
INSUBORDINATION - minor (D8C)																2	5	2	5	3	12	0
VERBAL/PHYSICAL CONFRONTATION no injury (F1T)	1						1				2			2	2	6	12	2	31	13	0	
FIGHTING - minor or no injury (FA2)					2							2		2		3	7	2	15	2	0	0
HARASSMENT including slander/libel (HR1)																			0	0	3	0
THEFT - without force (TH1)								1											0	1	2	2

*MSL*

MONTHLY SUSPENSION REPORT\*\*

November

2009-2010

	ABG		ACH		BET		BOT		PETS		WAL		PAGE		PEA		GHS		Monthly Total		YTD	
	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In
TRESPASSING (TR1)																	1		1	0	1	0
TOBACCO - use/possession/sale (TB1)																	3		3	0	21	1
TOBACCO - paraphernalia (T4B)																	1		1	0	1	0
VANDALISM (VA1)																			0	0	5	1
WEAPON - toy or look-a-like (W3P)																			0	0	0	1
CHEATING/LYING/FORGERY (S2V)								1						1	1	1	2	1	4	1	7	
OTHER VIOLATIONS NOT LISTED (S3V)												1	8	1	4		3	2	15	7	28	
<b>TOTAL SERIOUS</b>	2	0	0	0	1	2	1	2	0	0	2	0	5	13	12	18	27	90	50	125	158	292
<b>TOTAL SUSPENSIONS-EXTREMELY SERIOUS</b>	0		0		1		0		0		0		3		0		11		15		37	2
<b>Total Suspensions ALL CATEGORIES</b>	2	0	0	0	2	2	1	2	0	0	2	0	8	13	12	18	38	90	65	125	195	294
<b>TOTAL RECOMMENDATIONS FOR LONG TERM</b>		X		X		X		X		X		X	2	X		X	2	X	4	X	11	X
<b>TOTAL RECOMMENDATIONS FOR EXPULSION</b>		X		X		X		X		X		X	1	X		X	6	X	7	X	16	X
<b>Number of Students w/multiple out-of-school suspensions:</b>		X		X		X		X		X		X		X		X		X		X		X
<b>3 offenses</b>		X		X		X		X		X		X	2	X	4	X	4	X		X		X
<b>4 offenses</b>		X		X		X		X		X		X		X	1	X	5	X		X		X
<b>5 or more offenses</b>		X		X		X		X		X		X		X		X	1	X		X		X

\*Students should not receive an in-school suspension for these offenses  
 \*\*Only offenses that have been violated are being reported

**REVENUE REPORT**

**ACTUAL REVENUES**  
 October 31, 2009

<b>SOURCE</b>	<b>BUDGET</b>	<b>ACTUAL YTD</b>	<b>BALANCE FAVORABLE (UNFAVORABLE)</b>
COUNTY CONTRIBUTION	\$ 20,223,746	\$ 4,859,506	\$ (15,364,240)
MISCELLANEOUS LOCAL	\$ 124,559	\$ 101,277	\$ (23,282)
STATE FUNDS	\$ 30,926,445	\$ 8,482,753	\$ (22,443,692)
FEDERAL FUNDS	\$ 6,214,493	\$ 172,056	\$ (6,042,437)
<b>TOTAL</b>	<b>57,489,243</b>	<b>13,615,592</b>	<b>(43,873,651)</b>

**EXPENDITURE REPORT**

**ACTUAL EXPENDITURES**  
 October 31, 2009

<b>CATEGORY</b>	<b>BUDGET</b>	<b>ACTUAL YTD</b>	<b>ENCUMBRANCE</b>	<b>BALANCE FAVORABLE (UNFAVORABLE)</b>
INSTRUCTION	\$ 40,854,541	\$ 8,632,383	\$ 28,496	\$ 32,193,662
ADMIN/ATTEND/HEALTH	\$ 2,429,373	\$ 691,000	\$ 3,000	\$ 1,735,373
TRANSPORTATION	\$ 4,305,126	\$ 1,096,097	\$ 73,178	\$ 3,135,851
OPERATION/MAINT	\$ 7,013,241	\$ 1,882,573	\$ 435,486	\$ 4,695,182
DEBT SERVICE	\$ 306,917	\$ 301,399	\$ -	\$ 5,518
TECHNOLOGY	\$ 2,580,045	\$ 1,012,140	\$ 22,650	\$ 1,545,255
<b>TOTAL</b>	<b>57,489,243</b>	<b>13,615,592</b>	<b>562,810</b>	<b>43,310,841</b>
<b>DEBT SERVICE</b>	<b>3,032,304</b>	<b>1,740,759</b>	<b>-</b>	<b>1,291,545</b>

*Handwritten:*  
 11/11/09  
 JAW  
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**Grants and Donations Received by Gloucester County Public Schools  
 For Approval by the School Board in Accordance with School Board Policy File No. DFC  
 December 8, 2009**

<u>Contributed to</u>	<u>Contributed by</u>	<u>Donation</u>	<u>Purpose</u>
G.H.S.	Brian McGovern	1996 Pontiac	Automotive Department
G.H.S.	Middlesex County Public Schools	1992 Pontiac	Automotive Department
G.H.S.	Thomas Edmonds	2000 Chrysler	Automotive Department
Peasley	Bonnie Back	\$ 15.00	Fundraiser
Peasley	Sheneatta Whittington	\$ 15.00	Fundraiser
Peasley	Mary Garrett	\$ 25.00	Fundraiser
Peasley	Phil McCarthy	\$ 25.00	Fundraiser
Peasley	PTA	\$250.00	R5 Production Shows
Peasley	Coca Cola Enterprises	Eight Crates Coke Products	Honor Roll Receptions
<b>Total Amount Received</b>		<b>\$ 330.00</b>	

*scw*

*HSK*

GLOUCESTER COUNTY PUBLIC SCHOOLS  
COUNTY SCHOOL BOARD

SCHOOL BOARD AGENDA ITEM

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MEETING DATE: December 8, 2009 REQUESTED SCHOOL BOARD RESPONSE: A. ACTION     X      
B. INFORMATION           

AGENDA ITEM #: 09-162.1 IF POLICY (NEW OR CHANGE) A. 1<sup>ST</sup> READING             
B. 2<sup>ND</sup> READING             
REGULAR AGENDA            CONSENT AGENDA   X   SPECIAL MEETING           

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SUBJECT: School Transportation Personnel Recognition Day – January 8, 2010

BACKGROUND: Since our bus drivers are the first, and last, impression the public has of our school system, and since they are responsible for the safety of over 5,000 students on a daily basis, they are well deserving of a special day of recognition.

STATUS: The State Department of Pupil Transportation endorses a national effort to establish a special day to recognize transportation personnel.

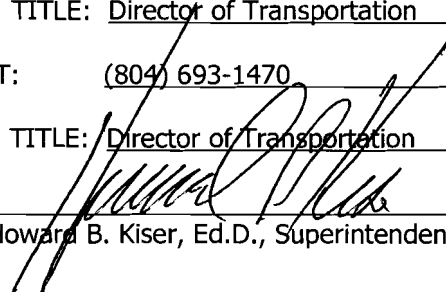
RECOMMENDATION: That the School Board proclaims January 8, 2010, as Gloucester County School Transportation Recognition Day.

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PRESENTER: Roger D. Kelly TITLE: Director of Transportation

FOR MORE INFORMATION CONTACT THE PRESENTER AT: (804) 693-1470

PREPARED BY: Roger D. Kelly TITLE: Director of Transportation

APPROVAL OF THE SUPERINTENDENT:   
Howard B. Kiser, Ed.D., Superintendent of Schools



GLOUCESTER COUNTY PUBLIC SCHOOLS  
COUNTY SCHOOL BOARD

SCHOOL BOARD AGENDA ITEM

MEETING DATE: DECEMBER 8, 2009 REQUESTED SCHOOL BOARD RESPONSE A. ACTION X  
B. INFORMATION: \_\_\_\_\_  
AGENDA ITEM #: 09-162.2 IF POLICY (NEW OR CHANGE) A. 1st READING: \_\_\_\_\_  
B. 2nd READING: \_\_\_\_\_  
REGULAR AGENDA X CONSENT AGENDA \_\_\_\_\_

SUBJECT: INCLEMENT WEATHER MAKEUP DAYS


ENCLOSURE: 2009-2010 SCHOOL CALENDAR

BACKGROUND: SCHOOL CLOSINGS OCCURRED ON NOVEMBER 12<sup>th</sup> AND NOVEMBER 13<sup>th</sup> DUE TO INCLEMENT WEATHER. THE 2009-2010 SCHOOL CALENDAR HAS 180 INSTRUCTIONAL DAYS; THERE ARE NO INCLEMENT WEATHER DAYS BUILT IN. THE MAKEUP DAYS CURRENTLY LISTED ARE FEBRUARY 2, 2010; APRIL 12, 2010; MAY 31, 2010; JUNE 21, 2010; AND JUNE 22, 2010. THE FEBRUARY 2<sup>nd</sup> DATE WAS ORIGINALLY SCHEDULED AS A TEACHER WORKDAY (DATA ANALYSIS), BUT HAS SINCE BEEN SLATED FOR STAFF DEVELOPMENT.

STATUS: A SURVEY WAS E-MAILED TO ADMINISTRATIVE COUNCIL MEMBERS REQUESTING THEIR PREFERENCES FOR MAKEUP DAYS. OPTIONS INCLUDED THE FOLLOWING: DAYS DURING DECEMBER 21<sup>st</sup> - JANUARY 1<sup>st</sup> (WINTER BREAK), JANUARY 18<sup>th</sup> (REV. MARTIN LUTHER KING HOLIDAY), DAYS DURING APRIL 5<sup>th</sup> - 9<sup>th</sup> (SPRING BREAK), APRIL 12<sup>th</sup> (TEACHER WORK DAY), MAY 31<sup>st</sup> (MEMORIAL DAY HOLIDAY), JUNE 21<sup>st</sup> (TEACHER WORKDAY AND 1<sup>st</sup> DAY AFTER SCHEDULED END OF SCHOOL YEAR), AND JUNE 22<sup>nd</sup> (2<sup>nd</sup> DAY AFTER SCHEDULED END OF SCHOOL YEAR).

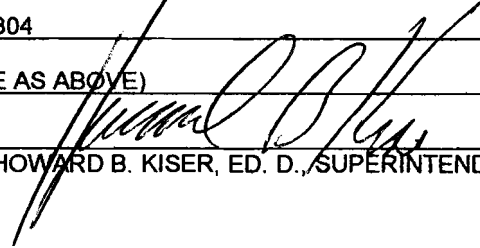
THE TOP THREE RECOMMENDATIONS (IN ORDER) ARE JANUARY 18<sup>th</sup>, APRIL 12<sup>th</sup>, and JUNE 21<sup>st</sup>.

RECOMMENDATION: THAT THE SCHOOL BOARD APPROVES JANUARY 18<sup>th</sup> AND APRIL 12<sup>th</sup> AS MAKEUP DAYS FOR SCHOOL CLOSINGS ON NOVEMBER 12<sup>th</sup> AND 13<sup>th</sup>, BASED ON RECOMMENDATIONS RECEIVED FROM ADMINISTRATIVE COUNCIL MEMBERS.

PRESENTER: JOHN E. HUTCHINSON  TITLE: ASSISTANT SUPERINTENDENT FOR ADMINISTRATIVE SERVICES

FOR MORE INFORMATION CONTACT PRESENTERS AT: 693-5304

PREPARED BY: (SAME AS ABOVE) TITLE: (SAME AS ABOVE)

APPROVAL OF THE SUPERINTENDENT: \_\_\_\_\_  
  
HOWARD B. KISER, ED. D., SUPERINTENDENT OF SCHOOLS



# Gloucester County Public Schools 2009-2010 School Calendar

File ICA-R  
ADOPTED 03/10/09

<p><b>JULY</b> Instruct. Days - 0      Teacher/Staff Dev./Workdays - 0</p> <p>Friday, 3 <i>Independence Day Holiday</i></p>	<p><b>JANUARY</b> Instruct. Days - 19      Teacher/Staff Dev./Workdays - 19</p> <p>Friday, 1 Monday, 4 Monday, 18 Tue. - Thu., 26-28 Friday, 29</p> <p><i>Winter Break; New Year's Holiday (Students &amp; Staff)</i> <i>Students &amp; Staff Return from Winter Break</i> <i>Rev. Martin Luther King Holiday (Students and Staff)</i> <i>Semester Exams - Regular Dismissal</i> <i>Semester Exams - Early Dismissal</i></p>	<p><b>Teacher Days:</b></p> <p>Instructional Days      180 Development/Workdays      14 Total Teacher Days      194</p> <p>*****</p> <p><b>12-Month Employee Holidays:</b></p> <p><u>Independence Day</u> July 3</p> <p><u>Labor Day</u> September 7</p> <p><u>Thanksgiving</u> November 26 - 27</p> <p><u>Winter Break</u> Dec. 23 - 25 Dec. 30 - Jan. 1</p> <p><u>MLK Day</u> January 18</p> <p><u>Spring Break</u> April 5 - 6</p> <p><u>Memorial Day</u> May 31</p> <p>*****</p> <p><b>Inclément Weather Make-Up Days:</b></p> <p>February 2, 2010 April 12, 2010 May 31, 2010 June 21, 2010 June 22, 2010</p>
<p><b>AUGUST</b> Instruct. Days - 0      Teacher/Staff Dev./Workdays - 5</p> <p>Friday, 21 Mon. - Thu., 24-27 Friday, 28 Monday, 31 TBA</p> <p><i>New Teacher Orientation</i> <i>Professional Staff Development</i> <i>All Teachers Report</i> <i>Teacher Workday; Transportation Staff Development</i> <i>OPEN HOUSE - Each school will announce the date/time of its open house (at night between August 31 and September 3)</i></p>	<p><b>FEBRUARY</b> Instruct. Days - 18      Teacher/Staff Dev./Workdays - 20</p> <p>Monday, 1  Tuesday, 2 Wednesday, 3 Monday, 8</p> <p><i>Teacher Workday/Grading (No Students)</i> <i>Guest Teacher Staff Development (1/2 Day)</i> <i>Last Day of Second Quarter/First Semester</i> <i>Teacher Workday/Data Analysis (No Students)</i> <i>First Day of Third Quarter</i> <i>Report Cards</i></p>	
<p><b>SEPTEMBER</b> Instruct. Days - 17      Teacher/Staff Dev./Workdays - 20</p> <p>Tue. - Thu., 1-3 Friday, 4 Monday, 7 Tuesday, 8</p> <p><i>Teacher Workdays</i> <i>12 Month Workday</i> <i>Labor Day Holiday (Students and Staff)</i> <i>Schools Open; First Day of First Quarter</i></p>	<p><b>MARCH</b> Instruct. Days - 23      Teacher/Staff Dev./Workdays - 23</p> <p>Monday, 1 TBD</p> <p><i>Progress Reports Issued</i> <i>Meet &amp; Greet - New Teachers</i></p>	
<p><b>OCTOBER</b> Instruct. Days - 22      Teacher/Staff Dev./Workdays - 22</p> <p>Monday, 5 TBD TBD</p> <p><i>Progress Reports Issued</i> <i>New Teacher Meet &amp; Greet - Elementary (After School)</i> <i>New Teacher Meet &amp; Greet - Secondary (After School)</i></p>	<p><b>APRIL</b> Instruct. Days - 16      Teacher/Staff Dev./Workdays - 17</p> <p>Friday, 2 Mon. - Fri., 5-9 Monday, 12 Tuesday, 13  Monday, 19</p> <p><i>Last Day of Third Quarter</i> <i>Spring Break (12 Month Workdays 4/7, 4/8, 4/9)</i> <i>Teacher Workday (No Students)</i> <i>Students Return From Spring Break</i> <i>First Day of Fourth Quarter</i> <i>Report Cards Issued</i></p>	
<p><b>NOVEMBER</b> Instruct. Days - 17      Teacher/Staff Dev./Workdays - 19</p> <p>Tuesday, 3 Friday, 6 Monday, 9 Tuesday, 10 Monday, 16 Wednesday, 25 Thu. - Fri., 26-27</p> <p><i>Election Day; Cult. Div.; Workday/Data Analysis (No Students)</i> <i>Last Day of First Quarter</i> <i>Teacher Workday/Grades (No Students)</i> <i>First Day of Second Quarter</i> <i>Report Cards Issued</i> <i>Early Dismissal (Students and Staff)</i> <i>Thanksgiving Holiday (Students and Staff)</i></p>	<p><b>MAY</b> Instruct. Days - 20      Teacher/Staff Dev./Workdays - 20</p> <p>Monday, 31</p> <p><i>Memorial Day Holiday (Students and Staff)</i></p>	
<p><b>DECEMBER</b> Instruct. Days - 14      Teacher/Staff Dev./Workdays - 14</p> <p>Monday, 14 Mon. - Thu., 21-31</p> <p><i>Progress Reports Issued</i> <i>Winter Break (12 Month Workdays 12/21, 12/22, 12/28, and 12/29)</i></p>	<p><b>JUNE</b> Instruct. Days - 14      Teacher/Staff Dev./Workdays - 15</p> <p>Tue. - Thu., 15-17 Friday, 18 Saturday, 19 Monday, 21 Monday, 28</p> <p><i>Semester Exams - Regular Dismissal</i> <i>Semester Exams - Early Dismissal; Last Day of School Year</i> <i>Graduation</i> <i>Teacher Workday</i> <i>Report Cards Issued</i></p>	

Parent-Teacher Conferences: Each school will schedule parent-teacher conferences (as required).

Early Dismissal Schedule: Early dismissals will be two hours before the regular dismissal times;  
**EXCEPTION** - Gloucester High School will dismiss at 11:00 a.m. on the last day of exams for 1<sup>st</sup> and 2<sup>nd</sup> semesters.  
Early dismissals are for students only, unless otherwise noted.

Summer Schedule: Employees will work on a summer schedule during the nine (9) week period of Monday, June 22, 2009, through Friday, August 21, 2009, except the week of June 29 - July 3, 2009.

GLOUCESTER COUNTY PUBLIC SCHOOLS  
SCHOOL BOARD AGENDA ITEM

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MEETING DATE: DECEMBER 8, 2009 REQUESTED SCHOOL BOARD RESPONSE A. ACTION: X  
B. INFORMATION: X  
AGENDA ITEM #: 09-162.3 IF POLICY (NEW OR CHANGE) A. 1st READING: X  
B. 2nd READING:      
REGULAR AGENDA: X CONSENT AGENDA:    

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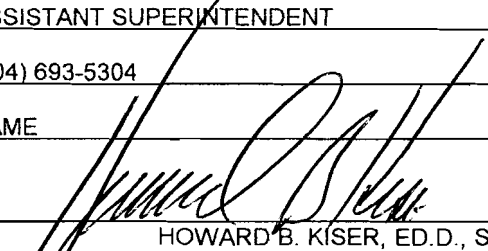
SUBJECT: POLICY MANUAL UPDATE (NEW BUSINESS)

ENCLOSURES: POLICY REVISION:  
KN SEX OFFENDER REGISTRY NOTIFICATION  
POLICY DELETION:  
KNA VIOLENT SEX OFFENDERS ON SCHOOL PROPERTY  
FORM REVISION:  
GBBC-E APPLICATION FOR TUITION ASSISTANCE

BACKGROUND/STATUS: THE ABOVE POLICIES HAVE BEEN REVIEWED WITH THE APPROPRIATE STAFF MEMBERS, AND ARE BEING RECOMMENDED FOR REVISION / DELETION BASED ON MODEL VSBA POLICY AND RELATED SUPREME COURT OF VIRGINIA CASE.  
THE FORM IS BEING RECOMMENDED FOR REVISION TO COINCIDE WITH THE TUITION ASSISTANCE REGULATION, GBBC-R.

RECOMMENDATIONS: THAT THE BOARD APPROVES THE FOLLOWING 1<sup>ST</sup> READING:  
POLICY REVISION: KN  
POLICY DELETION: KNA  
THAT THE BOARD ACCEPTS AS INFORMATION:  
FORM REVISION: GBBC-E

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PRESENTER: JOHN E. HUTCHINSON  TITLE: ASSISTANT SUPERINTENDENT  
FOR MORE INFORMATION CONTACT THE PRESENTER AT: (804) 693-5304  
PREPARED BY: SAME TITLE: SAME  
APPROVAL OF THE SUPERINTENDENT:   
HOWARD B. KISER, ED.D., SUPERINTENDENT

## SEX OFFENDER REGISTRY NOTIFICATION

The Gloucester County school division recognizes the danger sex offenders pose to student safety. Therefore, to protect students while they travel to and from school, attend school or are at school-related activities, each school in the Gloucester County school division shall request electronic notification of the registration or re-registration of any sex offenders in the same or contiguous zip codes as the school. Such requests and notifications shall be made according to the procedure established by the Virginia Department of State Police (State Police).

### Annual Notification

At the beginning of each school year, the Gloucester County school division shall notify parents and employees of this policy. The School Board will also annually notify the parent(s) of each student enrolled in the school division of the availability of information in the Sex Offender and Crimes Against Minors Registry and the location of the Internet website.

### Dissemination of Sex Offender Registry Information

Sex offender registry information should be provided to employees who are most likely to observe unauthorized persons on or near school property including, but not limited to, the following:

- school bus drivers;
- employees responsible for visitor registration;
- employees responsible for bus duty;
- security staff;
- coaches;
- playground supervisors; and,
- maintenance personnel.

The Gloucester County school division recognizes that it is the responsibility of local law enforcement to notify the community of potential public danger. Therefore, the division will not disseminate registry information to parents.

### Use of Sex Offender Registry Information

Registry information shall only be used for the purposes of the administration of law enforcement, screening current or prospective school division employees or volunteers, and for the protection of school division students and employees. Registry information shall not be used to intimidate or harass others.

1. Registered Sex Offender Sighted. If a notified employee sees a registered sex offender on or near school property, around any school division student, or attending any school division activity, the Superintendent or the designee shall be notified immediately. The Superintendent or his/her designee may, in his or her discretion, notify local law enforcement.
2. School Volunteers and Student Teachers. Each staff member shall submit to the principal the name and address of each volunteer the staff member proposes to use, as soon as the person is identified. The principal shall screen each student teacher and volunteer's name and address against the registry information. If a match is found, the principal shall notify the Superintendent, who shall confirm the match. If the match is confirmed, the Superintendent shall inform the individual, in writing, that he or she may not serve as a volunteer or student teacher. The notice shall provide the reason with reference to this policy, and, if applicable, Policy KNA. The Superintendent shall provide a copy of the notice to the Principal and staff member.
3. Contractors' Employees. In addition to ensuring that the certification requirements of Policy DJF Purchasing Procedures are met, the Superintendent shall include the following language in all Division contracts that may involve an employee of the contractor having any contact with a student:

The contractor shall not send any employee or agent who is a registered sex offender to any school building or school property. Monthly, the contractor shall check the registry to determine if any employee is registered.



**VIOLENT SEX OFFENDERS ON SCHOOL PROPERTY**

No adult who has been convicted of a sexually violent offense, as defined in Va. Code § 9.1-902, may enter or be present, during school hours, or during school-related or school-sponsored activities, at any school, unless

- he is a lawfully registered and qualified voter, and is coming upon such property solely for purposes of casting his vote;
- he is a student enrolled at the school; or
- he has obtained a court order allowing him to enter and be present upon such property, and is in compliance with terms and conditions of the order.

Persons who have been convicted of other sexual offenses may be permitted to be present at school in certain circumstances in accordance with Policy KN Sex Offender Registry Notification.

**DELETED**

**ADOPTED:** August 14, 2007  
**REVISED:** August 12, 2008  
**LEGAL REFERENCES:** Code of Virginia, 1950, as amended, §§ 9.1-902, 18.2-370.5.  
**CROSS REFERENCES:** KN Sex Offender Registry Notification

**APPLICATION FOR TUITION ASSISTANCE**

To request tuition assistance funds for the current fiscal year, you must complete this form and send it to the Office of Human Resources for approval by the Director in order to assure payment. ~~The school division will bill the school division for this portion of your tuition after receiving the approved tuition assistance form.~~ If you have paid for the class and wish reimbursement, please send a receipt verification of payment as soon as possible and your grade report. Tuition assistance should be requested for the current fiscal year according to Gloucester County Public Schools' policy File No. GBBC-R "Tuition Assistance." Funds are only available for the approved amount per employee; you will be billed for any other requests. **Please note: All fields (below) must be completed in order to expedite the processing of this tuition assistance application.** Thank you!

Name: \_\_\_\_\_

School/Department: \_\_\_\_\_ Assignment: \_\_\_\_\_

Course Number: \_\_\_\_\_ Course Name: \_\_\_\_\_

Location of Class: \_\_\_\_\_ Instructor: \_\_\_\_\_

Beginning Date of Class: \_\_\_\_\_ Ending Date of Class: \_\_\_\_\_

College Offering Credit: \_\_\_\_\_ Semester Hours: \_\_\_\_\_

Graduate Credit: \_\_\_\_\_ Undergraduate Credit: \_\_\_\_\_ Recertification Points: \_\_\_\_\_

I wish to apply for tuition assistance in the amount of \$  for the requested course. I understand that I must submit this approved form with my registration to the college business office so Gloucester County Public Schools can be billed. I am enrolling in the class for the following reason:

By authorization of my printed name and signature below (required before processing), I have read and agree to the following stipulations found in policy GBBC-R:

When the school division pays for coursework that leads to a collegiate professional license, a license renewal, a Masters or dual Masters Degree, a Doctorate, National Board Certification, or any other coursework that is taken for professional enrichment, the Superintendent shall require in writing that the employee agree to a year-for-year commitment, not to exceed a maximum of three additional years of continued employment. The School Board reserves the right to waive this requirement. Failure to satisfy the terms of the agreement would result in requiring the money paid for all coursework to be reimbursed to the school division. If coursework is not successfully completed, the employee shall be responsible for paying back the division any reimbursement or tuition assistance received.

~~I further agree to submit grade reports or transcripts to the Office of Human Resources, and understand that I will not be eligible for reimbursement if a grade of "A" or "B" is not received. I agree to reimburse Gloucester County Public Schools the full amount paid to the college or university.~~

Printed Name	Signature
Date	Date

**Do not write below this line**

Gloucester County Public Schools assures ~~authorizes~~ payment reimbursement of tuition assistance in the amount of \$  for this employee to take the course specified above. ~~Please bill the Office of Human Resources, Gloucester County Public Schools, 6489 Main Street — Building Two, Gloucester, VA 23061, for the approved amount.~~

Authorized Central Office Administrator	Date
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**ADOPTED:** September 12, 2006 **REVISED:** June 10, 2008 December 8, 2009  
**Gloucester County Public Schools**

**2009-10 Mini-Grant Recipients**

	<b>School</b>	<b>Teacher(s)</b>	<b>Subject and/or Grade</b>	<b>Reqst'd</b>	<b>Grant Title</b>
1	<b>Abingdon</b>	Sherry Brubaker	4th Grade	\$250.00	Citizens of the World go to Manners Academy
2	<b>Achilles</b>	Ann Foster, Saallie Horrell, Carolyn Hoover	1st Grade / Hist. & Lang Arts	\$241.49	Eleanor and Me
3		Jodie Simpson	5th Grade / Reading	\$250.00	Achilles Class on the GO!
4	<b>Bethel</b>	Jenny Blazvick	5th Gr. / Language Arts	\$230.87	Ipod Nano & Digital Voice Recorder
5	<b>Botetourt</b>	Julie Johnson	1st Grade	\$233.50	Every Day Counts Calendar Math
6		Rhonda Taylor & Christine Newcomb	Spanish (4&5)	\$65.97	Se Habla Espanol
7	<b>Petsworth</b>	Julie Bryan	4th Grade	\$250.00	2 Days at the Museum
8		Sharon Carino	4th Gr. / Reading	\$250.00	Read with Me with an M3
9	<b>T.C. Walker</b>	Melanie Glenn	1st Gr.	\$242.60	Spanish Language Enrichment
10		Deanna Johnson	Preschool - 5th Gr.	\$250.00	"A Great Man ... A Great School"
11		Brenday P. Turner	2nd Gr. / Art	\$215.00	Silk Road Market - Art Meets History & S.S.
12	<b>Page</b>	Jennifer Worrell	6-8 Gr. Writing SOL Prep	\$250.00	G-Town Kids Magazine
13	<b>Peasley</b>	Stephanie Jeffrey & Melanie Ferrie	7th Grade / Civics	\$250.00	Washington D.C. Field Trip
14		Stephanie Sowers	7th Gr. / Life Science	\$100.00	Plant Experiments + Owl Pellets
15	<b>GHS</b>	Melissa Baldwin	Gr. 12 / English	\$100.00	Sr. Boards Beyond Excellence Awards
16		Tiffany Durr	Grades 9-12	\$250.00	Project Springboard
17		James Eccleston	9-12th Gr. / Civil War	\$250.00	Conversion of Slides to Digital Format
18		Anne Markwith	Gr. 11&12 / Oceanography	\$250.00	Bay Field Study
19		Anne Petersen	9-12 GR. Bio & Chem	\$250.00	STEM - Project X-51
20		Tracy Shaw	Secondary Spec. Ed.	\$250.00	Giving Thanks
				\$4,429.43	

AG ITEM #: 09-163.1  
 12/8/09 SB MEETING  
 SUPPTS. ITEMS



**2009-2010 TRAVEL GRANT AWARDS**  
**(\$2500.00 Each From A Private Donation)**

**Lisa Willis, Math Teacher, Page Middle - May 1-7, 2010 for a trip to Cairo, Egypt, for historical understanding of how the Egyptians: used their mathematical skills to achieve pyramids, taxation system, and method of measuring land; multiplied and divided by factors of 2; and how the "Eye of Horace" was used to denote fractions. Students will be able to use the aid of Egyptian mathematics to solve problems based on these examples: area/perimeter (land measuring), volume (pyramids), factors (multiplication and division), fractions ("Eye of Horace"), and patterns (taxation system). \$2500.00 estimated cost.**

**Purpose/Relevance of the trip:**

To heighten the learning experience of our students through a historical understanding of how the Egyptians used their mathematical skills more than 5000 years ago to achieve the successes of their pyramids, their taxation system, and methods of measuring land. To learn how the Egyptians multiplied and divided by factors of 2, and to thoroughly learn how the use of the "Eye of Horace" was used to denote fractions.

To learn the Egyptian system of counting using hieroglyphics, and to be able to apply certain basic hieroglyphics towards a cultural, interactive learning experience that is based on our multiples of 10. These learning's will be culminated together to produce an international "out of the box" lesson intended to be taught over a selection of week(s).

Students will be able to use the aid of Egyptian mathematics to solve problems based on these examples: area/perimeter (land measuring), volume (pyramids), factors(multiplication and division), fractions (Eye of Horace), and patterns ( taxation system).

**Time Frame:** May 1, 2010- May 7, 2010 (Saturday- Friday)

**Budget:** \$2500

Roundtrip air/ hotel for 5 days	\$1650
Transportation (to and from hotel)	\$ 100
Guided tours (to museums/ pyramids for findings)	\$ 150
Food ( 5 days @ \$65 per day)	\$ 325
Activity related materials	<u>\$ 275</u>
	\$2500

**Stephanie Sowers, Science Teacher, Peasley Middle - Visit a Costa Rican rain forest in Punta Mona with an ecological tour group designed specifically for educators in order to learn about the flora and fauna that will be used to teach SOL's. Travel will either be during Spring Break 2010 or June 2010, depending upon availability. Cost varies, depending upon length of trip and activities selected but asking for \$2500. 00. If over that amount, teacher would pay the difference.**

I would love to receive this grant in order to go to the rainforest and share the adventure with students, and possibly take students there one day. I went on a Chesapeake Bay Foundation trip for teachers to Port Isabel, in the Bay, and then took two groups of students out there to grow and learn from the experience. I will be able to learn about the flora and fauna of the rainforest and share the information as well as my love of learning with the students. As a Nationally Board Certified teacher I possess the skills necessary to successfully convey my experiences in the rainforest with my students through a variety of methods. As a life science teacher it will be easy to use this trip as a way to teach my SOLs. I would like to go with this tour group that specializes in student/teacher trips instead of striking out on my own because I would feel more secure. The rest of this proposal is quoted from their website. I believe I could pay for the whole trip with the \$2500 allotted. But if not I would pay the remaining balance myself. I have received grants from a variety of places over the years to build gardens behind my classrooms and a water feature to enhance student learning. These successful endeavors show that I will utilize Gloucester county's resources to benefit students. I plan to go on this trip either over spring break or in June depending on availability.

EcoClassroom creates experiences through which teachers and students can **personally connect with the natural wonders of the Earth**, as well as with some of the problems facing the rainforests. In addition, guests are introduced to solutions created to **preserve and sustainably develop tropical rainforest land**.

**How much does all of this cost?**

Our set itineraries range widely, depending on the length of your trip and the activities you choose, from rustic budget to high-end accommodations, from \$950 - \$1975, plus airfare (lately between \$600-800, though prices are coming down!). This includes all costs within Costa Rica: lodging, transportation, 3 meals per day plus snacks, a professional driver and bilingual guide(s) to accompany your group on the entire trip, local guides for certain activities, all entrance fees, equipment, and activities.

**What will staying at Punta Mona be like?**

We will hike through the Gandoca-Manzanillo Wildlife Refuge in order to arrive at our remote beachfront organic farm. At night, we will stay in one large bunkhouse as well as some smaller back houses equipped with mattresses for your comfort. **Guests must bring their own bedding** (see list of things to bring for more information). Remember, Punta Mona is a very rustic site most tourists to the country do not have the opportunity to visit. **We will trade some modern amenities in exchange for the privilege to live so closely with nature.**

Remember that we will be sharing the forest surroundings with many creatures who sometimes like to poke around to check out who the guests are. This is a normal occurrence in any jungle lodge, and the folks in Punta Mona are looking for natural non-violent ways to keep these critters out. The site is equipped with running water, electricity generated from solar power, a full-service kitchen, and a sanitary composting toilet facility. Most of the food we eat will come from the organic gardens! In an effort to be self-sufficient and sensitive to our impact on the land, **most of the meals at Punta Mona are completely vegetarian**. Occasionally fish and eggs are served (when the fish are biting and the chickens are laying). In visiting Punta Mona, we will participate in a community of locals and foreign visitors working and living together towards a sustainable way of life.

During the days we will partake in a variety of activities depending on your group's interests. These may include exploring the mangroves of the Gandoca lagoon, searching the beaches for nesting Leatherback turtles (April, May, June), participating in a farm project such as composting or planting workshops, arts and crafts with found items from the jungle, gardening and building, making chocolate from fresh cacao, or working with a local craftsman.

**Activities:**

**Interact with an Indigenous Community**

Learn about the culture and customs of the Bribri People. Hike with a native guide and see the medicinal, cultural and culinary uses of many of the forest's plants.

**Experiment with Sustainable Living**

'Live off-the-land' at Punta Mona, a remote, beachfront organic farm. Harvest food for meals, kayak in a mangrove-lined lagoon, visit with dolphins and witness nesting leatherback turtles. True educational travel!

**Service Learning Projects**

Provide service to local host communities while exploring the balance between giving and receiving. Past projects have included the installation of eco-solutions, town beautification, and the presentation of a carnival for local children.