

MINUTES OF THE SHENANDOAH COUNTY SCHOOL BOARD

April 9, 2014

The Shenandoah County School Board met in a regular meeting on Wednesday, April 9, 2014, at 5:30 p.m. at the County Government Center. Richard Koontz called the meeting to order. Other board members present were Karen Whetzel, Katheryn Freakley, Sonya Williams-Giersch and Irving Getz. Dr. Kathryn Holsinger was absent. Also present were: Dr. Jeremy J. Raley, Superintendent; Evelyn D. K. Linaburg, Assistant Superintendent of Curriculum, Instruction and Administration; Cynthia F. Page, Director of Finance; Mark A. Johnston, Director of Human Resources; Robin B. Heishman, Clerk of the Board; Supervisors, news media and various guests.

Dr. Raley recommended that the Shenandoah County School Board convene a closed meeting under the Virginia Freedom of Information Act in order to discuss personnel involving specific officers, appointees or employees of the Shenandoah County Public Schools for the purpose of considering such individuals' assignment, appointment, promotion, performance, demotion, salary, disciplining or resignation, under Virginia Code § 2.2-3711 (A)(1)(4). Dr. Raley noted there were thirty-three personnel items.

Dr. Raley also recommended that the Shenandoah County School Board convene a closed meeting under the Virginia Freedom of Information Act in order to discuss or consider admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any Virginia public institution of higher education or any state school system. However, any such student, legal counsel and, if the student is a minor, the student's parents or legal guardians shall be permitted to be present during the taking of testimony or presentation of evidence at a closed meeting, if such student, parents, or guardians so request in writing and such request is submitted to the presiding officer of the appropriate board under Virginia Code § 2.2-3711 (A)(2). Dr. Raley noted that there were three student matters.

A motion was made by Mrs. Whetzel and seconded by Mrs. Freakley to go in closed session. Four members voted aye. Mrs. Williams-Giersch was not present at the time the board members went into the closed session.

A motion was made by Mrs. Whetzel seconded by Mrs. Williams-Giersch to reconvene in open session. Five members voted aye.

The Shenandoah County School Board hereby certifies, by roll call vote, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Shenandoah County School Board.

Mrs. Whetzel made a motion, seconded by Mr. Getz, stating "I move that the student considered in student case "A" be expelled for 365 days with the conditions that the superintendent is authorized to bring to the board at some appropriate time a recommendation that the expulsion period be modified, and that the student and parents agree to drug testing, and to successfully complete a suitable education program." Roll call vote was four ayes. Mrs. Williams-Giersch abstained.

Mrs. Whetzel made a motion, seconded by Mrs. Freakley, stating "I move that the student considered in student case "B" be expelled for 365 days with the conditions that the superintendent is authorized to bring to the board at some appropriate time a recommendation that the expulsion period be modified, and that the student and parents agree to drug testing, and to successfully complete a suitable education program." Roll call vote was four ayes. Mrs. Williams-Giersch abstained.

Mrs. Whetzel made a motion, seconded by Mrs. Freakley, stating "I move that the student considered in student case "C" be expelled for 365 days with the conditions that the superintendent is authorized to bring to the board at some appropriate time a recommendation that the expulsion period be modified, and that the student and parents agree to drug testing, and to successfully complete a suitable education program." Roll call vote was four ayes. Mrs. Williams-Giersch abstained.

Mr. Koontz welcomed everyone to the regular meeting.

Mrs. Williams-Giersch gave the invocation and led the Pledge of Allegiance.

Mr. Koontz asked Dr. Raley to introduce the musical performance for the evening. Dr. Raley invited Mrs. Stacey Leitzel, Director of Elementary Education, who introduced the North Fork Middle School "Strolling Strings." This group, under the direction of Wendy Whitford, performed one selection. Following the entertainment, Mr. Koontz thanked the group for their performance.

Mrs. Whetzel made a motion seconded by Mrs. Freakley to approve the agenda with the following changes: A closed session for Code of Virginia, Section 2.2-3711 (A)(1)(4) be added at the end of the meeting. And: therefore, recommended that XI. Personnel - under Action Items - also be moved to follow the last closed session before the item XIV. Adjournment. Roll call vote was five ayes.

During the first recognition item, Mr. Ken Knesch, Principal of Strasburg High School, was invited to share the recognition for Strasburg High School State Wrestlers. Nick Campbell (third time State Champion; 126 pound division, 56-0), Hunter Dean (second time State Champion; 132 pound division, 52-3), and Coach Mike Wood were recognized. Mr. Knesch congratulated the students for their achievement and their parents for their continued support of the wrestling program at SHS.

Dr. Raley asked Mrs. Stacey Leitzel to provide information concerning school division music students. Mrs. Leitzel congratulated the Shenandoah County orchestra students who auditioned for Junior Regional Orchestra on Saturday, January 25 in Charlottesville. More than three hundred students from thirty-three schools participated. Thirteen Shenandoah County students earned a position with this advanced ensemble. On March 21 and 22, North Fork Middle School chaired the event at Sherando High School. The concert was on Saturday, March 22 at 3:00 p.m. The following students were recognized:

CHS

Carolina Williams, A Orchestra Cello

NFMS

Dakota Baker, B Orchestra Bass

PMMS

Layla Baker, B Orchestra Violin 1

Annabelle Palmer, B Orchestra Violin 1

Jennifer Moore, B Orchestra Cello

SHS

Kyle Tiemeyer, B Orchestra Cello

Nathan McDonald, A Orchestra Violin 2

SJHS

Gwen Mallow, B Orchestra Bass

Reganne Brinkley, B Orchestra Violin 1

SKMS

Alana Smith, B Orchestra Violin 2

Faith Utz, A Orchestra Viola

Mirando Lucas, B Orchestra Viola

Jarod Stickley, B Orchestra Cello

Following recognition of the students, Mrs. Leitzel asked Jennifer Perry, Wendy Whitford, and Robert Curry to join her for special recognition of the dedicated work that all the school division music instructors give on a daily basis.

Dr. Raley invited Dr. Pat Nelson, Director of Special Education, to provide information concerning the CLM Certificate recipient, Karen Viar. Mrs. Viar was recognized for her dedication in completing a detailed program which supports the autistic students in our school division. Mrs. Viar serves as an Instructional Assistant at W. W. Robinson Elementary School.

The final recognition of the meeting concerned our Instructional Assistants becoming recognized as "Highly Qualified" with the successful completion of the Para

Pro Assessment on March 8, 2014. This goal was required because of the Title I transition in the school division. Mrs. Leitzel recognized many staff members including; Title I teachers who provided tutoring; Cody Vance, central office technology staff, who provided computer assistance; and Charlotte Laws and Hope Matthews who provided moral support and snacks to the test takers. Following is a list of the staff that completed the testing requirements:

ALES Assistants: Judith Baker, Nicole Baker, Candance Coleman, Beverly Cosby, Brandy Drummonds, Berlinda Hughes, Cathy Looman, Margaret Palmer, Laurie Trice and Jessica Turner. SHES Assistants: Cheryl Bartley, Cindy Callaway, Connie Cockrell, Becky Davis, Deanna Dillman, Billie Earles, Debbie Gochenour, Heather Hunter, Shirley Keller, Dinah Milgrim, Pam Neff, Theresa Orndorff, Tina Price and Lori Schlentner. And, WWR Assistants: Cathy Brennan, Lorrie Brown, LeaAnne Coffman, Dianne Funkhouser, Kelly Funkhouser, Janice Holsinger, Danielle Knox, Kim Myers, Jessie Myrtle, Becky Ryman, Heather Sager, Karen Sawyer, Sheila Trelawny, Karen Viar and Linda Williams.

Dr. Raley provided the School Board with a copy of a press release that recognized the accomplishments of students and employees that occurred during the last month. This information will be shared with the local news media and also posted on the school division's web site. The information will remain accessible on the web site until the next School Board meeting in May.

Mr. Koontz opened the floor for public and staff comments. There were no public comments at this time.

A motion was made by Mrs. Whetzel, and seconded by Mrs. Williams-Giersch to approve the consent agenda items. A roll call vote was five ayes.

1. The Superintendent recommended acceptance of the minutes from the March 11, 2014, regular meeting, the March 20, 2014, budget work session and the March 26, 2014, budget approval meeting. The minutes were reviewed by the board members. The approved minutes will be posted on the school division website.
2. Donations

ALES – \$500.00 donation from the Basye Bryce Mountain Lions Club. The donation is given to ALES Food Service to help pay for meals for children that cannot purchase meals.

ALES – \$800.00 donation from Lenny Campbell. This donation is for the ALES 5th grade class for expenses for the field trip to DC.

ALES – \$100.00 donation from D & M Meats. This donation is for the ALES 5th grade class for expenses for the field trip to DC.

- ALES - \$100.00 donation from Catherine Jones. This donation is for the ALES 5th grade class for expenses for the field trip to DC.
- ALES - \$300.00 donation from Streett Trucking. This donation is for the ALES 5th grade class for expenses for the field trip to DC.
- CHS - \$3,774.10 donation from the Woodstock River bandits, Robert & Karena Baker, Gateway Hospitality Radford, Guest Inc., Dennis Fravel, 3M Partnership, Terry Kibler, First Bank, Ortts Electric, Skyline Terrace Nursing Home, Robert Bowman, Jack Heishman, Justin Pence, Appalachian Freight, Italian Touch, Raymond Waldron, Rau Construction, and Donn Foltz to purchase a baseball hitting turtle.
- CHS – a donation of \$1,293.00 from Carrie Coffey to help students pay the remaining balance of student trips to the VA FCCLA State and Leadership Conference.
- SHS - \$300.00 donations for the After Prom Party. Donations: Fort Valley Ruritan Club \$100.00; Shentel Foundation \$100.00; and Wakeman's Grove Church of the Brethren \$100.00.
3. The Superintendent provided a list of bills processed for the period ending March 31, 2014, approved by the appointed agents of the Shenandoah County School Board.
 4. The Superintendent recommended approval of the following over-night field trips:
 - CHS – High School/Choir/All State Choir, Harrisonburg High School, April 24 - 26, 2014
 - SHS – High School All State Choir, Harrisonburg High School, April 24 - 26, 2014
 - SHS – VHSL State Debate Tournament, Liberty University, April 25 - 26, 2014
 5. The Superintendent recommended approval of foreign exchange students as follows: Student A at Strasburg High School from Estonia; Student B at Strasburg High School from Norway; and Student C at Central High School from Russia.

Dr. Raley introduced the instructional agenda report. Dr. Pat Nelson outlined the item describing autism awareness. She noted that April has been designated as National Autism Awareness Month. In our school division, we are educating staff and students about autism and the issues it presents. Shonnet Brand and James Santoya, employed by Commonwealth Autism Services in collaboration with Shenandoah County Public School staff support students identified with Autism. Ms. Brand and Mr. Santoya serve as SCPS's Board Certified Behavioral Analyst (BCBA) which is a national certification for Applied Behavioral Analysis (ABA). Their services are funded through a cooperative arrangement with our regional special education program. We were the first region in the state to develop such a partnership and are fortunate to have this partnership. A power point of information noted that we are serving sixty two children who have autism with varying degrees of need. Each school in our division is serving and educating students with autism. Darla Moomaw, Ashley Hawkins, and Kayten Stroop assisted in the presentation. Mr. Koontz thanked everyone for attending the meeting and providing this information.

Relating to a prior recognition, Dr. Raley noted that Mrs. Kelly Storey, Federal Programs Coordinator, and Mrs. Cheryl Hedrick, Instructional Secretary, were instrumental in the preparation and successful completion of the Para Pro Assessment in the school division. He thanked them for their hard work on the project.

The second informational agenda item described the ARK Program at Stonewall Jackson High School. Michael Dorman, Principal, and Michelle Swab, Intervention Specialist, at the school outlined the program and its focus. The program is an extension of the Response to Intervention programs that are offered at the elementary and middle schools. They presented a power point of information showing the impact of this tiered system of support. Following the presentation, Mr. Dorman updated the school board members on several capital improvement projects at SJHS. The projects included: BBQ Pit; Scoreboard; Track; Irrigation system; Stadium lights; and the Concession Stand. Mr. Dorman thanked the community members who supported the school and donated their time and monetary funding to complete these many projects. The board members echoed his appreciation for community support. He also mentioned two training classes in Microsoft word and excel which will be held at SJHS in the near future. He invited the public to attend these training classes.

The last item on the instructional agenda concerned the special education post-graduation program. Dr. Pat Nelson, Ms. Melissa Hensley, Principal of Central High School, and Mr. Ken Knesh, Principal of Strasburg High School provided information. They mentioned to meet the growing needs of the special education students who have graduated from high school with a "Special Diploma" the division has strategically planned for this identified need by developing a separate Post-Graduate Program. This program will be located at Central High School and will include the students from Strasburg High School beginning with the 2014-2015 school year. The partnership that was formed within the division along with key stakeholders in the community allowed SCPS to create a collaborative approach to design a successful program. A copy of an information letter will be attached in the official minute book. Members of the Starnes

Grant Foundation and Mr. Eugene Dykes, Maintenance Supervisor were thanked for their help with this project.

The first item on the informational agenda concerned a technology plan update. Mr. Tim Taylor, Instructional Technology Supervisor, provided a power point of information. He noted a minor revision in the District Technology Plan that was required for eRate funding. Direction from the Department of Education was to update the timetable and budget chart, but a few other minor changes were made as well. Shenandoah County Public Schools will begin a major update of the technology plan during the 2015- 2016 school year, once the DOE updates their technology plan in 2015. The new plan will cover the years 2016 – 2021 and SCPS will be required to align our plan with the DOE plan. We will be required to update, align, and have the SCPS plan approved before July 1, 2016.

Dr. Pat Nelson presented the Special Education Annual Plan and Federal Funding Application for 2014 – 2015. The annual plan serves as a formal agreement between our School Board and the Virginia Board of Education for the implementation of state and federal laws relating to the education of children with disabilities. On April 3, 2014, the special education Local Advisory Committee reviewed the plan and funding application as required. The school board members were also provided with a copy of the Shenandoah County Public School's Special Education Policy and Procedures document. This document mirrors all state regulations. Each school division is required to have such a document available for the public and serves as a reference on our operations. Dr. Nelson asked that this item appear as an action item at the May meeting.

Dr. Raley provided information on a plan to make up instructional time. He mentioned that as of today, April 9th, students had missed 15 days and 13 hours of instructional time due to winter weather. Historically, the school division misses days during the months of April and May as a result of road and bridge closures due to flooding. Since we cannot predict what will happen with the weather in April and May, he proposed that the school board consider approving a calendar adjustment for the rest of the school year at this meeting. The changes are as follows: make May 2 a full day rather than a 1:00 dismissal; make June 12 a full day rather than a 1:00 dismissal; add June 13 as a new instructional day (last day of school) with a 1:00 dismissal; and add June 16 as a professional work day for staff. This would add eight more instructional hours to the calendar and should allow us to ensure that we meet the state minimum for instructional hours (990 hours per year).

During the final information item, Dr. Raley presented a review/revision of Section G in the School Board Policy Manual. On March 18, 2014, Mrs. Whetzel, Mrs. Freakley, Mrs. Linaburg, Dr. Mark Johnston, Ms. Cynthia Page, Mrs. Betty Laughlin and Ms. Linda Hodges met to review Section G. A portion of section G was reviewed. The following policies were reviewed: CBG-R, GA, GAA, GAB/IIBEA, GAB/IIBEA-R, GB, GB-F, GBA-R, GBB, GBC, GBC-E2, GBC-R, GBD, GBE, GBEA-F, GBEA-R, GBEB, GBEC, GBED, GBG, GBGB, GBI, GBL, GBLA, GBLA-F, GBLA-R. Revisions were

made in policies that are underlined. In addition, it is recommended that CBG-R be changed to CBG-F and adopted as the VSBA recommended superintendent's evaluation instrument. This information will appear on the action agenda at the meeting in May.

At last month's meeting, Dr. Raley, Ms. Page, and Dr. Johnston recommended that the School Board approve revisions to Policy GCPA-R: Reduction in Professional Staff. In response to a change in the Code of Virginia requiring that Reduction in Professional Staff be based not only on seniority, policy GCPA-R Reduction in Professional Staff was reviewed. Changes to this policy are recommended to align the policy for implementing a reduction in force (should one be required) to the revised Code of Virginia. The recommended policy includes performance evaluations as a criterion for consideration of employees who may be reduced. Performance, rather than seniority, is now the primary criterion for consideration of reduction, followed by seniority and area of endorsement. Also, the definition of seniority is clarified to denote that the date a teacher signed his/her contract is the determination point for seniority. This policy has been reviewed with the Shenandoah County Education Association (SCEA) representatives for their feedback. Mrs. Whetzel made a motion, seconded by Mrs. Williams-Giersch to approve the recommendation of the Reduction in Professional Staff policy. Roll call vote was five ayes.

The next action item related to policy revisions. On February 19, 2014, Mrs. Whetzel, Mrs. Freakley, Mrs. Linaburg, Ms. Page and Mrs. Betty Laughlin met to review Section F. The entire section was reviewed. Section F contained: FA, FB, FE, FEA, FECBA, FECBB, FEG, FEH, FEH-R, FF, FFA, and FG. Mrs. Williams-Giersch made a motion, seconded by Mrs. Whetzel to approve the policy revisions as presented. Roll call vote was five ayes.

Dr. Raley recommended earlier in the meeting the following changes to the instructional calendar: make May 2 a full day rather than a 1:00 dismissal; make June 12 a full day rather than a 1:00 dismissal; add June 13 as a new instructional day (last day of school) with a 1:00 dismissal; and add June 16 as a professional work day for staff. These changes would add eight more instructional hours to the calendar and should allow us to ensure that we meet the state minimum for instructional hours (990 hours per year). Mrs. Whetzel made a motion seconded by Mrs. Williams-Giersch to accept the instructional calendar make up time as presented. Roll call vote was five ayes.

Dr. Raley summarized the monthly reports: Nutrition Report, Fundraising Activities, Attendance Report, Budget Status Report and Transportation Report (March). There were no questions from the board members concerning the reports.

Dr. Raley asked for an update on the Instructional Challenge and Innovation Project Grants. Mrs. Ebbie Linaburg stated that in January 2014 nine proposals were received and five projects were selected to receive the grants. The list of projects and teachers who received the grants in February will be included in the official minute book.

Dr. Mark Johnston, Director of Human Resources, provided information about the Harrisonburg Job Fair. On March 1, 2014, fifty-eight staff members participated in the 15th Annual Shenandoah Valley Teachers Job Fair. Over 150 candidates were interviewed by teams of administrators and teachers beginning at 9:30 a.m. through 1:00 p.m. Overall attendance at the teacher job fair was 382 candidates. Participating school divisions were: Augusta County, Greene County, Harrisonburg City, Madison County, Page County, Rockingham County, Staunton City, and Waynesboro City. Dr. Johnston presented a brief power point of information. He also thanked the staff members who participated and especially Mrs. Linda Hodges for her work on the recruitment project.

Mr. Koontz invited board members to share other business or reports. Mrs. Freakley reminded the board members about the Question and Answer Session on April 10, 2014, at W. W. Robinson Elementary School. She plans to host the event which is scheduled to begin at 7:00 p.m. Dr. Raley, school board members, staff members and the community can share the time and benefit from a relaxed session of questions and answers. Mrs. Whetzel reminded the board members about the Board of Supervisors public hearing on April 15th also to be held at W. W. Robinson Elementary School.

Mr. Koontz opened the floor for public and staff comments. Ozlem Getz spoke to the school board members concerning an incident her daughter witnessed in an elementary school. She voiced concerns about not being contacted by the school. Dr. Raley noted that this was a confidential student matter and standard procedures are in place to handle these matters. He stated that there had not been an immediate threat to students or staff, the incident had been acted upon quickly, and he offered to speak with Ms. Getz in a different setting. She stated that she wanted to be informed about incidents at school.

John Middleton spoke regarding the school division budget, salary data and board cooperation. The final speaker was Toia Middleton. She spoke about working with the Department of Planning and Zoning in Warren County implementing an impact fee which helped fund school building. She mentioned drug testing students during sports seasons; using textbooks; remedial classes at the community college; technology; and the school dropout rate. She noted her concern that the elderly are a large basis of taxpayers in our county, and they cannot afford a tax increase.

Hearing no further public or staff comments, Mr. Koontz asked to move into a closed session. Dr. Raley recommended that the Shenandoah County School Board convene a closed meeting under the Virginia Freedom of Information Act in order to discuss personnel involving specific officers, appointees or employees of the Shenandoah County Public Schools for the purpose of considering such individuals' assignment, appointment, promotion, performance, demotion, salary, disciplining or resignation, under Virginia Code § 2.2-3711 (A)(1)(4). Dr. Raley noted there were thirty-three personnel items.

A motion was made by Mrs. Whetzel and seconded by Mrs. Williams-Giersch to go in closed session. Five members voted aye.

A motion was made by Mrs. Williams-Giersch seconded by Mrs. Whetzel to reconvene in open session. Five members voted aye.

The Shenandoah County School Board hereby certifies, by roll call vote, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Shenandoah County School Board.

Action items followed. The Superintendent recommended that the personnel actions outlined be approved. The Superintendent also submitted recommendations for several personnel actions in accordance with Section G of the policy manual. Mrs. Whetzel made a motion, seconded by Mrs. Williams-Giersch to accept the recommendation. Roll call vote was five ayes.

Appointment:

Broughman, Justin M.	Teacher	CHS	08-18-14
Long, Lucas L.	Teacher	TT	08-18-14
McGrady, Dina M.	Teacher	CHS	08-18-14
Nutter, Danielle D.	Teacher	SHES	04-07-14
Quinn, Katelyn E.	Teacher	NFMS	08-18-14
Whitlow, Melanie R.	Social Worker	SBO	04-25-14
Reiley, Amber K.	Instructional Assistant	WWR	04-07-14

Transfer:

Richmond, Christine M.	Teacher at WWR	PMMS	08-18-14
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Retirements:

Helsley, Mary S.	Teacher	WWR	06-30-14
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Resignations:

Butler, Debra D.	Social Worker	SBO	03-07-14
Deane, Erica A.	Teacher	PMMS	06-30-14
Ramsay, Martin A., Jr.	Teacher	PMMS	06-30-14

Minton, Amanda L.	Instructional Assistant	WWR	03-17-14
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Long Term Substitute:

Stead, Fallon N.	Instructional Assistant (One on One)	WWR	04-02-14
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Coaching Appointments:

Cardamone, John B.	Assistant Baseball Coach	CHS	03/2014
Hodges, Carrie C.	Head Cheerleading Coach (Fall 100%)	CHS	03/2014
Lenox, Matthew T.	Assistant Baseball Coach	SJHS	03-20-14

Coaching Resignations:

Ramsay, Martin A., Jr.	Assistant Baseball Coach	CHS	06-30-14
Bowley, Ricky R.	Head Golf Coach	SHS	06-30-14
Lamb, Marianne E.	Cross Country Coach -7 th /8 th	PMMS	03-25-14
Laughlin, Regan H.	Head Cheerleading Coach (Fall 50%)	CHS	03-13-14
Santos, Joshua A.	Assistant Baseball Coach	SJHS	03-19-14

Offer Rescinded:

Employee A

Appointments:

Johnston, Brianne L.	Teacher	CHS	08-18-14
Merica, Summer K.	Teacher	SHS	03-28-14
Sanders, Michael L.	Teacher	CHS	08-18-14

Transfer:

Cahill, Ashley B.	Teacher at SHES To Preschool Center	WWR	08-18-14
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Retirements:

Miller, Vickie L.	Custodian	CHS	06-30-14
Richey, Connie T.	Clerical Specialist (Medicaid/Instruction/HR)	SBO	06-30-14

Coaching Appointments:

DeMaio, Wendy G.	Assistant Softball Coach	SHS	04-10-14
Fellers, Heather	Assistant Softball Coach	SHS	04-10-14
Fitzsimmons, Rachel R.	Assistant Softball Coach	SHS	04-10-14

Hearing no additional business, Mr. Koontz adjourned the meeting at approximately 9:45 p.m.

 Chairman

 Date

 Clerk