

**MINUTES OF A MEETING OF THE SCHOOL BOARD  
CITY OF CHESAPEAKE, VIRGINIA  
April 24, 2017**

A meeting of the School Board of the City of Chesapeake, Virginia, was held on Monday, April 24, 2017, at 5 p.m. in the Board Room of the School Administration Building. Mr. C. Jeff Bunn, Chairman, presided.

**The Call to Order**

Mr. Bunn called the meeting to order. He welcomed visitors to the meeting and informed them that a printed agenda for the meeting was available.

**Roll Call**

Dr. Jean Infantino called the roll and recorded attendance as follows:

Present:           Mr. Samuel L. Boone, Jr.  
                      Mrs. Colleen C. Leary  
                      Mr. Thomas L. Mercer, Sr.  
                      Mr. Harry A. Murphy  
                      Mrs. Christie New Craig  
                      Mr. Louis J. Tayon, Jr.  
                      Mr. Michael J. Woods  
                      Mrs. Victoria L. Proffitt, Vice Chairman  
                      Mr. C. Jeff Bunn, Chairman

Also present were Dr. James T. Roberts, Superintendent; Dr. Jacqueline C. Miller, Assistant Superintendent for Student Services; Dr. Anita B. James, Assistant Superintendent for Curriculum and Instruction; Ms. Victoria Lucente, Assistant Superintendent for Budget and Finance; Ms. J. Paige Stutz, Assistant Superintendent for Operations; Dr. Alan L. Vaughan, Assistant Superintendent for Human Resources and School Services; Dr. Jean A. Infantino, Executive Director of Administrative Services/Clerk of the Board; Mr. Robert J. Barry, Attorney; and Mrs. Brenda A. Turbeville, Deputy Clerk of the Board.

**Adoption of the Agenda**

Dr. Roberts had no amendments to the agenda, but said he would need a closed session for five pupil matters, one real estate matter, two personnel matters, and one matter requiring consultation with legal counsel. Mr. Murphy moved to approve the agenda as presented. Mrs. Proffitt seconded the motion, which passed with all members voting in favor of the motion.

## **Closed Session**

Mr. Bunn asked Mr. Barry to prepare the language for the Board to go into closed session. Mr. Barry stated that the motion should read as follows:

“The Board should convene in closed session pursuant to Section 2.2-3711 of the Code of Virginia, for consideration of five pupil matters, one real estate matter, two personnel matters, and one matter requiring consultation with legal counsel.”

Mr. Murphy moved that the Board go into closed session as provided in the Code of Virginia. The motion was seconded by Mrs. Proffitt and approved, with all Board members voting yes.

## **Reconvene in Open Meeting**

The meeting reconvened in open session. Mrs. Proffitt moved the record show that the only items discussed in the closed meeting were those specifically cited in the motion to convene into closed session. Mrs. Leary seconded the motion, which passed with all Board members voting in favor of the motion.

## **Items Resulting from Closed Session**

The Superintendent recommended the expulsion of Student #1, Student #2, Student #3, Student #4, and Student #5 under the conditions discussed. Mrs. New Craig moved to approve the recommendation. The motion was seconded by Mr. Murphy and passed with all Board members voting in favor of the motion.

The Superintendent recommended approval of a 15 foot easement with Dominion Virginia Power to relocate and upgrade an underground feed for electrical service for new field lighting at Sparrow Road Intermediate School. Mr. Mercer moved to approve the recommendation. The motion was seconded by Mrs. New Craig and passed with all Board members voting in favor of the motion.

## **Invocation**

Reverend Justin Buschman, Youth Pastor, Great Bridge Free Will Baptist Church, gave the invocation.

## **Pledge of Allegiance to the Flag**

Elijah Ham, a fifth grader at Greenbrier Intermediate School, led the Pledge of Allegiance to the Flag.

## **Clerk's Items**

**Teachers of the Year:** The 2017 Teachers of the Year for Chesapeake Public Schools and their principals were introduced and addressed the Board. Dr. Sherry Wilson, Director of Human Resources thanked Mr. Bill Snyder, Priority Automotive, for providing a car for use by Chesapeake's Citywide Teacher of the Year.

**Character Education Week – Poster and Essay Contest Winners:** Public Information Officer, Mrs. Kellie A. Goral, introduced Mrs. Mary Riley, Women's Division, Hampton Roads Chamber of Commerce Chesapeake, who announced the winners of the Character Education Week poster and essay contests and presented prizes to the students.

**Special Recognitions – Chesapeake Winter Scholar Athletes:** Mr. Wayne Martin, Director of Student Services, introduced the Chesapeake Winter Scholar Athletes.

**Special Recognitions – Chesapeake Winter Champions:** Mr. Martin introduced the Chesapeake Winter Champions.

A list of all of the students and employees who were recognized is available through the Office of the Clerk of the Board.

**2017 VSBA School Law Conference – June 2, 2017:** Dr. Infantino announced the Virginia School Boards Association (VSBA) will hold its Annual School Law Conference at the Hilton Short Pump in Richmond, Virginia, on June 2, 2017. She asked for a show of hands of any Board members wishing to attend and a motion to approve their attendance. Mrs. Leary, Mr. Mercer, Mrs. Proffitt, and Mr. Tayon wish to attend the Conference and the motion included an option for additional Board members to attend if they wish. The motion for approval was made by Mr. Murphy, seconded by Mrs. New Craig, and passed with all Board members voting in favor of the motion.

## **Hearing of Citizens**

Amanda Raymond, 1989 Burson Drive, Chesapeake, VA 23323 spoke to the Board regarding inclusion.

Becky Gower, 334 Spurlane Circle, Chesapeake, VA 23322 spoke to the Board regarding transportation.

## **Unfinished Business**

None

## **New Business**

None

## **Consent Agenda**

The chairman requested approval of the consent agenda. Items included the following:

- A. Approval of the Minutes of the Previous Meeting
- B. Bids
- C. The Special Education Annual Plan and Report – Final Action
- D. Department of Human Resources – Personnel Report

Mr. Murphy moved to approve the Consent Agenda and the motion was seconded by Mrs. New Craig. The motion passed with all Board members voting in favor of the motion.

## **Monthly Financial Report and Request for Action on FY 2015-2016 School Board Reversion**

Ms. Lucente presented the financial report for February and March. A revenue shortfall of \$3 million is still expected. Expenditures are in line with historical trends. Ms. Lucente reported that in September reversions of \$1,311,509 (\$1,216,387 of excess revenue, and \$95,122 of unexpended appropriation) was presented to the Board as part of the 15/16 unaudited financial report. She reminded the Board that at that time no recommendation was made in light of the uncertainty surrounding the 16/17 budget and the 17/18 revenues. The 17/18 Board Proposed Operating Budget currently has a funding shortfall of \$564,982. The recommendation was to use \$564,982 of the reversion to supplement the shortfall, and to use the remaining \$746,527 of the reversion toward Pupil Transportation: Maintenance and Repair, Operation and Maintenance: Maintenance and Repair, and Classroom Instruction Services: Replacement Furniture. Mrs. Proffitt moved to approve the recommendation. The motion was seconded by Mrs. New Craig. Mr. Mercer then made a substitute motion to provide \$564,982 to supplement the 17/18 budget and use the remaining \$746,527 to help reduce health care premium costs for Chesapeake Public Schools employees. The substitute motion was seconded by Mrs. Leary. Following discussion, Mr. Mercer withdrew his substitute motion and Mrs. Proffitt, with the agreement of Mrs. New Craig, changed the wording of her motion to request City Council appropriate the \$1,311,509 to the 17/18 operating budget, with disbursement of funds to be determined by the Board at the May 11 School Board meeting. Standing on the reworded motion made by Mrs. Proffitt and originally seconded by Mrs. New Craig, the motion passed with all Board members voting in favor of the motion.

## Superintendent's Report

**Announcements:** The Superintendent made the following announcements.

1. Administrative Professionals week is being observed the week of April 23-29. The Superintendent thanked each Administrative Professional for the job they do every day to keep the Division running smoothly.
2. Teacher Appreciation Week will be observed May 1-5. The Superintendent thanked all the teachers and said Chesapeake is fortunate to have such hard working individuals in the Division.
3. School Nutrition Workers week will be observed May 1-5. Dr. Roberts thanked the nutrition staffs for their hard work in preparing meals at each of the schools every day.
4. The Governor has declared May 10 as School Nurse Day, and the Superintendent thanked all of the health advisors for tending to the medical needs of students in all of the schools.
5. April is being observed as Military Child Month, and the Division will take this opportunity to celebrate the military-connected students in the Division as well as their families.
6. The Special Games is scheduled for Friday, April 28, 2017, at Oscar Smith High School. The program will begin at 9 a.m.
7. The Retirement Program is scheduled for May 4, 2017, at Grassfield High School and will begin at 6:45 p.m.
8. Dr. Vaughan reminded the Board that four-day work weeks during the summer began several years ago to save energy costs during the summer months. The four-day work week will begin Monday, June 19, 2017, and will last through the week of August 14, 2017. The only week the revised schedule will vary will be the week containing the July 4<sup>th</sup> holiday.
9. Restaurant Week, sponsored by the Chesapeake Public Schools Educational Foundation, will be observed April 28 – May 5. For more information on participates, please check the Division's website.
10. A Job Fair is scheduled for Saturday, April 29, 2017, at Indian River High School and will run from 10 a.m. until 2 p.m. Extensive advertising has been done for this event.
11. The SECEP Plant Sale is scheduled for Friday, April 28, 2017, from 11 a.m. to 4 p.m. at the SECEP facility on Battlefield Boulevard.
12. The Superintendent stated he and a couple of Board members attended the City Council meeting on April 11, 2017. The Superintendent expressed his gratitude to City Council for taking action to appropriate funds for the addition to Hickory Middle School, and action to put Oscar Smith High School, the kindergarten funds, and the funds for the block of other projects back in the CIP.

**2015-2016 School Activity Funds Audit Report:** Ms. Caron Crouse, a partner with the accounting firm of Dixon Hughes Goodman presented an overview of the 2015-2016 audit report of the school activity funds. Ms. Crouse stated the audit resulted in an unmodified opinion with no disagreements and no difficulties, and thanked staff for their

assistance in completing this audit. Next year there will be changes made so there is a distinction between the procedures for Internal Auditing and those of the accounting firm, thereby allowing the accounting firm to end the audit much sooner.

**Health Insurance Update:** Ms. Lucente introduced Mr. Jeff Hartman, Anthem Account Manager Consultant III, and Mr. P. Dan Brandon, Area Senior Vice President, Arthur J. Gallagher & Co., who presented an overview of current public sector benefits as well as the new challenges that are facing insurers. Mr. Hartman also introduced the HSA (Health Savings Account), and discussed the trends that have occurred in Chesapeake Public Schools since 2009. HMO's are now Open Access and Point of Service Referrals are no longer required.

Ms. Lucente reviewed guiding principles, renewal statistics, Pre-65 rates, and Medicare Advantage Rates. She also presented the strategic plan for the future and presented plans and premiums for the coming year. Ms. Lucente also presented a recommendation for awarding a wellness credit to employees who participated in the Biometric screenings.

**Proposed Revisions to School Board Regulations R 8-51.4 – Wellness Leave:** Dr. Vaughan reviewed minor changes in the wording of Regulations R 8-51.4. In the original Regulations R 8-51.4, if an employee were to go beyond the 90 minutes of Wellness Leave allowed, the employee would go directly to leave without pay. The new revision allows an employee who is out of sick leave and who goes beyond the 90 minutes of Wellness Leave to take time from vacation, comp time, or personal leave prior to taking leave without pay.

**School Improvement Update:** A Memorandum of Understanding between Chesapeake Public Schools and the Virginia Department of Education requires the division provide monthly school improvement reports to the School Board. Dr. Jean Jones, Principal at Camelot Elementary School, presented the five essential actions developed in the Corrective Action Plan regarding Camelot Elementary School. The five essential actions are:

1. Monitor with fidelity alignment of written, taught, and assessed curriculum.
2. Implement with fidelity and monitor vertical articulation in order to identify data trends and foundational gaps.
3. Implement with fidelity and monitor student interventions using data to determine next steps.
4. Provide increased division level instructional support.
5. Restructure Virginia Preschool Initiative to provide more effective early intervention opportunities.

## **Board Member Items**

Mrs. Proffitt said she and the Board wanted to join Dr. Roberts in thanking City Council for funding the items City Council returned to the CIP.

Mr. Tayon thanked the Teachers of the Year for their comments. He also congratulated Mrs. Judy Thurston, Principal at Oscar Smith Middle School, who will serve as the Parade Marshall for this year's South Norfolk Civic League's annual Fourth of July Parade.

## **Adjournment**

The meeting was adjourned at 9:27 p.m.

---

Jean A. Infantino, Ed.D., Clerk

---

C. Jeff Bunn, Chairman