

**MINUTES OF A MEETING OF THE SCHOOL BOARD
CITY OF CHESAPEAKE, VIRGINIA
October 29, 2018**

A meeting of the School Board of the City of Chesapeake, Virginia, was held on Monday, October 29, 2018, at 5:30 p.m. in the Board Room of the School Administration Building. Ms. Victoria L. Proffitt, Chairman, presided.

The Call to Order

Ms. Proffitt called the meeting to order. She 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.
 Mr. C. Jeff Bunn
 Dr. Patricia Y. King
 Mr. Thomas L. Mercer, Sr.
 Mr. Harry A. Murphy
 Mr. Michael J. Woods
 Mrs. Christie New Craig
 Mrs. Colleen C. Leary, Vice Chairman
 Ms. Victoria L. Proffitt, Chairman

Also present were Dr. Jared A. Cotton, 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. Darlene N. Gorman, Deputy Clerk of the Board.

Adoption of the Agenda

Dr. Cotton had no amendments to the agenda, but said he would need a closed session for two personnel matters and student matters. Mr. Murphy moved to adopt the agenda as presented. Mrs. New Craig seconded the motion, which passed with all members voting in favor of the motion.

Closed Session

Ms. Proffitt 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 personnel and student matters.”

Mr. Murphy moved that the Board go into closed session as provided in the Code of Virginia. Mrs. Leary seconded the motion, which passed with all Board members present voting yes.

Reconvene in Open Meeting

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

Items Resulting from Closed Session

The Superintendent announced the names of two individuals selected to fill Assistant Principal 1 positions on January 30, 2019, for the remainder of the school year:

Oscar Smith Middle School – Mrs. Brandy D. Wicker (high school guidance counselor)

Western Branch High School – Mrs. Conswela Riddick (high school math teacher)

Invocation

Pastor Shannon Terhune from Raleigh Heights Baptist Church gave the invocation.

Pledge of Allegiance to the Flag

Ashley Scroggins, a fifth grader at Grassfield Elementary School, led the Pledge of Allegiance to the Flag.

Clerk’s Items

Awards – VSBA Academy: Each year the Virginia School Boards Association recognizes Board members who have earned awards certified by the association. Awards are for participation in various VSBA activities on five levels held throughout the year.

The superintendent presented an Award of Recognition to Mrs. Colleen C. Leary and Mr. Michael J. Woods. Mr. C. Jeff Bunn received the Award of Achievement, and Mr. Thomas L. Mercer, Sr. and Ms. Victoria L. Proffitt received the Award of Excellence. Dr. Jean Infantino announced that Dr. Jared A. Cotton, superintendent, earned the Award of Distinction.

Special Recognitions – Chesapeake Public Schools 2017-2018 Bus Drivers with Perfect Attendance: Dr. David M. Benson, director of transportation, recognized twenty-four bus drivers who had perfect attendance last year and a few drivers were recognized for multiple years of perfect attendance. Additionally, several drivers were recognized for forty-plus years of service.

NSBA Annual Conference – March 30–April 1, 2019 – Philadelphia, Pennsylvania: Dr. Infantino asked for a show of hands from Board members who intended to participate in this conference. No Board members planned to attend.

Hearing of Citizens

Mrs. Victoria Nichols, 1124 Mill Lake Quarter, Chesapeake, VA 23320, spoke about a variety of topics: solar power, Virginia Beach versus Chesapeake, student numbers, buses, free speech, and rest room breaks.

Mrs. Amanda Turner, 844 Taft Road, Chesapeake, VA 23322, spoke about transportation.

Mrs. Peczkowski, 9 Penzance Circle, Chesapeake, VA 23320, spoke about elementary school safety and electronic devices.

Unfinished Business

None.

New Business

Chesapeake Public Schools Bus Driver Recruitment/Retention Presentation: Dr. Vaughan, assistant superintendent for human resources, introduced Dr. Karen Cooper-Collins, human resources administrator, who presented an update regarding the recruitment and retention process for bus drivers in our division. After recognizing a national and regional comparison of reasons why bus drivers leave their positions, Mrs. New Craig asked how that information is obtained from drivers who leave our division. Dr. Cooper-Collins explained that drivers who leave our division complete a questionnaire form. Some of the major reasons include personal reasons, other employment, relocating, and furthering their own education.

Mr. Bunn appreciated the incentives offered to new drivers but asked if it would be possible to offer monetary rewards for our current bus drivers as an incentive. Mrs. New Craig asked if we could increase pay for years of service in the division, as drivers who have been employed for several years may make the same amount per hour as newly hired drivers which could contribute to low morale among drivers. She felt offering incentives to drivers who have been loyal to Chesapeake would help retain drivers and improve morale. Experienced drivers are being used to train new bus drivers. She felt it would be nice to show appreciation to these drivers with a monetary incentive. Mr. Murphy would like to discuss the cost of hourly pay raises for drivers and the impact it would have on our operating budget. Dr. Cotton ensured Mr. Murphy this topic will be incorporated as part of the budget discussion this spring.

Mr. Bunn confirmed with Dr. Cooper-Collins that there is no grace period and health benefits are immediately available to newly-hired drivers. Mrs. Leary asked if our drivers were on a step pay scale and Dr. Cotton confirmed this was true. She complimented Dr. Cooper-Collins on her innovative ways to recruit and retain bus drivers.

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 Local Plan for the Education of Gifted Students as Reviewed by the Advisory Committee on Gifted Education
- D. School Board Policy Revisions as follows: P 9-10 – Admission Requirements, P 9-13 – Attendance, and P 9-15 – Homeless Children and Youth
- E. Department of Human Resources – Personnel Report

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

Monthly Financial Report

Ms. Lucente presented the monthly financial reports for July, August, and September 2018. The September 30 enrollment number is not expected to reach the estimate of 39,800 indicating that the projected March 31, Average Daily Membership (ADM) of 39,750 is not likely to be realized. The state revenues, not including sales tax, are expected to be less than the projected amount. Due to a change in the distribution of sales tax revenues by the state, it is too early to determine if sale tax receipts will fall below revenue estimates. The federal and other local revenues are not expected to meet budget. However, it is too early to consider other federal reimbursement/revenues, which may meet budget by the end of the fiscal year. The budget is proceeding as expected at this time.

Superintendent's Report

The Superintendent made the following announcements:

1. Since there is only one Board meeting this month, he reminded everyone again that October is Bullying Prevention Month and National School Principals Month.
2. November is Military Family Appreciation Month.
3. Superintendent's Spotlight:

Dr. Cotton had the pleasure of meeting with our SCA leaders (student council) in late September to discuss their views on many issues facing our division. Their feedback will be included in the collected data that is used to form our new strategic plan.

The Special Education Office and Advisory Committee hosted the first annual Walk and Roll for Disability Awareness on October 20, 2018, at Hickory High School.

Students from Indian River Middle School, Grassfield High School, and Hickory High School worked together to collect money and supplies in an effort to support the hurricane relief effort in North Carolina.

The Chesapeake Public Schools Educational Foundation hosted the State of the Schools Address on October 24, 2018. Dr. Cotton was happy to brag about our school division and was impressed by the outpouring of support by our local businesses and community organizations. Over four hundred guests attended the event.

The Superintendent reported twelve of our schools earned the 2018 Purple Star Designation from the Virginia Council on the Interstate Compact on the Educational Opportunity of Military Children. This prestigious award is presented to military-friendly schools that have demonstrated a major commitment to students and families connected to our nation's military. Chesapeake Public Schools had the highest number of Purple Star designated schools in the Hampton Roads region and the second highest number in the state!

Proposed Revisions to School Board Policy P 8-60 – Bereavement Leave:

Dr. Alan Vaughan, assistant superintendent for human resources, reviewed the revisions to this policy. Mr. Murphy moved to approve the revisions. The motion was seconded by Mrs. New Craig and passed with all Board members present voting in favor of the motion. This item will be placed on the Consent Agenda for final action at the next Board meeting.

Instructional Presentation: Graduation Update: Dr. Sheli Porter, director of high school curriculum and instruction, presented an On-Time Graduation Rate update for the Class of 2018. Our on-time graduation rate increased from 92.67% in 2017 to 93.18% in 2018. She reviewed specific reasons for our increase, and reiterated our goal of a 100% on-time graduation rate. Ms. Proffitt complimented Dr. Porter and her staff for all of their hard work. Mr. Murphy pointed out that although the state has made graduation requirements more difficult, Chesapeake Public Schools continues to improve and remain in the ninety percentile.

Federal Grant Applications: Dr. Angie Isbell, program administrator for federal programs, shared some information regarding three grants: Title I, Part A; Title III, Part A; and Title IV, Part A. These grants are available to school divisions under the Every Student Succeeds Act (ESSA). She reviewed the purpose of each grant and the award amounts for the 2018-2019 school year. Preliminary award amounts for these grants are released in the spring of each year and the final award amounts are released in the fall. Dr. Isbell presented some updates on these grant awards and provided a brief overview on how the money will be spent.

She stated that Chesapeake Public Schools is fortunate to have funding from the Title I, Title III, and Title IV grants. Collectively, they allow the school division to provide additional resources to help meet the diverse needs of our school division.

Mr. Woods followed-up with the topic of unfunded mandates discussed at a recent legislative meeting. He stated that we are forced to spend funds on unfunded mandates from the state, which negatively impacts our budget. Dr. Cotton will provide more information on that topic as he continues to work on an analysis of the cost of unfunded mandates.

Mr. Mercer asked for clarification regarding the cost of unfunded mandates. He gave an example of how the number of English Learners over the years has increased, which in turn increases our costs to provide the required services to these students. He is thankful for the grants but stated that the federal government needs to be held accountable also, not just the state.

Superintendent's Proposed Capital Improvement Plan (CIP), 2019-2029:

Dr. Cotton called on Mr. John Bertocchi, new construction and planning administrator, who reviewed the Superintendent's Proposed Capital Improvement Plan (CIP) for 2019-2029. Mr. Bertocchi reviewed the elements of the CIP, residential development and enrollment, and projects and associated costs for 2019-2024.

Mr. Bertocchi reviewed residential development between 2013 and 2017, the approved preliminary home site numbers, and the historical and projected enrollment growth. He stated that major mechanical and maintenance projects consume twenty-four percent (\$114,654,700) of the total CIP. There are fifteen partial/full roof replacement projects and eighteen HVAC partial/full replacement projects. Cooling tower replacements took place at three schools, and four schools had repaving projects completed. Modernizations and additions/replacements consume seventy percent (\$330,919,600) of the total CIP.

Ten schools are slated for modernizations and additions/replacements, and three schools will have full-day kindergarten classroom additions. The technology upgrade initiative consumes four percent (\$18,382,400) of the CIP, and other projects consume two percent (\$11,477,100) of the CIP. These other projects are the addition/renovation of school nutrition services warehouse, track replacements/improvements, and stadium lighting at Western Branch High School. The five-year grand total of the CIP is \$475,433,800.

Mr. Bertocchi reminded Board members of the scheduled public hearing and work session on Monday, November 19, 2018, and Monday, December 10, 2018, when final action will be requested.

Mrs. New Craig asked the status of E. W. Chittum Elementary School and questioned if it was slated for replacement. Ms. Paige Stutz, assistant superintendent for operations, stated that her department is in the process of selecting an architect to offer expertise as to whether this building should be replaced or updated. This is the same process used when determining whether to rebuild Great Bridge Primary School. She will notify the Board of the determined recommendations but noted we are in the preliminary stages.

Mr. Woods questioned the superintendent about the idea of the city building some sort of a mega track or citywide facility. He asked whether this potential project would or should affect the track replacements scheduled for our schools in the CIP. Dr. Cotton felt we need the track replenishments/replacements for our middle and high schools. Our athletes use these facilities not only for meets but for practice also. One citywide facility would not be enough to accommodate all of our athletic events.

Mr. Murphy stated that when we replace or replenish these facilities, we are helping our citizens, as the city does not have the recreational facilities that maybe our sister cities might have. These tracks are an asset to the city and to the citizens who reside here.

Dr. King asked if there was a plan for the old SECEP building. Ms. Stutz stated that several contracts have fallen through. She has contacted the city to see if they are interested in this facility as well.

Board Member Items

Ms. Victoria Proffitt complimented Dr. Cotton on his State of the Schools presentation. She also wished Mr. Mercer and Dr. Infantino happy birthdays.

Adjournment

The meeting adjourned at 7:32 p.m.

Jean A. Infantino, Ed.D., Clerk

Victoria L. Proffitt, Chairman