DRAFT
SCOTT COUNTY SCHOOL BOARD
MINUTES OF REGULAR MEETING
THURSDAY, JUNE 5, 2014

The Scott County School Board met for a regular meeting on Thursday, June 5, 2014, at the Scott County Career & Technical Center Auditorium in Gate City, Virginia, with the following members present:

William "Bill" R. Quillen, Jr., Chairman
L. Stephen "Steve" Sallee, Jr., Vice Chairman
James Kay Jessee
Jeffrey "Jeff" A. Kegley
Gail L. McConnell
Herman "Kelly" Spivey, Jr.

ABSENT: None

OTHERS PRESENT: John I. Ferguson, Superintendent; Will Sturgill, School Board Attorney; Jason Smith, Supervisor of Personnel and Student Services; Jennifer Frazier, Supervisor of Secondary Education/School Food Services Director; Brenda Robinette, Supervisor of Special Education/Middle School; Loretta Q. Page, Clerk Of The Board/Budget Specialist/Head Start Payroll & Invoice Clerk; K.C. Linkous, Deputy Clerk Of The Board/Human Resource Manager; Robert Sallee, Supervisor of Building Services; Rhonda Kilgore, Scott County Career & Technical Center Teacher/Virginia Professional Educators Representative; Ralph Quesinberry, Scott County Career & Technical Center Supervisor/Principal; Stephen Taylor, Scott County Career & Technical Center Assistant Principal/Teacher; Valerie Babb, Yuma Elementary School Principal; Brent Roberts, Gate City High School Assistant Principal; Kathy Hensley, Duffield Primary School Cafeteria Employee; Ramona Russell, Duffield Primary School Teaching Assistant; Abby Wettack, Gate City High School Student/State Swim Meet Participant; David Wettack, Parent of Abby Wettack; Alexis Hillman, Twin Springs High School Student/2014 Congressional Art Competition for the Ninth District Winner; Jamie Davis, Twin Springs High School Teacher; Nancy Godsey, Citizen; M.A. Lunsford, Scott County Imagination Library; Lisa Taylor, Citizen/Parent; Amanda Clark, Heritage TV; and Lisa McCarty, Scott County Virginia Star Reporter.

CALL TO ORDER/MOMENT OF SILENCE/*PLEDGE OF ALLEGIANCE*: Chairman Quillen called the meeting to order at 6:30 p.m. The audience observed a moment of silence and Mr. Spivey led in citing the *Pledge of Allegiance*. Chairman Quillen welcomed everyone to the June meeting.

CHANGE IN MEETING LOCATION FOR NEXT SCHEDULED MEETING ON THURSDAY, JUNE 26, 2014 (2013-14 SCHOOL BUDGET CLOSE-OUT MEETING)/APPROVAL OF AGENDA: Chairman Quillen stated that the Board needs to approve the new revised agenda and he also requested a change in location of the next scheduled meeting, which is the 2013-14 School Budget Close-out Meeting to be held at 6:30 p.m. on Thursday, June 26, 2014, to the School Board Office so that personnel at the Scott County Career & Technical Center do not have to set up for the school budget close-out meeting at their facility. Board members unanimously agreed to change the next meeting location to the School Board Office. On a motion by Mr. Kegley, seconded by Mr. Jessee, all members voting aye, the Board approved the new revised agenda as presented.

APPROVAL OF APRIL 29, 2014 SPECIAL MEETING MINUTES: On a motion by Mr. McConnell, seconded by Mr. Kegley, all members voting aye, the Board approved the Tuesday, April 29, 2014, Special Meeting Minutes, as submitted.

APPROVAL OF MAY 6, 2014 REGULAR MEETING MINUTES: On a motion by Mr. Jessee, seconded by Mr. McConnell, all members voting aye, the Board approved the Tuesday, May 6, 2014, Regular Meeting Minutes, as submitted.

APPROVAL OF JUNE 2, 2014 SPECIAL MEETING MINUTES: On a motion by Mr. Kegley, seconded by Mr. Spivey, all members voting aye, the Board approved the Monday, June 2, 2014, Special Meeting Minutes, as submitted.

DISCUSSION/APPROVAL OF CLAIMS: Mr. Sallee questioned a tuition reimbursement listed for Kristin Carter in the amount of $1,667.00. Superintendent Ferguson explained that the expenditure is for payment of classes for certification in Preschool Special Education. Chairman Quillen questioned an expenditure listed for Lowe's in the amount of $5,700. Robert Sallee, Supervisor of Maintenance, was present in the audience and he and Superintendent Ferguson reported that the expenditure was for ceiling tile.

On a motion by Mr. Jessee, seconded by Mr. Mr. Sallee, all members voting aye, the Board approved claims as follows: School Operating Fund invoices & payroll in the amount of $ as shown by warrants # & electronic payroll direct deposit in the amount of $ & electronic payroll tax deposits in the amount of $. Cafeteria Fund invoices & payroll in the amount of $ as shown by warrants # & electronic payroll direct deposit in the amount of $ & electronic payroll tax deposit in the amount of $. Head Start invoices & payroll totaling $ as shown by warrants #

RECOGNITION OF YUMA ELEMENTARY SCHOOL: 2014 VIRGINIA INDEX OF PERFORMANCE (VIP) BOARD OF EDUCATION DISTINGUISHED ACHIEVEMENT AWARD: Mrs. Valerie Babb, Yuma Elementary School Principal, was present for the recognition of her school receiving the 2014 Virginia Index of Performance (VIP) Board of Education Distinguished Achievement Award. Superintendent Ferguson explained that Yuma Elementary School was one of 136 schools that met all state and federal benchmarks and made progress toward the goals of the Governor and the Virginia Board of Education. Superintendent Ferguson recognized and commended her school for being fully accredited, and not required to write a plan for improvement under the ESEA Flexibility Waiver, and for making significant progress toward educational goals established by the Board of Education and the governor. Superintendent Ferguson expressed congratulations to Mrs. Babb, Principal; members of Yuma Elementary School staff (he recognized that Michael Vermillion, staff member, was present); and the students. Superintendent Ferguson asked Mrs. Babb to pass along his congratulations and the audience gave a round of applause in recognition of this accomplishment.

ABBY WETTACK, GATE CITY HIGH SCHOOL STUDENT, RESOLUTION IN RECOGNITION OF STATE SWIM MEET ACCOMPLISHMENTS: Chairman Quillen stated that two students are in attendance to be recognized for outstanding achievements and the first being, Abby Wettack, Gate City High School's only Swim Team Member. Superintendent Ferguson presented a resolution recognizing Abby as follows:

ABBY WETTACK, GATE CITY HIGH SCHOOL
STATE SWIM MEET PARTICIPANT
200 YARD FREE STYLE, CLINCH MOUNTAIN CHAMPION,
REGION 2A WEST CHAMPION, 3RD 2A STATE SWIM MEET
500 YARD FREE STYLE, CLINCH MOUNTAIN CONFERENCE CHAMPION,
REGION 2A WEST CHAMPION, 5TH 2A STATE SWIM MEET

Superintendent Ferguson and board members expressed congratulations to Abby Wettack and the audience gave a round of applause in recognition of this accomplishment.

ALEXIS HILLMAN, TWIN SPRINGS HIGH SCHOOL STUDENT, RECOGNITION AS A 2014 CONGRESSIONAL ART COMPETITION WINNER: Chairman Quillen recognized Alexis Hillman, Twin Springs High School Artist.

Superintendent Ferguson stated that there was an article in last week's county newspaper in regard to Alexis' art and informed the audience that she graduated from Twin Springs High School last night. He recognized Alexis' First Place Ninth District Art Competition win entitled *The Mountains Echo*. He explained that her art will be on display in Washington for a year. He commented that Alexis is a very talented artist. He reported that he understands that Alexis will receive an expense paid trip to Washington. Alexis explained that sponsorship is by Eastman (Jason Meredith) and Eastman Credit Union (Gary Tucker). Superintendent Ferguson expressed pride in Alexis' accomplishment and wished her the best in the future. The audience gave a round of applause in recognition of Alexis Hillman's First Place Win in the Ninth District 2014 Congressional Art Competition.

APPROVAL OF CONTINUATION OF PARTNERSHIP WITH SOUTHERN APPALACHIAN MOUNTAINS FOOD BUYING CO-OPERATIVE (SAM) & EXTENSION OF CURRENT CONTRACT FOR FOOD AND SUPPLIES: Mrs. Jennifer Frazier, Supervisor of Secondary Education/Director of Food Services; asked the Board for approval of a continuation of the partnership with the Southern Appalachian Mountains Food Buying Co-Operative (SAM) and an extension of the current contract for food and supplies. On a motion by Mr. Sallee, seconded by Mr. Kegley, all members voting aye, the Board approved the request as submitted.

APPROVAL OF TEXTBOOK ADOPTION FOR SECONDARY MATH: Mrs. Jennifer Frazier, Supervisor of Secondary Education; presented for approval the proposal received from Pearson for secondary math textbooks: Pre-Algebra ($24,950.40), Algebra I ($24,940.40), Geometry ($25,270.40), and Algebra II ($14,169.75) (Total: $89,330.95 plus 8% shipping). Mrs. Frazier provided an opportunity for questions but none were presented. On a motion by Mr. Jessee, seconded by Mr. Spivey, all members voting aye, the Board approved the textbook adoption for secondary math from Pearson as submitted.

APPROVAL OF TEXTBOOK ADOPTION FOR ELEMENTARY MATH: Mrs. Brenda Robinette, Supervisor of Special Education; explained in detail the textbook adoption process and presented for approval the proposal received from Pearson for elementary math textbooks for Grades 3-6: Grade 3 ($19,439.42), Grade 4 ($17,128.44), Grade 5 ($16,380.77), and Grade 6 ($16,652.65) (Total: $69,601.28 plus 8% shipping $5,568.11 and $203,473.14 in free textbooks for special education). On a motion by Mr. Kegley, seconded by Mr. Sallee, all members voting aye, the Board approved the textbook adoption for elementary math from Pearson as submitted.

PUBLIC COMMENTS: Mr. M.A. Lunsford, Scott County Imagination Library Representative, informed the Board that the county has agreed to provide $2,500 in funding and stated that he could not ask the school board to do more than the county but at least what the county did. He explained that the county cut their budget from $5,000 to $2,500 and commented that the Imagination Library Program will have to find funds somewhere else. Mr. Lunsford asked the Board to keep the program in mind and expressed appreciation for all that the Board does for the program. Board members discussed that this was not an agenda item; therefore, no action was necessary at this time. Chairman Quillen informed Mr. Lunsford that the Board would let him know what is decided.

Lisa Taylor, citizen/Scott County Schools Parent, presented comments on cameras needing to be put in classrooms, presented a petition containing 773 signatures to the Board in regard to the heat in classrooms at Weber City Elementary School and a need for drug testing of teachers.

APPROVAL OF ITEMS FOR SURPLUS SALE TO BE HELD ON SATURDAY, JULY 12, 2014, AT THE BUS GARAGE/SHOEMAKER PLAYGROUND AREA: Superintendent Ferguson presented a list of items for approval for the surplus sale to be held on Saturday, July 12, 2014, at the bus garage/Shoemaker Playground Area. On the recommendation of Superintendent Ferguson and on a motion by Mr. Spivey, seconded by Mr. Kegley, the Board approved the surplus sale list of items as follows:

SALE ITEMS
BUS GARAGE

1. 1980 JOHN DEERE JD 410 BACKHOE
2. 1999 MERCEDES BENZ 4 DOOR CAR - EXCESS BUS
3. BED LINER FOR PICKUP TRUCK
4. GMC HOOD ASSEMBLY
5. CANON COPIER
6. TRUCK PRO BATTERY BOOSTER PACK
7. CHEVROLET / GMC SUSPENSION PARTS
8. MISC. EXHAUST PARTS

5B0

SURPLUS SALE ITEMS AT DUNGANNON STORAGE

FILING CABINETS
BOOK SHELVES
STUDENT DESKS
TEACHER DESKS
DEEP FRYERS
TV
VCR
TV CARTS
CHAULK BOARDS
2 COUCHES
CHAIRS
TABLES
COTS
STRETCHERS

Fort Blackmore Primary School

4 Televisions
1 VCR
3 Cassette Players
3 Overhead Projectors
4 Television Carts
1 Intercom System---Instrument panel
1 Record Player
2 old metal folding chairs

Dungannon Intermediate School

No Items

The following is a list of items from Gate City High School to be put in the Surplus Sale:

1 ~~John Deere 260 Lawn Tractor~~
1 John Deere Push Mower
1 Poulan PRO Push Mower
2 Husqvarna Leaf Blowers
2 Murray Push Mowers
1 Craftsman Snow Blower
1 Fax Machine
1 VCR
2 Monitors
3 Keyboards
1 Battery Backup
1 Scanner
1 HP Digital Camera
2 Brown Chairs

From: Cindy Dorton
Sent: Monday, May 26, 2014 12:24 PM
To: Vickie Lane
Subject: FW: Surplus Sale

Could you PLEASE get this list to Bobby for me? I know he wants it today! Thanks SO much and enjoy the day!
Cindy

From: Annie Ford
Sent: Monday, May 26, 2014 11:14 AM
To: Cindy Dorton
Subject: Surplus Sale

1 old filing cabinet
4 TVs
2 VCRs
2 carts
Dell Monitor
DVD player
5 keyboards
Cassette tape jackets
Cassette player/recorder
Record player
8 overhead projectors
Cassette player/radio
1 low cabinet

From: Mike Lane
Sent: Monday, April 28, 2014 1:25 PM
To: John Ferguson; Bobby Collins
Subject: surplus sale

At NES

Large metal shelf used to hold locker room baskets
10 small plastic metal leg chairs
TV
Microwave

All items will be in basement.

Mike Lane, Principal
Nickelsville Elementary School

Rye Cove Intermediate School

158 Memorial School Lane
Duffield, VA 24244
Principal-Tim Spicer
Phone-276-940-2322 EMAIL: tim.spicer@scottschools.com Fax-276-940-4161

List of items for the Surplus sale:

Savan Copier Approximately 2,000,000 copies on it.

??? Savan Copier

Clothes Dryer Works

A couple older floor stripper/buffer machines.

Old stripper/wax.

Large rolling Metal computer cart.

We have some more items to add later. We need to see what is in one of the out buildings.

Tim Spicer

TWIN SPRINGS HIGH SCHOOL
SURPLUS LIST
2014

1 Amp and 7 speakers from PA system in old gym

2 TV's

2 Film Projectors

2 Slide Projectors

1 Cassette Player

2 Flat Screen Monitors

2 Stereos

6 Room Dividers

Surplus WCES

computer cart – 1
Computer towers – 9
Monitors – 11
Lg. 2 door cupboard that holds laptops – 1
Keyboards – 13
Head phones – 5
14 – cafeteria tables
Recorder – 1
Printers – 2
DVD players – 1
Overhead projectors – 4
Small wooden teachers desk – 1
TV – 1
File Cabinets – 1 – 5 drawer
1 – 4 drawer
Lg cart on wheels – 1
Med. cart on wheels – 1
Sm. cart on wheels – 1

Yuma Elementary

Surplus Sale Items

Library:

1 - JVC TV

1 - Philips TV

2 – Toshiba VHS Cassette/DVD players

1 - RCA DVD player

1 - RCA HDMI DVD player

TV Cart

2 – Optimus speakers

1 – Realistic speaker

1 – cafeteria table

1 – TV

4 – trash cans

3 – printers

Shades

1 – silk tree

Student computer with keyboard

APPROVAL OF SIGNATURES IN ABSENCE OF SUPERINTENDENT: Superintendent Ferguson explained that there may be situations that occur when he is out of the office at a time that his signature is required on Department of Education documents and explained that the school board may designate other personnel to sign in his absence. He explained that the Department of Education must be notified of such board action and the authorized signature must be on file with the Department of Education before requests for reimbursements or other official actions that would normally require the division superintendent's signature can be processed.

Superintendent Ferguson recommended that Mr. Jason Smith, Supervisor of Personnel and Student Services and Loretta Page, Clerk of the Board/Budget Specialist be approved to sign Department of Education documents in absence of the superintendent. On a motion by Mr. Jessee, seconded by Mr. McConnell, all members voting aye, the Board approved Jason Smith, Supervisor of Personnel and Student Services and Loretta Page, Clerk of the Board/Budget Specialist to sign Department of Education documents in absence of the superintendent.

APPROVAL OF GRANT APPLICATIONS: On the recommendation of Superintendent Ferguson and on a motion by Mr. Kegley, seconded by Mr. Sallee, all members voting aye, the Board approved grant applications for level funding for the 2014-2015 school year as follows:

Title I, Part A - Improving Basic Programs (level funding) $735,374.82
Title II, Part A - Teacher Quality (level funding) $168,464.31
Title III, Part A - Language Instruction for Limited English Proficient and Immigrant Students (amount not known at this time: participation in the State Consortium)
Title IV, Part B – 21st Century Community Learning Centers

Duffield Primary School	$189,489.00
Nickelsville Elementary School	$189,489.00
Shoemaker Elementary School	$189,489.00

APPROVAL OF AMERICAN FIDELITY ASSURANCE COMPANY FOR PURCHASE OF TIME MANAGEMENT SYSTEM: Superintendent Ferguson asked Mrs. K.C. Linkous to speak about the Time Management System and its importance.

Mrs. K.C. Linkous, Human Resource Manager, reported that the reason the time management system is being looked at is due to the new Health Care and Reform Act and the proposed regulation that defines the process that employers are required to administer and comply with the Free Rider Penalty. Mrs. Linkous explained that the Free Rider Penalty is a mandate established by the federal government and Internal Revenue Service. She stated that the employer mandate states you have to offer insurance to all full-time employees. She reported that if the school system fails to offer the benefit to just one full-time employee the school system will be fined $2,000 for every employee in the school system. She also reported that the time management system comes into play because public entities and institutions employ people with varying schedules, for example, a coach that is not a teacher but may coach two sports and explained that the coach's time will have to be managed because the coach may fall into a full time category if the coach works more than 30 hours per week. Mrs. Linkous explained that you have a look back period of one year. She also explained that even though a coach may get the hours the first week, it still has to be over a 12 month period. She further explained that this has to be tracked because the school system will be audited and pointed out that to try to do that with pen and paper would be a larger room for human error than if you have it managed more automated.

Mrs. Linkous reported that the time management system will consist of doing a web-based program with employees logging in when they start and logging out when they finish. She provided another example of substitutes that may work more than one school so the school system would need to track substitutes to keep them below the 30 hours per week and track their time and to make sure that the school system is compliant with the federal government and the IRS.

Mrs. K.C. Linkous presented three proposals received for a time management system:

Aesop & VeriTime: Mrs. Linkous stated that this system is used by a lot of school systems for tracking substituting but explained that our school system wanted to get the time management and not the substitute portion of the proposal but she explained that the school system could not get one without the other. She reported that the proposal had a one-time startup cost of $5,700 with an annual subscription cost of $9,000 for the sub part only. She explained that if you purchase the VeriTime there would be an additional $4,000 startup and an $8,000 annual subscription cost.

Infinisource – Mrs. Linkous reported that the total for the system is almost $20,000. Also, she reported that this system has a $1,400 monthly software payment and a one-time set up fee of $3,700 and a cost for any kind of updates.

American Fidelity Assurance Company - Mrs. Linkous reported that this company actually put on the workshops for the Free Rider Penalty. She also reported that their company is compliant with the IRS and federal government. She further reported that their time management system has a $795 one time set up fee and a .70 cents cost per employee per month.

Mrs. Linkous stated that she and other staff sat in on a webinar called Worxtime and explained that the program is totally compliant and will generate the reports needed that has to be reported to the IRS at end of year. She reported that at the end of the year the IRS requires that the school system list every employee that the health insurance was offered and that it has to be offered to every employee every single month. She also reported that the report will contain how much the employer paid for those employees and how much the employee paid and how much the employee worked. She further reported that, in addition to that, the school system has to report to the employee that the employee information was submitted to the IRS and employees will receive a statement from the school system. She stated that this will be the report that American Fidelity generates for the school system.

Chairman Quillen asked if she was leaning toward American Fidelity, to which Mrs. Linkous stated that American Fidelity is the company she is leaning toward and stated that she thought they are very reasonable. She reported that she and staff have attended two of their workshops and that they are very knowledgeable in Health Care Reform. She explained that the Health Care Reform is why the school system has to do the reporting. She stated that all of the companies are good companies with very good systems.

Mr. Sallee questioned what the total monthly expense would be for the American Fidelity. Mrs. Linkous reported that the school system currently has 562 employees (.70 x 562 = $393.40). It was discussed that some coaches are going to work over 30 hours a week but not for all 12 months. Also, that the coaches may work for two or three months but the reporting would be for an average over 12 montns and be less than 30 hours a month. Mrs. Linkous stated that that 30 hours a month is the limit and anything below 30 an employee is not considered full time but explained that the school system would have a 12 month look back period. She reported that it is a lot of paperwork but with the IRS and government, the school system will be audited every year and explained that if the school system doesn't want to get hit with a $1,124,000.00 fine because the school system failed to be offered the health insurance benefit. She also stated that the fine amount would be the amount charged even if just one person wasn't offered the benefit and explained that is why the school system needs a system to that will catch that.

Chairman Quillen asked if open enrollment had been completed and Mrs. Linkous indicated "yes" for everyone that is currently considered full time but explained that for next year when substitutes begin is when the school system will need to begin the tracking.

Chairman Quillen asked if there was any further discussion or if anyone wanted to look at other plans.

Mr. Kegley asked about the per employee cost and Mr. Sallee stated it is about $400 a month and $4,800 per year. Mr. Sallee asked Mrs. Linkous if American Fidelity was the company she is recommending and stated that they want her opinion.

Mrs. Linkous indicated that American Fidelity is the time management system that she recommends. She explained that she sat in on the other companies' webinars and stated that they are great

systems but didn't have the capabilities of producing the reports for the school system that American Fidelity does and that the school system needs to send to the IRS.

Chairman Quillen asked if something goes wrong with the system where do the techs come from.

Mrs. Linkous stated that she did not ask that question of the company but explained that there are representatives in Roanoke. She also explained that the system is all web-based and will be on the school system's computers so if the computers go down the school system's techs will fix it.

Mr. Kegley asked about employees using the computer to document their time and if there is a clock. Mrs. Linkous reported that employees will have a code and a program on their computer that they will log in to clock in and then will clock out when they leave. Mrs. Linkous reported that for now the school bus drivers will still be tracked with paper since those employees don't have the ability to log on and off with a computer at their home. She reported that there is not a call in option available and that is something being looked at and explained that a lot of bus drivers don't have cell phones but do have a land line so the school system will work on that and has some time since it won't start until July 1st.

Chairman Quillen asked the Board if they wished to study the proposals but pointed out that there isn't much time.

Mr. Jessee made a motion to go with Mrs. Linkous' recommendation of the American Fidelity Assurance Company; motion was seconded by Mr. Sallee, all members voting aye.

DISCUSSION/APPROVAL OF CERTIFICATION OF INTENT TO PARTICIPATE IN STATE EMPLOYEE HEALTH PLAN: Superintendent Ferguson recommended approval of the Certification of Intent to Participate in the State Employee Health Plan. He explained that the letter of intent could be submitted but it does not mean that the school division will participate in the program. He explained that the school division will need to review the program very closely but that a letter had to be submitted by July 1, 2014.

Mr. Kegley asked Superintendent Ferguson if the Board could back out should they decide not to participate. Superintendent Ferguson answered "yes."

On the recommendation of Superintendent Ferguson and on a motion by Mr. Kegley, seconded by Mr. Sallee, all members voting aye, the Board approved the letter of Certification of Intent to Participate in the State Employee Health Plan as submitted.

DISCUSSION REGARDING NOMINATION FOR VSBA BOARD OF DIRECTORS AT-LARGE OFFICER: No member's names will be submitted for nomination for VSBA Board of Directors At-large Officer.

BUILDING SERVICES/PERFORMANCE CONTRACT UPDATE: Mr. Robert Sallee, Supervisor of Building Services, presented information on a few of the many Building Services Work Orders that were completed during the past month. He explained that preventative maintenance type work continues to be a struggle for the maintenance department due to many other responsibilities, of which he provided examples. He explained that sometimes maintenance personnel may be requested by the principal to take care of a need when staff is at the schools for another purpose. He expressed appreciation of the maintenance department staff and the work that they are doing.

Mr. Robert Sallee, Supervisor of Building Services, stated that the school system has an obligation to the Performance Contract and agreed to the stipulations. He further stated that, in return, the school system received the installation of a lot of equipment and receives the benefits. Mr. Sallee recommended a continuation toward that goal. He expressed the hopes that the Performance Contract Project works best for the students and everyone. He reported that in some classrooms in schools where air conditioning may not be working properly the temperatures may be as high as 85 degrees and pointed out that people don't know what is going on in all areas of all schools and what may not be working.

Mr. Sallee reported that he is pleased with the Performance Contract work of Comfort Systems. He explained that Comfort Systems is checking the work of the contractors and explained that the

mechanical portion of the project will get in high gear beginning on Monday. He reported that the work hours of their staff will increase as needed in order to try to get things done before August.

Chairman Quillen reported that there is a hand rail in need of repair at the Gate City High School Stadium and Mr. Sallee indicated that he would check on it.

Mr. Kegley asked about when work would resume on the project of installing cameras at the front entrance of the schools. Mr. Robert Sallee stated that it will probably be September when work begins again on that project due to the tremendous amount of work to be done.

Superintendent Ferguson stated that the school system will reapply for the security grant and stated that they have a good start and just need to finish.

CLOSED MEETING: Mr. Sallee made a motion to enter into closed meeting at 7:25 p.m. to discuss teachers, teaching assistants, coaches, principals, custodians, maintenance staff, central office staff and school resources officers as provided in Section 2.2-3711 A (1) of the Code of Virginia, as amended; motion was seconded by Mr. Spivey, all members voting aye.

RETURN FROM CLOSED MEETING: All members returned from closed meeting at 10:37 p.m. and on a motion by Mr. Sallee, seconded by Mr. Jessee, the Board returned to regular session and Mr. Sallee cited the following certification of the closed meeting:

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Scott County School Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires certification by this Scott County School Board that such meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Scott County School Board hereby certifies 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 matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Scott County School Board in the closed meeting.

ROLL CALL VOTE

Ayes: James Kay Jessee, Jeff Kegley, Gail McConnell, Bill Quillen, Steve Sallee, Kelly Spivey

Nays: None *ABSENT DURING VOTE: None* *ABSENT DURING MEETING: None*

APPROVAL OF VIRGINIA RETIREMENT SYSTEM EMPLOYER RETIREMENT CONTRIBUTION RATE ELECTION: Superintendent Ferguson reported that for the VRS 55584 group of non-instructional staff the locality makes an election regarding their employer contribution rate each biennium. He reported that the Board must approve one of two options: 9.25% – the rate certified by the VRS Board of Trustees for the FY 2015-16 biennium; or 7.54% - the alternate rate, which is the higher of the rate certified by the VRS Board for FY 2012 or 80 percent of the VRS Board-certified rate for FY 2015-16. Superintendent Ferguson recommended the 9.25% rate since using the Alternate Rate will reduce contributions to the employer account and the investment earnings they would have generated, which means there will be fewer assets available for benefits; result in a lower funded ratio when the next Actuarial Valuation is performed, and thus, a higher calculated contribution rate at that time; and require that you include the Net Pension Obligation (NPO) under the Governmental Accounting Standards Board (GASB) Standards in financial statements.

After discussion, Mr. Kegley made a motion to continue paying the rate that is being paid - 9.25% - the rate certified by the VRS Board of Trustees for the FY 2015-16 biennium; motion was seconded by Mr. Sallee, all members voting aye.

2014-15 SALARY SCALES TABLED: Superintendent Ferguson recommended that salary scales be tabled until a budget has been approved and figures are received. On a motion by Mr. Sallee, seconded by Mr. Kegley, all members voting aye, the Board approved the tabling of 2014-15 salary scales until a budget has been approved and the figures are received.

STUDENT DRUG TESTING (PLEDGE PROGRAM): Mr. Jason Smith, Supervisor of Personnel and Student Services, reported that the Student Drug Testing Pledge Program has been reviewed by the VACORP counselors, who provides the school system's insurance coverage that would defend the policy, and Mr. Will Sturgill, school board attorney, and explained that there are a few changes to be done. He stated that he would like to present the program for approval at the June 26th School Budget Close-out meeting. On a motion by Mr. Jessee, seconded by Mr. Kegley, all members voting aye, the Board approved the Student Drug Testing Pledge Program to be presented at the June 26th 2013-14 School Budget Close-out Meeting.

Mr. Smith reported that he would like to go ahead and begin the Pledge Program with an informational session being held with the secondary principals. He stated that this would be so the coaches can be kept in the loop and to begin the information cycle, if okay with the Board. No members expressed any disagreement with Mr. Smith's request.

APPROVAL OF POLICIES AND PROCEDURES ON BULLYING: Mr. Jason Smith, Supervisor of Personnel and Student Services, provided details on the establishment of the Policies and Procedures on Bullying. He reported that the policy is the recommendation of the Department of Criminal Justice. He provided an opportunity for questions but there was none. He explained that training will begin in the fall. On a motion by Mr. Kegley, seconded by Mr. Spivey, all members voting aye, the Board approved the Policies and Procedures on Bullying as submitted.

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MONTHLY SUMMARY FORM	

INTRODUCTION

Bullying is a problem in many spheres of our culture: it exists in the work place, it exists in intimate relationships, and it exists in families and communities. Bullying exists in public schools, but public schools are in a unique position to educate children and adolescents about its presence, danger, and negative consequences. Schools can also teach behaviors that will protect students from the harmful effects of bullying. Based on the findings of past and current research, Scott County School's policy promotes school practices that address bullying behaviors in schools. This policy unequivocally considers bullying, aggression, and harassment as unacceptable behaviors; it promotes adoption of age-appropriate strategies designed for prevention, intervention, and accountability for bullying behaviors; and it promotes the use of whole-school and evidence- based practices in the classroom, in the school, and across the school division.

Bullying has been linked to negative outcomes for students who are its victims, for bystanders, and for students who are bullies themselves. Bullying negatively affects school climate. Bullying also has negative impacts on learning, health, behavior and school outcomes. For these reasons, Scott County Schools is committed to providing a safe and civil environment for all students, employees, parents or guardians, volunteers, and visitors.

DEFINITIONS

The *Code of Virginia at 22.1.276-01* defines bullying as:

...any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument, or peer conflicts.

The Scott County School Board adopts the definition of bullying as stated in the *Code of Virginia* and expounds upon it further:

Bullying is an aggressive, purposeful behavior that repeatedly inflicts physical hurt or psychological distress on one or more students or employees. A student, either individually or as a part of a group, shall not harass or bully others either in person or by the use of any communication technology including computer systems, telephones, pagers, or instant messaging systems. Prohibited conduct includes, but is not limited to, physical, verbal, or written intimidation, taunting, name-calling, and insults and any combination of prohibited activities. Prohibited conduct includes verbal or written conduct consisting of comments regarding the race, gender, religion, physical abilities or characteristics or associates of the targeted person.

Bullying may involve, BUT is not limited to:

1. Intimidation
2. Physical violence
3. Cyber bullying
4. Public humiliation
5. Harassment
6. Unwanted taunting
7. Threatening
8. Stalking

Prevention and Intervention

Scott County Public Schools expects staff and students to exhibit the finest values of humanity and civility. Bullying is unproductive and unacceptable in schools. Bullying harms the school culture and climate, and the individual lives of the victim, the bystander, and the bully. Bullying should be prevented, and intervention should be taken in cases where bullying has been reported or is suspected.

A. Anti-Bullying Programs: A school wide-evidence based anti-bullying program will be part of a system of positive behavioral supports and school improvement efforts across grade levels.

B. School Climate Information: The division and individual schools shall promote student involvement in the anti-bullying efforts, peer support, mutual respect, and creation of a culture which encourages students to report bullying to adults.

C. Collaboration: Each school shall collaborate with families and the community to inform parents about the prevalence, causes, and consequences of bullying; including its central role as a public health hazard, the means of preventing it, and the methods of reporting it should it happen or occur.

D. Bullying Prevention Coordinator: A bullying prevention coordinator is a person who serves as the primary school division contact to receive copies of all formal and informal reports of bullying incidents. S/he ensures policy is implemented and that all staff within the division are properly educated and trained.

The bullying prevention coordinator:

a. serves as the school division's primary contact for harassment, intimidation, and bullying;
b. supports and assists the school principal (or designee) in resolving complaints (except where the complaint is against the principal or designee);

c. reviews all copies of incident reporting forms, discipline referral forms, and letters to parents providing the outcomes of investigations, before these are mailed to parents;
d. uses school bullying and complaint data to identify division wide patterns of behavior and areas of concern;
e. implements school division policy and procedures by overseeing the investigative processes, including ensuring that investigations are prompt, impartial, and thorough;
f. assesses the training needs of staff and students to ensure successful implementation of policy throughout the school division ensuring that staff receive annual training and technical assistance based on the results of staff and student surveys;
g. develops a procedure for maintaining written records of all incidents of bullying and their individual resolution; and
h. disseminates her/his contact information liberally throughout the school division.

E. Education: Each year students should receive age-appropriate information on the recognition and prevention of harassment, intimidation, or bullying behaviors. Information provided should include a copy of the Bullying Incident Report Form or a link to a Web-based reporting form.

F. Training: Staff should receive annual training on the school division's bullying prevention policy and procedures as regards their roles and responsibilities in responding immediately to bullying incidents, as well as the reporting, intervening and following-up with victims and bullies. Annual professional development should increase staff awareness of the prevalence, causes, and consequences of bullying, and continually promote the use of evidence-based strategies for preventing bullying. Professional development should be provided for employees hired after the annual training has been conducted.

G. School Safety Surveys: Students and staff should be surveyed at least biennially regarding the prevalence and characteristics of bullying in their school; data collected should be used to guide local decision making and program planning related to surveillance needs, prevention, intervention, and professional development. School safety survey results should be shared with the school board for eventual dissemination to the public.

Reporting, Investigating, and Recording Incidents

Scott County Schools will follow these policies and procedures to ensure prompt investigation and response to any report of an incident of bullying. These procedures should protect the victim from additional bullying or retaliation.

Step 1: Reporting an incident (see Bullying Incident Report Form in Appendix)

a. Any student who believes s/he has been the target of bullying, or any other person in the school community who observes or receives notice that a student has or may have been the target of bullying, may report incidents verbally or in writing to any staff member.

b. An incident reporting form may be filed anonymously (via the Web, a physical drop box, and/or a verbal or written report may be made to any school staff member);

c. All reports of intimidation or bullying should be recorded on a school division incident reporting form and submitted to the principal or designee, unless the designee is the subject of the complaint, and to the bullying prevention coordinator. All reports that have an identified complainant should be investigated.

d. All staff should document oral reports of bullying incidents made to them.

Step 2: Investigating (see Investigation Form in Appendix)

Upon receipt of a report of bullying, the school principal or designee shall promptly conduct an investigation.

a. When investigating the incident all of the surrounding facts, circumstances, severity, and age/developmental factors should be considered.

b. At each school in the school division, the procedures for investigating bullying should include:

1) Investigation by the principal or designee. The designee(s) may not be the accused perpetrator (harasser or bully) or victim.

2) documentation of interviews conducted by the principal or designee with the victim, alleged perpetrator, and witnesses (interviews are confidential, and are conducted privately and separately). At no time should the alleged perpetrator and victim be interviewed together.

3) the collection and evaluation of the facts including, but not limited to

a) a description of the incident(s) including the nature of the behavior and the context in which the alleged incident(s) occurred;
b) how often the conduct occurred;
c) whether there were past incidents or past continuing patterns of behavior;
d) the relationship between the parties involved;
e) the characteristics of parties involved (i.e., grade, age, gender, ethnicity, etc.);
f) the identity and number of individuals who participated in bullying or harassing behavior;
g) where the alleged incident(s) occurred (time/date/place of incident);
h) whether the conduct adversely affected the student's education or adversely affected the educational environment;
i) whether an imbalance of power is evident; and
j) the date, time, and method of informing parents/legal guardians of all parties involved in the incident.

Whether conduct is "substantially interfering with a student's education" should be determined by considering a targeted student's grades, attendance, demeanor, interaction with peers, participation in school and extracurricular activities, and other performance or behavioral indicators. Negative changes in behavior would be particularly noteworthy.

c. Whether a particular action or incident constitutes a violation of bullying prevention policy requires a determination based on all the facts and surrounding circumstances and includes:

1) recommended remedial steps necessary to stop the bullying and/or harassing behavior,

2) a safety plan and follow-up with the victim, and

3) a final written report by or to the principal.

Step 3: Reporting investigation results

Three possible outcomes exist:

a. If the incident falls within the scope of school division policy, appropriate consequences and/or interventions should be implemented. The prescribed actions should be designed to prevent and remediate the bullying and should include graduated interventions that are appropriate to the context and severity of the behavior. Appropriate support services should be provided for others affected by the bullying behavior.

b. If the incident falls outside of the scope of school division policy, and/or is determined to be a criminal act, referral should be made to appropriate law enforcement authorities.

c. If the incident falls outside of the scope of school division policy, and is determined not be a criminal act, the parents/legal guardians of all students involved should be informed.

Step 4: Additional considerations

a. The principal or designee may determine that other steps must be taken before the investigation is complete.

b. The investigation should be completed within two school days from the initial complaint or report. If more time is needed to complete an investigation, the school division should provide all involved parent(s)/guardian(s) and/or the student(s) with weekly updates.

Following the completion of the investigation and the submission to the school division administrator and bullying prevention coordinator, the principal or designee shall respond to the parent/guardian of the alleged aggressor and victim(s) stating:

1) the results of the investigation,
2) if the allegations were substantiated and there was a violation of policy, and
3) the process for any party to challenge the findings.

If the school principal or designee determines that bullying or retaliation has occurred, the school principal or designee should take appropriate disciplinary action, notify the parents or guardians of the perpetrator, and notify the parents or guardians of the victim. If the school principal or designee believes that the situation is placing the victim in a position of harm or danger, s/he should notify local law enforcement.

Step 5: School division recordkeeping and review

a. Scott County Schools will keep statistics regarding the number of incident reports submitted at each school. Each school will be required to report to the bullying prevention coordinator on a monthly basis. These summaries should include the number of incidents, and number of students involved, that were substantiated and the number still under investigation. It should also include demographics about those involved in the reported incidents, i.e., each student's grade, race/ethnicity, or other pertinent information. Locations where bullying took place should be noted. Regular review of bullying incident data will aid the school division and school in prevention planning.

b. The statistics about incident reports should parallel the reports of behaviors on the discipline, crime and violence reporting form and have "bullying" disaggregated from other behaviors.

Considerations for students with disabilities:

Any bullying of a student with a disability that result in the student not receiving meaningful educational benefits constitutes a denial of a free appropriate public education (FAPE) under the Individuals with Disabilities Education Act (IDEA). Furthermore, some bullying of students with disabilities may also constitute discriminatory harassment and trigger additional responsibilities under the civil rights laws.

Procedures that will be followed when a student with a disability is involved in any bullying incident:

A. Convene the Individualized Education Program (IEP) Team to determine whether, as a result of the effects of the bullying, the student's needs have changed, and if the IEP is no longer designed to provide meaningful educational benefit. The decisions must be made by the IEP Team and be consistent with the IDEA parental participation provisions. Parents have the right to request an IEP Team meeting at any time that a student's needs may have changed as a result of the bullying.

1) If the IEP is no longer designed to provide a meaningful educational benefit to the student, the IEP Team must then determine to what extent additional or different special education or related services are needed to address the student's needs, and revise the IEP accordingly.

2) IEP Teams should exercise caution when considering a change in placement or the location of services and should keep the student in the original placement unless the student can no longer receive FAPE in the least restrictive environment (LRE) placement.

3) The placement of a student with disabilities in a more restrictive "protected" environment setting to avoid bullying behavior may constitute a denial of the IDEA's requirement that the school provide FAPE in the LRE.

4) Schools may not attempt to resolve the bullying situation by unilaterally changing the frequency, duration, intensity, placement, or location of the student's special education and related services.

5) If a student with a disability engages in bullying behavior, the IEP Team should review the student's IEP to determine if additional supports and services are needed to address the inappropriate behavior.

6) The IEP Team and other school personnel should examine the environment in which the bullying occurred to determine if changes to the environment are necessary.

Notification

The principal, or designee, shall promptly report via telephone, personal conference, and/or in writing, the occurrence of any incident of bullying as defined by this policy to the parent or legal guardian of all students involved on the same day an investigation of the incident(s) has been initiated. Notification must be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA).
Once the investigation has been completed and it has been determined that criminal charges may be pursued against the perpetrator, all appropriate local law enforcement agencies should be notified.

Additional considerations:

A. Statement of rights to other legal recourse: This policy may not be interpreted to prevent a victim of harassment, intimidation or bullying or a victim of cyberbullying from seeking redress or other legal remedies under any other available law, whether civil or criminal.

B. Relationship to other laws: Scott County Schools works to insure compliance with all state and federal laws regarding harassment, intimidation or bullying. Nothing in this policy or its procedures prevents a student, parent/guardian, school or school division from taking action to remediate harassment or discrimination based on a person's gender or membership in a legally protected class under local, state, or federal law.

C. Procedure to refer victims and perpetrators of bullying for counseling: Scott County Public Schools will intervene when bullying or harassment is suspected or when a bullying incident is reported. Scott County Schools will provide a continuum of supports appropriate to the range of possible severity of incidents.

Bullying Incident Report Form

Scott County Public Schools

1. Name of reporter/person filing the report: _____
(Note: Reports may be made anonymously, but no disciplinary action will be taken against an alleged aggressor solely on the basis of an anonymous report.)

2. Are you the target of the bullying: _____ Yes _____ No

3. Are you _____ Student _____ Staff member _____ Parent _____ Administrator _____Other (specify)
Your contact information/telephone number:_____

4. If student, what school do you attend? _____ Grade: _____

5. If staff member, name of your school or work site: _____

6. Information about the incident:
Name of target/victim (of aggression): _____
Name of aggressor (Person who started the aggression): _____
Date(s) of incident(s): _____
Time when incident(s) occurred: _____
Location of incident(s) (Be as specific as possible): _____

7. Witnesses (List people who saw the incident or have information about it):
Name: _____ ___Student ___Staff ___Other
Name: _____ ___Student ___Staff ___Other
Describe the details of the incident (people involved, what occurred, and what each person did and said, including specific words used). Use additional space on back if necessary.

Signature of person filing this report: _____ Date: _____
(Note: Reports may be filed anonymously.)

Form given to: _____ Position: _____ Date: _____

Signature: _____ Date received: _____

Investigation Form

Scott County Public Schools

1. Investigator(s):_____ Position(s):_____
If the incident is within scope of the school division, move to procedures for investigating bullying.
If the incident is outside the scope of the school division, and determined a criminal act, refer to appropriate law enforcement. Referred to _____ Date _____
If the incident is outside the scope of the school division, and determined not a criminal act, inform parents/legal guardians of all students involved.

2. Interviews:
Interviewed aggressor Name: _____ Date: _____
Interviewed target Name: _____ Date: _____
Interviewed witnesses Name: _____ Date: _____

3. Behaviors exhibited were intended to harm the target or targeted group? □ Yes □ No

4. Are there any prior documented incidents by the aggressor? □ Yes □ No
If yes, have incidents involved target or target group previously? □ Yes □ No
Any previous incidents with findings of BULLYING, RETALIATION □ Yes □ No

5. The aggressor's relationship to the target or target group included an imbalance of power/the target or targeted group felt the aggressor was in a position with more physical or social power? □ Yes □ No

6. The investigator shall collect and evaluate the facts including, but not limited to
   a. a description of incident(s) including nature of the behavior; context in which the alleged incident(s) occurred, etc.;
   b. how often this conduct occurred;
   c. whether there were past incidents or past continuing patterns of behavior;
   d. the relationship between the parties involved;
   e. the demographics of the parties involved (i.e., grade, age, etc.);
   f. the identity and number of individuals who participated in bullying or harassing behavior;
   g. the location of the alleged incident;
   h. whether the conduct adversely affected the student's education or educational environment;
   i. whether an imbalance of power is evident; and

   j. the date, time, and method in which parents/legal guardians of all parties involved were contacted.

7. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances and includes:
   a. recommended remedial steps necessary to stop the bullying and/or harassing behavior and
   b. a safety plan

Summary of Investigation:

(Please use additional paper and attach to this document as needed)

Date: _____ Signature_____

Follow-Up to the Investigation Form

Scott County Public Schools

1. Finding of bullying or retaliation: ____YES ____ NO
Bullying incident documented as _____
____ Retaliation ____Discipline referral only

2. Contacts:
Target's parent/guardian: Date:_____ Aggressor's parent/guardian: Date: _____
Central Office: Date: _____ Law Enforcement Date: _____

3. Action Taken (Note action taken with all students if more than 1)
____Loss of Privileges ____Detention ____Suspension ____Community Service ____Education
____Other _____

4. Description of Safety Plan (for Target/Victim)
_____
_____
_____
_____
_____

Follow-up with Target: Scheduled for _____
Initial and date when completed: _____
Follow-up with Aggressor: Scheduled for _____
Initial and date when completed: _____

Report forwarded to Principal: Date_____ (If principal was not the investigator)
Report forwarded to Superintendent/Designee: Date_____

Signature and Title:_____ Date:_____

Monthly Summary Form

Scott County Public Schools

1. School: _____ Month:_____

2. Data:

   a. Number of incidents: _____
      i. Substantiated_____ ii. Under investigation_____

   b. Number of students involved: _____
      i. Demographics of victims:
         1. Grade Levels: K___ 1___ 2___3___4___5___6___7___8___9___10___11___12___
         2. Race/Ethnicity: Caucasian___ African American___ Hispanic___ Other___
         3. Gender: Male___ Female___

      ii. Demographics of perpetrators:
         1. Grade Levels: K___ 1___ 2___3___4___5___6___7___8___9___10___11___12___
         2. Race/Ethnicity: Caucasian___ African American___ Hispanic___ Other___
         3. Gender: Male___ Female___

      iii. Location(s) of bullying:
         1. ___Classroom___ Hallways___ Restroom___ Playground___ Cafeteria
            ___ Cyber ___ Gym ___ Locker Room ___ Bus ___Other (please list)

Principal's Signature: _____ Date:_____

EMPLOYMENT OF HEAD START CHILD DEVELOPMENT SERVICES COORDNATOR: On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board approved employment of Cindy Raymond as Child Development Services Coordinator, effective July 1, 2014.

EMPLOYMENT OF HEAD START TEACHERS: On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. Kegley, seconded by Mr. Spivey, all members voting aye, the Board approved employment of Ashley Britt as a Head Start teacher, effective July 1, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. Sallee, seconded by Mr. Kegley, all members voting aye, the Board approved employment of Tara Johnson as a Head Start teacher, effective July 1, 2014.

EMPLOYMENT OF HEAD START PERSONNEL FOR JULY 1, 2014 – JUNE 30, 2015: On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. Kegley, seconded by Mr. Jessee, all members voting aye, the Board approved employment of Head Start personnel for July 1, 2014 – June 30, 2015 as follows:

EMPLOYEE	POSITION	
Charnita Adams	Teacher Assistant	Contract
Donna Frasier	Teacher Assistant	Contract
Lora Edwards	Teacher Assistant	Contract
Michelle Wallen	Teacher Assistant	Contract
Tracy Osborne	Teacher Assistant	Contract
April White	Teacher Assistant	Contract
Pam Pruitt	Teacher Assistant	Contract
Ana Martinez	Teacher Assistant	Contract
Nakisha Akers	Teacher Assistant	Contract
Amanda Bright	Teacher	Contract
Kara Pippin	Teacher	Contract
Donna Blakenship	Teacher	Contract
Donna Hufnagle	Teacher	Contract
Camilla (Cammie) Collier	Teacher	Contract
Kristy Davidson	Teacher	Contract
Amber Kegley	Teacher	Contract
Melissa (Lisa) Parks	Family Resource Specialist	Contract
Nora Robinette	Family Resource Specialist	Contract
Sandy Henry	Family Resource Specialist	Contract
Kelly Bledsoe	Family &Community Services Coordinator	Contract
Theresa Newton	Health & Nutrition Services Coordinator	Contract
Michelle Ratliff	Receptionist/Data Secretary	Contract
Katherine (Kathy) Wilcox	Director	Contract
Catherine (Cathie) Sluss	Secretary/Supply Clerk	Contract
Judy Calton	Administrative Assistant/Fiscal Officer	Contract

Approved by Policy Council May 22, 2014 ***PENDING RECEIPT OF FEDERAL FUNDS

RESIGNATION OF SCHOOL RESOURCE OFFICER: On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. Jessee, seconded by Mr. Sallee, all members voting aye, the Board approved the resignation request of Aimee Morelock as school resource officer, effective June 5, 2014.

RETIREMENT: On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. Kegley, seconded by Mr. McConnell, all members voting aye, the Board approved the retirement request of Mrs. Linda Burke, teacher/assistant principal, effective at the end of the 2013-14 school year.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel, and on a motion by Mr. Jessee, seconded by Mr. McConnell, all members voting aye, the Board approved the retirement request of Mrs. Charlene Isenberg, teacher, effective July 1, 2014.

BOARD MEMBER COMMENTS: None.

ADJOURNMENT: On a motion by Mr. Kegley, seconded by Mr. Jessee, all members voting aye, the Board adjourned at 10:50 p.m.

William "Bill" R. Quillen, Jr., Chairman

Loretta Q. Page, Clerk