

SCOTT COUNTY SCHOOL BOARD

MINUTES OF REGULAR MEETING

July 6, 2004

The Scott County School Board met in regular session on Tuesday, July 6, 2004, in the Scott County School Board Office Conference Room with the following members present:

E. Virgil Sampson, Jr., Chairman

David T. Kindle

Lowell S. Campbell, Vice Chairman

Glenn M. McMurray

Gloria E. ?Beth? Blair

Joe D. Meade

ABSENT: None

OTHERS PRESENT: James B. Scott, Division Superintendent; C. Dean Foster, Jr., County Attorney; Darryl E. Johnson, Director of Operations; Loretta Q. Page, Clerk of the Board; K.C. Q. Linkous, Deputy Clerk; Johnny Trent, Scott County Education Association President; Helen Henderson, Scott County Public School Head Start Director; Joe Rusek, VRSI Representative, and spouse, Peggy Rusek, Licensed Security Planner.

CALL TO ORDER: Chairman Sampson called the meeting to order at 6:00 p.m. and presided.

APPROVAL OF AGENDA: On a motion by Mrs. Blair, seconded by Mr. Kindle, all members voting aye, the board approved the agenda as submitted.

PRESENTATION ? SCOTT COUNTY PUBLIC SCHOOL HEAD START: Ms.

Helen Henderson, Scott County Public School Head Start Director, reported that a federal review was conducted of the Scott County Public School Head Start Program in March 2004 and that the program received an excellent review. She reported that the only item that needed to be addressed was the temporary site of the program for the three-year olds. She explained that it was known when the program began that it was only a temporary site and that it would need to be addressed in the future. She also explained that the program has been moved to a site at the Scott County Career and Technical Center.

Mrs. Henderson provided a brief summary on the *The Head Start Path to Positive Child Outcomes*. She reported that screenings on health and development are conducted on the children upon entering the Head Start program. She also reported that ongoing child observations and assessments are conducted throughout the child's enrollment. She stated that procedures have been implemented at the beginning of the program year to assess all four and five year olds on the legislatively mandated areas that includes language, literacy and numbers.

Mrs. Henderson presented a 2003-04 Fact Sheet and detailed historical information including the following: Mission, Demographics, Grantee, Program Options, Currently Funded Enrollment, Nine Classrooms Located at Six Sites, Staff, Facilities, Playgrounds, Child Transportation, Program Strengths, Classroom Support, Nutritional Support, Literacy Support, Developmentally Appropriate Individualized Activities for Social and Emotional Development, Monthly Educational Field Trips, Classroom Technology, Active Health Advisory Committee Registered Dietitian, and Partnerships with Parents. She reported that the following nine classrooms at six center-based sites provide full-day services to 173 three and four year olds: Dungannon Intermediate 1, Nickelsville Elementary 1, Shoemaker Elementary 3, Scott County Career & Technical Center 1, Weber City Head Start Office 1, and Duffield Primary 2.

Mrs. Henderson reported on the Head Start National Reporting System Fall/Spring 2003-04 school year assessments of 109 four year olds. She stated that the assessment included 23 children with IEPs and that one of these 23 children was not assessed due to disability. The report showed that the children made significant gains in all areas tested.

Mrs. Henderson reported that funding in the amount of \$192,000 was received in December 2003 to help meet the transportation regulations. She also reported that the Head Start Bureau has delayed certain regulations until January 2006. She further reported that the Scott County Public School Head Start applied for and received an extension for meeting these regulations. Mrs. Henderson explained that the main reason for requesting the extension was due

to the requirement of school bus monitors, which is a problem since over half of the school buses have only one Head Start child.

Mrs. Henderson answered specific questions concerning the enrollment of Head Start students. She reported that 10% of the total enrollment could be students over income only if no other low-income children are found. She explained that the computer generates a prioritized list of students for enrollment. She also reported that the number of students accepted above the low-income level must be the students that are the closest to the low-income level.

In response to Superintendent Scott's question with regard to the number of students that are possibly not being served, Mrs. Henderson estimated that there are probably 175 or more students in the county that are not being served by Head Start.

Superintendent Scott asked Mrs. Henderson about how the Head Start Program might be affected if the school system were to begin a program for four year olds. He stated that the school system's program would be serving the four year olds that Head Start is not serving.

Mrs. Henderson suggested that a proposed school system program for four year olds be run the same as with the Head Start Program. She stated that the Head Start Program does not have enough funding for all four year olds in the county.

Superintendent Scott reported that funding is available through the state for a program for four year olds. He explained that more funding is available than in prior years. He recommended that a survey be completed for the proposed program. He also reported that he has received several telephone calls concerning a program for four year olds.

Mrs. Henderson stated that if the school division sets up a program for the four year olds basically the same as the Head Start Program, it should work. Mrs. Henderson offered her assistance to the school division if they wished to set up a program for four year olds.

Superintendent Scott and board members thanked Mrs. Henderson for her presentation.

PRESENTATION FROM MR. JOE RUSEK, VIRGINIA RETIREMENT INSURANCE SPECIALIST: Mr. Joe Rusek, Virginia Retirement Insurance Specialist, reported that he is appearing at today's meeting at the request of several teachers in the school system whom have requested that their sick leave and business leave benefits payable upon retirement be written to their tax sheltered annuity plan (403 b). He reported that although the school division already has a tax deferred plan that was approved several years ago, Mrs. Barbara Mullins, Accounting Clerk (retired as of June 30, 2004), informed him that since the sick leave and business leave are not earned wages and are a fringe benefit, the board needs to send a statement or resolution to the Northern Life Insurance Company. He reported that there are some employees this year that wish to put their sick leave and/or business leave into a tax sheltered annuity upon retirement. He reported that this will affect several teachers and administrators in the next two or three years. He stated that his spouse that is in attendance at tonight's meeting, Mrs. Peggy Rusek, has recently obtained a Security License as a Security Planner and could answer questions. He reported that the 403 b plan is an opportunity for employees to shelter their monies received upon retirement.

In response to a board member question, Superintendent Scott reported that increasing the amount of pay for accumulated sick leave has inspired some employees to accumulate more sick leave days and with others employees, they take their days as they receive them. He stated that he was not aware of the request concerning a letter or resolution being needed for sick leave and business leave to be paid into a tax sheltered annuity for employees upon retirement.

Mr. Darryl E. Johnson, Director of Operations, explained that according to what he was able to find out, Mrs. Mullins is accurate to a point and inaccurate to a point. He explained that there are two ways of administering the 403b plan. He stated that as an Active Sponsor, the employer sets up a trust and determines where the funds are distributed, usually as a matching contributor, and therefore, this set up would be classified as a fringe benefit. He stated that as a Passive Sponsor, once an employee retires, these earned days (sick leave and/or business leave) could be placed in the fund upon employee request (passive approval). He stated that the school division is already authorized to place a check into the employee's 403b plan for employees according to passive approval.

Superintendent Scott reported that he was not notified by anyone concerning the matter and that he would probably need to discuss the matter with the auditor.

Chairman Sampson stated that the board would provide an answer to Mr. Rusek within 30 days.

Mr. Rusek reported that this procedure is being done in other counties.

SCOTT COUNTY EDUCATION ASSOCIATION PRESIDENT, MR. JOHNNY TRENT: Mr. Johnny Trent informed board members that he has been selected as the Scott County Education Association President for the next two years. He offered his assistance to Superintendent Scott and school board members.

Chairman Sampson expressed appreciation to Mr. Trent and stated that the board looks forward to working with him the next two years.

APPROVAL OF MINUTES: On a motion by Mr. Campbell, seconded by Mr. McMurray, all members voting aye, the board approved the minutes of the Regular Meeting, Tuesday, June 1, 2004 and School Budget Close-out Meeting, Monday, June 28, 2004 as submitted.

APPROVAL OF CLAIMS: On a motion by Mrs. Blair, seconded by Mr. Kindle, all members voting aye, the board approved payroll and claims as follows:

School Operating Fund invoices in the amount of \$729,878.88 and payroll in the amount of \$330,829.99 as shown by warrants #8064337-8064650 (#8064336 voided).

School Construction Fund invoices in the amount of \$6,225.27 as shown by warrant #1900334.

Cafeteria Auxiliary Fund invoices in the amount of \$13,169.05 and payroll totaling \$28,272.69 as shown by warrants #10006412-1006459.

Scott County Public School Head Start invoices totaling \$33,290.85 and payroll totaling \$6,287.92 as shown by warrants #3420-3506.

APPROVAL OF VIRGINIA PUBLIC SCHOOL AUTHORITY TECHNOLOGY

RESOLUTION: On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. Kindle, seconded by Mr. Campbell, all members voting aye, the board approved the Virginia Public School Authority Technology Resolution as follows:

***RESOLUTION OF THE SCOTT COUNTY SCHOOL BOARD OF SCOTT COUNTY
DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE
OR MORE GRANTS MADE BY THE COMMONWEALTH OF VIRGINIA FOR CERTAIN
EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH CERTAIN
CAPITAL IMPROVEMENTS***

WHEREAS, the Scott County School Board (the "Division") is a political subdivision organized and existing under the laws of the Commonwealth of Virginia; and

WHEREAS, the Division has paid, beginning no earlier than July 1, 2004, and will pay, on and after the date hereof, certain expenditures (the "Expenditures") in connection with the capital project (the "Project"), as more fully described in Appendix A attached hereto; and

WHEREAS, the Scott County School Board of the Division (the "Board") has determined that the money (previously advanced no more than 60 days prior to the date hereof and) to be advanced on and after the date hereof to pay the Expenditures are only available for a temporary period and it is necessary to reimburse the Division for the Expenditures from the proceeds of one or more grants to be made by the Commonwealth of Virginia (the "Grants") from the proceeds of its tax exempt equipment notes (the "Notes").

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Division's intent to reimburse the Division with the proceeds of the Grants for the Expenditures with respect to the Project made on and after July 1, 2004, which date is no more than 60 days prior to the date hereof. The Division reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Grants.

Section 2. Each Expenditure was and will be of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditure).

Section 3. The maximum cost of the Project is expected to be \$414,000 (Scott 084) and \$26,000 (Renaissance 429 - Scott County).

Section 4. The Division will make a reimbursement allocation, which is a written allocation by the Division that evidences the Division's use of proceeds of the Grants to reimburse an

Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Division recognizes that exceptions are available for certain ?preliminary expenditures,? costs of issuance, certain de minimis amounts, expenditures by ?small issuers? (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this Sixth day of July, 2004.

Attested:

E. Virgil Sampson, Jr., Chairman (Signature)

Loretta Q. Page, Clerk (Signature)

APPROVAL OF AUTHORIZATION OF SIGNATURES IN ABSENCE OF SUPERINTENDENT: On the recommendation of Superintendent Scott and on a motion by Mr. Meade, seconded by Mr. Kindle, all members voting aye, the board approved the authorization of Mr. Darryl E. Johnson, Director of Operations; Mr. Danny L. Dixon, Director of Instruction; and Mrs. Loretta Q. Page, Clerk of the Board, to sign Department of Education documents when situations occur that the superintendent is out of the office when a signature is needed on Department of Education documents. He reported that these are the same personnel as were granted this authorization for the 2003-04 school year.

APPROVAL OF RESOLUTIONS FOR TWIN SPRINGS AND GATE CITY HIGH SCHOOLS STATE CHAMPIONSHIPS: On the recommendation of Superintendent Scott and on a motion by Mr. Meade, seconded by Mr. Campbell, all members voting aye, the board approved resolutions for Twin Springs and Gate City High Schools State Championships for the following: Gate City High School Softball Team 2004 Region D, Group A Championship; Gate City High School Boys Track Shot Put State Championship, 2004 Lonesome Pine District, Region D, Group A (Zach Jones); Gate City High School Girls Track 1600 Meter Run, 300 Hurdles, and High Jump State Championship, 2004 Lonesome Pine District, Region D, Group A (Ashton Bishop); Gate City High School Baseball Team 2004 Lonesome Pine District, Region D, Group A Championship; Gate City High School Tennis Team 2004 Lonesome Pine District, Region D, Group A State Championship; Gate City High School Girls Tennis Doubles Team State Championship 2004 Lonesome Pine District, Region D, Group A (Tara Sheets and Lauren Musick); Gate City High School Boys Tennis Doubles Team State Championship 2004 Lonesome Pine District, Region D, Group A (Henning Kuich and Drew Scott); Gate City High School Boys Tennis Singles State Championship 2004 Lonesome Pine District, Region D, Group

A (Henning Kuich); and Twin Springs High School Boys Basketball Team 2004 Cumberland District, Region D, Group A State Championship.

CLOSED MEETING: On a motion by Mr. Meade, seconded by Mr. Kindle, all members voting aye, the board entered into a closed meeting at 6:45 p.m. pursuant to Section 2.13711a(1) of the Code of Virginia, as amended, to discuss all personnel.

RETURN FROM CLOSED MEETING: All members returned from closed meeting at 7:48 p.m. and on a motion by Mrs. Blair, seconded by Mr. Campbell, the board returned to regular session and considered 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 2.2-3712 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: Gloria E. ?Beth? Blair, Lowell S. Campbell, David T. Kindle, Glenn M. McMurray,

Joe D. Meade, and E. Virgil Sampson, Jr.

Nays: None

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

RETIREMENT: On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. McMurray, seconded by Mr. Campbell, all members voting

aye, the board approved the retirement request of Mrs. Shirley Culbertson, Nickelsville Elementary School Cafeteria Employee, effective July 1, 2004.

LEAVE: On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. Campbell, seconded by Mrs. Blair, all members voting aye, the board approved the leave request of Mrs. Dana Johnson, Head Start Teacher, effective for the 2004-05 school year.

RESIGNATION: On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. McMurray, seconded by Mr. Meade, all members voting aye, the board accepted the resignation requests of Ms. Gincy Brewster, New Teacher for 2004-05 School Year; Ms. Alison S. Carter, Gate City High School Volleyball Coach Position; Mrs. Carolyn Hamilton, Gate City High School Teacher, effective July 5, 2004; Ms. Kathleen McConnell, School Bus Driver, effective June 10, 2004 (will continue as a substitute bus driver); Ms. Melissa Pannell, Fort Blackmore Primary School Teacher, effective June 28, 2004; Mrs. Rejeanna Quillen, Nursing Instructor, effective June 23, 2004; Ms. Heather Varner, Gate City Middle School Teacher, effective June 9, 2004; Mr. Theron McCullough, School Bus Driver, effective June 30, 2004 (will continue as substitute bus driver); and Mrs. Sherwood Quillen, Twin Springs High School Teacher, effective July 1, 2004.

EMPLOYMENT: On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. Campbell, seconded by Mr. Kindle, all members voting aye, the board approved the employment of Ms. Holly Barton, Certified Occupational Therapy Assistant.

On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. Kindle, seconded by Mrs. Blair, the board approved the employment of Mr. Aaron Tipton as a custodian effective July 1, 2004.

On the recommendation of Superintendent Scott and on a motion by Mr. Kindle, seconded by Mr. Meade, all members voting aye, the board approved the employment of new teachers for the 2004-05 school year as follows: Ms. Amy Giles, Mr. William Travis Gilmer, Ms. Misty Dawn Keller, Ms. Sara McMurray, Ms. Tiffany Scott, Ms. Karen Seaver, and Mr. Ezekiel Spivey.

On the recommendation of Mr. Darryl E. Johnson, Director of Operations, and on a motion by Mr. Campbell, seconded by Mr. Meade, all members voting aye, the board approved the Coaching Lists as presented. (**Appendix A**)

ITEMS BY BOARD MEMBERS: Mrs. Blair asked Superintendent Scott about renovations to the Rye Cove Intermediate School cafeteria.

Superintendent Scott informed board members that Mr. Dick Beeson, Architect, has looked at the Rye Cove Intermediate School cafeteria and is determining an estimated cost and is completing a diagram of proposed renovations. He stated that the proposed renovations would expand the cafeteria area a little farther than it currently is now. He reported that the largest expense for the proposed project would be the cafeteria equipment. He also stated that the proposed renovations should be completed and ready for presentation at the next meeting. He stated that if board members agree, these renovations could be included along with the other projects that are scheduled for completion during this year.

Mr. Kindle asked Superintendent Scott if some type of cooling unit could be installed in the band room at Rye Cove High School.

Superintendent Scott stated that a fan could be installed in the band room, which was agreeable with Mr. Kindle.

SCHOOL BOARD MEMBER MOTION TO RESCIND VOTE ON JUNE 1, 2004, BOARD ACTION CONCERNING REQUEST TO SCOTT COUNTY SCHOOL BOARD FOR PAYMENT OF ACCUMULATED SICK LEAVE FROM FORMER ELEMENTARY SCHOOL TEACHER: Mr. Joe Meade, school board member, made a motion to rescind his vote recorded at the June 1, 2004, Regular Meeting, concerning payment from the Scott County School Board to a former elementary school teacher in the amount of \$1,750.00 according to the 1998-99 Policy GCBD-R (Page 5) for 110 accumulated sick leave days, motion was seconded by Mr. Campbell. Mrs. Blair stated that it was her understanding that the teacher was not an employee of the school system at the time of application for retirement.

VOTE

Ayes: Lowell S. Campbell, Glenn M. McMurray, Joe D. Meade, E. Virgil Sampson, Jr.

Nays: Gloria E. ?Beth? Blair, David T. Kindle

MRS. LISA G. MCCARTY, SCOTT COUNTY VIRGINIA STAR, AND MR. KEVIN CASTLE, KINGSFORT TIMES-NEWS, NAMES TO BE SUBMITTED FOR STATEWIDE MEDIA HONOR ROLL:

Chairman Sampson presented a Media Honor Roll resolution in recognition of Mrs. Lisa W. McCarty, Scott County Virginia Star, and Mr. Kevin Castle, Kingsport Times-News, to be submitted to the Virginia School Boards Association (VSBA). The VSBA publishes the Media Honor Roll list in the *VSBA Newsletter* and issues a news release about those honored through the program. The Media Honor Roll criteria for honorees include: (1) make the effort to get to know the superintendent, board chairman, division's mission and goals; (2) report school news in a manner that is fair, accurate, and balanced; (3) give high-profile position to good news about schools; (4) visit the schools; and (5) maintain a policy of no surprise by sharing information with school representatives.

On a motion by Mr. Meade, seconded by Mr. Kindle, all members voting aye, the board approved the Media Honor Roll resolution in recognition of Mrs. Lisa W. McCarty, Scott County Virginia Star, and Mr. Kevin Castle, Kingsport Times-News.

ADJOURN: There being no further business to address, Mr. Kindle made a motion that the meeting be adjourned at 8:10 p.m., motion was seconded by Mrs. Blair, all members voting aye. The next regular meeting is to be held at 6: 00 p.m. on Tuesday, August 3, 2004, in the School Board Office Conference Room.

E. Virgil Sampson, Jr., Chairman

Loretta Q. Page, Clerk

