

SCOTT COUNTY SCHOOL BOARD
MINUTES OF SCHOOL BUDGET CLOSE-OUT MEETING
MONDAY, JUNE 28, 2004

The Scott County School Board met in a School Budget Close-out Meeting on Monday, June 28, 2004, in the School Board Office Conference Room in Gate City with the following members present:

E. Virgil Sampson, Jr., Chairman

ABSENT: David T. Kindle

Lowell S. Campbell, Vice Chairman

Gloria E. "Beth" Blair

Glenn M. McMurray

Joe D. Meade

OTHERS PRESENT: James B. Scott, Division Superintendent; Loretta Q. Page, Clerk of the Board; and K.C. (Karen) Quillen Linkous, Deputy Clerk.

CALL TO ORDER: Mr. E. Virgil Sampson, Jr., Chairman, called the meeting to order at 6:00 p.m. and presided.

APPROVAL OF AGENDA: Mr. Joe Meade, Board Member, requested the addition of old business to the meeting agenda. Chairman Sampson stated that "Items By Board Members" is listed on the agenda and that board members could present items at that time. On a motion by Mrs. Blair, seconded by Mr. Meade, all members voting aye, the board approved the agenda as presented.

APPROVAL OF CLAIMS: On a motion by Mr. Campbell, seconded by Mr. McMurray, all members voting aye, the board approved claims as follows: School Operating Fund invoices in the amount of \$425,975.77 as shown by warrants #8064215-8064334; School Construction Fund invoices in the amount of \$5,057.90 as shown by warrant #1900333; and School Cafeteria Fund invoices in the amount of \$17,507.43 as shown by warrants #106392-1006411.

APPROVAL OF CARRYOVER FUNDS TO 2004-05 SCHOOL BUDGET: Superintendent Scott presented a copy to board members of the Commonwealth of Virginia Department of Education Supts. Memo No. 96 (May 7, 2004), which states that school divisions may carry forward to fiscal year 2005 the unexpended June 30, 2004, balances of state funds in the following Direct Aid to Public Education Accounts: SOL Remediation, SOL Algebra Readiness, School Construction Grants Program, and Lottery. He reported to board members that the SOL Remediation funds were spent and that he is requesting approval to carryover the remaining balances in Lottery, SOL Algebra Readiness, and the School Construction Fund. On the recommendation of Superintendent Scott and on a motion by Mr. McMurray, seconded by Mr. Meade, all members voting aye, the board approved the carryover of remaining funds and appropriation to the 2004-05 School Budget for the following:

Lottery Funds	\$219,414.72
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(Budget Code: 64200-3330-009-000-000)

SOL Algebra Readiness	\$40,724.38
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(Budget Code: 61100-1620-003-100-000)

School Construction Fund	\$97,686.50 *
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(*this amount will also include the June interest amount upon receipt)

APPROVAL OF TRANSFER FROM SCHOOL OPERATING FUND TO SELF-FUNDED SCHOOL EMPLOYEE INSURANCE FUND: On the recommendation of Superintendent Scott and on a motion by Mr. Campbell, seconded by Mr. Meade, all members voting aye, the board approved a transfer from the School Operating Fund to the Self-funded School Employee Health Insurance Fund in the amount of \$229,873.75, of which amount may need to be adjusted pending a difference in the sales tax revenue received.

APPROVAL OF EARLY INVOICES PAYMENT RESOLUTION: On the recommendation of Superintendent Scott and on a motion by Mrs. Blair, seconded by Mr.

Campbell, all members voting aye, the board approved the Early Invoices Payment Resolution as follows:

WHEREAS, *the Scott County School Board desires to practice financial accountability, and*

WHEREAS, *certain invoices are of the nature that add interest charges and additional late charges for the registration fees after a prescribed number of days, and*

WHEREAS, *certain invoices have a discount applied if paid within a prescribed number of days, and*

WHEREAS, *these interest, late, and additional charges are viewed as unnecessary expense,*

THEREFORE, BE IT RESOLVED *that the Scott County School Board authorized the Superintendent and Clerk of the Board to approve and to forward legitimate Alltel, AT&T, American Electric Power Company, Bristol Utilities Board, Chevron, Division of Motor Vehicles, Duffield Development Authority, Dungannon Water Department, Exxon Company, Gate City Water Department, MBNA America (Mastercard) Platinum Plus for Business, Moccasin Gap Sanitation, MountaiNet, Nickelsville Water Department, Office Depot, Phillips 66 Company, Powell Valley Electric Company, Scott County Telephone Cooperative, Scott County Water & Sewerage Authority, Scott Telecom & Electronics, Sprint, Virginia School Boards Association, newspaper invoices, Board approved contracted maintenance/construction invoices, architect and engineering invoices, insurance and Board invoices, registration fees, invoices stating discounts, textbook invoices, and invoices to be used for reimbursement purposes that need to be paid before the next regular meeting to the county administrator for payment.*

THEREFORE, BE IT FURTHER RESOLVED *that a copy of these prepaid invoices be presented to the School Board at its next regularly scheduled meeting.*

Legal Reference: Code of Virginia 22.1-122

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

Loretta Q. Page, Clerk (Signature)

(Date)

(Date)

APPROVAL OF PAYMENT OF SCHOOL ALLOCATIONS FOR 2004-05

SCHOOL YEAR: Superintendent Scott requested approval for checks to be written to the schools for payment of allocations for the 2004-05 school year as follows:

	REMEDIAL/ INSTRUCTION	LIBRARY	BUS/TEC H	FAM. SCI.	CUSTODIA L	TOTAL

	AL					
DUFFIELD	\$11,000.00	\$1,575.00	\$0.00	\$0.00	\$6,950.00	\$19,525.00
DUNGANNO N	\$3,850.00	\$535.00	\$0.00	\$0.00	\$2,355.00	\$6,740.00
FORT BLACKMORE	\$3,100.00	\$425.00	\$0.00	\$0.00	\$1,875.00	\$5,400.00
GATE CITY HIGH	\$15,050.00	\$2,210.00	\$3,000.00	\$3,500.00	\$9,725.00	\$33,485.00
GATE CITY MIDDLE	\$17,500.00	\$2,540.00	\$1,500.00	\$0.00	\$11,180.00	\$32,720.00
HILTON	\$6,350.00	\$900.00	\$0.00	\$0.00	\$3,960.00	\$11,210.00
NICKELSVILLE	\$9,700.00	\$1,380.00	\$0.00	\$0.00	\$6,075.00	\$17,155.00
RYE COVE HIGH	\$11,400.00	\$1,675.00	\$3,600.00	\$1,500.00	\$7,370.00	\$25,545.00
RYE COVE INT.	\$6,300.00	\$890.00	\$0.00	\$0.00	\$3,920.00	\$11,110.00
SHOEMAKER	\$14,300.00	\$2,060.00	\$0.00	\$0.00	\$9,065.00	\$25,425.00
TWIN SPRINGS	\$10,550.00	\$1,550.00	\$3,000.00	\$1,800.00	\$6,820.00	\$23,720.00
WEBER CITY	\$13,150.00	\$1,890.00	\$0.00	\$0.00	\$8,320.00	\$23,360.00
YUMA	\$5,950.00	\$845.00	\$0.00	\$0.00	\$3,720.00	\$10,515.00
SCCTC	\$50,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	\$57,000.00
TOTAL	\$178,200.00	\$18,475.00	\$11,100.00	\$6,800.00	\$88,335.00	\$302,910.00

Superintendent Scott explained that schools are requested to follow the County Purchasing Procurement Act for spending the school allocations and are also requested to provide reports as needed by central office staff and the auditors. He informed board members that if any schools have balances remaining in these allocations at the end of the year they are requested to issue a reimbursement check to the school board.

On the recommendation of Superintendent Scott and on a motion by Mr. McMurray, seconded by Mr. Meade, all members voting aye, the board approved the payment of school allocations for the 2004-05 school year as presented.

ITEMS BY BOARD MEMBERS: Mr. Meade stated that at the last meeting a matter was discussed concerning a debt owed by the school board to a former teacher. Mr. Meade also

stated that the vote was a tie with three members voting aye and three members voting nay. He further stated that it is his opinion that the matter if is not a dead issue, is still unresolved, and that the debt owed should be paid. Mr. Meade reported that he had a misunderstanding concerning the amount of \$1,750.00 that the board agreed upon at the last meeting and thought that it was not enough at that time to pay for the debt owed. However, he explained that the matter has since been clarified with him regarding the 2002 retirement policy year and he stated a desire to revise his vote.

Chairman Sampson asked if this was a consensus among members of the board. Mrs. Blair asked if the action requested would rescind their motion from the previous meeting. She stated that she understood that the former teacher was not considered a school employee at the time of his application for retirement.

After discussion, it was decided to request Mr. C. Dean Foster, Jr., County Attorney, to review procedure concerning this matter.

Chairman Sampson stated that the meeting tonight is being held for the purpose of a closeout meeting for the 2003-04 School Budget and that the matter concerning the former teacher could be brought up at the next regular meeting.

APPROVAL OF SALARY SCALE STEP FOR MEDICAID SPECIALIST:

Superintendent Scott explained that the Medicaid Specialist's salary for the 2004-05 school year had included a 3% salary increase but needed to be adjusted for a salary scale step. On the recommendation of Superintendent Scott and on a motion by Mr. McMurray, seconded by Mr. Campbell, all members voting aye, the board approved a salary scale step increase for the Medicaid specialist to be paid in addition to the 3% salary increase for the 2004-05 school year.

APPROVAL FOR REVISED PAY SCALE FOR REGISTERED NURSES: On the recommendation of Superintendent Scott and on a motion by Mr. Campbell, seconded by Mrs. Blair, all members voting aye, the board gave Superintendent Scott the authority to revise the pay scale for registered nurses.

PERSONNEL UPDATE - SPEECH AND CUSTODIAL: Superintendent Scott reported that four employees are currently performing speech services for the school division and

that another employee is needed to assist with this service. He reported that the position was advertised and that an employee who worked in the school division a few years ago is possibly interested in this position. He also informed board members that it has been necessary to provide some of the schools with extra custodial help in order to get the schools ready for the beginning of school. —

APPALACHIA SERVICE PROJECT UPDATE: Mrs. Blair asked Superintendent Scott for an update on the Appalachia Service Project. Superintendent Scott reported that he visited Dungannon Intermediate School on two occasions and that everything is going well with the project. He also reported that the Appalachia Service Project provided funding to the school to assist with costs for use of facilities.

Mr. Sampson requested permission for the First Baptist Church to use the lower parking area beside Kane Field when it does not conflict with school division needs. Superintendent Scott stated that there is no problem with this request and that he had informed church members in the past that they could use the parking area.

Mr. Sampson suggested that the school board submit the names of Mrs. Lisa McCarty, Scott County Virginia Star, and Mr. Kevin Castle, Kingsport Times-News, to the Virginia School Boards Association's Media Honor Roll. Mr. Sampson stated that this item would be presented at the next regular school board meeting.

ADJOURN: There being no further business to discuss, Mrs. Blair made a motion to adjourn at 6:47 p.m., motion was seconded by Mr. Campbell, all members voting aye. The next regular meeting of the Scott County School Board is to be held at 6 p.m. on Tuesday, July 6, 2004, in the School Board office Conference Room.

E. Virgil Sampson, Jr., Chairman

Loretta Q. Page, Clerk