

**SCOTT COUNTY SCHOOL BOARD
MINUTES OF ORGANIZATIONAL MEETING
TUESDAY, JANUARY 7, 2014**

The Scott County School Board met in a regular organizational meeting on Tuesday, January 7, 2014, at the Scott County Career & Technical Center Auditorium in Gate City, Virginia, with the following members present:

James Kay Jessee, Chairman	<u>ABSENT:</u> None
William "Bill" R. Quillen, Jr., Vice Chairman	
Jeffrey "Jeff" A. Kegley	
Gail L. McConnell	
L. Stephen "Steve" Sallee, Jr.	
Herman "Kelly" Spivey, Jr.	

OTHERS PRESENT: John I. Ferguson, Superintendent; Will Sturgill, School Board Attorney; Jason Smith, Supervisor of Personnel and Student Services; 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; Suzanne Goins, Virginia Professional Educators Regional Director; Allison Falin, Scott County Education Association President; Robert Sallee, Supervisor of Building Services; Ralph Quesinberry, Scott County Career & Technical Center Supervisor/Principal; Lisa Taylor, Citizen; Amanda Clark, Heritage TV; and, Wes Bunch, Kingsport Times-News.

CALL TO ORDER: James Kay Jessee serving as Pro Tem Chairman, called the meeting to order at 6:30 p.m. and welcomed those in attendance.

MOMENT OF SILENCE: Pro Tem Chairman Jessee asked the audience to observe a moment of silence and Mr. McConnell led the audience in citing the *Pledge of Allegiance*.

PRO TEM CHAIR: This being the Organizational Meeting, Pro Tem Chairman Jessee relinquished the Chair to Superintendent Ferguson to serve as Pro Tem Chairman and conduct the business of election of Chairman.

ELECTION OF CHAIRMAN: Superintendent Ferguson, serving as Pro Tem Chairman, opened the floor for nominations for Chairman. Mr. Sallee made a motion to nominate Mr. Quillen to serve as Chairman for the 2014 calendar year. There being no further nominations; and, all members voting aye, Mr. William "Bill" R. Quillen, Jr. was elected by acclamation to serve as Chairman for the 2014 calendar year.

ELECTION OF VICE CHAIRMAN: Superintendent Ferguson relinquished the Chair to newly elected Chairman, Mr. William "Bill" R. Quillen, Jr. Mr. Quillen thanked his fellow members for their votes of confidence.

Chairman Quillen opened the floor for nominations for Vice Chairman. Mr. McConnell made a motion to nominate Mr. Sallee to serve as Vice Chairman. There being no further nominations; and, all members voting aye, Mr. L. Stephen "Steve" Sallee, Jr. was elected by acclamation to serve as Vice Chairman for the 2014 calendar year.

APPOINTMENT OF CLERK OF THE BOARD: Mr. Jessee made a motion to nominate Mrs. Loretta Page to serve as Clerk of the Board. There being no further nominations, Mr. Spivey seconded the motion, all members voting aye. Mrs. Page was appointed to serve as Clerk of the Board for the 2014 calendar year.

APPOINTMENT OF DEPUTY CLERK: Mr. Sallee made a motion to nominate Mrs. K.C. Linkous to serve as Deputy Clerk. There being no further nominations, Mr. Kegley seconded the motion, all members voting aye. Mrs. Linkous was appointed to serve as Deputy Clerk for the 2014 calendar year.

APPROVAL OF AGENDA: On a motion by Mr. Spivey, seconded by Mr. Sallee, all members voting aye, the Board approved the agenda as presented.

APPROVAL OF DECEMBER 3, 2013 REGULAR MEETING MINUTES: On a motion by Mr. McConnell, seconded by Mr. Kegley, all members voting aye, the Board approved the Tuesday, December 3, 2013 Regular Meeting Minutes, as submitted.

APPROVAL OF CLAIMS: On a motion by Mr. Jessee, seconded by Mr. Kegley, all members voting aye, the Board approved claims as follows: School Operating Fund invoices & payroll in the amount of \$1,634,120.54 as shown by warrants #8108966-8109235 (#8109012 & 8108746 voided) electronic payroll direct deposit in the amount of \$1,023,255.83 & electronic payroll tax deposit \$480,632.40 & employer retirement, health insurance credit and group life insurance in the amount of \$324631.39.

Cafeteria Fund invoices & payroll in the amount of \$147,390.85 as shown by warrants #1015775-1015826 (#1015795 voided) electronic payroll direct deposit in the amount of \$24,429.54 & electronic payroll tax deposit \$12192.34.

Head Start invoices & payroll totaling \$17,930.76 as shown by warrants #11543-11553.

APPROVAL OF SCHOOL BOARD MEETING DATES FOR 2014: Board members discussed a proposed list of meeting dates, time and location for the coming year. No changes were made to the current regular meeting time and location. On a motion by Mr. Kegley, seconded by Mr. Sallee, all members voting aye, the Board approved the school board meeting dates for 2014 as follows: **Location:** Scott Co. Career & Technical Center **Time:** 6:30 p.m.

February 4, 2014 (Tuesday): 6:15 p.m. – Public Hearing: 2014-15 Proposed School Budget
6:30 p.m. – Regular Meeting

March 4, 2014 (Tuesday)

April Meeting: Thursday, March 27 (Spring Break March 31 - April 4)

May 6, 2014 (Tuesday)

June 3, 2014 (Tuesday)

June 26, 2014 (Thursday): 2013-14 School Budget Close-Out Meeting

July 1, 2014 (Tuesday)

August 5, 2014 (Tuesday)

September 2, 2014 (Tuesday)

October 7, 2014 (Tuesday)

November 6, 2014 (Thursday)

December 2, 2014 (Tuesday)

January 6, 2015 (Tuesday)

PRESENTATION OF SPORTS RESOLUTIONS: Chairman Quillen stated that the Sports Resolutions will be presented at the next meeting (Tuesday, February 4, 2014).

PUBLIC COMMENT: Lisa Taylor, Citizen/Parent of Scott County Public Schools Student, presented comments in support of cameras or a two-way mirror for certain classrooms and drug tests for teachers.

APPROVAL OF SCHOOL ALLOCATIONS FOR SECOND HALF 2013-2014 SCHOOL YEAR: On the recommendation of Superintendent Ferguson and motion by Mr. McConnell, seconded by Mr. Kegley, all members voting aye, the Board approved School Allocations for Second Half of 2013-2014 as follows:

SCHOOL	COPIERS	REM. INST.	LIBRARY	BUS/TECH	FAM SCI	BAND	CUSTODIAL	TOTAL
DPS*	3,199.40	0.00	350.00				5,800.00	9,349.00
DIS*	1,314.50	621.00	75.00				1,450.00	3,460.50
FBPS*	1,086.00	621.00	100.00				1,450.00	3,257.00
HES*	1,828.00	1,382.82	200.00				2,351.00	5,761.82
NES	2,742.00	4,025.00	300.00				5,075.00	12,142.00
RCI*	2,056.50	490.00	225.00				3,625.00	6,396.50
SES	5,712.50	8,050.00	600.00				10,150.00	24,512.50
WCES*	3,656.00	4,646.00	400.00				6,525.00	15,227.00
YES	2,285.00	2,875.00	250.00				3,625.00	9,035.00
GCMS*	5,219.00	0.00	285.01	500.00		2,500.00	10,875.00	19,379.01
GCHS	4,758.50	7,475.00	775.00	1,000.00	1,250.00	5,000.00	9,425.00	29,683.50
TSHS	2,763.00	4,600.00	450.00	750.00	750.00	3,250.00	5,800.00	18,363.00
RCHS	2,763.00	4,600.00	450.00	750.00	750.00	3,250.00	5,800.00	18,363.00
SCCTC	1,375.00	22,500.00					5,000.00	28,875.00
TOTAL	40,758.40	61,885.82	4,460.01	3,000.00	2,750.00	14,000.00	76,951.00	203,804.83

APPROVAL OF SICK LEAVE POLICY FOR NEW HIRES - EFFECTIVE JANUARY 1, 2014:

Superintendent Ferguson presented a Sick Leave Policy File: GCBD-R/GDBD-R (Revised 1/14) for New Hires, effective January 1, 2014. He explained that full time employees hired on or after January 1, 2014, will earn one day of sick leave according to the policy (10, 11, or 12 days each year), a maximum of 90 days of sick leave may be accumulated and these employees are subject to the short term disability. He also explained that full time employees subject to this provision, upon retirement, shall receive payment for unused sick leave days as stated but will not be eligible for the sick leave bank. He further explained that for employees hired prior to January 1, 2014, their sick leave will continue to accumulate as before.

On the recommendation of Superintendent Ferguson and on a motion by Mr. McConnell, seconded by Mr. Kegley, all members voting aye, the Board approved Professional Staff Leaves and Absences/Support Staff Leaves and Absences File: GCBD-R/GDBD-R (Revised 1/14) as follows:

File: GCBD-R/GDBD-R

(Revised 1/14)

PROFESSIONAL STAFF LEAVES AND ABSENCES/SUPPORT STAFF LEAVES AND ABSENCES

The Scott County School Board recognizes the importance of a sound and inclusive leave policy for the promotion of physical and mental health of its employees and for maintaining good morale.

Personnel employed on a regular salaried basis may request or be placed on leave of absence for temporary medical disability if the School Board determines, after consultation with a physician who has performed a thorough medical examination, that the employee's condition interferes with the performance of regular duties. The employee's physician, upon approval of the personnel office, may perform such examination. Such employee has the right to present testimony and/or information relevant to the employee's fitness to continue the performance of regular duties. The maximum length of a leave of absence for temporary disability shall in no event be more than 180 days.

All leaves, whether paid or unpaid, shall preserve the right of tenure, retirement, annual leave with pay, salary increments, and other benefits provided by law for those employees who return from leave within the agreed time.

The following categories of leaves shall be recognized by the Scott County School Board as applicable to Scott County Public School System personnel who are employed on a regular full-time salaried basis.

PERSONAL BUSINESS LEAVE (Revised 01/14)

Personal business leave is granted all personnel at the rate of three (3) days per year and may accumulate to ten days. If this leave is allowed to accumulate, upon leaving the system, days so accumulated are paid in full. Any days earned over the ten (10) day maximum may be transferred to sick leave.

This leave applies to all ten, eleven, and twelve month full-time employees.

This leave may be taken any time during a contract period at the option of the employee with full pay.

No personal business leave will be accepted from another county.

The Scott County School Board grants each employee three days business leave. These days are to be earned at the rate of one and one-half per semester. If such business leave days are taken before being earned, and the contract is terminated, this will be deducted from the final salary payment.

*Each full time employee of Scott County Public Schools hired on or after January 1, 2014 will follow the same guidelines listed above regarding earned/accumulated Personal Business Leave.

HOLIDAYS:

All twelve-month employees are entitled to the following ten (10) paid holidays during the year:

July 4	1	If the 4th falls on a Saturday—Friday will be granted; if the 4th falls on Sunday--the following Monday will be granted.
Labor Day	1	The first Monday in September
Thanksgiving	3	Thanksgiving Day, the day before and after Thanksgiving
Christmas	2	*Christmas Eve and Christmas Day

New Year	2	*New Year's Eve and New Year's Day
Easter	1	**Easter Monday or Good Friday

* If one or both of the designated Christmas and/or New Year's holidays fall on a weekend, then the employee would be entitled to take the last working day immediately preceding and/or the first day following the weekend as a holiday.

** If schools are closed for both Good Friday and Easter Monday, the employee with the approval of the immediate supervisor would be allowed to take either day for the holiday. If schools operate on one of these dates, the twelve month employees would be entitled to only the day that schools are closed.

VACATION LEAVE (Revised 06/08)

12 Month Employees: Twelve month employees in the Scott County Schools are granted one and one-half (1 1/2) days per month, making a total of eighteen (18) vacation days per year.

1. Each twelve month employee is granted eighteen (18) vacation days as of July 1 of the new contract year. These days must be used between July 1 and June 30 as they are not cumulative.
2. If a twelve month employee leaves the employment of the School Board prior to June 30, and has already used more vacation days at the time of departure than he or she has earned by service, the employer will subtract one day's salary for each of the unearned vacation days used to that time.
3. A vacation day for a month will be considered earned if the employee has worked half of the available working days during the month. This same procedure will also apply if an employee is unable to return to his/her assignment during the year after exhausting all accumulated sick leave. Vacation time earned will continue to accumulate as long as the absence is covered by accumulated sick leave.
4. Twelve month employees with unused vacation days may apply for vacation on days that schools are closed by the annual school calendar. The request must be approved by the employee's immediate supervisor.
5. Calendar changes and/or adjustments requiring school operation on Saturdays will be considered a normal working day for all employees assigned to schools and/or rendering services directly required and essential to the orderly operation of the schools.
6. On all other days, excluding designated holidays and weekends, that schools are closed to students and ten month employees; twelve month employees will be expected to work regular hours. Depending on the nature of their assignment, eleven month employees may be required to work when schools are closed. The contracts of eleven month employees will address this matter.
7. Up to five (5) vacations days not taken by June 30 may be transferred into sick leave.

SICKNESS AND ACCIDENT: (Revised 01/14)

The Scott County School Division operates under the regulations governing the State Sick Leave Plan for Teachers (Revised--Effective September 1, 1980) as supplemented by School Board policies.

The following provisions apply to all full-time employees:

- A. Ten (10), eleven (11), and twelve (12) month employees may earn a maximum of ten (10), eleven (11), and twelve (12) days respectively for each yearly contractual period. This leave must be taken in a minimum of one-half day increments. Such leave, if not used, will have unlimited accumulation for Professional Staff and Non-Professional Staff employees (beginning January 1, 2003). (Non-professional – accumulate 180 days until December 31, 2002). Upon retirement, the Professional Staff employees will be paid at a rate of \$50 per day for unused sick leave days. Non-Professional Staff employees will be paid at a rate of \$25 per day for unused sick leave day. This provision shall not apply to full-time employees hired on or after January 1, 2014 except as denoted below.

*Each full time employee of Scott County Public Schools hired on or after January 1, 2014 will earn one day of sick leave per month of employment (10, 11, or 12 days each year). A maximum of 90 days of sick leave may be accumulated. Full time employees subject to this provision, upon retirement, shall receive payment for unused sick leave days at the rates mentioned in the above paragraph but **will not** be eligible for the sick leave bank.

- B. Employees shall be permitted to anticipate sick leave earnings for the current contract year. Should the recipient of advanced sick leave terminate employment with the school system prior to earning the amount of sick leave used, the recipient will have the advanced days deducted from the salary.
- C. An employee cannot claim any portion of earned leave unless he has actually reported for duty in accordance with the terms of his contract. However, if an employee is unable, because of accident or illness, to begin work in accordance with the terms of his contract, such employee may use accumulated leave to his credit not to exceed such balances as of June 30 of the immediately preceding school year.
- D. Such leave must be taken in minimum of one-half day increments.
- E. The principal or Superintendent shall have the authority to require reasonable proof of illness when he deems it necessary.

Sick leave shall be allowed for personal illness, including quarantine, injury, pregnancy, temporary physical or mental incapacity, or illness in the immediate family requiring the attendance of the employee for not more than three (3) days in any one case. (The term “immediate family” of an employee shall be regarded to include mother, father, foster parents, adoptive parents, stepmother, stepfather, grandparents, grandchildren, wife, husband, children, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, or any relative living in the household of the employee.) The Superintendent, or his designee, may grant exceptions on a case by case basis. The sick leave days will be deducted from the accumulated sick leave.

Effective July 1, 2005, in the case of childbirth, the birth mother may take up to 35 working days of paid sick leave. Any additional days of paid sick leave would require a physician’s certificate. Additional days taken over 35 would be classified as unpaid sick leave, leave of absence, or family medical leave. Accumulated Business Leave days may also be used.

Employees covered under this policy may transfer from one school system to another in Virginia and likewise transfer any such accumulated leave in the School Board of the system to which the transfer is made signifies its willingness to accept such transfer.

The School Board of Scott County accepts the transfer of accumulated sick leave from other school systems in Virginia for professional instructional, administrative and supervisory personnel only, up to a maximum of 90 days.

An employee will be presumed to have left public school employment if he/she accepts employment other than in the public school system of Virginia, or is unable to be employed in the public schools of Virginia for a period of one (1) year because of illness or physical disability. An employee who leaves employment in the public schools to

enter the armed services does not forfeit accumulated earnings unless he/she fails to return to public school employment immediately upon discharge from an original tour of duty in the armed services. However, current earnings cannot be allowed for the period while in the service.

Bus drivers, who are not considered full-time employees, are granted **five (5)** sick leave days per year accumulative to **20** (twenty) days.

FUNERAL LEAVE: (Revised 07/98)

Employees may be absent without loss of pay and without sick leave deduction in the case of a mother, father, husband, wife, brother, sister, mother-in-law, father-in-law, or child for a period **not** to exceed three (3) days per occurrence. In the case of a grandparent, (1) one day per occurrence will be allowed. Additional days and all other funerals shall be charged to sick leave. The Superintendent, or his designee, may grant exceptions on a case by case basis.

CIVIL LEAVE:

Leave with full pay may be granted an employee for any absence necessary for serving on a jury, or attending court as a witness under subpoena. An employee compensated for civil duties, as by jury or witness fees, shall be paid only the difference between such compensation and his/her regular salary for the period of absence unless the absence is charged to earned annual leave. (Verification to be provided by the Clerk of The Court or a copy of the subpoena.)

EXTENDED LEAVE:

Extended leave may be granted to tenured teachers, administrators, and instructional supervisors, without pay (life and hospitalization insurance may be maintained during extended leave if the full premiums for these coverages are paid to the division by the employee), for professional full time study (minimum of 24 semester hours), foreign teaching assignments or exchange teaching, serious illness of a member of employee's immediate family, or other activities approved by the School Board. Applications for extended leave shall be made to the Superintendent on a form provided by the School Board prior to March 1 for the succeeding school year. Response to an application will be made as soon as possible or prior to April 15 by the Superintendent. Extended leave shall be for a period of one year.

A second consecutive year may be granted by the Superintendent with approval of the School Board. An employee shall be responsible for verification of activity requiring extension of leave for a second year.

Request for reinstatement following extended leave shall be filed in the Superintendent's office on or before March 1 for the ensuing school year.

An employee returning from extended leave will not be guaranteed his former assignment but will be placed in a comparable position in his field of endorsement for the next school year, if available.

REQUIRED MILITARY RESERVE DUTY POLICY:

An employee who is a member of an officially recognized military reserve unit shall be entitled to fifteen (15) calendar days of military leave for training purposes during a contract period.

Any twelve (12) month employee is eligible to receive military leave with pay* for field training or active duty. employees who coincide their military time off with their vacation time off shall not be entitled to receive make-up pay in addition to their regular vacation pay.

Less than twelve (12) month employees are not eligible to receive military leave with pay except when the required period of duty can be scheduled only during the contract period. Then, leave, not to exceed fifteen (15) days in any contract period, may be granted with pay.

Personnel are expected to make every effort to schedule military leave at times when the schools are not in session.

Application procedure: Application for military leave for training purposes shall be made in advance, immediately upon receipt by the employee of official notice to report from the appropriate military authorities. A copy of the official orders must accompany the application for leave, which must be approved by the appropriate official and the Superintendent. When possible, military leave for employees on a less-than-twelve-month contract shall be arranged during non-duty periods. The Superintendent may request a change in military orders when it seems to be in the best interest of the school system.

Pay status during leave: The pay status of the employee on military leave for training purposes shall be leave with pay. The employee shall suffer no loss of accumulated leave and/or vacation time. An employee compensated for military training purposes, shall be paid only the difference between such compensation and his/her regular salary for the period of absence unless the absence is charged to earned annual leave.

Leave without pay: The Superintendent or his designee may grant military leave without pay to any employee who is ordered to active duty in the military of the United States. Except in times of national emergency or war, the maximum period of time allowed for military leave without pay will be two years, approved one year at a time.

An employee who returns from military leave will have the advantage of any step increases which would have been due if the employee had remained continuously in the service of the school system. The employee will also have prior sick leave credit restored.

* Military pay is defined as any form of remuneration other than travel pay received from any branch of the Armed Forces which increases income including but not limited to base pay, longevity, subsistence, flight, hazard or overseas pay.

SICK LEAVE BANK (Revised 01/14)

The Scott County School System shall maintain a sick leave bank for full-time employees who have catastrophic or long-term illness or injury that have exhausted their own sick leave as long as one-third of the eligible members participate in the sick leave bank.

Membership Requirements

1. Eligible employees are those full-time employees who receive sick leave benefits. However, full-time employees of Scott County Public Schools hired on or after January 1, 2014, are not eligible for participation in the sick leave bank.
2. Membership in the Sick Leave Bank is voluntary on the part of the eligible employees.

Enrollment

1. An eligible employee may enroll within the first 30 days of employment. An employee who does not enroll when first eligible may do so between any subsequent September 1 to October 15 by making application.
2. An employee may enroll in the bank by donating one (1) day of sick leave upon joining and one (1) day thereafter whenever an assessment is required during the school year and must be a member 30 days prior to application for benefits.
3. A member not having a sick leave day to contribute at the time of assessment shall automatically be assessed the first sick leave day subsequently earned.

Rules for Use

1. The Sick Leave Bank will be administered by the Central Office and an Advisory Committee. The Advisory Committee consists of one member from each personnel classification, the Sick Leave Bank Coordinator and the Human Resources Manager.
2. A member must make application for use of the Sick Leave Bank benefit; it is not automatic.
3. The first 10 consecutive contract days of illness or disability will not be covered by the bank but must be covered by the employee's own accumulated sick leave days.
4. A member of the bank will not be able to utilize the Sick Leave Bank benefits until his or her sick leave supply is exhausted.
5. For a participating member to be eligible to receive Sick Leave benefits, a physician's certificate is required.
 - a. This certificate must include the date the health condition began, the probable duration of the condition, and the appropriate medical facts.
 - b. For family care, the certification must state that the employee is needed to care for the family member, and must also provide an estimated amount of time that he or she will need.
 - c. The health care provider must certify, based on the employee's statement of the care he or she will provide a family member, that the employee's presence is required or would be beneficial.
 - d. Where the leave is for the employee's own serious health condition, the certification must state the employee is unable to perform the essential elements of his or her job.
 - e. Upon returning to work, where the leave was for the employee's own health condition, a doctor's release must be presented. If doctor has not released, and employee returns on their own volition, the employee must sign a waiver releasing the School System of any liability.
6. Sick Leave Bank may be used for the applicant's own personal illness and/or primary care giver of an immediate family member. Such leave may be granted for the following reasons:
 - Immediate family member consists of spouse, child, or parent with a serious health condition;
 - When a serious health condition (physical or psychological) makes the employee unable to perform essential job functions.
 - Maternity requests will be limited to complications up to the birth of the child. The six week period after delivery will be considered normal recovery time for any pregnancy and will not be covered by the sick leave bank. Consideration will be given to post delivery days only when a doctor will certify complications caused the mother to receive special treatment beyond the six weeks.

Special circumstances may be granted at the discretion of the Sick Leave Bank Advisory Board.

7. A maximum of 45 working days each school year can be drawn by any member of the Sick Leave Bank.
8. Days drawn from the bank for any one period of disability must be consecutive.
9. Members receiving Sick Leave Bank benefits must provide a progress assessment from his/her physician at the end of the thirty (30) days to be eligible for the additional fifteen (15) days.
10. Leave from the bank may not be used for disabilities which qualify the member for Worker's Compensation leave and/or insurance benefits. (cases pending will not be paid until resolution of such cases.)
11. The bank will carry over its total days from one school year to the next.
12. A member may withdraw from the bank, but days previously contributed will remain intact.
13. Participating members who have made application for Sick Leave Bank benefits and whose request was disapproved, may appeal the request to the Supervisor of Personnel or his designee.
14. Upon termination of employment or withdrawal of membership, a participant will not be permitted to withdraw his/her contributed day(s).
15. If an employee terminates membership in the Sick Leave Bank, they will not be permitted to join at a later date.
16. The Scott County School System reserves the right to abolish the Sick Leave Bank at any time. The Scott County School System will not assume responsibility for claims by any employee against the Sick Leave Bank from its inception or at any time in the future.
17. If the Sick Leave Bank becomes inoperative for any reason, the sick leave days remaining in the bank at that time will be distributed first to those members receiving benefits. From the remaining bank balance,

the sick leave bank days will be credited to the nearest one-half (1/2) day to each participating member, if a sufficient number of days exist. If any insufficient balance exists to do this, the bank shall terminate and no further distribution will be made.

VIRGINIA RETIREMENT SYSTEM'S HYBRID RETIREMENT PLAN/VIRGINIA LOCAL DISABILITY

PLAN: Superintendent Ferguson reported that the Virginia Retirement System Plan Comparison Guide is for board member information.

RECOGNITION OF JANUARY 2014 – BULLYING PREVENTION MONTH & UPDATE ON BULLYING

COMMITTEE: Superintendent Ferguson presented for approval a Resolution in Recognition of Bullying Prevention Month January 2014 and on a motion by Mr. Kegley, seconded by Mr. Spivey, all members voting aye, the Board approved the resolution as follows:

***WHEREAS,** school bullying has become an increasingly significant problem in the United States and Virginia; and*

***WHEREAS,** almost thirty percent of the youth in the United States are estimated to be involved in bullying each year, either as a bully or as a victim; and*

***WHEREAS,** an estimated one hundred sixty thousand students in kindergarten through twelfth grade miss school every day due to a fear of being bullied; and*

***WHEREAS,** bullying can take many forms, including verbal, physical, and most recently in cyberspace, and can happen in many places on and off school grounds; and*

***WHEREAS,** it is important for Virginia parents, students, teachers, and school administrators to be aware of bullying, and to encourage discussion of the problem as a school community; and*

***WHEREAS,** the Scott County School Board has developed a model policy on anti-bullying to encourage positive behaviors and to eliminate bullying behaviors;*

***NOW, THEREFORE, BE IT RESOLVED** that the Scott County School Board hereby recognizes the month of January 2014 as Bullying Prevention Month, with the intention that the issue of bullying and its prevention be discussed in Scott County Public Schools and classrooms during that time.*

(Chairman Signature)

(Date)

UPDATE ON MEETINGS OF THE BULLYING COMMITTEE: Mr. Jason Smith, Supervisor of Personnel and Student Services, reported that the Bullying Committee has met twice this fall. He reported that the committee has worked on additional policy clarification and had been waiting on guidance from the Department of Criminal Justice that has since been received. Mr. Smith explained that the committee plans to meet in January to have a more comprehensive plan for the schools. He reported that the committee feels they have a very good formal policy. He also reported that what the committee is working on now is how students can report bullying anonymously. In response to a question regarding how many serve on the committee, he reported that various positions are represented and that the parents serving have been a very welcome addition and have been a good voice for the community.

BUILDING SERVICES UPDATE: Mr. Robert Sallee, Supervisor of Building Services, presented a Building Services Update on some of the work orders completed for the past month. He pointed out that since school was out during this timeframe there were not as many. He explained that, in regard to one of the work orders completed for a walk-in freezer that was running warm, had a leak and needed a valve replacement, when the performance contract project is completed he will be receiving alarm temperature notifications on his personal computer.

PERFORMANCE CONTRACT UPDATE: Mr. Robert Sallee, Supervisor of Building Services, reported that a meeting is scheduled to be held on January 13th that includes a two-page agenda. He also reported that Mr. Dennis McFarlane, Comfort Systems Representative, will be getting a schedule lined up after he meets with subcontractors and receives estimated dates. Mr. Sallee stated that, as long as it is okay with the Board, he would continue to provide monthly updates and that weekly meetings will be held with school system staff. He explained that the maintenance employees will be working hard to keep up with the project--changing out of the lights, etc.

Superintendent Ferguson asked Mr. Sallee to provide an update on the waterline at Weber City. Mr. Sallee reported that the main waterline issue is scheduled to be fixed tomorrow. He explained that had school been in session for the following day he had water available to provide for the school if needed.

CLOSED MEETING: Mr. Sallee made a motion to enter into closed meeting at 7:00 p.m. to discuss head start personnel, teachers, teaching assistants, coaches, school resource officers, and school nurses as provided in Section 2.2-3711A (1) Code of Virginia, as amended; motion was seconded by Mr. Jessee, all members voting aye.

RETURN FROM CLOSED MEETING: All members returned from closed meeting at 8:17 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 K. Jessee, Jeff Kegley, Gail McConnell, Bill Quillen, Steve Sallee, Kelly Spivey

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

APPROVAL OF OVERNIGHT FIELD TRIP REQUESTS: On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. McConnell seconded by Mr. Spivey, all members voting aye, the Board approved the overnight field trip request for the Rye Cove High School band students (15 students, 1 sponsor and 1 chaperone) to attend the All-District Band Clinic in Bristol, VA, on January 31 – February 1, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Sallee, seconded by Mr. Kegley, all members voting aye, the Board approved the overnight field trip request for the Scott County Career & Technical Center SkillsUSA students (6 students and 4 sponsors) to attend the SkillsUSA Virginia State Leadership Conference & Skill Competition in Roanoke, VA, on April 4, 5, & 6, 2014..

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Kegley, seconded by Mr. McConnell, all members voting aye, the Board approved the overnight field trip request for the Twin Springs High School band students (5 students and 1 sponsor) to attend the All-District Band Clinic in Bristol, VA, on January 31 – February 1, 2014.

APPROVAL OF EMPLOYMENT OF HEAD START DIRECTOR: Mr. Jason Smith, Supervisor of Personnel and Student Services, reported that the employment of the Head Start Director is a recommendation of the Head Start Personnel Committee and the Scott County School System. On a motion by Mr. Jessee, seconded by Mr. Spivey, all members voting aye, the Board approved the employment of Mrs. Kathy Wilcox as the Head Start Director, effective January 2, 2014.

APPROVAL OF SUBSTITUTE TEACHERS LIST: On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye, the Board approved the list of substitute teachers as follows:

Whitney Bevins
 Amy Horne
 **Allison Jerrell
 **Greg Peters
 **Vicki Smith

****Waiting on B/G check to return**

RESIGNATION: On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Jessee, seconded by Mr. Sallee, all members voting aye, the Board approved the resignation request of Donna Hass, part-time custodian, effective December 9, 2013.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. McConnell, seconded by Mr. Spivey, all members voting aye, the Board approved the resignation request of Lori Cox, teacher, effective January 1, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Kegley, seconded by Mr. Spivey, all members voting aye, the Board approved the resignation request of Christie Howell, teaching assistant, effective January 10, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Sallee, seconded by Mr. Kegley, all members voting aye, the Board approved the resignation request of Ashley Stevens Benton, Student Resource Officer, effective January 17, 2014.

EMPLOYMENT: On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Spivey, seconded by Mr. Sallee, all members voting aye, the Board approved the employment of Chris Scott as a Gate City High School Volunteer Boys Basketball Coach, effective January 7, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Sallee, seconded by Mr. Spivey, all members voting aye, the Board approved the employment of Nathaniel Akers as a part-time custodian, effective January 7, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Sallee, seconded by Mr. Spivey, all members voting aye, the Board approved the employment of Lauren Horn as a Speech Language Pathologist, effective December 10, 2013.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Jessee, seconded by Mr. Sallee, all members voting aye, the Board approved the employment of Ronald Dishner as a Rye Cove High School Volunteer Baseball Coach, effective January 7, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Jessee, seconded by Mr. Sallee, all members voting aye, the Board approved the employment of Steven Lane as a Rye Cove High School Volunteer Baseball Coach, effective January 7, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Jessee, seconded by Mr. Spivey, all members voting aye, the Board approved the employment of Jake Hood as a Rye Cove High School Volunteer Baseball Coach, effective January 7, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Jessee, seconded by Mr. Sallee, all members voting aye, the Board approved the employment of Michael Edwards as a Rye Cove High School Volunteer Baseball Coach, effective January 7, 2014.

On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. McConnell, seconded by Mr. Spivey, all members voting aye, the Board approved the employment of Tabbitha Bledsoe as a School Nurse, effective January 20, 2014.

RETIREMENT: On the recommendation of Mr. Jason Smith, Supervisor of Personnel/Student Services, and on a motion by Mr. Sallee, seconded by Mr. Kegley, all members voting aye, the Board approved the retirement request of Mrs. Alice Fritz, teacher, effective January 1, 2014.

BOARD MEMBER COMMENTS: Mr. Jessee expressed condolences for the loss of one of our students and to the Barnard Family for their loss.

Superintendent Ferguson and fellow board members expressed appreciation to Mr. Jessee for his many years of past service as Chairman of the Scott County School Board and wished the newly elected Chairman and Vice Chairman good luck.

Superintendent Ferguson reminded board members of the Capital “Legislative” Conference to be held on January 27 & 28 in Richmond. He reported that Mr. Kegley and Mr. Quillen are planning to attend but wanted to extend the invitation to other members and, should any wish to attend, to let him know.

ADJOURNMENT: On a motion by Mr. Kegley, seconded by Mr. Quillen, all members voting aye, the Board adjourned at 8:30 p.m.

William “Bill” R. Quillen, Jr., Chairman

Loretta Q. Page, Clerk