

**GOOCHLAND COUNTY SCHOOL BOARD  
REGULAR WORKSHOP  
JULY 25, 2006  
ANNEX CONFERENCE ROOM**

**MINUTES**

**CALL TO ORDER**

Mr. Ivan O. Mattox, Sr., Chairman, called the meeting to order at 6:30 p.m.

**Present were:**

Mr. James L. Haskell, Vice-Chairman  
Mr. Maxwell G. Cisne  
Mr. Raymond A. Miller  
Mr. Andrew A. Meng, III  
Dr. Frank E. Morgan, Superintendent

**Absent:**

Mr. Ivan O. Mattox, Sr., Chairman

**Also attending were:**

Dr. Linda Underwood, Assistant Superintendent  
Ms. Andrea Erard, Legal Counsel  
Mr. Rodney Berry, Administrative Intern

**The Media was represented by:**

Aynsley Fisher, *The Goochland Courier*

**ADDITIONS/DELETIONS/CHANGES TO AGENDA**

Dr. Morgan provided the Board with a copy of the Personnel Addendum.

**PUBLIC COMMENT PERIOD**

None.

**PERSONNEL ACTIONS**

Mr. Cisne made a motion, which was seconded by Mr. Meng, to approve the Personnel Action items as presented by the Superintendent. The motion was approved unanimously. The following recommendations were approved:

**Appointments – 2006-07:**

Virginia H. Tripp, RES 1<sup>st</sup> Grade  
Tammy E. Belcher, RES 3<sup>rd</sup> Grade

**Resignations:**

Patricia A. Beaupre, GMS Cafeteria  
David J. Price, Supervisor of School Nutrition Programs

**Retirements:**

Martha Ellen Robinson, BES 3<sup>rd</sup> Grade

**PROPOSED POLICY REVISIONS**

Mr. Rodney Berry, Administrative Intern from VCU, presented the following proposed policy revisions to the Board:

**BBA - School Board Powers and Duties**

Language added requiring that the school division be registered with the State Police to receive electronic notice of sex offenders living within the school division.

**CBB - Appointment and Term of the Division Superintendent**

Language added to reflect the procedures adopted by the Virginia Board of Education for situations in which a local school board has failed to appoint a division superintendent within the statutory deadline. Legal references are also added.

**CLA - Reporting Acts of Violence and Substance Abuse**

Language added to reflect the changes to the *Code of Virginia* requiring that offenses occurring on school property, on a school bus, or at school-sponsored activities are collected and maintained by the superintendent and principal. This documentation must show whether the student was released on bond and/or to the custody of a parent if the juvenile participated in an act that would be considered an adult crime.

**DJF - Purchasing Procedures**

Language added requiring a contractor and/or his employees, if they will be in the presence of children during regular school hours or during school-sponsored activities, to provide certification that they have no prior felony convictions or have not been convicted of a crime of moral turpitude.

**DN - Disposal of Surplus Items**

Legal references have been updated.

**EB - School Crisis, Emergency Management, and Medical Emergency Response Plan**

The title of the policy has been changed. Language has been added to include specific medical emergencies and to prohibit fire drills during mandatory testing.

**EBCB - Fire Drills**

Language has been changed to reflect the prohibition of fire drills during mandatory testing.

**GA - Personnel Policies Goals**

Language is added to clarify that the school board has final authority dealing with personnel matters.

**GAB/IIBEA - Acceptable Computer System Use**

Language is added to include the division's practice of assuring internet safety for students.

**GBE - Staff Health**

Language is added to clarify that the School Board may require an annual physical exam as a condition of continued employment.

**GBL - Personnel Records**

Language is added to clarify that employee records may be produced or maintained in a digital or paper format.

**GBLA - Third-Party Complaints Against Employees**

Language is added to clarify that the superintendent will not keep any unfounded information that alleges civil or criminal offenses in any employee file, but may keep these documents in a separate sealed file.

**GCB - Professional Staff Contracts**

Legal references are updated.

**GCBEA - Leave Without Pay**

Language changed allowing up to 30 days leave without pay instead of 5, consistent with VSBA's recommendation.

**GCCB - Employment of Family Members**

Language added to clarify that the policy does not apply in cases where a person has already been employed and under contract prior to the beginning of the relationship.

**GCM - Supervision of the Evaluation Process**

Language added requiring that instructional personnel working under continuing contracts will be evaluated at least once every three years, and if an employee receives an unsatisfactory evaluation, he/she will be re-evaluated within one year of the unsatisfactory evaluation.

**IC/ID - School Year/School Day**

Language added outlining ways in which school division can make up days lost because of weather and clarifying that a full school day is at least 5 ½ hours.

**IGBE - Remedial Instruction Program**

Language added stating that the superintendent has the authority to seek immediate compliance with the compulsory attendance law for a student to attend school for remedial instruction when the superintendent determines that the student requires such instruction.

**IGCA - Summer School**

Language is added stating that the superintendent has the authority to seek immediate compliance with the compulsory attendance law for a student to attend summer school when the superintendent determines that the student requires such instruction.

**INDC - Religion in the Schools**

Language is changed to indicate that the school board *may* authorize religion as an elective (instead of *will* authorize).

**JEB - Entrance Age/ Admission of Persons not of School Age**

Language added clarifying that students not of school age (five years old on or before September 30) would have to receive school board approval to attend school.

**JEC - School Admission**

Language added requiring that children of military parents serving active duty will not be charged tuition. Also, language added requiring parents of a student expelled from another school division to provide information as to the circumstances of the student's expulsion, which shall be kept on file.

**JEG - Exclusions and Exemptions from School Attendance**

Language added allowing the superintendent, based on a recommendation from the judicial system, to excuse a student from school attendance. However, the parent or guardian must still comply with Virginia's immunization requirement, as if that student was still in school.

**JGD/JGE - Student Suspension/Expulsion**

Language added to reflect changes and to the *Code of Virginia*, requiring that an adult type of offense that is committed by student will be reported by the superintendent to the principal of the school in which that student attends.

**JHCCA-R - Students with HIV**

Regulation added clarifying procedures to be followed, as recommended by the School Health Advisory Board.

**JHCD - Administering Medications to Students**

Language added clarifying procedures to be followed, as recommended by the School Health Advisory Board.

**JO - Student Records**

Language clarifying a student's educational records may also include information on video or audio tapes, as well as microfilm and microfiche.

**KFB - Administration of Surveys and Questionnaire**

Language requiring that parents be informed at least 30 days prior to a survey that will request any type of sexual information.

#### KL - Public Complaints

Language added allowing citizens to grieve the actions of a school board to the circuit court within thirty days of a school board action. However, the circuit court will support the school board action unless the board exceeded its authority.

#### KN - Sex Offender Registry Notification

Language requiring that the school division inform parents that information on sex offenders living in the area can be found on the sex offender website.

#### LBD- Home Instruction

Language added permitting parents to instruct children at home if they have a high school diploma and requiring parents delivering home instruction to provide evidence that a student performs adequately on any nationally normal standardized test.

Proposed policy revisions will be presented for adoption on August 8.

#### FY 2005-2006 BUDGET UPDATE

Dr. Morgan presented the July 25 projections from the FY 2005-2006 budget. He conservatively projected approximately \$250,000 in unexpended funds, which is 1.16% of the total budget for the year. Mr. Miller made a motion, which was seconded by Mr. Cisne, directing that Dr. Morgan request the Board of Supervisors to allow the school division to purchase at least four school buses based on projected unexpended funds. (The cost of each bus right now is \$57,800. After September, the cost for each bus will increase by about \$6,000 because of new emissions control requirements.) The motion passed unanimously.

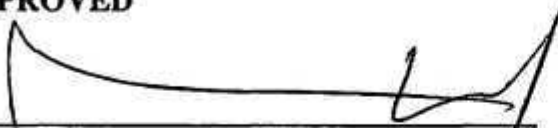
#### OTHER BUSINESS

- Dr. Morgan presented the SOL update. SOL scores have been slow coming in, but based on the results received so far, Dr. Morgan feels there will be no problem with accreditation. The preliminary reading and writing results were particularly strong. Dr. Morgan will present all results to the Board once all are available.
- The School Board will recognize the GHS baseball team and members of the GHS track team on August 1, 2006 with the Board of Supervisors.
- Dr. Morgan presented a Middle School construction update. He indicated the footers are to be completed by the following week, paving of service roads would begin the next day, and that steel will be on site on by August 7. There have been minimal change orders to this point.
- Dr. Morgan presented the July 21 Enrollment Update to the Board. He indicated enrollment is currently 30 students above projection, although that these numbers were still relatively volatile.

CLOSED MEETING  
None.

ADJOURNMENT  
The meeting was adjourned by the Chairman.

APPROVED

  
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Signature  
8/8/06  
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Date

APPROVED

  
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