

The Amherst County School Board met on Thursday, July 12, 2018, in the Public Room of the School Administration Office, Amherst, Virginia at 6:00 p.m.

PRESENT: David S. Cassise
W. Michael Henderson
Priscilla M. Liggon
Francisco D. Mayo
Craig Terwilliger

ABSENT: Jennifer E. Cumby
Abby J. Thompson

Dr. Robert Arnold, Superintendent, called the meeting to order. Dr. Arnold stated during the reorganizational meeting the Superintendent presides over the election of the School Board Chairman.

Dr. Arnold asked that a moment of silence be observed and asked everyone to stand for the Pledge of Allegiance.

Dr. Arnold stated the next item would be to approve the agenda for the July 12, 2018, School Board meeting.

Upon motion by Mr. Henderson seconded by Mr. Mayo and unanimously carried, the Board approved the July 12, 2018, School Board meeting agenda.

Dr. Arnold informed the Board that due to the change from an appointed Board to an elected Board, appointments will continue for the remainder of the 2018 calendar year. Dr. Arnold stated the Board will have a reorganizational meeting in January 2019 for the 2019 calendar year. Dr. Arnold stated the policy on reorganizational meetings will be revised prior to January 2019 to reflect the time of year the reorganizational meeting would be held.

Dr. Arnold stated the next item on the agenda was to elect a chairman for the Amherst County School Board for the remainder of the 2018 calendar year. Dr. Arnold asked if there were any nominations for chairman of the Amherst County School Board.

Mrs. Liggon nominated Mr. Michael Henderson to serve as chairman of the Amherst County School Board for the remainder of the 2018 school year.

Dr. Arnold asked if there were any other nominations for chairman. There being no other nominations, Dr. Arnold stated the nominations for chairman were closed.

The members of the Amherst County School Board unanimously approved Mr. W. Michael Henderson to serve as Chairman of the Amherst County School Board for the remainder of the 2018 calendar year.

representative on the Board of Central Virginia Governor's School for the remainder of the 2018 calendar year.

Upon motion by Mr. Mayo, seconded by Mrs. Liggon, and unanimously carried the Board appointed Mr. Cassise to serve as representative and Mr. Terwilliger to serve as the alternate representative on the Regional STEM Academy for the remainder of the 2018 calendar year.

Upon motion by Mr. Terwilliger, seconded by Mr. Cassise, and unanimously carried, the Board approved the School Board meeting dates for the 2018-2019 school year. A copy of the Board meeting calendar is posted on the Amherst County Public Schools' website.

Upon motion by Mr. Cassise, seconded by Mr. Mayo, and unanimously carried, the Board approved the proposed revisions to the Amherst County Public Schools' Policy Manual. The proposed policy revisions were provided to the members of the Amherst County School Board at the June 12, 2018, regular School Board meeting.

Upon motion by Mrs. Liggon, seconded by Mr. Terwilliger, and unanimously carried, the Board approved the minutes of the June 14, 2018, regular School Board meeting and confirmation of the Superintendent's personnel actions for the period of June 11, 2018 through July 6, 2018.

Dr. Arnold introduced Mr. Kevin Harrison, Supervisor of Student Data and Assessment, Mr. Josh Neighbors, Supervisor of Student Services, and Mrs. Cindy Copp, Principal of Temperance Elementary School.

Mr. Henderson stated the next item on the agenda was a facilities update.

Mr. Wayne Cocke provided Board members an update on the Amherst County Public Schools' PPEA projects. Mr. Cocke informed Board members the painting at Amherst Elementary School, Central Elementary School, and Temperance Elementary School was complete. Mr. Cocke made Board members aware that the air handler for the auditorium at Amherst County High School had to be modified and should be complete by the start of school. Mr. Cocke also informed Board members that the installation of the roof top unit for the air conditioner at Amherst Middle School cafeteria should be complete by the start of school.

Dr. Wells provided Board members the Student Accountability Committee (SAC) meeting schedule for the 2018-2019 school year. Board members will provide Dr. Wells with dates they can serve on the schedule for the SAC meetings.

Mr. Henderson stated the next item on the agenda was an update on accountability measures.

Dr. Dana Norman provided the following update:

In accordance with the Memorandum of Understanding between the Virginia Board of Education and the Amherst County Public School Board the following is an update regarding on-going accountability measures. This update is specific to

the accomplishments made towards the Corrective Action Plan for Madison Heights Elementary, as well as the Reconstitution Agreement with Amelon and Central Elementary.

Essential Actions designated by the Virginia Department of Education Office of School Improvement were established for the denied accreditation school and the two reconstituted schools. An update of accomplishments on each Essential Action and task completed for each are as follows:

Essential Action 1: Monitor the implementation of the Amherst County Literacy Plan to ensure fidelity of the Literacy Diet.

Completed by the Division - Classroom observations have been conducted in all three schools at all grade levels and in each content area. Artifacts collected consist of reading summary charts showing progression of student learning, samples of student records, and Title I data charts. Professional development and implementation plans including teacher sign-in sheets, as well as agendas, and materials have also been collected from each school.

Essential Action 2: Monitor lesson plans and provide evidence-based feedback to ensure alignment in content and cognition to the Standards of Learning.

Completed by the Division - Lesson plans were reviewed by school administrators and content supervisors, feedback was provided consistently to ensure alignment with curriculum and pacing guides were revised for closer alignment to the standards. Professional development and implementation plans including teacher sign-in sheets, as well as agendas, and materials have also been collected from each school.

Essential Action 3: Develop, implement, and monitor a prioritized list of interventions for tiered instruction.

Completed by the Division - Lists of reading interventions have been compiled and a division instructional specialist have worked in PLCs to provide guidance and direction on the implementation of the strategies and intervention needed to address weaknesses.

Essential Action 4: Utilize support from the Training and Technical Assistance Center in order to assess, develop, and monitor the implementation of evidence based practices in Reading and Mathematics.

Completed by the Division - TTAC conducted classroom observations, submitted a report of suggestions as next steps for teachers in the 2018-2019 school year.

Essential Action 5 (Specific for Central Elementary): Develop a master schedule to maximize the use of personnel and that reflects the time parameters to implement the components of the Literacy Diet.

Completed by the Division - School administrator, school leadership team and Director of Academics recreated the school master schedule creating a schedule that did not share teachers by grade level, and allowed for uninterrupted time for core content areas of reading and math at grades three – five. Due to personnel changes mid-year two additional schedules had to be implemented to ensure all standards had been addressed before the SOL assessment in May. This allowed for increased performance in the area of writing (Science) but is showing that it impacted performance in the area of reading.

Next Steps:

- 1. Focus moving into the 2018-2019 school year:*
 - a. A focus on the number of minutes for students “eyes on text” and reading grade level text will be an ongoing effort at all three schools.*
 - b. Continued work on tight alignment (from beginning to end of lesson-emphasis with closure) including high cognitive level questioning for comprehension.*
 - c. Understanding of new English standards*
 - Updating K-12 curriculum maps and planning units by theme*
 - Follow through of delivery of instruction*
 - Understanding the connection between skill/strategy*
 - d. Remediation / Intervention next steps*
 - Remediation:*
 - Utilizing data reports in Power Assessment to determine focus of specific strands and individual students needing additional instruction.*
 - Planning remediation and utilizing pre/post-test, as well as, reporting on post-test outcomes at each PLC.*
 - Intervention:*
 - Skill specific and student specific.*
 - Focus on prior year(s) content & skills.*

Final Note:

- The Amherst Triannual VDOE Meeting has been scheduled for August 15, 2018 beginning at 8:30am at the SAO. Ms. Beverly Rabil, Director of the Office of School Improvement will be meeting with Dr. Arnold, Dr. Norman and staff, and Dr. McGinnis.*
- An update will be provided to the Board at the September meeting.*

Board members reviewed the information provided. No action was taken.

Dr. Norman informed members of the Amherst County School Board that the Travel Authorization Report for April 2018 through June 2018 was available to them on Board Docs.

Mr. Henderson stated the next item on the agenda was an update from the Human Resources Department.

Mr. Jim Gallagher, Director of Human Resources, provided Board members an update on the vacant positions for the 2018-2019 school year. Mr. Gallagher outlined the calendar for back to school week for Board members and invited them to attend if available. Mr. Gallagher provided Board members a copy of the Organization Chart for Amherst County Public Schools.

Mrs. Crouch provided Board members the following information regarding the bus grant:

Amherst County Public Schools purchased seven school buses with grant funds. Six of the seven school buses have been received by Amherst County Public Schools; the seventh bus will be delivered next week.

In reviewing the outline of the grant, the following process must be completed:

- All fluids, transmission, oil, fuel, radiator coolant, etc., must be drained from each of the school buses. The only fluids that may be recycled are the diesel and the oil. The oil may be used for heating the bus garage during the winter. Per EPA Guidelines, all other fluids must be placed in containers to be destroyed by a designated company.*
- The chassis of each bus must be cut in half and a three inch holes will be drilled completely through the engine block. The buses cannot be driven; therefore, Amherst County Public Schools will pay for towing buses to the salvage location. For safety purposes, two Amherst County employees will follow the tow truck to the salvage location to remove the tires. This procedure must be followed with each bus. Also, before and after pictures must be taken of the engine block, tires and chassis. Pictures are required to be taken of the identification plates as well.*

Sonny Merryman has offered to take the buses, follow all of the requirements of the grant, and provide the required decommission to Amherst County Public Schools to submit with the reimbursement for the grant funds. Sonny Merryman would retain any money that was received for salvage.

The manpower for the employees of Amherst County Public School to decommission the buses is \$1,395.24 per bus. The transportation department would lose 14 days of shop time for which other buses could be serviced and ready for the first day of school. In addition, the transportation department is short one mechanic who is scheduled to start July 16, 2018.

Salvage prices: buses weigh 227,630 lbs. @ \$5.50 = \$12,519.65 minus \$9,766.68 = \$2,752.97 net.

Board members discussed the information provided. The consensus of the Board was to allow Sonny Merryman to take the buses, follow all of the requirements of the grant and provide the required documentation to the Amherst County Public Schools to submit with the reimbursement for the grant funds.

Mr. Henderson stated the next item on the agenda was Superintendent Matters.

Dr. Arnold shared with Board members the Superintendent's Entry Plan for the First 100 Days. Dr. Arnold stated he would be asking members of the Amherst County School Board to schedule a time meet with him individually to discuss his plan.

Dr. Arnold informed Board members that Amherst County Public Schools will have a booth at the Amherst County Fair on Friday, August 17, 2018 and Saturday, August 18, 2018.

Dr. Arnold informed Board members that Dr. Wells was in the process of completing a School Safety Audit for Amherst County Public Schools.

Dr. Arnold recognized Temperance Elementary School for receiving the 2017-2018 Virginia Index of Performance (VIP) Board of Education Distinguished Achievement Award. On behalf of Temperance Elementary School, Mrs. Copp was in attendance to accept the award.

Dr. Arnold assisted by Mrs. Crouch discussed information regarding the results of the final action by the 2018 General Assembly. Based on the student enrollment of 3788, the Amherst County Public Schools received additional funding in the amount of \$336,999. Board members discussed the following information:

Based on the proposed 2018-2019 School Operational Budget, it was recommended that instructional assistants' hours be changed from 6.5 hours to 7 hours. Due to funding, this recommendation was not included in the final approved 2018-2019 School Operational Budget; however, with the additional funding, the recommendation of the Superintendent was to increase the instructional assistants' hours from 6.5 hours to 7 hours.

In May, Amherst County Public Schools was audited by the Virginia Department of Education on Title III, English as a Second Language (ESL). The results of the audit were Amherst County Public Schools needed to provide additional support to the ESL students. The recommendation of the Superintendent was to add an additional teacher to provide support to ESL students.

Based on the price of diesel and fuel for buses and vehicles, the recommendation of the Superintendent was to add additional funds to the bus fuel line.

Of the \$336,999, the enrollment loss fund in the amount of \$159,000 was non-reoccurring funds; therefore, the recommendation of the Superintendent was to place the remaining funds in the Capital Improvement Budget for upcoming projects.

Board members discussed and reviewed the information provided. Upon motion by Mr. Cassise, seconded by Mr. Mayo and unanimously carried, the Board approved a resolution to the

members of the Amherst County Board of Supervisors for a supplemental appropriation to the 2018-2019 School Operational Budget in the amount of \$336,999.

Dr. Arnold stated the 2018 VSBA Annual Convention is scheduled for November 14-16, 2018, in Williamsburg, Virginia. Dr. Arnold asked Board members to let him know who plans to attend the annual convention.

Mr. Henderson stated the next item on the agenda was items from individual Board members.

Mr. Cassise welcomed the new staff to Amherst County Public Schools.

Mr. Terwilliger welcomed the new staff and thanked them for their service to Amherst County Public Schools.

Mr. Mayo welcomed the new staff and stated he looks forward to a good school year.

Mrs. Liggon welcomed the new staff. Mrs. Liggon stated she looks forward to serving on the Laurel Board. Mrs. Liggon asked if Board members will be receiving passes and parking for the home football games. Board members will be receiving the passes and parking prior to the first football game.

Mr. Henderson welcomed the new staff to Amherst County. Mr. Henderson stated convocation is scheduled for Friday, August 17, 2018, and invited Board members to attend if their schedules permit.

Mr. Henderson asked if anyone wished to address the Board. No one addressed the Board.

Mr. Henderson asked if there was a motion to adjourn the meeting.

Upon motion by Mr. Mayo, seconded by Mr. Terwilliger and unanimously carried, the Board adjourned the meeting at 7:52 p.m.



Teresa C. Crouch, Clerk
Amherst County Public Schools



W. Michael Henderson, Chairman
Amherst County Public Schools

VIRGINIA: At a regular meeting of the Amherst County School Board held in the School Administration Building, Amherst, Virginia on July 12, 2018, at 6:00 p.m.

PRESENT: W. Michael Henderson, Chairman
Priscilla M. Ligon, Vice Chairman
David S. Cassise
Francisco D. Mayo
Craig S. Terwilliger

ABSENT: Jennifer E. Cumby
Abby J. Thompson

WHEREAS, the General Assembly completed the 2018 session and approved the State Budget,

AND WHEREAS, with the approval of the State Budget, the Amherst County School Board has received additional funding for the **2018-19** school session in the amount of \$336,999,

BE IT THEREFORE RESOLVED, that the members of the Amherst County School Board request the members of the Amherst County Board of Supervisors to consider a supplemental appropriation of \$336,999 to the 2018-19 School Operational Budget revenue and expenditure budget,

AND BE IT FURTHER RESOLVED, that this resolution be presented to the members of the Amherst County Board of Supervisors at their next regular scheduled meeting.



Teresa C. Crouch, Clerk
Amherst County School Board

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