

The Amherst County School Board met on Wednesday, September 16, 2015, in the School Administration Office, Amherst, Virginia at 9:05 a.m., for the School Board Retreat.

PRESENT: Alan J. Wood, Chairman  
W. Michael Henderson, Vice Chairman  
Alan H. Bumgarner  
Jennifer E. Cumby  
Priscilla M. Liggon  
Patricia C. Massie  
Randy V. Summers

ABSENT: None

Mr. Wood called the meeting to order, asked that a moment of silence be observed and asked everyone to stand for the Pledge of Allegiance.

Mr. Wood asked if there were any changes to the September 16, 2015, School Board Retreat agenda.

Mr. Wood asked if there was a motion to approve the September 16, 2015, School Board Retreat agenda.

Upon motion by Mr. Summers, seconded by Mrs. Massie and unanimously carried, the Board approved the September 16, 2015, School Board Retreat agenda.

Mr. Wood stated the next item on the agenda was discussion of the School Resource Officers.

Dr. Nichols provided copies of several Memorandum of Understanding agreements that other school divisions had with their local police department. Dr. Nichols asked Board members to provide the administrative staff with the information they wish to include in the Memorandum of Understanding between Amherst County Public Schools and the Amherst County Sheriff's Department. Dr. Nichols stated once the Amherst County Public Schools' Memorandum of Understanding Agreement was revised, he would ask the School Board Attorney to review the document.

Board members reviewed the information provided and discussed the need to make changes to the current Memorandum of Understanding. The Board directed Dr. Nichols and the administrative staff to develop a new Memorandum of Understanding between the Amherst County Public Schools and Amherst County Sheriff's Department for the School Resource Officers. Mr. Wood shared items he would like to have included in the proposed Memorandum of Understanding. Mr. Bumgarner stated for the record, he would like the school division to offer funding to assist with training the school resource officers. The new Memorandum of Understanding agreement will be provided to the School Board for their review and the new agreement will be shared with the new Sheriff when he takes office.

Mr. Wood stated the next item on the agenda was information on accountability measures.

Dr. Nichols stated Dr. Norman would provide Board members an update on accountability measures.

Dr. Norman reminded Board members the timeline for the release of SOL tests had changed. Dr. Norman stated the SOL tests information will be provided to Board members at the November 12, 2015, regular School Board meeting.

Dr. Norman reviewed a power point presentation outlining the Virginia Legislative changes to Accountability Measures. Information included the following:

- A-F Bill
- Innovation Committee also tasked with the implementation of integrated assessments
- Standards of Accreditation
- Proposed Ratings
- Transition to Proposed Tables
- Determining Growth
- Progress Table Growth Labels
- Potential Application to Accreditation Rating
- Expedited Retakes
- New Standards of Learning, Implementation, and Review

Dr. Norman provided Board members the State and Federal Accountability Measures. Board members reviewed and discussed the information provided. No action was taken.

Mr. Wood stated the Board would take a brief recess.

Mr. Wood called the meeting back to order.

Mr. Wood stated the next item on the agenda was to discuss the CTE/CVCC Programs.

Dr. Nichols stated Mr. Maddox, Assistant Principal at Amherst County High School, and Dr. Muriel Mickles, Dean of Humanities and Social Science, would discuss information regarding the Dual Enrollment Partnership between Amherst County Public Schools and Central Virginia Community College.

Mr. Maddox, Assistant Principal at Amherst County High School, discussed the opportunities students have available at Amherst County High School in the Career and Technical Programs as well as through Central Virginia Community College.

Dr. Muriel Mickles, Dean of Humanities and Social Sciences, discussed dual enrollment opportunities available for the students at Amherst County High School. She shared goals of the dual enrollment partnership between Amherst County Public Schools and Central Virginia Community College. She shared information with the Board regarding the financial support that other school divisions provide to students in the Early College Program. Dr. Mickles stated Amherst County Public Schools is the only division not providing any type of financial support for students enrolled in the Early College Program with Central Virginia Community College. Dr. Mickles informed Board members that Central Virginia Community College is hiring a career coach for students at Amherst County High School. She stated this is a one-year funding commitment from Central Virginia Community College.

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

The Board took a break for lunch.

Mr. Wood called the meeting back to order.

Mr. Wood stated the next item on the agenda was to discuss the Regional Programs (Governor's School, STEM, and L.A.U.R.E.L.).

Dr. Nichols stated Dr. Norman would share information regarding the Regional Programs.

Dr. Norman provided an overview of students served and the cost for each of the Regional Programs. Dr. Norman shared information regarding carry-over balances for the Regional Programs – L.A.U.R.E.L. (Center based and non-center based programs), the STEM Academy and Central Virginia Governor's School.

#### Carry-over Balances for the Regional Programs

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| STEM Academy (not broken out by division)                      | \$ 9,699.67  |
| Central Virginia Governors School (not broken out by division) | \$353,836.35 |
| L.A.U.R.E.L. Center Based Program (portion for ACPS)           | \$383,678.31 |
| L.A.U.R.E.L. Non-Center Based Program (portion for ACPS)       | \$ 19,671.55 |

Board members discussed the information provided and took the following actions regarding the Regional Programs:

Board members discussed increasing the enrollment for the STEM Academy for the 2016-17 School year. Board members agreed that the demand was not there to increase enrollment for the STEM Academy.

Mr. Wood stated the opportunity has been provided to area school divisions to increase enrollment for the Governor's School. Mr. Wood asked Board members if there was a desire to increase enrollment. Board members discussed increasing enrollment by one student for the 2016-17 school year and two students for the 2017-18 school year for the Governor's School. Mr. Wood asked if the Board wished to take action regarding increasing enrollment in the Governor's School.

Mr. Henderson made a motion to increase enrollment for the Governor's School by one student for the 2016-17 school year and two students for the 2017-18 school year. The motion was seconded by Mr. Bumgarner and unanimously carried.

Board members discussed the fund balance for the Governor's School. The consensus of the Board was to leave the fund balance at the Governor's School and to use a portion of the funds to purchase equipment for the new Governor's School and leave a small fund balance for unforeseen expenditures that might occur.

Board members discussed the fund balance for the L.A.U.R.E.L. Center-based program.

Mr. Summers made a motion to direct the Amherst County School Board L.A.U.R.E.L. representative to express to the L.A.U.R.E.L. Board that the Amherst County School Board requests a plan to reduce the fund balance portion of the center-based program. The motion was seconded by Mrs. Massie and unanimously carried.

Board members discussed the programs and cost associated with each of the programs. Board members expressed concern that Amherst County Public Schools does not contribute any funds to students who attend Early College. Board members support adding funds to support Early College.

Mr. Wood stated the Board would take a brief recess.

Mr. Wood called the meeting back to order.

Mr. Wood stated the next item on the agenda was to discuss Pupil/Teacher Ratios (PTR).

Dr. Nichols stated Dr. Rogers and Dr. Norman would discuss information regarding Pupil/Teacher Ratios.

Dr. Rogers provided an overview of the following:

- Elementary staffing report – this information is posted on the website per VDOE requirements
- Secondary staffing report for each school
- Latest staffing report for ACPS posted on the VDOE website under Superintendent's Annual Report
- Summary of the VDOE Standards of Quality (SOQ) staffing plans which ACPS is currently following.

Information was also provided regarding how to read section numbers and what they mean with regard to year-long classes, semester classes and quarterly classes, and the impact on class sizes. Average numbers were given for each teacher and department.

Board members reviewed and discussed the information provided. The consensus of the Board was that future budgets should take into consideration enrollment declines over recent years and make appropriate staff changes through attrition.

Dr. Nichols suggested moving the last three items on the agenda of the School Board Retreat to the next regular School Board meeting.

After discussion by the Board, the consensus was to move the following items to the October regular School Board meetings:

- 2.07 Discuss Facility Needs (CIP/PPEA) – Next Board meeting
- 2.08 Discuss Additional Staffing Needs – The second meeting in October

Mr. Wood stated the next item on the agenda was to discuss the Vacation/Leave Policy.

Dr. Nichols stated the Regulation Policy for annual leave changed to unlimited annual leave carry-over in 2013. Dr. Nichols suggested the policy/regulation GCBDB and GDBD be changed back to

what it was prior to February 2013. Dr. Nichols stated twelve month employees had already been advised if they are not at work, then they are to take leave. Also, Dr. Nichols stated the Code 2 days for inclement weather days have been eliminated. If Code 1 is used for inclement weather days and a twelve month employee does not report to work, then the employee takes annual leave.

Dr. Rogers provided the following information regarding Leave and Inclement Weather Policies:

- Annual and sick leave payouts for two years
- Specific annual/sick leave payouts by date for employees with 40+ days
- Comparison of Amherst County Public Schools and local school divisions' earned annual/sick leave, contract length and allowable carryover
- Change date for policy/regulation GCBD and GDBD to allow unlimited annual carryover (February 2013)
- Classified salary comparison, if calendars were changed from 250 to 260 days (an increase of approximately \$104,000)
- Designation of current paid/unpaid leave for 12-month employees was reviewed and adjusted with the 2015-16 Holiday Schedule
- The inclement weather policy was reviewed and the codes were adjusted for the 2015-2016 school year

Board members discussed the information provided.

After discussion by Board members regarding the changes that have already occurred with the elimination of Code 2 snow days and adjustments made for the 2015-16 holiday schedule, the Board agreed with Dr Nichols suggestion to change the regulation policy back to what it was prior to February 2013 at this time. Employees will be informed of the policy changes and future discussion is needed on how to handle the annual leave for the employees who have over and above the carry-over limits. Board members agreed there will need to be an adjustment phase for employees who have larger balances of annual leave.

Board members requested that information be provided on the number of annual leave days each employee currently has available.

Mr. Wood stated he would like Board members to discuss the length of the School Board meeting minutes.

Mr. Wood stated the minutes of the School Board meetings had become very detailed. Board members discussed and agreed that the minutes should be a summary of the School Board meetings. After discussion by the Board, Mr. Wood asked if there was a motion to make the change to the minutes.

Mr. Henderson made a motion that the minutes of the School Board meetings should be a summary of the meeting. This motion was seconded by Mrs. Massie and unanimously carried.

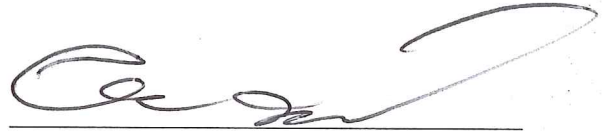
Mr. Wood asked if there was a motion to adjourn.

Upon motion by Mr. Summers, seconded by Mr. Bumgarner, and unanimously carried, the Board adjourned the meeting at 3:47 p.m.



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Teresa C. Crouch, Clerk  
Amherst County Public Schools



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Alan J. Wood, Chairman  
Amherst County Public Schools