

**BRISTOL VIRGINIA SCHOOL BOARD**  
**REGULAR SESSION**  
**MAY 1, 2006**

The Bristol Virginia School Board met in Regular Session on Monday, May 1, 2006, at 7:00 p.m. in the School Board Office, 222 Oak Street, Bristol, Virginia. The following Board members were present:

Mr. Randall J. White, Chair  
Mr. Ronald Cameron  
Mrs. Virginia Goodson

Mr. Butch Tolley, Vice Chair  
Mrs. Jaymie Derden

Also present were:

Dr. Frank J. Finan, Superintendent  
Mrs. Tammy Jones, Clerk

Dr. Doug Arnold, Assistant Superintendent  
Mrs. Cathy Moss, Deputy Clerk

Among those in the audience were:

Mr. Dennis Staton  
Ms. Kathy Hicks  
Mrs. Joy Berry  
Ms. Eva Parker  
Mr. Dick Hopkins  
Mrs. Jerry Goodpasture  
Mrs. Brenda Carroll  
Ms. Nancy Brown  
Mr. Mike Braswell

Dr. Gene Eller  
Mrs. Andrea Birchfield  
Ms. Barbara Hager  
Mr. Ronnie Morris  
Dr. Mike Amstein  
Mrs. Patty Bowers  
Mr. Carl Buchanan  
Ms. Denise Jones

Mrs. Debbie Leonard  
Ms. Janet Jones  
Mr. Brian Mutter  
Mrs. Angela Hopkins  
Mr. Gary Ritchie  
Mrs. Ina Danko  
Mrs. Judy Williams  
Mr. Jeff Shelton

Others may have been present, but failed to sign in.

Mr. Randy White, Chair, called the meeting to order at 7:00 p.m. He asked for approval of the agenda with the following addition: Item 7(B) Discussion of Personnel as Authorized by Section 2.2-3711(A) (1) and Section 2.2-3712(B) of the Code of Virginia, Specifically: Discussion of Superintendent Search. Mr. Butch Tolley so moved. Mr. Ronald Cameron seconded the motion, and the motion carried unanimously.

Mr. White asked for a motion to approve the Consent Agenda. Mr. Cameron so moved. Mr. Tolley seconded the motion, and the motion carried unanimously.

The Consent Agenda consisted of the following:

- A. Approval of Minutes  
(1) Closed Session/Regular Session – April 3, 2006
- B. Approval of Payment of Bills
- C. Approval of Requests for Transfer of Sick Leave Days
- D. Approval of Letter of Retirement from Joella Peirce, Educational Consultant
- E. Approval of Letter of Retirement from Wanda Mahood, Instructor at Virginia Middle School

(Copies of the report outlining the requests for transfer of sick leave days and the letters of retirement are included with these minutes.)

At this time Dr. Frank Finan, Superintendent, commended the retirees, Joella Peirce and Wanda Mahood, for their years of service since their retirement letters were approved as part of the Consent Agenda.

No one addressed the Board during the Public Comment portion of the meeting.

At this time, Mr. White announced, as required by the Code of Virginia, that the Board would be conducting interviews of candidates for the superintendency within the next fifteen (15) days.

Dr. Finan presented the Superintendent's Report which included the following topics:

- He announced that May is designated as the Month for Children in Virginia; May 7 -13 is designated as Teacher and Staff Appreciation Week, and May 10 is School Nurse Appreciation Day – Dr. Finan read a proclamation from Governor Tim Kaine and Mr. White presented a certificate of appreciation to Mrs. Darlene Becker, School Nurse Coordinator.
- He commended the elementary students as the division won all places in the elementary division in the Theatre Bristol Art Show. He also commended art students, Rozemary Hess, Chance Esposito, and Katie Curcio for the artwork submitted in the VSBA Regional Art Show. He noted that Rozemary Hess, VHS student, placed 3<sup>rd</sup> in the high school division, and that Chance Esposito, VMS student, placed 2<sup>nd</sup> in the middle school division. He also commended art instructors, Candy Worrell, Suzette Fullen, and Susan Acree. He also thanked VHS art students for the display in the Board room.
- He stated that he was pleased that VHS could host track meets due to the new facility.
- He commended VMS and VHS band students for their performances in the spring concert. He commended both band directors, Tom Hopson and Ben Parks.
- He discussed recent editorials in the *Bristol Herald Courier*.
- He updated the Board on spring sports – softball team defeated Tennessee High School and baseball team defeated Abingdon and Tennessee High School.
- He discussed the recent article on No Child Left Behind in the *Bristol Herald Courier*. He indicated that the article was not accurate and that all students were indeed counted.
- He asked the directors for comments.
  - Dr. Doug Arnold, Assistant Superintendent, distributed some informational materials. He also discussed the following:
    - State Scholars Initiative/Commonwealth Scholar – He outlined the program and indicated that the division is one of 11 throughout the Commonwealth selected for participation.
    - Governor's Schools – He updated the Board on the number of students attending this summer.
    - Athena/Atlas Program, Sponsored by *Sports Illustrated* – He outlined the program and stated that the division will know by May 10 if it was selected for participation
    - Tech Prep Project – He commended Mrs. Linda McClanahan, VHS teacher, as she was selected to present her case study at a conference in Nashville and expects an invitation to present at the National Teach Prep Conference.
    - Literacy through Library Grant – He indicated the division had applied for the funding and would know by mid-June if the grant would be awarded.
  - Mrs. Ina Danko, VHS Principal, indicated that Mrs. Brenda White Wright would address the Class of 2006 at graduation on May 26, 2006. At this time Dr. Finan reminded the Board that GED Graduation would be held on May 25.

The Board recognized the employees retiring at the end of the year. The following retirees were present and were presented with a watch in appreciation of their years of service: Ms. Nancy Brown, Dr. Gene Eller, Ms. Barbara Hager, Mrs. Angela Hopkins, Mrs. Denise Jones, Ms. Eva Parker, and Mrs. Judy Williams.

Mr. White recessed the meeting at 7:20 p.m. for a brief reception for the retirees.

Mr. White reconvened the meeting at approximately 8:05 p.m.

Mrs. Tammy Jones, Director of Finance, addressed Item 5(A) Approval of 2005-2006 Budget Revision #9. She outlined the revisions in both revenues and expenditures. Mrs. Virginia Goodson moved approval of 2005-2006 Budget Revision #9 as presented. Mrs. Jaymie Derden seconded the motion, and the motion carried unanimously. (A copy of the 2005-2006 Budget Revision #9 is included with these minutes.)

Mrs. Jones addressed Item 5(B) Approval of 2005-2006 Food Service Budget Revision #1. She outlined the revisions in both revenues and expenditures. Mrs. Goodson moved approval of 2005-2006 Food Service Budget Revision #1 as presented. Mr. Cameron seconded the motion, and the motion carried unanimously. (A copy of the 2005-2006 Food Service Budget Revision #1 is included with these minutes.)

Mrs. Jones addressed Item 5(C) Approval of Renewal of School Construction Capital Projects Fund Certificate of Deposit. She recommended renewal of the certificate of deposit at the discretion of the city treasurer. Mr. Cameron moved approval of the renewal of the certificate of deposit as recommended. Mrs. Goodson seconded the motion, and the motion carried unanimously. (A copy of the recommendation for renewal is included with these minutes.)

Mrs. Jones addressed Item 5(D) Second Reading and Adoption of VSBA Recommended Policy Revision Policy DJG Vendor Relations. Mrs. Goodson moved adoption of revised Policy DJG Vendor Relations on second reading. Mr. Cameron seconded the motion, and the motion carried unanimously. (A copy of revised Policy DJG Vendor Relations is included with these minutes.)

Dr. Finan addressed Item 5(E) Second Reading and Adoption of Revised Regulations GDBD-R(1) Support Staff Leaves and Absences and GCBD-R(1) Professional Staff Leaves and Absences. Mr. Cameron moved adoption of Regulations GDBD-R(1) Support Staff Leaves and Absences and GCBD-R(1) Professional Staff Leaves and Absences on second reading. Mr. Tolley seconded the motion, and the motion carried unanimously. (Copies of Regulations GDBD-R(1) Support Staff Leaves and Absences and GCBD-R(1) Professional Staff Leaves and Absences are included with these minutes.)

Mrs. Patty Bowers, Director of Student Services and Special Education, addressed Item 5(F) Approval of Special Education Annual Plan. She outlined the required plan and reviewed the revisions. Mr. Tolley moved approval of the Special Education Annual Plan as presented. Mrs. Goodson seconded the motion, and the motion carried unanimously. (Due to the size of the document, a copy of the Special Education Annual Plan is not included with these minutes but is available in Mrs. Bowers' office.)

Dr. Doug Arnold and Mrs. Brenda Carroll addressed Item 5 (G) Approval of Career and Technical Education Annual Plan. Mrs. Goodson moved approval of the Career and Technical Education Annual Plan as presented. Mr. Cameron seconded the motion, and the motion carried unanimously. (Due to the size of the document, a copy of the Career and Technical Education Annual Plan is not included with these minutes but is available in Dr. Arnold's office.)

Dr. Finan and Mrs. Jones addressed Item 5(H) Approval of Salary Payroll Options. Mrs. Jones reviewed the survey results regarding changing the payroll date and the option to offer 10-month employees 12 pay periods. Dr. Finan indicated he was advocating approval of the option, but noted possible complications due to the fact that with 12 pay periods, 10-month employees would be paid within two different fiscal years. Mrs. Jones voiced several issues as a result of the option: payment over two fiscal years, cost of accounting program changes, how the option would affect financial reporting, and the fact the employees would be earning zero interest on money being withheld. Mr. Tolley moved approval of the Salary Payroll Options. Mr. Cameron seconded the motion. The motion carried with Mrs. Goodson, Mr. Tolley, Mrs. Derden, and Mr. Cameron voting "aye" and Mr. White voting "nay." (A copy of the Salary Payroll Options is included with these minutes.)

Mrs. Jones addressed Item 5(I) Approval of Bids for Washington-Lee Concrete Sidewalk Replacement. Mr. Tolley moved approval of awarding the bid to the low, responsive bidder, TJW of Bristol, Virginia, at a price of \$15,900. Mr. Cameron seconded the motion, and the motion carried unanimously. (A copy of the Bid Tabulation Sheet is included with these minutes.)

Dr. Mike Amstein, Director of Administration, addressed Item 5(J) Approval of 2006-2007 Special Covenants. Mrs. Derden moved approval of the 2006-2007 Special Covenants as presented. Mr. Tolley seconded the motion, and the motion carried unanimously. (Copies of the 2006-2007 Special Covenants are included with these minutes.)

Mr. Mike Braswell, Principal of Washington-Lee Elementary School, presented the Principal's Report. His report included the history of education over the past fifty years. Mr. Gary Ratliff, Washington-Lee teacher, assisted Mr. Braswell with a most informative PowerPoint presentation. Mr. Braswell also thanked Mrs. Melissa Warren, technology resource teacher, for assisting with the report. Mr. White thanked Mr. Braswell for the historical report.

Mr. Carl Buchanan, Special Education Advisory Committee Chair, addressed Item 6(B) Special Education Advisory Committee Report. He outlined both the commendations and recommendations of the committee. Mr. White thanked Mr. Buchanan for the report.

Mrs. Jerry Goodpasture, Advanced Programs Advisory Committee Chair, addressed Item 6(C) Advanced Programs Advisory Committee Report. She reviewed both the commendations and recommendations of the committee. Mr. White thanked Mrs. Goodpasture for the report.

Dr. Arnold addressed Item 6(D) Curriculum Advisory Committee Report. He reviewed the commendations and the recommendations of the committee. Mr. White thanked Dr. Arnold for the report.

Mrs. Bowers addressed Item 6(E) First Reading and Discussion of New Policy JHCF Student Wellness. She outlined the required policy. No changes or additions were suggested on first reading. Mrs. Bowers indicated she would present the policy for second reading and adoption at the next regular meeting.

Dr. Arnold addressed Item 6(F) First Reading and Discussion of VSBA Recommended Policy Revisions. He outlined the revisions and no changes or additions were suggested on first reading. He indicated he would present these policies for second reading and adoption at the next regular meeting.

Pursuant to Section 2.2-3712(A) of the Code of Virginia, Mr. Butch Tolley moved that the Board convene a Closed Meeting for the purpose of discussing the following specific matters:

- A. Discussion of the Award of a Public Contract Involving the Expenditure of Public Funds as Authorized by Section 2.2-3711(A)(30) of the Code of Virginia, Specifically: Approval of Custodial Contract
- B. Discussion of Personnel as Authorized by Section 2.2-3711(A)(1) and Section 2.2-3712(B) of the Code of Virginia, Specifically: Discussion of Superintendent Search

Mrs. Derden seconded the motion, and the motion carried unanimously.

The Board went into Closed Session at 10:00 p.m.

Back in Public Session at 11:20 p.m., Mr. Tolley moved Certification of Closed Meeting as such: the Bristol Virginia School Board certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting and only such public matters as were identified in the motion convening the closed meeting were considered. Mrs. Jaymie Derden seconded the motion, and the motion carried unanimously.

Mr. Tolley moved approval of the award of the custodial contract to Service Solutions. Mrs. Goodson seconded the motion, and the motion carried unanimously. (A copy of the bid analysis sheet is included with these minutes.)

During the Old and New Business portion of the meeting Dr. Finan discussed the following:

- He expressed concern that the *Bristol Herald Courier* did not give Virginia High School the opportunity to nominate a student for the Pappy Thompson Award. He indicated that he had called the editor and was waiting for him to return the call. He said that Mr. Barry Reed met with the sports editor on this issue and was told that no nominations would be accepted and that five other schools were not included. Dr. Finan stated that he would pursue this issue legally, if necessary.
- He reminded the Board of the Joint Session with City Council scheduled for May 9.
- He distributed a report outlining the percentage of the city's budget that made up the allocation for the school division. He noted that the percentage had gone down over the past few years. Mrs. Jones reviewed the report. Dr. Finan commented about one-time expenditures included in the city's budget.

Mr. White adjourned the meeting at 11:40 p.m.

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Cathy M. Moss, Deputy Clerk

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Randall J. White, Chair