

**PATRICK COUNTY PUBLIC SCHOOLS
104 Rucker Street – P.O. Box 346
Stuart, Virginia 24171**

**Minutes for Work Session School Board Meeting
Tuesday, March 23, 2021
5:00 p.m. – Patrick County High School Library
215 Cougar Lane, Stuart, VA 24171**

The Patrick County School Board met in a called work session on Tuesday, March 23, 2021 at 5:00 p.m. at Patrick County High School, 215 Cougar Lane, Stuart, VA 24171.

Present: Mr. Brandon J. Simmons, Chairman
Mr. Walter L. Scott, Vice Chairman
Ms. Amy E. Walker
Mr. Ryan S. Lawson
Ms. Shannon R. Harrell

Mr. C. Dean Gilbert, Division Superintendent
Ms. Andrea J. Cassell, Assistant Superintendent - Instruction
Ms. Sara Leigh D. Collins, Clerk
Mr. Jason A. Wood, Director of Operations

Absent: Mr. Darren Biggs, Director of Technology

Mr. Brandon J. Simmons, Chairman, called the meeting to order.

No. 25736 Opening Ceremonies

- (a) Pledge of Allegiance (IEA)
- (b) Moment of Silence (IE)

No. 25737 Budget Discussion

School board members had requested a work session in order to get more clarification on the 2021 – 22 school budget. Superintendent Gilbert reviewed with the school board the items they requested.

For clarification, the questions included personnel, duties, and numbers at different locations.

The questions also included the teacher's salary scale and the steps that are a part of the salary scale.

Most questions were answered in open session but a few were to be covered in closed session.

The questions answered in open session are as follows:

1. Why do we need so many (I'm counting seven) administrative assistants at the high school?

7 Administrative Assistants at PCHS

- a. Duties include: Attendance, Bookkeeping, Guidance, CTE, Receptionist, Staff Attendance & Substitutes, Library

2. Custodial seems to be one or two at each school except the high school (and I get why we need more there) but Stuart Elementary has three. Why?

Stuart Elementary has the highest enrollment for elementary schools. There are 3 full time custodians.

Several years ago, SES had two full-time positions and two part-time positions. The school system also contracted cleaning through Coast to Coast. It was suggested by the board to look at this cost and see if it would be better to have our own people to do this service. The change was made then to three full-time positions.

3. I'm counting eleven maintenance positions, plus a director. Why so many? Is there a daily activity log?

We have eight maintenance personnel counting the director. We do have one administrative assistant for the Maintenance Department. We operate seven schools, the central office, and multiple buildings at the operations area. Maintenance requests/needs logs are maintained and completed at the direction of the Maintenance Director.

4. Trying to wrap my head around having four assistant principals at the high school. And a teacher making more than any of the four and almost the principal's salary.

4 Assistant Principals at PCHS

- a. Core area instruction & attendance, Supervises Math, English
- b. Guidance & Testing, Supervises SPED
- c. AD, Supervises Fine Arts, PE, Custodians, Cafeteria
- d. CTE & bus discipline
- e. Supervises Science & History, Oversees operation of the high school
- f. The administrators all split grade level discipline responsibilities

Other questions were answered in closed session pertaining to specific personnel.

No. 25738 **Closed Session**

Pursuant to Section 2.2-3712 (A) of the Code of Virginia and a motion by Mr. Scott and seconded by Ms. Harrell that Patrick County School Board convene in a closed meeting at 5:45 p.m. to consider:

1. Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of employees of the School Board §2.2-3711(a)(2).
 - a. Personnel

Ayes: Harrell, Lawson, Scott, Simmons, Walker
Nays: None

On motion by Ms. Harrell seconded by Mr. Scott to come out of closed session at 6:20 p.m.

Ayes: Harrell, Lawson, Scott, Simmons, Walker
Nays: None

No. 25739 **Certification of Closed Session**

WHEREAS, the Patrick County School Board had convened a closed meeting of the date pursuant to an affirmative record vote and in accordance with the provisions of the Virginia Freedom of Information Act and

WHEREAS, Section 2.1-344 (D) of the Code of Virginia requires a certification by the Patrick County School Board that such closed meeting was conducted with Virginia Law;

NOW, THEREFORE BE IT RESOLVED that the Patrick County School Board hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from closed meeting to which this certification applies, and (ii) only such public businesses were identified in the motion convening the closed meeting were heard, discussed or considered.

Ayes (by Roll Call): Harrell, Lawson, Scott, Simmons, Walker
Nays: None

No. 25740 Adjournment

On motion by Ms. Walker seconded by Ms. Harrell to adjourn the meeting at 6:30 p.m.

Ayes: Harrell, Lawson, Scott, Simmons, Walker
Nays: None

Brandon J. Simmons, Chairman
Patrick County School Board

Sara Leigh D. Collins, Clerk
Patrick County School Board