WAYNESBORO CITY SCHOOL BOARD
MINUTES
July 22, 2025

The Waynesboro School Board met for the regular monthly meeting on Tuesday, July 22, 2025. The meeting was called to order at 5:30 p.m.

Board Members: Mrs. Amber Lipscomb, Mr. Nigel Stewart, Ms. Debra Freeman

Joining Remotely: Mrs. Erika Smith, Mrs. Diana Williams

Administration: Dr. Jeff Cassell, Dr. Ryan Barber, Mrs. Vonda Hutchinson, Mrs. Teresa Floyd

Other Staff: Mr. DeWayne Moore, Ms. Melissa Cobb, Mrs. Jen Sturm, Dr. India Harris, Mrs. Kendra Jones Carter

1. CALL TO ORDER
Chair Amber Lipscomb called the Waynesboro School Board meeting to order.

2. PLEDGE OF ALLEGIANCE
Chair Lipscomb then led in the Pledge of Allegiance.

Chair Lipscomb noted that Mrs. Erika Smith and Mrs. Diana Williams are joining the meeting remotely. They were unable to attend in person due to being out of town. Mrs. Williams was unable to attend in person due to working in Boston. Mrs. Smith was unable to attend in person due to being in Myrtle Beach. Mr. Stewart moved to allow Mrs. Smith and Mrs. Williams to participate in the meeting remotely. Ms. Freeman seconded the motion and it passed by roll call vote by those members attending in-person.

3. CLOSED SESSION
Chair Lipscomb stated that the Waynesboro School Board shall proceed into closed session for the purpose of discussion of appointment and assignment of specific federal grant funded employees of the school board under Section §2.2-3711(A) (1) of the Code of Virginia.

Mr. Stewart moved that the Waynesboro School Board now enter into the Closed Meeting as requested and described herein above. Ms. Freeman seconded the motion and it passed by unanimous voice vote. The School Board went in to closed session.

Chair Lipscomb declared the closed meeting to be an open meeting. She read the following resolution:

Whereas, the Waynesboro School Board has convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the "The Virginia Freedom of Information Act"; and

Whereas, §2.2-3712D of the Code of Virginia requires a certification by this School Board that such Closed Meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Waynesboro School Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted by Virginia Law were discussed in the Closed Meeting to which this certification resolution applies,

and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the School Board.

Mr. Stewart moved adoption of the certification resolution as was read in its entirety by the School Board Chairman. Ms. Freeman seconded the motion. After a roll call vote, the motion passed unanimously.

4. PUBLIC RECOGNITION

There was no public recognition at this time.

5. PUBLIC COMMENT

Mrs. Katherine Brown, President of WEA, addressed the School Board on the proposed Collective Bargaining regulation. She asked that the School Board specify in the proposed regulation that cards would be submitted to a third party when casting a vote on Collective Bargaining and not through Dr. Cassell's office. Requiring cards to be submitted through Dr. Cassell's office could make employees uncomfortable and effect the votes in support of Collective Bargaining.

Mrs. Amy Christian addressed the School Board thanking them for their time, attention, intention and continued support of the new River Ridge Learning Center.

Ms. Karen Rubendall thanked the State of Virginia and School Board for the retention bonus given to employees in their June paychecks.

6. CONSENT AGENDA

Mr. Stewart moved that the Waynesboro School Board approve the consent agenda as presented. Ms. Freeman seconded the motion and it passed by voice vote, with Mrs. Smith abstaining.

A. Accept the School Board Agenda as presented
B. Approval of Minutes for the School Board Meeting of June 10, 2025 and July June 23, 2025
C. Approval of Monthly Petty Cash Report
D. Approval of Personnel Agenda
E. Approval of a Memorandum of Understanding for River Ridge Learning Center with Waynesboro City, Augusta County and Staunton City Schools - Dr. Ryan Barber, Assistant Superintendent, requests approval of a Memorandum of Understanding between Augusta County Schools, Staunton City Schools and Waynesboro Public Schools with River Ridge Learning Center.
F. Approval of a Budget Transfer to the School Nutrition Account - Mrs. Vonda Hutchinson, Executive Director of Finance, requests a transfer of funds in the amount of $375,000.00 from the Operating Fund Reserve Account to the School Nutrition Account. The transfer of funds will cover the increased cost of food supplies and compensation for FY25.
G. Approval of a Transfer of Funds to the Special Project Fund Reserve Account - Mrs. Vonda Hutchinson, Executive Director of Finance, requests a transfer of funds in the amount of $124,765.03 from the Operating Fund Reserve Account to the Special Project Fund Reserve Account. This transfer of funds will cover the final costs to Augusta County School Board for the Center for Advanced Learning renovations.
H. Approval of a Transfer of Funds to the FY24 Surplus Reserve Account - Mrs. Vonda Hutchinson, Executive Director of Finance, requests a transfer of funds in the amount of $405,557.80 from the Operating Unassigned Year-End Balance to the FY24 Surplus Reserve Account. This is the balance of the FY24 year-end surplus after adjusting for the School Nutrition and Construction Fund.

I. Approval of an Appropriation of the Extended School Year Grant - Dr. India Harris, Director of Testing and Secondary Instruction, requests approval of an appropriation of $125,265.80 for the Multi-Year Fund. These funds are the FY25 year-end rollover funds that need to be appropriated in FY26.

J. Approval of a Transfer of Funds for Waynesboro High School - Mrs. Vonda Hutchinson, Executive Director of Finance, requests a budget transfer in the amount of $82,000.00 from the high school teacher salary account to the purchases services account. These funds will cover the cost of online instruction through Edmentum at Waynesboro High School.

K. Approval of a Donation of Gift for the Back to School Bash

L. Approval of a Donation for the Convocation Luncheon

M. Approval of Religious Exemption Case #0125T

7. SUPERINTENDENT'S REPORT

A. Opening of School Update
Dr. Cassell informed the School Board of our efforts to prepare for the opening of school. We are welcoming new staff, completing various renovation items and preparing for the full staff to return.

8. FINANCIAL REPORT

A. Mrs. Hutchinson presented the Financial Reports through June 30, 2025. Transfers are being made, that were approved in the consent agenda, to prepare for year-end.

9. OTHER REPORTS

A. Back to School Bash
Dr. Barber reported to the School Board on all the events and services made available to our community during the Back to School Bash. That event will be held again this coming Sunday afternoon.

B. Waynesboro Strategic Plan Update
Mr. Teachey reviewed the Strategic Plan with the School Board. He reported on our significant improvements throughout the division.

C. Virginia Literacy Act Update
Mr. Teachey updated the School Board on the Virginia Literacy Act, which has now moved to include the middle school.

D. School Nutrition Program Update
Mrs. Kelly Shomo, School Nutrition Supervisor, presented her vision and goals for the School Nutrition program. She outlined strategies to move us to become a model of excellence in the state of Virginia.

E. Health Services Report
Mrs. Dana Farrar, Head Nurse for Waynesboro Public Schools, reported on the clinic statistics across the division. She also explained some of the procedures we follow with our medically fragile students.

F. Policy Updates
Mrs. Hutchinson presented three updated policies for the School Board's consideration.

G. Operations Report
Mr. DeWayne Moore presented an operations report to the School Board. He highlighted several projects throughout the division. Kate Collins cafeteria has a new coat of paint. New floors have been installed in the Kate Collins administrative area. Berkeley Glenn's new parking lot has been completed and new flooring in the office has been completed. The River Ridge area is being updated and renovated for the opening of school.

10. DISCUSSION ITEMS

Mr. Stewart commented on the Back to School Bash. Mrs. Lipscomb told the School Board she would be emailing a "first day of school" schedule, for any School Board member that would like to join her and Mrs. Smith in delivering flowers and treats to our schools. Mrs. Smith stated she was really looking forward to the back-to-school events. Chair Lipscomb stated she would like to considered as the representative at the VSBA conference and Mr. Stewart would like to fill in as the alternate.

11. SCHOOL BOARD MEMBER REPORTS, QUESTIONS, DISCUSSIONS, COMMENTS OR CONCERNS

A. School Board Reports

School Board members and the student representative reported on their events for the month. Dr. Cassell, Dr. Barber and Mrs. Hutchinson also reported to the School Board.

12. ACTION ITEMS

A. Kate Collins Middle School Program of Studies

Mr. Stewart moved that the Waynesboro School Board approve the Kate Collins Middle School Program of Studies as presented. Ms. Freeman seconded the motion and it passed by unanimous voice vote.

B. Waynesboro High School Program of Studies

Mr. Stewart moved that the Waynesboro School Board approve the Waynesboro High School Program of Studies as presented. Ms. Freeman seconded the motion and it passed by unanimous voice vote.

C. Policy Updates

Mr. Stewart moved that the Waynesboro School Board approve the policy updates as presented. Ms. Freeman seconded the motion and it passed by unanimous voice vote.

D. Resolution Establishing Procedures for Certification and Decertification of Collective Bargaining Representation

Mr. Stewart moved that the Waynesboro School Board approve the Resolution Establishing Procedures for Certification and Decertification of Collective Bargaining Representation as presented. Ms. Freeman seconded the motion and it passed by voice vote, with Ms. Freeman abstaining.

E. Approval of VSBA Delegate/Alternate for the 2025 Annual Convention in Williamsburg, November 19-21, 2025

Mr. Stewart moved that the Waynesboro School Board approve the VSBA Delegate/Alternate for the 2025 Annual Convention in Williamsburg, November 19-21, 2025 as presented. Mrs. Lipscomb will be the delegate and Mr. Stewart will be the alternate. Ms. Freeman seconded the motion and it passed by unanimous voice vote.

13. ADJOURMENT

With there being no further business, Mr. Stewart moved that the meeting adjourn. Ms. Freeman seconded the motion. It passed by unanimous voice vote and the meeting adjourned at 7:28 p.m.

Submitted by Vonda A. Hutchinson

Amber Lipscomb

Amber Lipscomb, Chair

Vonda A. Hutchinson

Vonda A. Hutchinson, Clerk