WAYNESBORO SCHOOL BOARD
MINUTES
September 10, 2024

The Waynesboro School Board met for the regular monthly meeting on Tuesday September 10, 2024 at Central Office. The meeting was called to order at 6:08 p.m. by the School Board Chair, Ms. Debra Freeman.

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| **Board Members:** | Mrs. Erika Smith, Mrs. Amber Lipscomb, Ms. Debra Freeman, Mr. Rick Wheeler |
| **Attending Remotely:** | Mrs. Diana Williams |
| **Student Representative:** | Ms. Bella Klemm |
| **Administration:** | Dr. Jeff Cassell, Dr. Ryan Barber, Mrs. Vonda Hutchinson |
| **Other Staff:** | Mr. DeWayne Moore, Mrs. Kendra Jones-Carter, Mrs. Teresa Floyd, Mr. Tim Teachey, Ms. Melissa Cobb, Mrs. Jen Sturm, Mrs. Leola Burks |

1. CALL TO ORDER
   Ms. Freeman called the Waynesboro School Board meeting to order.

   Ms. Freeman noted that Mrs. Diana Williams was joining the meeting remotely. She was unable to attend in person due to being on a train to Manassas, Virginia for VSBA business. Mr. Wheeler moved to allow Ms. Williams to participate in the meeting remotely. Mrs. Lipscomb seconded the motion and it passed by roll call vote by those members attending in-person.

2. CLOSED SESSION
   Ms. Freeman stated that the Waynesboro School Board shall proceed into closed session to discuss personnel matters under Section §2.2- 3711 of the Code of Virginia, 1950, as amended, (A)(1) for purposes authorized in such section.

   Mrs. Lipscomb moved that the Waynesboro School Board now enter into the Closed Meeting as requested and described herein above. Mrs. Smith seconded the motion and it passed by unanimous voice vote. The School Board proceeded into Closed Session.

   At 7:08 p.m. Chair Freeman declared closed meeting to be an open meeting. She read the following resolution.

   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, namely discussion or consideration of personnel matters for purposes authorized in such section under Section §2.2-3712 (A)(1).

Mrs. Lipscomb moved adoption of the certification resolution as was read in its entirety by the School Board Chair. Mrs. Smith seconded the motion and it passed unanimously by voice vote from the members present. Mrs. Williams left the meeting prior to the vote.

3. PLEDGE OF ALLEGIANCE
   Ms. Freeman then led in the *Pledge of Allegiance*.

4. PUBLIC RECOGNITION
   There was no public recognition at this time.

5. PUBLIC COMMENT
   A. PUBLIC COMMENT
      Ms. Kayla Anderson addressed the School Board on the policy not allowing felons to accompany their child on a fieldtrip.

6. CONSENT AGENDA
   Mr. Wheeler moved that the Waynesboro School Board approve the consent agenda as presented. Mrs. Lipscomb seconded the motion and it passed by unanimous voice vote.
   A. Accept the School Board Agenda as presented
   B. Approval of minutes for the School Board meeting of August 13, 2024
   C. Monthly Petty Cash Report
   D. Approval of Personnel Agenda
   E. Approval of a Contract to Siemens - Mr. DeWayne Moore, Executive Director of Operations, requests approval of a contract in the amount of $238,000.00 to Siemens. This is for the HVAC repair and preventative maintenance service contract for the FY25 year. This contract can be renewed for up to four (4) additional years.
   F. Approval of an Additional Appropriation for Valley Academy - Dr. Ryan Barber, Assistant Superintendent, requests an additional appropriation in the amount of $1,500.00 for Valley Academy from Valley Alliance for Education. These additional funds will be used in the materials and supplies account. These funds are fully reimbursable.
   G. Approval of an Additional Appropriation for Wenonah Elementary School for the Excellence in CoTeaching Award - Mrs. Leola Burks, Director of Special Education requests an approval of an additional appropriation for Wenonah Elementary School in the amount of $7,500.00 for the Excellence in CoTeaching Award. These additional funds will be used for salaries and benefits. These funds are fully reimbursable.
   H. Approval of Special Education Advisory Committee (SEAC) Appointments for the 2024-2025 School Year - Mrs. Leola Burks, Director of Special Education requests approval of the following Special Education Advisory Committee assignment for the 2024-25 school year.

      The Waynesboro School Board appoints the SEAC members annually. The committee members for the 2024-2025 school year are as follows:
      Andrea Walgren, Parent of a student with a disability - Chair
      Kelly Truxell, Camp Light - Vice-Chair
      Tracy Henke, Parent of a student with a disability - Secretary
      Meredith Keppell, Office on Youth - Community Member
      Laila Hart, Parent of a student with a disability
      Ashley Short, Parent of a student with a disability

Alfredo Hernandez, Parent of a student with a disability
Aide Bustos-Hernandez, Parent of a student with a disability
Lakeisha Jones, Special education teacher representative
Amber Lipscomb, School Board Member
Leola Burks, Director of Special Education

7. SCHOOL RECOGNITION
   A. Westwood Hills Elementary
      Dr. Greg Harris, introduced Ms. Amanda Hall who presented on the Extended School Year grant Westwood received. With this grant, Westwood Hills provided a "Makerspace Program" to 37 of their students.

8. SUPERINTENDENT'S REPORT
   A. Enrollment Report
      Dr. Cassell reported to the School Board on the enrollment. On Friday, there were 2,814 students in K-12. This number is up from last year at this time.
      Dr. Cassell also reported on our capital projects. Our school division does not have a lot of projects on the list. The RFP for the Architect and Engineering firm for the final phase of the high school renovation project will be released this week.

9. FINANCIAL REPORT
   A. Financial Reports
      Mrs. Hutchinson presented the financial reports. Her office is still wrapping up FY24, working on the encumbrances that will either be paid in FY24 or carried over the FY25. The reports are on the FY25 school year, with the reserve accounts being updated as of July 1, 2024.
   B. Audit Report for School Activity Funds for Fiscal Year 2024
      Mrs. Hutchinson reviewed the auditor's report on the FY24 Student Activity Funds. Two schools had clean audits; those being William Perry and Westwood Hills Elementary Schools. Mrs. Hutchinson will review the audits with the bookkeepers and principals in the upcoming weeks.

10. OTHER REPORTS
   A. September Attendance Awareness Month
      Dr. Barber presented to the School Board information on chronic absenteeism. We have social workers, attendance liaisons and other resources to work with our students to make up days missed and encourage attendance. We have also developed a Truancy Board to work with our families on attendance issues to hopefully assist before the family has to access court services. There are 3 levels of chronic absenteeism. Five schools are on level one. At this point last year, we only had one school on level one.
   B. Walk to School Week
      Dr. Barber reminded the School Board of Walk to School Week which will be the week of October 7-11, 2024.
   C. 2024 Annual Health Fair, October 14 & 15, 2024
      Mrs. Hutchinson presented information on the Annual Employee Health Fair. It will be held from 6:30 – 10:30 a.m. on October 14 and 15.
   D. Insurance Renewal 2025
      Mrs. Hutchinson informed the School Board that for 2025 year, our providers of our employee insurance plans will remain the same and there will be no rate increases on those plans.
   E. Operations Report
      Mr. Moore presented his operations report to the School Board. He reported on the progress of projects throughout the division.

11. DISCUSSION ITEMS
    Dr. Cassell reminded the School Board of the VSBA Annual Conference, November 20-22, 2024 in Williamsburg, VA.

12. SCHOOL BOARD MEMBER REPORTS, QUESTIONS, DISCUSSIONS, COMMENTS OR CONCERNS
    School Board members reported on their events for the month. Miss Bella Klemm, Dr. Cassell, Dr. Barber and Mrs. Hutchinson also reported to the School Board.

13. ACTION ITEMS
    There were no action items at this time.

14. ADJOURNMENT
    With there being no further business, Mr. Wheeler moved that the meeting adjourn. Mrs. Smith seconded the motion. It passed by unanimous voice vote and the meeting adjourned at 7:54 p.m.

Submitted by Vonda A. Hutchinson.

Debra Freeman, Chair

Vonda A. Hutchinson, Clerk