

Dickenson County School Board Meeting



June 26, 2024
Ridgeview Middle School Auditorium

Agenda:

Agenda details:

I. CHAIR, Jason Hicks: Roll Call and Meeting Called to Order

Pledge of Allegiance and Moment of Silence
Approval of Agenda

II. PUBLIC COMMENT

III. CONSENT AGENDA

- a. Approval of Minutes
- b. Approval of Monthly Bills
- c. School Activity Fund
- d. Approval of Field Trips
- e. Approval of Bank Reconciliation Documents
- f. Approval of Construction Invoices

IV. INFORMATION FOR THE BOARD

V. SUPERINTENDENT ROBINSON

- g. Good News from our Schools
- h. Construction Update on the New Addition to Ridgeview Elementary School/Sandlick Elementary Demolition
- i. Dickenson County Fair Presentation
- j. Approval of DCPS 24 -25 Salary Scale
- k. Update on FY25 DCPS Budget
- l. Wolfpack Place Education Center (CES) Presentation
- m. Discussion of Student Cell Phone Survey and Proposed Revision of Student Cell Phone Policy
- n.. Approval of New Deputy Clerk
- o. Adoption Approval of Math Book Edition: PK - 5th Grade
- p.. Approval of Federal Grant Applications: Title I, Title II, Title III, Title IV and Title V
- q. Presentation of Approval of DCPS Policy: GCBD: Staff Leave
- r.. Approval of VSBA Proposed Policies
- s. Approval of 24 - 25 Parent and Student Handbook and DCPS Handbook for Students
- t. Update on the CES Transition to the Ridgeview Campus for the 2024 - 2025 School Year

VI. BOARD COMMENT

VII. CLOSED SESSION, PURSUANT TO Section 2.2-3711, Paragraph A of the Code of Virginia,

there will be a closed meeting for the purpose of:

- 1.) Employment issues relating to discussion or consideration of specific individuals for employment as, Principal, Custodian, and resignations pursuant to Virginia Code Section 2.2-3711 (A) (1)
- 2.) To consult with legal counsel regarding the investment of public funds associated with school construction and consultation regarding actual or probable litigation, along with consultation regarding specific matters requiring legal advice pursuant to Virginia Code Section 2.2-3711 (A) (6) (7) and (8) of the Code of Virginia.

VIII. ADJOURNMENT

Chair: Jason Hicks

I. Roll Call and Meeting Called to Order

- Pledge of Allegiance and Moment of Silence
- Approval of Agenda

I. Public Comment:

- Steve Shortt, VPE
- Phyllis Mullins, DEA

I. Consent Agenda:

(This agenda item will require Board action)

Review of Activity Funds

We recommend the School Board approve the attached minutes and monthly bill payables for May and June 2024. Please review this information and contact Mrs. Robinson, Ms. Laura Taylor, Mrs. Lacie Edwards, or Mrs. Tonya Baker if you have any questions or concerns regarding the minutes, the expenditures, bills, financial report, or construction invoices.

- **Approval of Minutes**

Wednesday, May 22, 2024: Monthly Meeting

- Approval of Monthly Invoices: Vendor Payment Check Register
- Revenue/Expenditure Summary
- School Activity Funds
- Field Trip Requests
- Elementary School Construction Invoices: These checks will require the signature of three DCPS employees: The School board Chair, the Board Clerk and the Division Superintendent
- FMB Statement Construction
- FMB Statement Health Account

IV. Information for the Board

❖ Upcoming Conferences

July 23, 2024: VSBA Conference on Education

The program includes a general session speaker and a multitude of mini-workshops on current educational issues.

Every Thursday at 3:00 p.m. - July 11- August 8, 2024 VSBA Summer Advocacy Webinar Series

Join us for a series of insightful webinars designed to educate school board members on various advocacy topics. This series offers participants the opportunity to:

- Learn about VSBA's legislative efforts
- Understand how local boards can advocate with their legislative delegation
- Gain an overview of Virginia's lawmaking processes

September 19, 2024 VSBA 2024 Legislative Advocacy Conference

The Hybrid Legislative Advocacy Conference on September 19 will be held at the Chesterfield Career and Technical Center. This essential event will unite school board members, legislators, and education advocates to discuss critical issues impacting Virginia's Public Schools.

Good News from our Schools

V. Superintendent Robinson

g. Good News from our Schools

(This is an informational/discussion agenda item for the School Board)

◆ Attendance and Enrollment Report: Mrs. Martin

Mrs. Karen Martin, Compliance Director, will present student attendance and enrollment information for May 31, 2024:

As of May 31, 2024 student enrollment was 1859 which includes:

- (1) Enrolled Students: 1767
- (2) PK and Post Students: 74
- (3) 3 Year Old Program: 18
- (4) Total: **1859**

The student enrollment includes PK – 12th students including virtual students and attendance percentages for each school:

	Enrollment:	Percentage Attendance for May	Percentage attendance Year to Date
Clintwood Elementary School:	268:	88.82%	90.96%
Ridgeview Elementary School	503:	86.11%	88.79%
Ridgeview Middle School:	436:	84.13%	88.24%
Ridgeview High School:	560:	83.03%	87.46%
District:		85.52%	87.46%
Pre K Enrollment:	57		
3 Year Old Enrollment:	18		
Post Grad Enrollment:	17		

[Attendance/ Enrollment Summary](#)

[Monthly Enrollment](#)

[Monthly comparisons](#)

[April 2024 entry and withdrawals](#)

Construction Update

V. Superintendent Robinson

h. Construction Update on the New Addition to Ridgeview Elementary School

(This is an informational/discussion agenda item for the School Board)

Tim Burge, Construction Superintendent and Curtis Elswick, Senior Vice-President and Regional Executive with Skanska, will present an update on construction of the newest addition to Ridgeview Elementary School and on the Demolition Process at Sandlick Elementary School.

If you have any questions, please contact Mrs. Robinson or Mr. Scott Mullins.

Dickenson County Fair Committee Presentation

V. Superintendent Robinson

i. Dickenson County Committee Fair Presentation:

Mr. Hackney requested this agenda item to be added to the Agenda.

Members of the Dickenson County Fair Committee will present

Approval of DCPS 24 - 25 Salary Scale

V. Superintendent Robinson

j. Approval of DCPS 24 - 25 Salary Scale

(This agenda item will require Board approval).

Laura Taylor and Lacie Edwards, Director of Business and Finance, will present the proposed DCPS Salary Scales for the School Board's consideration:
To summarize:

- 3% Increase to all salary scales plus Step Increases
- 4% increase to Aide, Cook, Cafeteria Manager, Custodian, Head Custodian, Nurse LPN, Nurse RN, School Secretary Scales
- Step Raises for All Employees/Step Amounts Vary by Year of Service (Average 0.5%, excluding Milestone Years)
- Average 4% Increase for Part-Time Wages
- 324 Full-Time Positions (310 Full-Time Employees) (14 Bus Driver/Teachers)

If you have any questions, please contact Lacie Edwards, Laura Taylor, Haydee Robinson

2024-2025 Proposed Salary Scale

Update on FY25 DCPS Budget

V. Superintendent Robinson

K. Update on FY25 DCPS Budget

(This agenda item will require Board approval).

Final FY25 budget calculation tool released from VDOE on 5/28/2024.

- o From the approved 3/27/2024 DCPS budget:
 - § Decrease in State funds of (\$149,489)
 - § Increase in Required Local Match from Dickenson County of \$2,458
 - § Decrease in local appropriations of (\$200,000)
 - § Total decrease in funding from the March approved budget is (\$347,031)

With this information now available, we can begin working on a FY25 budget amendment in July which will incorporate the following:

- § Incorporate the salary scales just approved
- § Decrease to state funding due to enrollment projections
- § Decrease in local appropriation from Dickenson County
- § Adjustments to construction revenue per construction payment schedule

Update on FY25 DCPS Budget

V. Superintendent Robinson

k. Update on FY25 DCPS Budget

Laura Taylor and Lacie Edwards, Director of Business and Finance, will present the Update on the FY25 Budget.

On Monday, May 13, 2024, Governor Youngkin signed the state budget. Please take a look at the attached document. This is our projection based on the Governor's Budget including the updated amounts of expected State Funding, Required Local Match (RLM), and additional Local Funds.

The decrease of \$163,070,00 in State Funds is due to:

- a. Decrease ADM or student enrollment to 1735 due to projected PK and K student enrollment numbers for 2024 - 2025.
- b. Decrease in Sales Tax
- c. Increase in per per-pupil allocations

● **\$35,450.00 decrease** in Required Local Match (RLM) is due to the reduction of State Funds.

● **\$200,000.00 decrease** is the proposed reduction in local appropriations from the \$500,000.00 requested. This is unofficial until the Board of Supervisors takes action on their budget.

How does this impact DCPS?

- We are facing a budget deficit of \$398,520,00 from the budget approved on March 27, 2024.
- All employees will receive a 3% + step increase as approved in the State Budget.
- At this time, the proposed 5% salary increase to teachers and the 4% salary increase to custodians and cafeteria staff is not in the budget.

If you have any questions, please contact Laura Taylor, Lacie Edwards or myself.

Presentation of Wolfpack Place Education Center (CES)

V. Superintendent Robinson

I. Presentation of Wolfpack Place Education Center (CES)

(This agenda item will require Board approval).

The School Board will be provided a PowerPoint Presentation regarding Wolfpack Place Education Center and the proposed programs and future programs during the meeting. Attached is the presentation for your consideration.

We will ask the School Board to formally approve these programs at CES for the 2024 - 2025 school year.

[Wolfpack Education Center](#)

If you have any questions, please contact Mrs. Robinson.

Discussion of Student Cell Phone Survey and Proposed Revision of Student Cell Phone Policy

V. Superintendent Robinson

m. Discussion of Student Cell Phone Survey and Proposed Revision of Student Cell Phone Policy (This agenda item will require Board approval).

There were 469 responses recorded for the survey

- Parent/Guardian: 6.14%
- Student: 15.8%
- Staff Member: 6.6%

Cell Phone Usage:

- More than 4 hours per day: 29.4%
- 2- 3 hours per day: 21.3%
- 1 - 2 hours per day: 17.3%
- Less than one hour per day: 6.2%

[School Cell Phone Policy: JFC-R](#)

Discussion of Student Cell Phone Survey and Proposed Revision of Student Cell Phone Policy

V. Superintendent Robinson

m. Discussion of Student Cell Phone Survey and Proposed Revision of Student Cell Phone Policy

Exhibiting Critical Behaviors:which studies have concluded may be related to overuse of cell phones:

- Spending excessive time on cell phones: 27.3%
- Anxiety: 21.1%
- Sleep Disturbances: 14.1%
- Depression: 13.9%
- Distraction from learning: 13.2%

Most Popular Option:

- Place cell phones in holders during class: 49.5%

Least Popular Option:

- Banning Cell Phones from Schools: 6.9%

Parental Support of Revised Cell Phone Policy:

- 68.2% Will DCPS's enforcement of Cell Phone Policy
- 31,8% Will not support DCPS's enforcement of Cell Phone Policy

Several respondents reported that their child had a medical condition such that (diabetes) which required a cell phone close to their person which is a legitimate issue to address.

Approval of Deputy Clerk Position

V. Superintendent Robinson

n. Approval Deputy Clerk Position

(This agenda item will require Board approval).

We are requesting the School Board's approval for Lacie Edwards, the Director Of Business and Finance, to be appointed Deputy Clerk due the resignation of Laura Taylor on June 30, 2024.

Adoption Approval of Math Book Series for PK - 5th Grade

V. Superintendent Robinson

o. Adoption Approval of Math Book Series for PK - 5th Grade

(This agenda item will require Board approval).

Dennis Deel, Director of Instruction, will present the recommendation of math textbook adoption for PK - 5th grades.

On Thursday, May 30, 2024, K-5 teachers from RES and CES met with Mr. Deel to decide on the Math textbook adoption for the 2024-25 school year. During the current year, Clintwood Elementary School has been using Savvas Envision Math textbooks, while Ridgeview Elementary School has been using Houghton Mifflin Harcourt (HMH) GO-Math. Both contracts are set to expire in May 2025.

The K-5 teachers have chosen to adopt Houghton Mifflin Harcourt (HMH) GO-Math for the 2024-25 school year.

We recommend that the School Board adopt HMH GO-Math for the 2024 - 2025 school year. During the 24-25 school year, DCPS will be going through the process of math textbook adoption for Grades PK - 12th grades.

If you have any questions, please contact Mr. Deel or Mrs. Robinson.

Approval of Title I Grant Applications: Title I, Title II, Title III, Title IV and Title V

V. Superintendent Robinson

- p. **Approval of Title I Grant Applications: Title I, Title II, Title III, Title IV and Title V**
(This agenda item will require Board approval).

Approval of the 2024-2025 Federal Grant Applications:

- [Title I Part A](#) – Improving Basic Programs
- [Title II Part A](#) – Supporting Effective Instruction
- [Title III](#) – Language Instruction for English Learners
- [Title IV Part A](#) – Student Support and Academic Enrichment
- [Title V Part B Rural Schools](#) – Rural and Low Income Schools

We recommend the approval of the following Federal Grant Applications: Title I Part A, Title II Part A, Title III, Title IV Part A, and Title V Part B Rural Schools.

Approval of Title I Grant Applications: Title I, Title II, Title III, Title IV and Title V

V. Superintendent Robinson

To summarize the individual Federal Grant Applications:

Title I Part A – The estimate for this grant is \$815,000 for next year. This grant will provide federal funds to operate our Title I program in our elementary school (Title I Reading Teachers, Title I Math Teachers, a Reading Specialist, and a Math Coach). Reading and Math intervention and remediation is the primary goal for our Title I program. Ninety-eight % of this grant will cover the salary and benefits for 9 full time employees.

Title II Part A – The estimate for this grant is \$110,000 for the coming school year. The grant provides federal funds to pay for Class Size Reduction teachers in grades K-6. The grant will cover salaries for 3 teachers in those grade levels. The funds assist in maintaining lower class sizes across that grade span. 100% of this grant goes toward salaries for these 3 teachers.

Title III Statewide Consortium – The estimate for this grant is \$1,100 for next year. The grant provides funds to assist the division's English Learner (EL) students. Materials and supplies are purchased to assist with language development.

Title IV Part A – The estimate for this grant is \$60,000 this year. This grant will cover one additional class size reduction teacher in the elementary grades. It will cover salary and benefits. 100% of this grant goes toward teacher salary and benefits.

tle V Part B, Rural Schools – We estimate this grant to be \$60,000 for next year. This grant works in conjunction with the Title II Part A grant to cover the benefit cost for the three K-6th grade class size reduction teachers. 100% of this grant goes toward teacher benefit expenses

All five federal grants are projected this year to total approximately \$1,046,100. Salary and benefits are covered for 13 full time employees.

If you have any questions, please contact Mark Mullins or Haydee L. Robinson

Presentation of Proposed Revision of DCPS Policy: GCBD: Staff Leave

V. Superintendent Robinson

q. Presentation of Proposed DCPS Policy: GCBD: Staff Leave

(This agenda item will require Board approval).

Mark Mullins will present revisions to DCPS Policy GCBD: Staff Leave which addresses sick leave for VRS Hybrid Retirement Plan Employees: The proposed statement, on page 3 of the policy in red, states:

Payment for unused sick leave for VRS Hybrid Retirement Plan Employees will be paid upon Retirement or for those VRS Hybrid Retirement Plan Employees leaving the system prior to retirement as outlined in the paragraph above. Payment of unused sick leave for VRS Hybrid Retirement Plan Employees once they accumulate the maximum of ninety (90) sick days will be paid as follows: At the end of the fiscal year (June) in which a VRS Hybrid Employee accumulates sick days to exceed the ninety (90) sick day maximum, the DCPS payroll department will pay that employee at the rate of \$55.00 per day for professionals, and \$40.00 per day for classified employees, for each day that exceeds ninety (90) days. This payment will be made only one time per year and will be made during the month of July payroll.

If you have any questions, please contact Mark Mullins or Haydee Robinson

[Proposed DCPS Policy: GCBD](#)

Presentation and Approval of VSBA Proposed Policies

V. Superintendent Robinson

r. **Presentation of Proposed DCPS Policy: GCBD:** (This agenda item will require Board approval).

Karen Martin, Director of Compliance, will present the proposed VSBA policies.

AC Nondiscrimination

Policy and Legal References updated to reflect amendment of Va. Code §§ 2.2-3900, *et seq.* by HB 18.

CLA Reporting Acts of Violence and Substance Abuse

Policy and Legal References updated to reflect amendment of Va. Code § 22.1-279.9 by HB 719/SB 379.

DA Management of Funds

Legal References updated to reflect amendment of Va. Code §§ 22.1-100 and 22.1-100.1 by HB 599. Cross References updated.

DG Custody and Disbursement of School Funds

Legal References and Cross References updated to reflect amendment of Va. Code §§ 22.1-100 and 22.1-100.1 by HB 599.

DJ Small Purchasing

Policy updated to reflect amendment of Va. Code § 2.2-4303 by HB 1116.

Presentation and Approval of VSBA Proposed Policies

V. Superintendent Robinson

r. Presentation of Proposed DCPS Policy: GCBD:

(This agenda item will require Board approval).

EB School Crisis, Emergency Management and Medical Emergency Response Plan

Policy and Legal References updated to include enactment of Va. Code § 22.1-137.4 by HB 501

EBCB Safety Drills

Policy and Legal References updated to reflect amendment of Va. Code § 22.1-137 by HB 66.

FECBB Accommodations for Individuals with Disabilities

Title, Policy and Cross References updated.

FF Public Dedication of New Facilities:

Policy deleted because it is not legally required.

FG Retirement of Facilities

Policy, Legal References and Cross References updated.

GBL Personnel Records

Policy and Legal References updated to reflect amendment of Va. Code § 22.1-296.5 by HB 355/SB 441.

Presentation and Approval of VSBA Proposed Policies

V. Superintendent Robinson

r. Presentation of Proposed DCPS Policy: GCBD:

(This agenda item will require Board approval).

GC

Professional Staff

Policy updated to reflect amendment of Va. Code § 22.1-298.1 by HB 632/SB 352.

GDI

Support Staff Assignments and Transfers

Policy deleted because it is not legally required.

IAA

Notification of Learning Objectives

Policy and Cross References updated.

IGAE/IGAF

Health Education/Physical Education:

Policy updated to reflect amendments of Va. Code §§ 22.1-207 and 22.1-253.13:1 by HB 1221, HB 98, and HB 379/SB 719.
Cross References Updated

IGAG

Teaching About Drugs, Alcohol and Tobacco

Policy updated to reflect enactment of Va. Code § 22.1-206.01 by HB 1473. Cross References updated.

IGBA:

Programs for Students with Disabilities: Policy updated to reflect amendments to Va. Code §§ 22.1- 253.13:2 and 22.1-253.13:4 by HB 1089/SB 220. Legal References and Cross References updated.

Presentation and Approval of VSBA Proposed Policies

V. Superintendent Robinson

r. Presentation of Proposed DCPS Policy: GCBD:

(This agenda item will require Board approval).

IGBGA Online Courses and Virtual School Programs

Legal References updated to include reference for definitions in sample policy.

IGBI Advanced Placement Classes and Special Programs

Policy updated to reflect amendment of Va. Code § 22.1-253.13:1 by HB 1087/SB 627. Legal References and Cross References updated.

IJD College and Career Readiness

Policy updated to reflect enactment of Va. Code § 22.1-237.3 by HB 1087/SB 627 and revised to avoid duplication with Policy LEB.
Legal References and Cross References updated.

IKH Retaking SOL Assessments

Policy updated to comply with Virginia Literacy Act provisions established by HB 319 in 2022. Legal References and Cross References Updated.

JFCF Drugs in School

(Options 1 & 2): Legal references added to provide references for “Prevention and Intervention” section. Cross References updated.

If you have any questions, please contact Karen Martin or Haydee Robinson.

Approval of the 2024 -2025 Parent and Student Handbook and DCPS Handbook for Students

V. Superintendent Robinson

s. Approval of Proposed 24-25 Parent and Student Handbook and Student Handbook.

(This agenda item will require Board approval).

Karen Martin, Director of Compliance, will present the proposed 24 - 25 Parent Handbook and Student Handbook. These handbooks will be distributed to students at the beginning of the 24 - 25 school year for parents/guardians review.

If you have any questions, please contact Mrs. Martin or Mrs. Robinson.

**Proposed 24-25 Parent and Student Handbook
2024-2025 Cover Page and index draft**

**Explanations and revisions to Student Handbook
2024 - 2025 Student Handbook**

Handbook of Expectations and Consequences for Students

Transition of CES to Ridgeview Campus for the 2024 - 2025 School Year

V. Superintendent Robinson

t. Update on Transition of CES to Ridgeview Campus for the 2024 - 2025 School Year

(This is an informational/discussion agenda item for the School Board)

The Countdown to August 8, 2024 has started!

- 5th Grade classrooms at RMS have been thoroughly cleaned, painted and waxed. New furniture has been placed in the new 5th grade classrooms, and 5th grade teacher boxes from CES and RES have been moved to RMS.
- Classroom Transitions have begun at RES.
- Teacher's materials and boxes from CES Media Center and Nurse's Office have been moved to RES.
- Tentative Completion of newest RES addition is Monday, July 15, 2024, with furniture delivery that week to new classrooms.
- Monday, July 15, 2024: Moving of materials and instructional resources begin from CES to RES
- **All Teachers and Staff return on Friday, August 2, 2024.**
- **First Day of School: Thursday, August 8, 2024**
- Future planning and preparation is a year to year process for proposed grade level placement at RMS and RHS which is determined by student enrollment and available classroom spaces at RMS and RHS
- **Based on current PK and Kindergarten registrations and current student enrollment, the 2024 - 2025 projected student enrollment and proposed grade configuration options are:**
- **RES: 642 students: PK -4th Grades**
- **RMS: 574 students: 5th - 8th Grades**
- **RHS: 575 students: 9th - 12th Grades**

Board Comment

VI. BOARD COMMENT

Closed Session

VII. Closed Session

CLOSED SESSION, PURSUANT TO Section 2.2-3711, Paragraph A of the Code of Virginia, there will be a closed meeting for the purpose of:

- 1.) Employment issues relating to discussion or consideration of specific individuals for employment as a Principal, Custodian, and Resignations, pursuant to Virginia Code Section 2.2-3711 (A) (1)
- 2.) To consult with legal counsel regarding the investment of public funds associated with school construction and consultation regarding actual or probable litigation, along with consultation regarding specific matters requiring legal advice pursuant to Virginia Code Section 2.2-3711 (A) (6) (7) and (8) of the Code of Virginia.

Adjournment:

VIII. Adjournment: