

POQUOSON CITY SCHOOL BOARD MEETING  
October 15, 2024 – 6:00 p.m.  
CITY OF POQUOSON COUNCIL CHAMBERS

**MEETING MINUTES**

In attendance:

Shannon Martin, Chair	Timothy Goodale	Arty Tillett, Superintendent
Christopher Burbage, Vice Chair	Kristen Jones	Andrew Roberts, Asst. Superintendent
Michael DuBose	J. Chris Maxwell	Ashley Ide, Deputy Clerk
	AJ Lumagui, Student Representative	Carol M. Carroll, Clerk

Absent: Melissa Bartlett

**I. CALL TO ORDER**

The meeting was called to order by Shannon Martin, Chair, at 6:00 p.m.

**II. PLEDGE TO THE FLAG, MOMENT OF SILENCE, AND INSPIRATIONAL READING**

AJ Lumagui, Board Student Representative, led the meeting with the pledge of allegiance, a moment of silence and an inspirational reading from Virginia native Edgar Allan Poe.

**III. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA**

No additions or modifications were made to the agenda.

**IV. RECOGNITIONS**

**A. Poquoson High School Senior of the Month – Shelby Moore**

Senior of the month is organized by the Poquoson Exchange Club. Kelly Purdie presented Shelby Moore with a certificate after a brief narrative about her accomplishments at PCPS High School.

No other recognitions.

**V. PRESENTATIONS AND REPORTS**

**A. Instructional Update – Ashley Ide, Assistant Superintendent for Instruction and Support Services presented the Instructional Update which included:**

- PPS participated in hands on math, book fair, Wednesday's Word with Mrs. Green
- PES fourth graders went to the outdoor classroom with a master gardener.
- PMS eight graders using engineering design process to build solar cars; performance arts students creating rhythmic compositions, lighting cues and performance.
- PHS celebrated homecoming week with spirit days, hallway decorations, pep rally, parade, football game.
- Community quilt project participants have begun submitting their projects in this international project.
- Evolution show choir had a meet and greet with the cast of the latest Busch Gardens show.
- Update on advanced course work
- VPI-Virginia Preschool Initiative
- IPOP program - Inclusive Placement Opportunities for Preschoolers or Integrated Poquoson Outreach Preschool
- Inclusion Benefits noted.

No questions from the Board

**B. Operations Update** – Andrew Roberts, Assistant Superintendent for Operations presented the operations update including:

- Safety –
  - PCPS Safety Committee - forming committee before the next board meeting
  - Metal Weapons Detector costs
  - Visitor Management System Centegix
  - Badge Alert System
  - Raptor – Visitor Management System – current system at PCPS
  - Allergen Program – Aramark
- Transportation –
  - Bus purchase – 77 passenger
  - Cost of electric buses
  - Choice to stay with diesel buses due to lower costs.
  - Bus stop arm cameras
  - Tracker Software
  - Bus Safety Week
  - Continued need for bus drivers, subs and aids.
- Cellphone Committee
  - VDOE guidance document
  - Draft policy expected by the November board meeting.
  - Hope to implement by January 1
- Regional Calendar Committee
  - Earlier school start date was discussed.

Chair Martin asked about the earlier start date.

Mr. Roberts stated it would be a gradual move to a new start date. Only in discussion at this time.

Mr. Tillett explained the calendar law that does not allow for a lot of room to start earlier. There is a start and end date requirement.

Ms. Jones confirmed the school year will still be 180 days.

Mr. Maxwell asked how many metal detectors would be needed per school.

Mr. Roberts stated two units in front of the school and one in the back.

Mr. Maxwell asked if they would be used only during school days or also during extracurricular activities.

Mr. Roberts stated the detectors are mobile units and can be taken to any school or any event.

Mr. Tillett stated the detectors can detect harmful items versus non-harmful items such as everyday items, i.e. keys.

Mr. Maxwell asked if any additional costs are anticipated or changing of infrastructure of the building.

Mr. Roberts stated the detectors are plug and play.

**C. Finance Update Financial Update** – Tracy Spence, Executive Director of Finance presented the financial update including:

- Impact Aid Program – Federal Funding Sources.
- The survey must be completed via Parent Square by October 31, 2024
- Significant revenue Impact on PCPS

Fiscal year budget dates  
Input for Fiscal Year 2026 Budget

Mr. Maxwell asked about the form’s availability.  
Ms. Spence stated the forms are on Parent Square or from the schools.

**VI. PUBLIC COMMENT**

No public comment was heard at today’s meeting.

**VII. CONSENT AGENDA**

- A. Approval of Financial Reports (*Enclosed*)
- B. Authorization to Change Appropriation and to Accept and Expend Funds in Accordance with Attached Request (*Enclosed*)
- C. Approval of Personnel Action (*Enclosed*)
- D. Approval of Minutes for September’s Regular Meeting (*Enclosed*)
- E. Approval to Authorize the Superintendent to Sign a Contract for Custodial Services with Service Master Commercial Services for the 2024-2025 School Year (*Reading File Enclosed*)

A motion was made by Mr. DuBose to pull item VII. C. from the consent agenda and voted on separately.

Chair Martin directed the record to remove item VII.C from the Consent Agenda and move to other matters for consideration.

Motion was made by Mr. DuBose and seconded by Vice Chair Burbage to vote on only Consent Agenda items, A, B, D and E.

- Vice Chair Burbage – Aye
- Mr. DuBose – Aye
- Dr. Goodale – Aye
- Ms. Jones – Aye
- Mr. Maxwell – Aye
- Chair Martin - Aye

The Consent Agenda items A, B, D and E was approved by a vote of 6 to 0. Motion passed.

### **VIII. OTHER MATTERS FOR CONSIDERATION**

#### **A. Consideration of Approval of Proclamation for Bus Safety Week (*Enclosed*)**

Motion was made by Vice Chair Burbage and seconded by Ms. Jones to approve the Proclamation for Bus Safety Week.

- Vice Chair Burbage – Aye
- Mr. DuBose – Aye
- Dr. Goodale – Aye
- Ms. Jones – Aye
- Mr. Maxwell – Aye
- Chair Martin - Aye

The Proclamation for Bus Safety Week was approved by a vote of 6 to 0. Motion passed.

Addition of the approval of personnel action. Motion by Vice Chair Burbage and Seconded by Mr. Maxwell.

- Vice Chair Burbage – Aye
- Mr. DuBose – Abstention related to a family member being on part of the personnel actions.
- Dr. Goodale – Aye
- Ms. Jones – Aye
- Mr. Maxwell – Aye
- Chair Martin - Aye

Vote passes 5 to 0.

### **IX. COMMUNICATIONS AND/OR OTHER MATTERS BY SCHOOL BOARD AND/OR SUPERINTENDENT**

AJ Lumagui provided his report on the PCPS schools.

Mr. Maxwell offered his congratulations to the senior of the month. Thank you to the book fair organizers and homecoming week organizers. Looking forward to the safety committee meeting.

Mr. Goodale echoes congratulations to Shelby Moore. Had the opportunity to talk to other students in other states about the phone policy. He stated the students he spoke to want to the schools to meet them halfway and walk the walk. Kids want to check grades on PowerSchool. Lots of opportunities to think about the policy and be unplugged. Looking forward to trying to do it.

Ms. Jones echoes the sentiments of the others. Thank you to the exchange club for sponsoring the Student of the Month Program and congratulations to Shelby. Thank you to PHS administration and staff for the homecoming week and bringing the fun to the schools.

Mr. DuBose wants to echo other comments. PEF grants to the schools and PEF does a great job of giving back to our schools. Run for the Bulls participation helps PEF.

Dr. Burbage would like to reiterate congratulations to Shelby Moore. Slowly working through the schools to meet about special ed needs.

Chair Martin echoes the sentiments of the board. Noted that Shelby has a very impressive resume. Thanks to the PHS administration, and the school board office for the support for homecoming. Thank you to the middle school for the relentless communication. Shout out to the IPOP team and thank them for what they do to be successful.

Mr. Tillett thanks the staff for the first quarter of the year. Thanks to the 305 dedicated and committed staff members.

## **X. MATERIAL FOR BOARD REVIEW**

There was no additional material for Board review.

## **XI. SPECIAL CALL FOR CLOSED SESSION** (*Agenda Attached*)– *Shannon Martin, Chair*

Vice Chair Burbage made a motion for a special call for a closed session. Seconded by Mr. DuBose.

Vice Chair Burgage read into the record the Code of Virginia related to the closed session regarding personnel. Seconded by Mr. DuBose.

- Vice Chair Burbage – Aye
- Mr. DuBose – Aye
- Dr. Goodale – Aye

- Ms. Jones – Aye
- Mr. Maxwell – Aye
- Chair Martin – Aye

Vote passes 6-0.

The board convened in a closed session for consideration of:

- A. Personnel matters.


## **XII. ADJOURNMENT**

A Motion was made by Vice Chair Burbage and seconded by Dr. Goodale to move back into open session.

- Vice Chair Burbage – Aye
- Mr. DuBose – Aye
- Dr. Goodale – Aye
- Ms. Jones – Aye
- Mr. Maxwell – Aye
- Chair Martin – Aye

Motion passed 6-0.

There being no further business, Chair Martin adjourned the meeting at 7:46 p.m.

  
Chair

  
Carol M. Carroll, Clerk of the Board

Date 11/19/2024