

POQUOSON CITY SCHOOL BOARD MEETING  
NOVEMBER 19, 2024 – 6:00 p.m.  
CITY OF POQUOSON COUNCIL CHAMBERS

Minutes

I. CALL TO ORDER – Chair

Meeting was called to order by Chair Burbage at 6:00 p.m. on November 19, 2024

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

AJ Lumagui, Board Student Representative led the meeting with the pledge of allegiance and an inspirational reading from President Lincoln’s Gettysburg Address.

III. ADDITIONS AND/OR MODIFICATIONS TO THE AGENDA

There were no additions or modifications to the agenda.

IV. RECOGNITIONS - Kelly Purdie, Professional Learning & Communications

Administrator presented Thatcher Faciszewski with a certificate for the Poquoson High School Senior of the Month

IV. PRESENTATIONS AND REPORTS

A. Ashley Ide, Assistant Superintendent for Instruction Presented the Instruction Update focusing on fine arts:

- Discussed the benefits of arts in the success of a student’s overall success, including teamwork, critical thinking, self-expression, confidence and emotional resilience.
- All schools participate in chorus, music and art.
- Middle school offers drama, chorus, band and art.
- High school offers even more selections for the arts.
- Thank you to Doug Spruill as he retires after 37 years at Poquoson.
- Art partnership with the Muscarelle Museum of Art for a Communal Quilt Project
- Chorus will participate in Show Choir competitions in March and district chorus.
- Drama will present the spring musical Bye Bye Birdie in May.
- Students’ art was displayed the Poquoson Seafood Festival

No questions from the board.

B. Finance Update was presented by Tracy Spence, Executive Director of Finance

- FY24 financial audit was conducted by Brown Edwards and found to be in compliance with no significant findings.
- The Auditors’ opinion was unmodified.
- No material weaknesses nor any significant deficiencies were identified.
- The Activity funds report handled by the principals were accurate.

- Sincere thanks to principals and bookkeepers.
- City Council request for use of CIP funds is \$1,534,080.
- Requesting \$352,273 for curriculum updates to comply with new VDOE standards
- Requesting \$700,000 for additional costs related to the PHS HVAC project scheduled to begin at the end of the 2025 fiscal year.
- New Job Coach Vehicle: \$35,000
- Weapon Detection System: \$60,000
- GPS Software for school buses: \$24,000
- PMS courtyard renovations: \$20,000
- Ms. Jones question: additional costs for HVAC, no scope of work changes, just new projected costs.
- FY25 budget signing in May – project an increase to \$560,181
- Additional funding proposed uses:
- Reduction of City appropriation by \$280,090
- The remaining will be a bonus distribution:
  - \$1,000 for full-time employees
  - \$500 for part-time employees
- Total cost of bonuses is \$357,279 to be covered by the \$280,091 additional state fundings and \$77,188 from the FY25 vacancy savings.
- \$32,000 costs for AP testing and are available to all interested students.
- Mr. Claud- comment on bonuses. Employees will be receiving the full amount as the taxes were figured into the amount to be received.
- FY26 – budget requests were received on November 7<sup>th</sup>.
- Compensation Study – a draft should be received from Management Advisory Group with the next two weeks.

Dr. Burbage question – will we have the draft by the December meeting.

Ms. Spence stated we should be able to provide some type of update but not the funding plan.

C. Operations Update was provided by Andrew Roberts, Assistant Superintendent for Operations

- Safety Committee meeting – First meeting was last month.
  - Bus accident checklist
  - PMS stadium safety
  - Software/Hardware discussion
  - Weapons detection System

Transportation Update

- 30-day trial with GPS
- Requesting trial period for camera system
- Drivers needed.

Calendar Committee

Draft calendars for review in December

Draft calendars will be presented in January for the first reading.

School year 25/26 to be approved at February board meeting.

Food Services

- The contractor is Aramark
- VDOE reviews every 3 years.
- Areas to address prior to review.
  - Our policy re: bad debt
  - Do we allow adults to charge meals – PCPS does not – to be added to policy?

Draft Cell Phone Policy Draft Cell phone free education policy - Executive Order 33 from the governor

Discussion included:

- Bell to bell policy
- The cell phone committee comments
- Attorney review on cell phone policy
- Bus drivers and bus enhancements
- GPS tracking system for buses

Questions from the Board were recognized and discussed.

VI. PUBLIC COMMENT – No public comment was heard

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 October’s Regular Meeting (Enclosed)

A Motion to approve the Consent Agenda was made by Vice Chair DuBose and seconded by Mr. Claud.

No discussion.

A vote was taken.

- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y
- Dr. Goodale – Y
- Ms. Jones – Y
- Mr. Maxwell – Y
- Chair Burbage –Y

The motion was approved by a vote of 7-0

## VIII. OTHER MATTERS FOR CONSIDERATION

A. Consideration of recommendation to amend 2024-2025 budget based on increase in state funding. (Reading File Enclosed)

A Motion to approve the recommendation to amend the 2024-2025 budget was made by Vice Chair DuBose and seconded by Dr. Goodale.

Questions from the Board were recognized and discussed.

A vote was taken.

- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y
- Dr. Goodale – Y
- Ms. Jones – Y
- Mr. Maxwell – Y
- Chair Burbage –Y

The motion was approved by a vote of 7-0

B. Consideration to revise Student Code of Conduct to update electronic device and cell phone policy, align with VDOE guidelines and compliant with Governor's Executive Order 33, "Cell Phone-Free Education." (Reading File Enclosed)

A Motion to approve the first reading of the Student Code of Conduct to update electronic device and cell phone policy was made by Mr. Claud and seconded by Ms. Jones.

A vote was taken.

- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y
- Dr. Goodale – Y
- Ms. Jones – Y
- Mr. Maxwell – Y
- Chair Burbage –Y

The motion was approved by a vote of 7-0

Discussion included:

Bell to bell policy  
The cell phone committee comments  
Attorney review on cell phone policy

All schools use of cellular phones, iPad and email  
Parents concerns about contacting their child during school hours and vice versa.

Questions from the Board were recognized and discussed.

No additional discussion.

C. Consideration of Approval of Superintendent's Request to City Council for Use of Carryover Funds (Reading File Enclosed)

A Motion to approve the Superintendent's Request to City Council for Use of Carryover Funds was made by Vice Chair DuBose and seconded by Mr. Claud.

Discussion included:

- Carryover funds
- Reversion date
- Possible use of signing bonuses

Questions from the Board were recognized and discussed.

A vote was taken.

- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y
- Dr. Goodale – Y
- Ms. Jones – Y
- Mr. Maxwell – Y
- Chair Burbage –Y

The motion was approved by a vote of 7-0

D. School Nutrition Policy update (Reading File Enclosed)

A Motion to approve the School Nutrition Policy update was made by Dr. Bartlett and seconded by Mr. Maxwell.

No discussion.

A vote was taken.

- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y
- Dr. Goodale – Y
- Ms. Jones – Y

- Mr. Maxwell – Y
- Chair Burbage –Y

The motion was approved by a vote of 7-0

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

AJ Lumagui provided an update on all schools.

Mr. Maxwell commented on the committee meetings he has attended. Thanked Mr. Roberts and school administrators, SROs, SS that attended the safety meeting. Progress made for bus safety was a major win. Attended the gifted education and advisory committees. Thanks to Mrs. Montalvo for leading and Mrs. Barton's presentation. Workshop looking at policies throughout the state. Thanks to Mr. Thatcher F., art teachers, finance team and school leaders, all teachers who did time reading stories.

Dr. Goodale wishes to thank Thatcher, sports teams, fine arts, concerts and performances. We are blessed as this school, being a small district, is able to offer these things to our students.

Dr. Bartlett met the new executive director at New Horizons, Dr. Cale. Reported on annual golf classic at Kiln Creek. \$55,000 was raised in one day. Attended the football playoff game. Wishes the team good luck this Friday. Go team!

Mr. Claud thanks City Council for the opportunity to serve on the School Board and very humbled to serve. Thanked the former board chair Shannon Martin. Have not met her but recognized her dedicated service. Recognize Chair Burbage and Vice Chair DuBose on their election. Thank the city manager and his staff and Superintendent Tillett and his staff. They worked very hard and very quickly to transition him into this role. Very thankful to all the help he received with this appointment. Seamless process and looking forward to working with all of you. Echo the comments on the arts presentation and the variety offered. Compliments on the presentations done tonight, information provided and how it is presented. Thanks to cell phone committee and Mr. Roberts. Very encouraged about continuing the cell phone committee. Donations from business and individuals which is such a compliment to the folks in this city, so generous and love our schools. Wish everyone a very Happy Thanksgiving. Have a lot to be grateful for and these schools are one of the most important ones.

Ms. Jones gave a big congratulations to Thatcher. He was an outstanding school board representative and she looks forward to following his bright future ahead. Welcome to Mr. Claud and a personal thank you to Chair Martin for her service to our board. Personally appreciate her time and the personal discussions and insights shared with her. Thank you to Ms. Spence and the finance department at the school board as well as the schools. Thank for the work on the activity fund audit. Very commendable to have no issues on the audit. Thank you to the Brown Edwards team, also. Thank you to the cell phone committee. Congratulations on all the fall sports successes. Thank you for the fine arts presentation. Thank you to the Poquoson

Education Fund. Thank you to the Run for the Bulls event. Very well done. Happy Thanksgiving.

Vice Chair DuBose echoes everyone else's comments. Underscore the arts programs, something that he holds very near and dear to this heart. Amazing what the arts do for students.

Chair Burbage wants to thank Thatcher. He enjoyed working with him. Looking forward to seeing how far he goes. Thanks for Ms. Spence and her staff and all of the individual school staffs on the audit. That's to be commended. Thank you for the cell phone committee and their hard work. Believes it is the right thing to do because of the negative implications of continued cell phone use and social media. Thanks to the safety committee on the WDS. Keeping our kids safe from these horrific things we hear about and read about, we are taking this seriously. Thanks to the safety committee for your hard work. Thanks to the teachers and staff promoting music and arts. This provides an avenue for kids to express themselves. Thanks to parents with recorders.

Mr. Tillett wants to echo the sentiments of the other board members. Special thank you to the central staff who are extraordinary educators and passionate about the work they do. We are small but mighty! We wear a lot of hats and do it extraordinarily well every day. Grateful to be part of your team and appreciate your hard work and dedication to the kids and families of Poquoson. Thank you to the school board members for your time and energy you invest in our schools that you do for free. The committees you serve on and the time and energy you put in to serve your community does not go unnoticed. Thank you as our chief volunteers and thank you for your due diligence and hard work very much.

X. MATERIAL FOR BOARD REVIEW – No additional material for board review

XI. SPECIAL CALL FOR CLOSED SESSION (Agenda Attached) – Chair Burbage, read into the record:

- A. Poquoson City Public Schools' School Board will meet in closed session pursuant to the Scholastic Exemption of Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for consideration of personnel matters.

The Board moved into closed session at 8:12 p.m.

A motion was made by Chair Burbage and seconded by Vice Chair, DuBose pursuant to the scholastic exemption of Section 2.2-3711(1) of the Virginia Freedom of Information Act, to move into Closed Session for consideration of personnel matters.

A vote was taken.

- Chair Burbage –Y
- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y

- Dr. Goodale – Y
- Ms. Jones – Y
- Mr. Maxwell – Y

The motion was approved by a vote of 7-0.

XI. Closed Session

The board met in a closed session for consideration of:

- A. Personnel matters.

XII. Move to Open Session

A motion was made by Chair Burbage and seconded by Dr. Bartlett to move back into open session.

A vote was taken.

- Chair Burbage – Y
- Dr. Bartlett – Y
- Mr. Claud – Y
- Vice Chair DuBose – Y
- Dr. Goodale – Y
- Ms. Jones – Y
- Mr. Maxwell – Y

The motion was approved by a vote of 7-0.

XIII. Adjournment

There being no further business, Chair Burbage adjourned the meeting at 9:10 p.m.

Chris Burbage  
Chair  
12/16/24  
Date

Carol M. Carroll  
Carol M. Carroll, Clerk of the Board