

**POQUOSON CITY SCHOOL BOARD MEETING
 DECEMBER 17, 2024 – 6:00 p.m.
 CITY OF POQUOSON COUNCIL CHAMBERS**

MEETING MINUTES

In attendance:

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

Absent: Timothy Goodale

- I. CALL TO ORDER** – Dr. Chris Burbage called the meeting to order at 6:00 p.m. on December 17, 2024.
- II. PLEDGE TO THE FLAG, MOMENT OF SILENCE, AND INSPIRATIONAL READING**
AJ Lumagui led the meeting with the pledge of allegiance, moment of silence and an inspiration reading from Ben Franklin.
- 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 led the recognitions and presentations with the introduction of the Senior of the Month, Ivey Lucas.

Teachers of the year for each building were recognized:

- Poquoson Primary School, Megan Chaos;
- Poquoson Elementary School, Maria Goss;
- Poquoson Middle School, Robin Clark;
- Poquoson High School, Kip Flynn.

The Division Teacher of the year was announced – Robin Clark

A Presentation by Kiwanis Club was made to honor the teachers of the year along with a gift from the Kiwanis Club.

A Presentation by Poquoson Education Fund was made to the Division Teacher of the year with a cash prize to Ms. Robin Clark for use in her classroom.

V. PRESENTATIONS AND REPORTS

A. Instruction Update – *Ashley Ide, Assistant Superintendent for Instruction*

Items discussed:

- Program of Studies
- Objectives of the Program of Studies
- Advanced Coursework available
- New Horizons regional center
- Governor’s School of Science and Technology
- Dual Enrollment with the Virginia Peninsula Community College
- Passport Program details
- Uniform certificate of general studies (“UCGS”)
- Transferrable associate’s degree

Ms. Lobrack from Governor’s school presented additional information on the Governor’s school along with four current students. The students each spoke about their experiences at the Governor’s school.

Dr. Burbage had a question about AP testing costs.

Mr. Tillett stated PCPS will cover this testing for all students.

Dr. Goodale’s question was provided to Dr. Burbage regarding costs of the community college.

Mr. Tillett: The plan is to provide additional information once the budget has been determined.

Ms. Jones question about the college now program. Who provides the instructors.

Mr. Tillett: Building 4 distinct pathways for delivery: (1) PCPS will offer a free primary delivery system. Some of our own instructors are qualified to teach at the community college.

(2) It is possible to do a virtual classroom. (3) Option to bring a college instructor to our campus. (4) Bus students to VPCC.

Dr. Bartlett – will the PCPS students be mixed with adult learners.

Mr. Tillett: Primarily age-appropriate students. There will be courses that the students can take that are mixed with adult learners.

Ms. Jones – is this a formal arrangement, Memorandum of Understanding (“MOU”). There will be a formal MOU. Discussions are continuing.

Mrs. Ide: PCPS’s goal is a cohort of 30 students in this program.

B. Finance Update – *Tracy Spence, Executive Director of Finance*

- FY26 proposed budget was discussed
- Less enrollment since 2022.
- Compensation Package discussed
- Governor budget to be released on December 18, 2024
- Dates of proposed budget

Mr. Maxwell questioned the drop in enrollment.

Mr. Tillett stated PCPS is projected to grow over the next 5 years.

C. Operations Update – *Andrew Roberts, Assistant Superintendent for Operations*

Discussion about:

- Safety committee meeting discussions
- Award of \$37,266 for PPS from the VDOE Security Equipment Grant
- 30-day trial for GPS on the buses
- Camera System Trial – cloud based system
- Continue to need drivers
- Draft of the 2025/2026 School year calendar
- Food services 3-year review will be in January
- Draft Cell Phone-free policy second reading tonight

Mr. Maxwell asked about the timeline for GPS.

VI. PUBLIC COMMENT

No public comment

VII. CONSENT AGENDA

- A.** Approval of Financial Reports
- B.** Authorization to Change Appropriation and to Accept and Expend Funds in Accordance with Attached Request
- C.** Approval of Personnel Action
- D.** Approval of Minutes for November’s Regular Meeting

Mr. DuBose moved to have a motion to approve the consent agenda. Seconded by Mr. Claud.

No discussion

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

A vote was taken. Vote passes 6 – 0

VIII. OTHER MATTERS FOR CONSIDERATION

- A.** Consideration of Program of Studies (POS) for 2025/2026 School Year

Mr. Claud moved to have a motion to approve the POS. Seconded by Mr. Maxwell.

Discussion about college now information.

Ms. Jones: Will there be addendums.

Mr. Tillett: the current document is organic and substantive changes will be brought to the

board.

No additional discussion

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

A vote was taken. Vote passes 6 - 0

- B.** Consideration of Second Reading 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*)

Vice Chair DuBose moved to have a motion to approve the Student Code of Conduct. Seconded by Mr. Claud.

Discussion

Dr. Bartlett questioned the addition of the photo policy. Mr. Tillett explained this has been part of the existing policy.

No additional discussion

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

A vote was taken. Vote passes 6 - 0

- C.** Consideration of Second Reading to approve the School Nutrition Policy update.

Mr. Claud moved to have a motion to approve the School Nutrition Policy. Seconded by Ms. Jones.

No discussion.

- Dr. Bartlett – Aye
- Mr. Claud – Aye
- Vice Chair DuBose – Aye

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

A vote was taken. Vote passes 6 - 0

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

AJ Lumagui provided his report on the PCPS schools.

Mr. Maxwell extended happy holidays to everyone. Thank you to SROs, SSOs who keep our students safe. Congratulations to all the teachers of the year. Special congratulations to Ms. Clark. Thanks to the Poquoson Education Foundation. Thanks to the Kiwanis. Thanks to the Program of Studies. Amazing presentations by the governor’s program students. Thanks to the cell phone committee for all the work.

Dr. Bartlett attended the New Horizons Board of Trustees meeting. Encourage all students to attend the next open house on the CTE courses. Hope everyone has a safe and joyful holiday.

Dr. Claud blessed with the school system and all the folks who work in the school system. POS is well balanced for all students. Thanks to the cell phone committee. Echo the comment to the SROs and safety committee, police department. He attended the PPS kindergarten concert. Very well organized and the kids were just awesome. Thanks to Ms. Ferris and Mrs. Cason. Wish everyone a very Merry Christmas and happy, healthy and safe time with your families.

Ms. Jones congratulated Ms. Lucas and all the teachers of the year. Well deserved. Thanks to the Kiwanis Club and the Poquoson Education Foundation for their continued support. Extra funding goes a long way. College Now program, thanks to Ms. Ide, Mrs. Winchester, Ms. Banton, Mr. Tillett. Believe we are on the cusp of something great. Enjoyed the governor’s school presentation. Students are very well prepared for success. Cell phone policy will be a culture change. Big thank you for all the work. Hope it will be a positive change. Wonderful winter break to teachers and students. Merry Christmas and Happy holidays.

Mr. DuBose attended the health advisory board. Ms. Worthen is doing a lot of great stuff. Nurses she represents don’t get enough credit for what they do. Underscore what everyone is saying about the Governor’s school. Truly amazing what is coming out of that program. Hearing a lot of good feedback from the community on the cell phone policy.

Dr. Burbage would like to congratulate the teachers of the year and the division teacher of the year. They are passionate. Thankful for teachers like them in our school. Thanks to the Kiwanis and the Poquoson Education Foundation for helping make their awards even better. Deserve so much more. All work going into the educational opportunities with the governor’s school and New Horizons and the dual enrollment. Cell phone policy, thanks to everyone who worked on the policy.

He attended a meeting with Mr. Hux and Mr. Tillett at the request of Mr. Hux. Mr. Hux in the meeting expressed his desire to support PCPS. Mr. Hux is passionate about people. Merry Christmas and Happy Holidays

Mr. Tillett stated Merry Christmas and Happy Holidays

X. MATERIAL FOR BOARD REVIEW


No additional materials

XI. ADJOURNMENT

Chair Burbage adjourned the meeting at 7:32 p.m.


Chris Burbage, Chair


Carol M. Carroll, Clerk of the Board


Date