

**POQUOSON CITY SCHOOL BOARD
 WORK SESSION - FEBRUARY 18, 2025
 CITY OF POQUOSON COUNCIL CHAMBERS**

Minutes

In attendance:

Christopher Burbage, Chair	Timothy Goodale	Arty Tillett, Superintendent
Melissa Bartlett	Kristen Jones	Andrew Roberts, Asst. Superintendent
Christopher Claud	J. Chris Maxwell	Ashley Ide, Deputy Clerk
Michael DuBose, Vice Chair		

Chair Burbage brought the meeting to order.

Mr. Tillett defines the background of how the budget is started.

- a. Start with staff;
- b. Consult with directors, special services;
- c. Monitor governor’s budget
- d. Compensation study – addressed all employees

Virginia operates on a biennial budget. This is the second year of the biennial budget. Budget gets amended annually.

By statute, PCPS must provide an approved budget to our funding partners (City of Poquoson) by the end of March.

82% of overall budget request is human for resources
 Proposal intends to be at the regional average in all categories
 Accounts for 3% salary increase proposal

Next steps:

Scheduling planning meetings with board members

Question from Mr. DuBose about inflation.

Suggestion to add a board policy about doing a compensation policy every five years.

Question from Ms. Jones about longevity supplements.

If not granted the entire budget from the city council:

Have plans in place to scale back over time;

Any volatility in the expense side of the budget? None expected. Working on a maintenance plan

Plan covers all operating costs

Confident we will be in good shape for any growth in student population

- Will be able to adjust with ADM
- Adjustments made by the state will be March 20, 2026

Grants Title I, II and IV are federal funds

Formula based

State has cut the funding on Canvas

- Hopeful that the \$45,000 funding will not be cut
- Other companies do the Canvas
 - Google
 - Weigh the cost of training, etc.
 - Has many free products
- Need to be cautious about switching to a new platform just to save a few dollars.
- Usually comes with a package of upgrading and training

Compensation study was lacking in the transportation area

- We have a run rate vs. hourly rate
- Currently at the bottom compared to other divisions
- Gross average is \$30,000/year without extra runs
- Trips are supplemental work.

Security officers are on a grant study

- Pay ranges were set by state
- Three of four are retired Poquoson Police Officer
- Can apply year after year

Motion to adjourn by Dr. Bartlette, seconded by Mr. Claud

Vote taken. All ayes, no nays

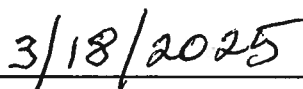
Meeting adjourned by Chair Chris Burbage at 8:36 p.m.



Chair Chris Burbage



Carol M. Carroll, Clerk



Date