

October 12, 2011

TO: Principals  
FROM: James E. McDaniel, Division Superintendent  
SUBJECT: HIGHLIGHTS OF ACTION TAKEN AT OCTOBER MEETING

1. The Board approved the following overnight field trips:

SCHOOL(S)	ACTIVITY	LOCATION	DATES
Chatham High	FFA – Livestock Career Development Event	Blacksburg, VA	March 23-24, 2012
Chatham High	FFA – State FFA Convention	Blacksburg, VA	June 18-21, 2012
Chatham Middle	BETA – Junior State Convention	Richmond, VA	February 16-18, 2012
Chatham Middle	BETA – Junior National Convention	Greensboro, NC	June 23-26, 2012
Dan River High	JROTC – JCLC Summer Camp	Ft. Pickett, VA	June 17-22, 2012
Dan River Middle	BETA – Junior State Convention	Richmond, VA	February 16-18, 2012
Gretna High	FBLA – State Conference	Reston, VA	April 13-14, 2012
Tunstall High	Band – Mid-South Regional Competition	Spartanburg, SC	March 2-3, 2012
Tunstall High	Band – World Championships Competition	Dayton, OH	April 17-22, 2012

2. The Board approved the 2012-2013 Budget Calendar as presented.
2. The Board approved the following individuals to serve on the 2011-2012 Special Education Advisory Committee:

**Parent Representatives:**

Brosville Elementary – Vacancy  
Chatham Elementary – Brandy Peckinpaugh  
Gretna Elementary – Jeanne Younger  
Hurt Elementary – Vacant  
Kentuck Elementary – Alicia Watson  
Mt. Airy Elementary – Michelle Estrada  
Southside Elementary – Kimberly Kidd  
Stony Mill Elementary – Sheila Lewis  
Twin Springs Elementary – Stephany Bryant  
Union Hall Elementary – Tammy Chaney  
Chatham Middle – Allison Durham  
Dan River Middle – Kevin Meadows  
Gretna Middle – Kim Walker  
Tunstall Middle – Marcie Gunter  
Chatham High – Vacant  
Dan River High – Kathy Fisher

Gretna High – Elizabeth Lowe  
Tunstall High – Todd Barrett  
Parent Representative – Bonnie Gibson

**Business and Community Representatives:**

Rev. Rudy Hearn  
Dennia Burton  
Winfred Logan  
Brett Robertson

**Consultants**

Al Klugh  
Jeff Early

3. The Board approved the following individuals to serve on the 2011-2012 School Health Advisory Committee:

Frank Wickers, LPC, Ed.D.  
Clarence Kirby, DDS  
Katherine Blair, PE Teacher  
Jeff Early, Ph.D., Assistant Superintendent for Support Services  
Bailee Irby, Student at Chatham High School  
Kristin Stathers, Clinic Manager, Centra Health  
Verna Burnette, RN, MSN, APRN-BC, District Epidemiologist  
Bonnie Meadors, RN, BSN  
Rebecca Owens, Student at Gretna High School  
Peggy Saunders, RN  
Sonia Rhodes, RN, BSN  
Janice Wiles, RN  
Rhonda Yates, Supervisor of School Nutrition  
Barbara Clay, Executive Administrative Assistant  
Project Connect Coordinator for Pittsylvania County Schools  
Donna Osborne, Parent  
Dr. William Sandidge, Supervisor of Special Education  
Margaret Roach, Pittsylvania County Social Services  
Kara Scott, School Nutrition Specialist  
Margie Wilkinson, Director of Operations & Senior Program Officer  
Rachel Nicholson, Student Representative for Chatham High School

5. The Board approved the change in the design of the Division Technology Committee to include Central Office instructional staff and Information Technology staff with input from the Teacher Advisory Council, Citizens Advisory Council and the Minority Advisory Council as the permanent composition of the Committee.

6. High school graduation sites – The Board approved the high school graduation sites and schedules as follows:
  - ◆ Chatham High School – Thursday, May 24, 2012, at 7:00 p.m. at Averett University’s Grant Center
  - ◆ Dan River High School – Friday, May 25, 2012, at 9:00 a.m. at Averett University’s Grant Center
  - ◆ Gretna High School – Friday, May 25, 2012, at 6:00 p.m. at Averett University’s Grant Center
  - ◆ Tunstall High School – Friday, May 25, 2012, at 1:00 p.m. at Averett’s University’s Grant Center
7. The Board approved the Resolution in Support of Public Education in Virginia as presented.
8. Ms. Rachel Nicholson, Student Representative from Chatham High School, introduced the Character Word of the Month for October which was “Honesty.”
9. The Superintendent presented Virginia School Boards Association (VSBA) awards to Board Members and the Clerk as follows:
  - Certificates of Recognition
    - Mrs. Janet Hancock
    - Mr. Burton
    - Mr. Doss
    - Mr. Moon
    - Mr. Sanders
  - Award of Honor and VSBA Pin
    - Mr. Stowe
    - Mr. Miller
  - Award of Distinction and Star Pin
    - Mr. Oakes
10. Ms. Kate Wells, President of the PEA, addressed the Board. Representing all staff members associated with Pittsylvania County Schools, she expressed concerns about salaries and morale. However, she expressed a desire to provide solutions rather than only problems. American Education Week will be celebrated in November. She invited all of the School Board members and the Central Office administrative staff to participate in “Educator of the Day” on November 17, 2011, by coming into the schools and doing any of the jobs that are available. Ms. Wells offered her classroom for anyone who may wish to come and substitute for a day. She asked the Board and staff to show support of the staff by participating in this activity. It was noted that the Board members, Student Representatives and the Superintendent will be at the VSBA Conference in Williamsburg, Virginia, on November 17, 2011. Ms. Wells indicated that a different date may be scheduled.

11. Mr. Burton recognized Mrs. Brenda Bowman who is a candidate for the Board of Supervisors in the Chatham/Blairs District. She is running against Mr. Frank Fox.
12. Mr. Michael Hutson, Director of Maintenance and Facilities, provided an update on maintenance projects and the high school additions/renovations. The completed maintenance projects included the following:
  - ◆ The renovations at the high schools have been completed with only a few punch list items remaining. There were some roof leaks from the recent rains; however, these issues have been resolved.
  - ◆ The renovations on the Chatham High School athletic facilities are underway.
  - ◆ The construction of the footers for the storage buildings at Dan River High School, Gretna High School and Tunstall High School is beginning.
  - ◆ The drawings for the kitchen addition at Brosville Elementary School have been completed and plans are being finalized.
  - ◆ Replaced eight (8) sets of outside doors on the main building and the gym building at Hurt Elementary School.
  - ◆ Renovated the main restrooms at the front entrance and added a restroom to one of the mobile units (pre-school classroom) at Stony Mill Elementary School.
  - ◆ Repaved the old tennis courts at Southside Elementary School for the staff parking area.
  - ◆ Installed in the elementary cafeterias several pieces of kitchen equipment saved from the high school renovations.
  - ◆ Installed many overhead projectors in the middle and elementary schools.
  - ◆ Upgraded the controller for the building controls in the middle schools.
  - ◆ Completed many smaller projects including painting and repairs.
  - ◆ Completed 4,359 work orders during the past 12 months

Mr. Hutson asked the Board for consideration of funding to be included in the 2012-2013 budget for the ongoing costs for maintenance of all facilities to keep the systems and equipment up to date and in proper working order.

13. Mr. Oakes asked about the questions and comments contained in the School Activity Funds Audit. He asked the Superintendent to check into these comments to ensure that the appropriate procedures as required by the State of Virginia are followed. The Superintendent indicated that staff does review and follow up on these items with staff and corrects any issues that may exist.
14. Mr. Miller asked for a brief report on the shingles vaccine. Dr. Early indicated that he had spoken with the local health department and the epidemiologist relative to the shingles vaccine. The vaccine is only recommended for individuals over the age of 60 and would not pertain to any school age children.
15. The Superintendent provided the following reports:

- There have been some questions from the Board of Supervisors surrounding the \$841,144.70 of carry over money for the School Board. At its October 18, 2011, Finance Committee meeting and adjourned meeting, the agenda for the Board of Supervisors include the discussion and action relative to this issue. The Superintendent will inform the Board members of any decisions that are forthcoming.
  - The Student Representatives will be working on a project for the Concussion Management Team (CMT). Along with Mrs. Ann Cassada, Director of Secondary Education, and the Information Technology staff, the students will develop a five-minute video to be used to help educate the students and school community with regard to concussions. The Student Representatives have been asked to provide a draft to the CMT at its next meeting in November.
  - The 2011 election terms by district for the School Board members have been determined. Elections for four-year terms include Chatham/Blairs, Staunton River, Tunstall and Westover Districts. Elections for two-year terms include Banister, Callands/Gretna and Dan River Districts. With Election Day being held on November 8, 2011, the Board members were asked if there would be any desire to move the November School Board meeting to another date. The consensus of the Board was to continue to schedule the School Board meeting on November 8, 2011.
  - The Virginia Department of Education has released the high school on-time graduation rates. Pittsylvania County Schools is one of 67 (out of 132) school divisions that is above the State average graduation rate. Congratulations were expressed to Dan River High School for obtaining a 92% graduation rate for the 2011 cohort.
  - Upcoming VSBA conference includes the following:
    - VSBA Annual Convention, November 16-18, 2011, Williamsburg Lodge, Williamsburg, Virginia
16. The Board approved the low bid meeting specification for the following bid:
- Petroleum Products
17. The Board approved the Joint Use Agreement with the Pittsylvania County Board of Supervisors to allow the Parks and Recreation Department to use the school facilities for community recreational purposes under the guidelines of School Board Policy KG-PC, Community Use of School Facilities, for the 2011-2012 school year.
18. The Board approved the first reading of the following School Board policies:
- GCBF-PC, Sickness and Accident

- GDBF-PC, Sickness and Accident
- GCBFA-PC, Sick Leave Bank
- GDBFA-PC, Sick Leave Bank

19. The Board authorized the application for the following grants:
  - a. Too Good for Drugs grant
  - b. J. T. Minnie Maude Trust grant for Southside Elementary School

