

**Colonial Beach School Board**  
**Regular Meeting**  
**July 11, 2018 5:30 p.m.**  
**Town Center, 22 Washington Avenue, Colonial Beach, Virginia**  
**MINUTES**

**Call to Order**

Mr. Trivett called the meeting to order at 5:32 PM.

**PRESENT:** Mr. Tim Trivett, Chairman  
Mr. Scott Foster  
Mrs. Michelle Payne  
Mrs. Lyburn- arrived at 5:41PM  
Dr. Kevin Newman, Superintendent  
Mrs. Karen Camlin, School Board Clerk

**Approval of the Agenda**

Mrs. Payne moved to approve the agenda as presented.  
Mr. Foster seconded the motion, and it passed unanimously.

**Approval of Meeting Minutes**

Mrs. Payne moved to add the minutes of June 13, June 15, June 20 and June 28 to the August meeting.  
Mr. Foster seconded the motion, and it passed unanimously.

**Special Presentations**

Mr. Astrop presented a plaque to Mr. Tommy Setliff for his 33 plus years of volunteer service to the athletic department. Mrs. Grigsby thanked Mr. Setliff for his service and Mr. Trivett stated that he has done an outstanding job.

**Reports**

Mr. Astrop was present and provided a report of activities and initiatives for the Athletic Program (*AD Report*).

Mrs. Coates was present and provided a report of activities and initiatives for the elementary school. She stated that she is ready for the 2018-2019 school year and noted that grades 2, 5, 6, and 7 are full, and a waiting list will be started for out of town applicants. Mrs. Coates also stated that she is in need of a 5th Grade Language Arts Teacher and a long term substitute for 6th and 7th grade math. She concluded by saying that she participated in the Early Childhood School Leadership Institute with Ms. Ellis, Mrs. Camlin and Ms. Pastore.

Mrs. Williams was present, and provided a report of activities and initiatives for the high school (*HS Report*). She added that she is honored to be the principal at Colonial Beach High School.

#### **Public Comment**

There was no public comment.

#### **Reports**

##### **School Board Members**

Mr. Lyburn did not report.

Mrs. Payne did not report.

Mr. Foster did not report.

Mr. Trivett introduced Mr. Turner and stated that he looks forward to working with him.

##### **Mayor**

The mayor was not present.

##### **Town Council Members**

Mr. Alger reported that he will be meeting with town council members and the town manager and stated that he would provide pertinent information from the meeting to the School Board.

##### **Superintendent**

Mr. Turner reported that:

- he looks forward to being the new superintendent. He has 17 years of various experiences and does not take this job lightly.
- he has met with staff and key leadership personnel to address expectations and goals.
- he attended a Student Support and Conduct Presentation.

##### **Financial Report**

Mr. Schoppe gave the board a financial report (*Report*).

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##### **New Business**

Mrs. Payne moved to approve the expenditures in the amount of \$684,729.19

Mrs. Lyburn seconded the motion, and it passed unanimously.

Mr. Turner gave possible dates of August 6th or 10th for the School Board Retreat.

Mrs. Lyburn moved to approve August 10th as the date for the School Board Retreat.

Mrs. Payne seconded the motion, and it passed unanimously.

Mrs. Camlin presented principal recommendations for Student Liaison, Nina Davila-Paz and alternate Michael Camlin.

Mrs. Lyburn moved to approve the 2018/2019 Student Liaison and alternate.  
Mr. Foster seconded the motion, and it passed unanimously.

Mr. Schoppe presented the 2018-2019 Payroll Calendar

Mrs. Lyburn moved to approve the 2018-2019 Payroll Calendar.  
Mr. Foster seconded the motion, and it passed unanimously.

Mr. Turner recommended Mrs. Camlin as Authorized Signature in Superintendent's Absence  
Mrs. Lyburn moved to approve Mrs. Camlin as Authorized Signature in Superintendent's Absence.  
Mrs. Payne seconded the motion, and it passed unanimously.

#### **Closed Session commenced at 5:52 pm**

Mrs. Payne moved to go into Closed Session pursuant to Code of Virginia, Section 2.2-3711 (A)(1), discussion and consideration of prospective candidates for employment assignment, performance and resignations for certificated staff; and support staff pursuant to Code of Virginia, Section 2.2-3711 (A)(2), discussion and consideration of students that would involve the disclosure of information contained in scholastic records and discipline; and pursuant to Code of Virginia, Section 2.2-3711(A)(7) discussion and consideration of information pertaining to actual or probable litigation. Mrs. Lyburn seconded the motion with a roll call vote as follows:

Mrs. Payne – AY	Mr. Foster-AY
Mr. Trivett – AY	Mrs. Lyburn- AY

**Reconvened Open Session at 6:50** Mrs. Payne moved to reconvene the open session.  
Mrs. Lyburn seconded the motion.

#### **Closed Session Actions-**

**Mrs. Payne moved to approve certified staff applicant #1 from the personnel recommendation list of June 11, 2018, as a High School Counselor, to be paid \$58,900.00, effective July 16, 2018.** Mrs. Lyburn seconded and the motion was approved unanimously.

**Mrs. Payne moved to approve certified staff applicant #2 from the personnel recommendation list of July 11, 2018, as a Director of Student Services, to be paid \$66,500.00, effective July 16, 2018.** Mrs. Lyburn seconded and the motion was approved unanimously.

**Mrs. Payne moved to approve support staff applicant #1 from the personnel recommendation list of July 11, 2018, as a Food Service Substitute, to be paid \$8.00 per hour effective for the 2018/2019 school year .** Mrs. Lyburn seconded and the motion was approved unanimously.

**Mrs. Payne moved to approve support staff applicant #2 from the personnel recommendation list of July 11, 2018, for salary adjustment, to be paid \$67,000.00 per year effective July 1, 2018. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #3 from the personnel recommendation list of July 11, 2018, as a Substitute Teacher, to be paid \$60.00 per day effective for the 2018/2019 school year, pending substitute training. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #4 from the personnel recommendation list of July 11, 2018, as a Substitute Teacher, to be paid \$60.00 per day effective for the 2018/2019 school year, pending substitute training and background check. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve coaching staff applicant #1 from the personnel recommendation list of July 11, 2018, as Cheer Coach. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve coaching staff applicant #2 from the personnel recommendation list of July 11, 2018, as Assistant Cheer Coach. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve coaching staff as listed for Fall, based on Stipend policy from the personnel recommendation list of July 11, 2018. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Adjournment**

Mrs. Payne made a motion to adjourn the meeting at 6:54 PM. Mrs. Lyburn seconded and the motion was approved unanimously.

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Karen Camlin, Clerk of the Board

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Timothy Trivett, Chairman

Minutes of the July 11, 2018 Colonial Beach School Board Regular Meeting

