

**Colonial Beach School Board**  
**Regular Meeting**  
**September 11, 2019 6:00 p.m.**  
**22 Washington Avenue, Colonial Beach, Virginia**  
**MINUTES**

**PRESENT:** Mr. Tim Trivett, Chairman  
Mrs. Michelle Payne, Vice Chairman  
Mrs. Patrice Lyburn  
Mr. Brent Steffey (arrived at 6:04)  
Mr. Dashan Turner, Superintendent  
Mrs. Karen Camlin, School Board Clerk

**Call to Order**

Mr. Trivett called the meeting to order at 6:01 p.m. with a moment of silence for 9/11 victims and responders.

**Approval of the Agenda**

Mrs. Payne moved to approve the agenda as presented.  
Mrs. Lyburn seconded the motion; and it passed unanimously.

**Approval of Meeting Minutes**

Mrs. Payne moved to approve the minutes of August 14, 2019.  
Mrs. Lyburn seconded the motion; and it passed unanimously.

Mrs. Seeber moved to approve the special meeting minutes of August 28, 2019.  
Mrs. Payne seconded the motion; and it passed unanimously.

Special Presentation- Mrs. Williams recognized Sabastian and Shauna Carrion for the hours spent in the library. They were presented with a McDonald's gift certificate and flowers.

**Reports**

Mrs. Williams was present and provided a report of activities and initiatives for the high school. (See Attached).

Mrs. Payne said that the open house was wonderful with high attendance. She also told Mrs. Williams that she did a great job with the schedules.

Mrs. Coates was present and provided a report of activities and initiatives for the elementary school.

Mr. Astrop was not present, but provided a report on athletic programs. (See Attached)

### **Public Comment**

There was no public comment

### **Reports**

**Student Liaison-** Mr. Matthew Reid stated that the double lunches are nice and he appreciates the work that Mrs. Williams and the board have done to update the cafeteria.

### **School Board Members**

Ms. Seeber stated that there has been communication about the Homecoming Parade.

Mr. Steffey did not report.

Mrs. Lyburn did not report

Mr. Trivett did not report

Mrs. Payne stated she attended the Northern Neck Technical Center and all schools will start at the same time next year.

### **Mayor**

The mayor was not present.

### **Town Council Members**

Mrs. Roberson was present, but did not report.

### **Superintendent**

Mr. Turner thanked the staff for getting the school up and running. He also said that the student numbers are lower than expected with a total of 597. He stated that he hoped to have a newsletter by the middle of October and that a name for the newsletter has not been decided at this time. Mr. Turner stated that he would be attending VASS in Virginia Beach at the end of the month.

### **Financial Report**

Mr. Schoppe gave the board a financial report.

### **Informational**

Mr. Turner discussed the 2020-2021 calendar. He stated that it was a topic at the Northern Neck Technical Center meeting.

Mr. Turner noted that Attendance Regulation JED-R was in the folder for review.

Mr. Turner noted that the ticket takers procedure was in the folder for review, and three options were presented.

Mrs. Camlin noted that the updated VASBA policies were in the folder for review.

Mr. Turner noted that MOA with Westmoreland Children Services Act Office was in the folder for review. He stated that he supported working with the attached MOA.

### **Unfinished Business**

#### **New Business**

Mrs. Payne moved to approve the expenditures in the amount of \$745,033.50.

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

Ms. Seeber moved to approve VSBA policy changes GB, GBA/JFH, JB, JBA, and JFHA/GBA.

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

Mr. Turner presented the Approval of Invitation for High School Gymnasium Heating, Cooling, and Ventilation System.

Mr. Trivett asked that this be sent to the attorney first, and then brought back for approval.

Mrs. Payne moved to approve FY 19 Reappropriation of Categories.

Ms. Seeber seconded the motion, and it passed unanimously.

Mrs. Lyburn moved to approve budget amendments.

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

Mrs. Payne asked if this was from last year's budget.

Mr. Schoppe responded yes.

Mr. Trivett asked if auditors had done a pre-audit.

Mr. Schoppe responded yes.

Mrs. Lyburn asked if this includes cafeteria funds.

Mr. Schoppe responded no.

Mrs. Lyburn moved to approve Food Service Fund Balance Resolution.

Ms. Seeber seconded the motion, and it passed unanimously.

Mrs. Payne moved to approve VSBA policy changes GCDA, IC-ID, IGAD, IGAG, IGAH, IGAI, IGBF, IGBGA, IIBEA.GAB, IIBEA-R.GAB-R, JEB, JEC, JFCE, JFCH, JFG, JHH, JJAC, JP, KB, KBA, KG, KGB, KGC, KH, KJ, KLB-E, KNAJ, KQ

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

Ms. Seeber moved to approve the School Division Resolution Supporting The Capital Reserve Fund Balance.

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

Mr. Trivett responded that that's a great idea, and that he hopes they approve it.  
Mr. Turner responded that there was a conversation about putting half of the money into a fund.  
Mrs. Payne asked if money from sale of property would go into the fund as well.

**Closed Session commenced at 6:46 p.m.**

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:

Mr. Trivett- AY	Mrs. Payne- AY	Mrs. Lyburn-AY	Mr. Steffey- AY	Ms. Seeber- AY
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**Reconvened Open Session at 7:42**

Mrs. Payne moved to reconvene the open session.  
Mrs. Lyburn seconded the motion.

**Closed Session Actions-**

**Mrs. Payne moved to approve support staff applicant #1 from the personnel recommendation list of September 11, 2019, as Elementary Paraprofessional for the 2019-2020 school year, to be paid \$17,221.00 prorated effective 09/16/2019. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #2 from the personnel recommendation list of September 11, 2019, as Elementary Paraprofessional for the 2019-2020 school year, to be paid \$17,221.00 prorated effective 09/16/2019. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #3 from the personnel recommendation list of September 11, 2019, as Part Time Custodian for the 2019-2020 school year, to be paid \$8.24 per hour, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #4 from the personnel recommendation list of September 11, 2019, as Custodial Substitute/Food Service Substitute/Substitute Bus Driver/Substitute Car Driver/Substitute Teacher for the 2019-2020 school year, to be paid to be paid the current rate for the respective job, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #5 from the personnel recommendation list of September 11, 2019, as Substitute Teacher for the 2019-2020 school year, to be paid \$60.00 per day, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #6 from the personnel recommendation list of September 11, 2019, as Substitute Teacher for the 2019-2020 school year, to be paid \$60.00 per day, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #7 from the personnel recommendation list of September 11, 2019, as Custodial Substitute/Food Service Substitute/Substitute Bus Driver/Substitute Car Driver/Substitute Teacher for the 2019-2020 school year, to be paid to be paid the current rate for the respective job, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #8 from the personnel recommendation list of September 11, 2019, as Substitute Teacher for the 2019-2020 school year, to be paid \$60.00 per day, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #9 from the personnel recommendation list of September 11, 2019, as Substitute Teacher for the 2019-2020 school year, to be paid \$60.00 per day, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve support staff applicant #10 from the personnel recommendation list of September 11, 2019, as Substitute Teacher for the 2019-2020 school year, to be paid \$60.00 per day, as worked. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve coaching applicant #1 from the personnel recommendation list of September 11, 2019, as Winter Cheerleading Coach for the 2019-2020 school year, to be paid the associated stipend of \$800.00. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve coaching applicant #2 from the personnel recommendation list of September 11, 2019, as Winter Cheerleading Assistant Coach for the 2019-2020 school year, to be paid the associated stipend of \$500.00. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve resignation #1 from the personnel recommendation list of September 11, 2019, as Paraprofessional, effective September 18, 2019. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve resignation #2 from the personnel recommendation list of September 11, 2019, as Part-Time Custodian, effective September 13, 2019. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve stipend #1 from the personnel recommendation list of September 11, 2019, as CLC Administrator, in the amount of \$8,000. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve stipend #2 from the personnel recommendation list of September 11, 2019, as CLC Administrator, in the amount of \$8,000. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Mrs. Payne moved to approve stipend #3 from the personnel recommendation list of September 11, 2019, as CLC Administrative Assistant, in the amount of \$5,000. Mrs. Lyburn seconded and the motion was approved unanimously.**

**Adjournment**

Mrs. Payne made a motion to adjourn the meeting at 7:54 p.m.

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 September 11, 2019 Colonial Beach School Board Regular Meeting

## Athletic Director Report

### Sports

- Varsity Baseball is looking to make the regional tournament beginning May 22, 2019. The opponent and site to be announced later.
- Varsity softball will be wrapping up their season on May 14, 2019. We are very proud of the team's grit and willingness to compete.
- JV baseball and softball will be wrapping up their season as well and we are very proud of them. They both played hard each game and demonstrated Drifter Pride throughout the entire season.
- Middle School Softball will advance to the middle school tournament and is expected to host Northumberland here on Friday, May 10, 2019 at 4:30 pm. If they win they will play Aylet on Saturday, May 11, 2019 for a chance to advance to the championship game later that day. Good Luck Lady Drifters!
- Middle school baseball will be the #1 seed heading into the district tournament. They will play Saturday, May 11, 2019 at Dream Fields. The opponent will be determined later this week.

### Office of the Athletic Director

- The VHSL Participation Survey and the 2019 Football Schedule has been submitted to the VHSL office.
- The Coaches Eligibility Forms were submitted to the VHSL office on April 30, 2019.

### Upcoming Events

- Middle School Baseball/Softball tournament will begin on Friday, May 10, 2019 with the 4th seeded team hosting the 5th seeded team. Then on Saturday at Dream Fields the Semi-finals and Championship games will be played.
- JVBB/JVSB vs Rappahannock on May 9, 2019 at 6 pm at Rappahannock High.
- VBB/VSB game at CB on May 9, 2019 at 5 pm vs Rappahannock. (Senior Day)
- VBB game at West Point on May 10, 2019 at 5 pm.
- JVBB game at CB on May 10, 2019 vs West Point at 5 pm.
- JVSb game at West Point on May 14, 2019 at 5:00 pm.
- VSB game CB on May 14, 2019 at 5:00 pm vs. West Point.

### Fundraising

- Baseball Alumni Game on April 13, 2019, at Colonial Beach High was rained out.

## Elementary School Principal Report

### **Students:**

- Spring Concert and Art Walk: Held on May 1, 2019. Please refer to all the pictures on Facebook.



- **Positive Office Referrals:** As of May 3, 2019, students have earned 10,435 positive office referrals.
- **School-Wide Field Trips:** Students in grades K – 5 went to Stan’s Skateland on May 2<sup>nd</sup> and 3<sup>rd</sup>. Students in grades 6 and 7 go to the Richmond Metro Zoo on May 7<sup>th</sup>. Please refer to Facebook for pictures.
- **Drifter Pride Monthly Winning Classes for April:**
  - Gordner’s 1<sup>st</sup> Grade
  - James’ 2<sup>nd</sup> Grade
  - Jurbala’s 4<sup>th</sup> Grade
  - Longbrake’s 6<sup>th</sup> Grade
  - Ziller’s 7<sup>th</sup> Grade

#### **Guidance:**

- SOL testing dates were shared out last month.
- Mrs. Tabler provided SOL testing training to all faculty and staff on May 1, 2019.

#### **Principal:**

- SURN Principal Academy: Successfully completed “Year 1”.
- As of today, all openings are filled and CBES is fully staffed for the 2019 – 2020 school year. All four of our new teachers are scheduled to shadow their mentors by the end of the year. Two of the teachers have already done so. The other two are scheduled for the end of May.

#### **Parents:**

- Parents were very supportive of the Spring Concert and Art Walk. We had a full house.

#### **Teachers:**

- As of today, we are fully staffed for the 2019-2020 School Year.
- Teachers were honored with various gifts and activities throughout Teacher Appreciation Week (May 6<sup>th</sup> – May 10<sup>th</sup>). We are so grateful for the support of our community.

#### **Fundraising:**

- N/A

#### **Upcoming Events:**

- **SOL Kick-Off Assembly May 10<sup>th</sup> at 1:30**
- **SOL Testing May 13<sup>th</sup> – May 29<sup>th</sup>.**
- **SOL Retakes and Make-Up Testing May 29<sup>th</sup> – June 7<sup>th</sup>.**
- **June 10<sup>th</sup>: Field Day**
- **June 12<sup>th</sup> @ 9:00a.m. Kindergarten Graduation**
- **June 12<sup>th</sup> at 6:00pm. 7<sup>th</sup> Grade Graduation**

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High School Principal Report