



**AGENDA**  
**POWHATAN COUNTY BOARD OF SUPERVISORS**  
**AND POWHATAN COUNTY SCHOOL BOARD**  
**JOINT MEETING**  
**JUNE 11, 2020**  
**6:30 PM CALL TO ORDER**

- 1. Call to Order**
  - a. Identify Board members physically and/or electronically present
  - b. Identify opportunities for the public to access and participate in the electronic meeting
- 2. Pledge of Allegiance**
- 3. Invocation**
- 4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation**
- 5. Formal Approval of Agenda**
- 6. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)**
- 7. New Business**
  - a. FY20 Year End Savings Page 3
  - b. FY21 Local Transfer of Schools' Budget Page 4
- 8. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)**
- 9. County Administrator and Superintendent Comments**
- 10. Boards' Comments**
- 11. Adjournment**



**AGENDA  
POWHATAN COUNTY BOARD OF SUPERVISORS  
WORKSHOP MEETING  
JUNE 11, 2020  
6:30 PM CALL TO ORDER**

This meeting is being held electronically in accord with Virginia Code Section 15.2-1413.  
The meeting is accessible by:

If you would like to participate in the meeting, go to <https://us02web.zoom.us/j/83998792911> by computer or smartphone with the Zoom app.

or by phone, dial: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782  
or +1 346 248 7799 or +1 669 900 6833

Type Webinar ID: 839 9879 2911

Or iPhone one-tap :

US: +13017158592,,83998792911# or +13126266799,,83998792911#

\*\*During the public comment period, you may raise your hand using the zoom controls on your screen or press \*9 on your phone. Visit the Zoom Help Center for more information.

If you would like to watch in real-time, use this link: <http://powhatanva.gov/432/Live-Stream-of-Powhatan-County-Meetings>

If you would like to watch the meeting at your convenience after June 11<sup>th</sup> use this link: <http://powhatanva.gov/433/County-Meetings-and-Workshop-Videos-On-D>

Public comments may also be submitted to [administration@powhatanva.gov](mailto:administration@powhatanva.gov). Any comments received up until 5:00 PM, June 11, 2020 shall be entered into the meeting minutes.

**RESOLUTION ADOPTING THE POWHATAN COUNTY SCHOOL BOARD CAPITAL RESERVE FUND POLICY**

**NOW, THEREFORE, BE IT RESOLVED** by the Powhatan County Board of Supervisors that the Powhatan County's School Board Capital Reserve Fund Policy is approved as follows:

**ESTABLISHMENT OF SCHOOL BOARD CAPITAL RESERVE FUND**

At the end of each fiscal year, any unspent budget in the School Operating Fund which was funded by the County's General Fund will lapse into the County's General Fund Fund Balance and be **COMMITTED** by the Board of Supervisors to the School Board Capital Reserve Fund. The School Board may request the use of the School Board Capital Reserve Fund by way of adopting a Resolution. As the School Board Capital Reserve Fund is a part of the County's General Fund Fund Balance, only the Board of Supervisors may authorize the use of the School Board Capital Reserve Fund by way of a Resolution budgeting and appropriating the funds.

**USE OF SCHOOL BOARD CAPITAL RESERVE FUND**

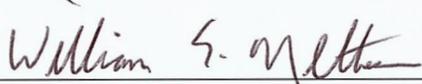
The School Board Capital Reserve Fund is to be used as follows:

1. One-half of the funds committed will be spent only on construction of new school buildings and the renovation of existing school buildings.
2. One-half of the funds committed will be spent on non-recurring needs of Powhatan County Public Schools.

**POLICY SUPERSEDES OTHER POLICIES**

It is the intent of this policy to repeal Resolution R-2015-60 and any other inconsistent policy or practice adopted prior to this date.

**ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON SEPTEMBER 26, 2016.**

  
 \_\_\_\_\_  
 William E. Melton, Chairman  
 Powhatan County Board of Supervisors

**ATTEST:**



\_\_\_\_\_  
 Patricia A. Weiler, Clerk  
 Powhatan County Board of Supervisors

*Recorded Vote:*

David T. Williams <u>Aye</u>	William E. Melton <u>Aye</u>
Larry J. Nordvig <u>Aye</u>	Carson L. Tucker <u>Aye</u>
Angela Y. Cabell <u>Aye</u>	

**Powhatan County Public Schools**  
**Back to Learning**  
**2020-2021 School Year Learning Options**

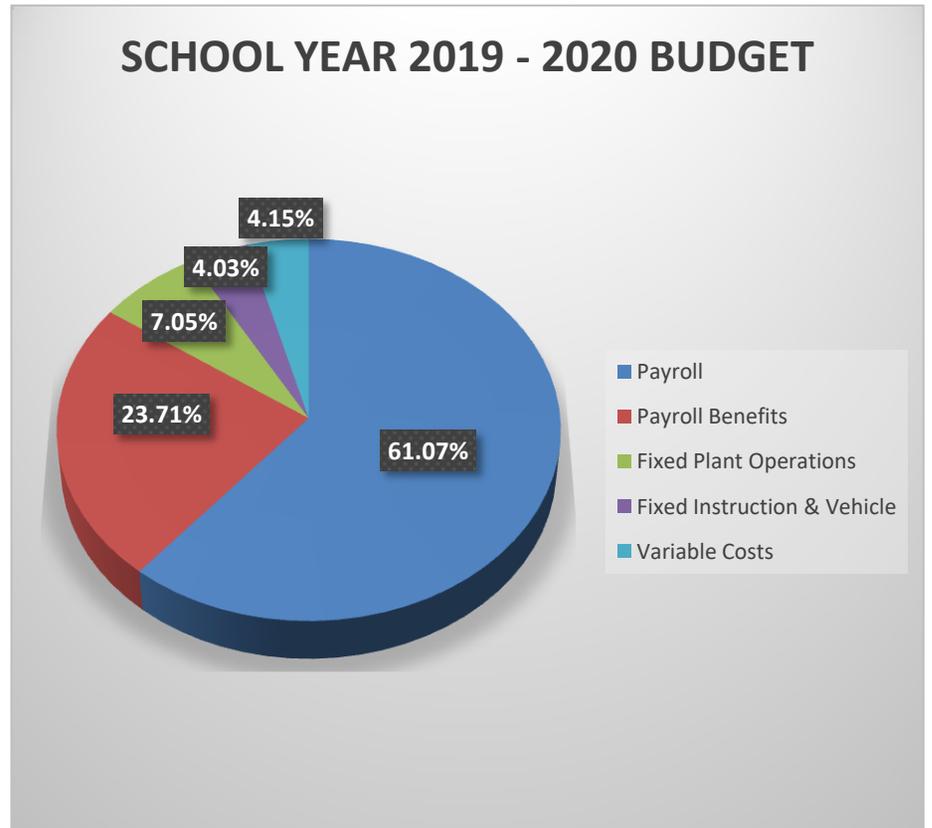
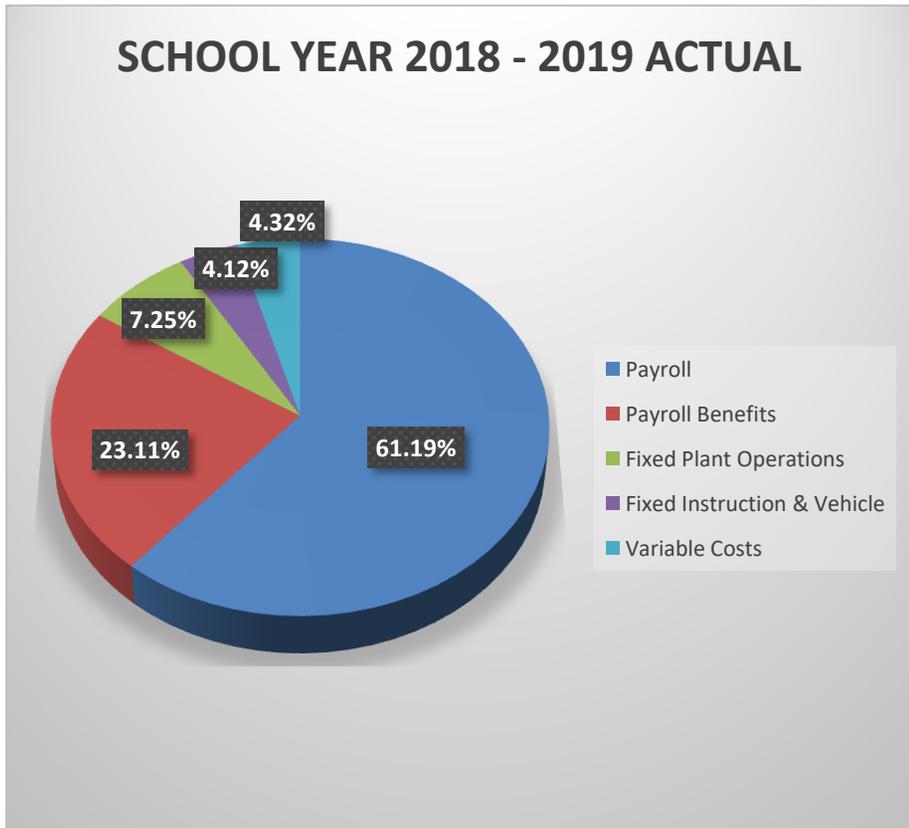
<b>Goals</b>	<p style="text-align: center;">Identify and Plan for instructional delivery models for the 20-21 school year</p> <p style="text-align: center;">Determine how to assess student academic progress, growth, level, as well as social-emotional needs</p> <p style="text-align: center;">Create a plan for curriculum, unit, lesson development, to include supporting teachers and monitoring pacing</p>			
<b>PHASE</b>	<b>Summer</b>	<b>Full Distance Learning</b>	<b>Transition and Hybrid Options</b>	<b>Full Return to Learning</b>
<b>Committee Work</b>		<a href="#">Full Distance Learning</a>	<a href="#">Hybrid / Transitions</a>	<a href="#">Full Return to Learning</a>
<b>Determinants</b>	<p style="text-align: center;">Social Distancing Restrictions</p> <p style="text-align: center;">Governor's Order</p>	<p style="text-align: center;">Social Distancing Restrictions</p> <p style="text-align: center;">Governor's Order</p>	<p style="text-align: center;">Limited Social Distancing Restrictions</p>	<p style="text-align: center;">Social Distancing Restrictions Lifted</p>
<b>Start Date</b>	June 8 / June 29	August 24; based on determinants		TBD
<b>Instructional Delivery Models</b>	<p style="text-align: center;">Secondary - Virtual</p> <p style="text-align: center;">Elementary -Face to Face Remote</p>	<p style="text-align: center;">Secondary - Enhanced Distance Learning with additional instructional supports</p> <p style="text-align: center;">Elementary - Teacher-developed curriculum and instruction</p>	<p style="text-align: center;"><a href="#">Sample Plans</a></p>	<p style="text-align: center;">Enhanced DL421 to include lessons learned and supports needed due to closure</p>
<b>Professional Learning</b>	<p style="text-align: center;">Annual summer offerings</p> <p style="text-align: center;">Virtual Virginia</p> <p style="text-align: center;">Distance learning best practices</p>	<p style="text-align: center;">Distance learning best practices</p> <p style="text-align: center;">Implementation and enhancement of new strategies and technology</p>		<p style="text-align: center;">Annual summer offerings</p> <p style="text-align: center;">Virtual Virginia</p>
<b>Technology</b>	<p style="text-align: center;">Retain devices for virtual summer school; All others return chromebooks and hotspots</p>	<p style="text-align: center;">Students will be issued chromebooks and hotspots as needed</p>		<p style="text-align: center;">Secondary - utilize 1:1 program</p> <p style="text-align: center;">Elementary - utilize school-based technology</p>

<b>Considerations</b>	Secondary - Credit recovery, Credit accrual, Promotion; Elementary - Student Success Teams		Reviewed 10 options to determine pros and cons, as well as implications for community, staffing, instruction, and finance. Narrowed options to present for community review and feedback.	Impact of 19-20 closure on student progressContinue VDH recommended best practices
<b>Other Considerations</b>	<p>Assess students upon return to identify learning gaps</p> <p>Allow for parallel enrollments for students</p> <p>Utilize stakeholder feedback</p> <p>Childcare and familial needs</p>			
<b>Budget Implications</b>	Enhanced Cleaning Additional Staff for Smaller Class Size Equipment Purchases Additional Bus Drivers	Technology Purchases for Staff and Students Community Hotspots Addressing Lack of Broadband in Homes	Potential for Additional Staff Overtime for Bus Drivers and Non-Exempt Employees Enhanced Cleaning Equipment Purchases Enhanced Cleaning	Enhanced Cleaning Reconfiguring space and equipment to maintain social distancing

## POWHATAN COUNTY PUBLIC SCHOOLS

	<b>ACTUAL 2018-2019</b>	<b>Percentage</b>
<b>Payroll</b>	\$28,579,889	61.19%
<b>Payroll Benefits</b>	\$10,793,897	23.11%
<b>Fixed Plant Operations</b>	\$3,388,233	7.25%
<b>Fixed Instruction &amp; Vehicle</b>	\$1,925,048	4.12%
<b>Variable Costs</b>	\$2,018,938	4.32%
<b>TOTAL</b>	<b>\$46,706,005</b>	<b>100.00%</b>

	<b>BUDGET 2019-2020</b>	<b>Percentage</b>
<b>Payroll</b>	\$29,439,863	61.07%
<b>Payroll Benefits</b>	\$11,428,188	23.71%
<b>Fixed Plant Operations</b>	\$3,397,656	7.05%
<b>Fixed Instruction &amp; Vehicle</b>	\$1,942,281	4.03%
<b>Variable Costs</b>	\$1,998,609	4.15%
<b>TOTAL</b>	<b>\$48,206,597</b>	<b>100.00%</b>



**NOTES:**

- 1) Fixed Plant Operations includes: Electricity, Heating Oil, Water, Telephone, Maintenance Contracts & Supplies, and Insurance
- 2) Fixed Instruction and Vehicle includes: Professional Contracts, School Resource Officers, Regional School Tuitions, Postage & Postage Meter/Copier Leases, Vehicle Fuels & Supplies, and Software & Licenses
- 3) Variable Costs include: Instructional & Office Supplies, Textbooks, Association Memberships, Equipment Replacement and other misc items.

## Budget Reduction Discussion

### BOARD OF SUPERVISOR RESOLUTION:

2% Reduction = \$466,935

5% Reduction = \$1,167,338

8% Reduction = \$1,867,740

10% Reduction = \$2,334,675

### CONSIDERATIONS:

- School Board amended budget level funding line items at FY 2020 total.
- Variable Costs in School Board budget is less \$1,998,609
- Technology equipment is included in Variable Costs, so if we don't spend at least \$278,400 we will lose \$232,000 in State revenue. Also, likelihood of distance learning for foreseeable future necessitates technology spending.
- SunTribe Solar savings for FY 2021 = \$15,273 (ref. School Board meeting 5/14/2019)
- TRANE EPC savings for year 1 = \$2,752 to \$17,377  
NOTE: Currently these energy savings roll over to School's CIP Reserve fund at year end and pay toward debt service for TRANE
- Year end funds of approximately \$980,000  
NOTE: Creation of Revenue Stabilization Fund using these dollars

### NON-PERSONNEL REDUCTION OPTIONS:

- |   |                  |
|---|------------------|
| 1. 10% cut to all material & supply budgets (schools, departments, O&M repairs) | \$97,234         |
| 2. Restrict all non-essential travel  | \$29,276         |
| 3. Eliminate Field Trips (Driver pay and fuel)                                  | \$74,127         |
| 4. Eliminate all Athletic, Extra-Curricular and Co-Curricular Activities        | <u>\$298,247</u> |
| <b>TOTAL</b>  | <b>\$498,884</b> |

**PERSONNEL REDUCTION OPTIONS:** Reduction In Force (calculated at step 5 & FICA for all positions, other benefit savings needed to pay unemployment costs)

- |                                  |                     |
|----------------------------------|---------------------|
| 1. Teacher (10-month w/masters)  | \$54,514            |
| 2. Instructional Assistant       | \$18,280            |
| 3. Clerical                      | \$30,772            |
| 4. Trades (maintenance/mechanic) | \$32,938            |
| 5. Bus Driver                    | \$17,420            |
| 6. Central Office                | % reduction in line |
- with overall cuts. Already reduced staffing by one Director position saving \$84,744

**Based on 5% reduction from county at \$1,167,338 minus all non-personnel reductions listed (\$498,484) above we would have to reduce personnel by \$668,454. To provide context only, this scenario would equate to laying off 13 Teachers or 36 Instructional Assistants**