



# CAROLINE COUNTY SCHOOL BOARD

Tamara Redding  
Bowling Green

Wendell N. Sims  
Mattaponi

Valerie Q. Fells  
Reedy Church

Mack A. Wright, Jr.  
Madison

Margaret O. Watkins  
Port Royal

Gregory N. Killough, Ed. D  
Superintendent

16221 Richmond Turnpike  
Bowling Green, VA 22427

(804) 633-5088  
Fax (804) 633-5563

## A G E N D A

Monday, January 10, 2011

CAROLINE MIDDLE SCHOOL

6:30 P.M.

1. **Call to Order** .....Gregory N. Killough, Superintendent
  - Roll Call of Attendance .....Rebecca Broaddus, Clerk of the School Board
2. **Invocation** .....Rev. Duane Fields, Pastor  
Oxford Mt. Zion Baptist Church
  - a. Pledge of Allegiance .....Bowling Green Elementary School Students
  - b. Reorganization
    - Appointment of Chairperson
    - Appointment of Vice-Chairperson
    - Appointment of Clerk of the School Board
    - Appointment of Deputy-Clerk of the School Board
    - Appointment of Designees of the Division Superintendent to attend meetings of the School Board in the absence of the Superintendent
    - Set School Board meeting dates, time, and place
3. **Awards, Recognitions, Commendations, etc.**
  - Recognition of School Bus Drivers Participation in Bowling Green Christmas Parade
4. **Citizen Comments**
5. **Consent Agenda**
  - a. Approval of Minutes
    1. Regular Meeting – December 13, 2010
  - b. Approval of Monthly Bills and Financial Reports
    1. Vendor Payments
    2. Budget Status Report
  - c. Approval of Home School Requests
  - d. Amended Minutes – November 8, 2010
  - e. Discipline Cases: 01-10-11.01; 01-10-11.02; 10-10-11.03; 01-10-11.04;  
01-10-11.05; 01-10-11.06; 01-10-11.07; 01-10-11.08
6. **Action Items**
  - a. Approval of 2011-12 School Calendar .....Dr. Rebecca Broaddus
  - b. Approval of Project Graduation Grant and Request to Board of Supervisors for Appropriation of Funds .....Cathy McConnell
  - c. Approval of Implementation of 2.0 grade point average for participation in athletics and class leadership positions .....Dr. Harper Donahoe

**AGENDA**

**January 10, 2011**

**Page 2**

- d. [Approval of Revised Internet Safety Curriculum](#) .....Sylvia Anderson
  - e. [Approval of Appendix 3 Addition to the Technology Plan](#) .....Sylvia Anderson
  - f. [Approval of Certified Payments to Colonial Webb](#) .....George Gagnon
- 7. Non-Action Items**
- a. [First Reading: Presentation of Preliminary 2011-12 School Budget](#) .....Lifen Zhou/  
Dr. Gregory Killough
- 8. Informational Items**
- a. [Update on Committees](#) .....Dr. Gregory Killough
  - b. [Report on Automated Routing](#) .....J. D. Satterwhite
  - c. [Implementation of Block Scheduling model for the academic year 2011-12](#) .....Dr. Harper Donahoe
  - d. [Report on Membership as of December 31, 2010](#) .....Dr. Rebecca Broaddus
  - e. [Snow Make-Up Days](#) .....Dr. Rebecca Broaddus
- 9. Closed Session**
- a. **Personnel** The discussion of appointments, FMLA requests, leave without pay request, resignations, approval of additions to substitute list and approval of additions to coaches' list, as authorized by Section 2.2-3711(A) (1) of the code of Virginia, 1950, as amended.
  - b. **Discipline:** – The consideration of a recommendation for disciplining a 01-10-11.09 student enrolled in the school division, as authorized by Section 2.2-3711(A)(2) of the Code of Virginia, 1950 as amended.
- 10. Certification of Closed Session**
- 11. Action Items Following Closed Session (will have personnel agenda, other or none as needed)**
- a. Action on Superintendent’s Personnel Agenda
  - b. Action on Superintendent’s Discipline Agenda
- 12. School Board Matters of Interest**
- a. Public Hearing on 2011-12 School Budget, 6:00 p.m., Monday, January 31, 2011
  - b. Next Regular School Board Meeting: **Monday, February 14, 2011**
  - c. Orientation for School Board Chairs/Vice-Chairs or Orientation for New Board Members and Superintendents, February 10, 2011, Richmond Marriott, Richmond, Va.
  - d. VSBA Legislative Conference, February 10-11, 2011, Richmond, Marriott, Richmond, Va. 22427
- 13. Adjournment**



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## CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Reorganization

At the January meeting each year, the School Board does its reorganization. By policy, the Superintendent will conduct the meeting through the election of the Chairperson. Once the Chairperson has been selected, the Chairperson will conduct the remainder of the meeting.

I will be recommending that Dr. Rebecca Broaddus continue as Clerk of the School Board, and that she and Dr. Eric Cunningham, be designated to attend meetings of the School Board in the absence of the Superintendent. I will also recommend that Mrs. Cathy McConnell be assigned Deputy Clerk of the School Board.

If the School Board decides to continue meetings as it has in the past, the Board would be meeting on the second Monday of each month. If the Board chooses to meet on the second Monday, the proposed dates are as follow:

Monday, January 10, 2011  
**Monday, February 14, 2011**  
Monday, March 14, 2011  
Monday, April 11, 2011  
Monday, May 9, 2011  
Monday, June 13, 2011

Monday, July 11, 2011  
Monday, August 8, 2011  
Monday, September 12, 2011  
Monday, October 10, 2011  
Monday, November 14, 2011  
Monday, December 12, 2011.

The School Board, in the past, has met at 6:30 p.m. at Caroline Middle School. The Board will need to determine the dates, time, and place of meetings.

*Gregory N. Killough*  
\_\_\_\_\_  
Signature

*Reaching New Heights Together*



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

- SUBJECT:** Recognition of School Bus Drivers and Transportation Personnel for participation in the Bowling Green 2010 Christmas Parade.
- RECOMMENDATION:** Recognition
- RATIONALE:** Recognition and congratulations to certain school bus drivers and transportation personnel for their participation in the 2010 Bowling Green Christmas Parade. They should be commended for their time and dedication to decorating a bus to enter into the parade. For their efforts, they placed 1<sup>st</sup> in their category. This is the fourth year they have participated in the parade.

*J. D. Satterwhite*

Signature



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Approval of Home School Requests

**RECOMMENDATION:** Approval of Home School Requests

**RATIONALE:** Parents of home school students are required to apply for home school approval on a yearly basis. At the present time, 8 home school applications have been processed and are ready for approval. All of these applications have been reviewed and meet the requirements for home schooling. Requests to be approved include HS-10-11.147 through HS-10-11.154.

Rebecca B. Broaddus

SIGNATURE



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

- SUBJECT:** Amended Minutes-November 8, 2010
- RECOMMENDATION:** Approval of Amended Minutes
- RATIONALE:** The November 8, 2010 School Board minutes need to be amended to reflect the inclusion of the discipline cases that were included in the motion to enter closed session. The amended page of the minutes is attached and the additional wording is bolded and underlined for your reference.

Rebecca B. Broaddus

SIGNATURE



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Approval of 2011-12 School Calendar

**RECOMMENDATION:** Approval of 2011-12 School Calendar

**RATIONALE:** The school calendar is developed through a process of getting input from faculty, staff, parents and community. Two options are attached. A recommendation for the 2011-2012 School Calendar will be presented for approval.

Rebecca B. Broaddus

Signature





# DRAFT-OPTION 1

## Caroline County Public Schools 2011-2012 Calendar

(176 Day Draft)

**NOTE: The School Board reserves the right to make changes to this calendar as necessary.**

### Make-Up Days

Instructional days missed due to inclement weather will be made up in the following order:

February 20  
March 12  
June 13, 14, 15, 18, 19 and 20

### Early Dismissal Times

Primary/Elementary	12:45
Middle	11:15
High	11:30

### Interims and 9 Week Reports

<u>Period</u>	<u>Interims</u>	<u>Period Ends</u>	<u># of days</u>	<u>Reports Issued</u>
1	October 3	November 7	45	November 14
2	December 8	January 25	43	February 6
3	March 1	April 5	47	April 19
4	May 15	June 12	41	June 15

### Teacher Workdays and Professional Development

Summer 2011	2 days- Curriculum/Program Development (Returning Teachers-monitored/scheduled by principals)
August 17-18 and 22-23	4 days- New Teacher Orientation, Paperwork and Professional Development
August 24-25	2 days- Division/School Professional Development (all teachers)
August 22, 23 & 26	Optional- Schools open for teachers to work
August 29-September 2	5 days- Teacher Workdays/Professional Development
October 10	1 day- Early Dismissal/Professional Development
November 1	1 day- Teacher Workday
November 10	1 day- Early Dismissal/Parent Conferences
January 26-27	2 days- Teacher Workdays
February 9	1 day- Early Dismissal/Parent Conferences
March 12	1 day-Professional Development
June 13-15 & 18	4 days- Teacher Workdays/Professional Development
TBD	4 days (32 hours minimum)- Participation in School/Division Level Professional Development, PTA Meetings, School Programs and Activities, etc. during the school year (monitored/scheduled by principals)

### Holidays for 12 Month Employees

July 4	Independence Day
September 5	Labor Day
November 23-25	Thanksgiving
December 22, 23, 26, 27, 30	Winter Break
January 2	Winter Break
January 16	Martin Luther King Day
February 20	President's Day
April 6 and 9	Spring Break
May 28	Memorial Day

# Caroline County Public Schools 2011-2012 School Calendar

DRAFT- OPTION 2

(176 Day/990 Hour Draft)

OPTION 2

AUGUST '11						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

17-18 New Teacher Induction  
22-23 New Teacher Induction  
24-25 Professional Development  
29-31 Teacher Workdays

SEPTEMBER '11						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1-2 Teacher Workday/  
Professional Development  
5 Labor Day  
6 First Day of School

OCTOBER '11						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3 Interims  
10 Early Dismissal/  
Professional Development

NOVEMBER '11						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

6 Daylight Savings Time ends  
7 End of 1<sup>st</sup> grading period  
8 Student Holiday/  
Teacher Workday  
14 Report Cards  
17 Early Dismissal/ Parent  
Conferences  
23-25 Thanksgiving Break

DECEMBER '11						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

8 Interims  
21 Early Dismissal  
22-30 Winter Break

JANUARY '12						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1 New Year's Day  
2 Schools Reopen  
16 Holiday  
19-20 Early Dismissal (MS & HS)  
23 Early Dismissal & end of  
2<sup>nd</sup> grading period  
24-25 Student Holiday/  
Teacher Workday

FEBRUARY '12						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

6 Report Cards  
9 Early Dismissal/Parent  
Conferences  
20 Holiday (Snow Make-up)

MARCH '12						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1 Interims  
11 Daylight Savings Time begins

APRIL '12						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

5 End of 3<sup>rd</sup> grading  
period  
6-13 Spring Break  
19 Report Cards

MAY '12						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

10 Interims  
28 Holiday

JUNE '12						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1 Graduation  
5-6 Early dismissal (MS & HS)  
7 Early Dismissal  
7 Last day of school  
8, 11-15 Snow make-up days if  
needed  
8, 11-14 Teacher Workdays/  
Professional  
Development  
18-19 Snow make-up days if  
needed

JULY '12						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4 Independence Day  
(Observed)

OPTION 2

# Caroline County Public Schools

**OPTION 2**

**2011-2012 Calendar**

**OPTION 2**

(176 Day/990 Hour Draft)

**NOTE: The School Board reserves the right to make changes to this calendar as necessary.**

**Make Up Days**  
 Instructional days missed due to inclement weather will be made up in the following order:

February 20  
 June 8, 11, 12, 13, 14, 15, 18 and 19

**Early Dismissal Times**

Primary/Elementary	12:45
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High	11:30

**Interims and 9 Week Reports**

<u>Period</u>	<u>Interims</u>	<u>Period Ends</u>	<u># of days</u>	<u>Reports Issued</u>
1	October 3	November 7	45	November 14
2	December 8	January 23	43	February 6
3	March 1	April 5	50	April 19
4	May 10	June 7	38	June 12

**Teacher Workdays and Professional Development**

Summer 2011	2 days- Curriculum/Program Development (Returning Teachers monitored/scheduled by principals)
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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Project Graduation Grant

**RECOMMENDATION:** Approval of Project Graduation Grant and Request to Board of Supervisors for Appropriation of Funds in the amount of \$16, 365.

**RATIONALE:** Increasing Caroline High School's On-Time graduation rate is a goal for this year. The Project Graduation Grant targets students who need to earn verified credits to complete diploma requirements. This will involve the identification of students, teachers, and materials. Students at Caroline High School have benefitted since 2006.

The grant award this year is \$30,295. We had budgeted \$13, 930 which creates a difference of \$16, 365 to be appropriated.

The factors behind the increase are accountability for on-time graduation. The school will use this as its Other Academic Indicator to make Adequate Yearly Progress (AYP). Further justification includes the need to broaden the participant pool and utilize existing data.

Cathy M. McConnell  
Signature



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Implementation of 2.0 grade point average for participation in athletics and class leadership positions

**RECOMMENDATION:** Approval of Proposed Policy

**RATIONALE:** Beginning in the fall of 2011, students who desire to participate in interscholastic athletics and leadership positions must have earned at least a 2.0 grade point average the previous semester. Students whose average falls between a 1.5 and 1.99 grade point average the previous semester and wish to participate, may apply for a one-time exemption to the policy. Incoming ninth-grade and first time transfer students are exempt from this policy. Current Virginia High School League eligibility requirements are students are required to take and pass at least 5 subjects the previous semester.

Harper Donahoe

Signature



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## CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Approval of Revised Internet Safety Curriculum

**RECOMMENDATION:** Approval of Revised Internet Safety Curriculum

**RATIONALE:** To prepare students for the ever-changing world of technology, we acknowledge that one of the most vital skills necessary to achieve academic, personal and social success is the practice of Internet Safety.

Caroline County accepts the challenge to expand and refine the current technology curriculum to encompass Internet Safety. It is critical that all students achieve success while maintaining physical and emotional safety in the ever-changing virtual world of technology.

The Internet Safety Committee agreed upon the following programs:

K-2: NetSmartz Clicky or Professor Garfield

3-10: FBI-SOS Safe Online Surfing

11-12: Internet Safety Modules (as designed by the committee)

Information can be found on the District website under Internet Safety. Programs are in compliance with and/or endorsed by VDOE IS requirements.

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Signature

*Reaching New Heights Together*



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Approval of Appendix 3 Addition to Technology Plan

**RECOMMENDATION:** Approval of Appendix 3 Addition to Technology Plan

**RATIONALE:** To comply with guidelines set by the Virginia Department of Education, the Technology Plan must include a short summary of how Caroline County Public Schools implements Internet Safety.

Programs approved by the Internet Safety Committee are in compliance with and/or endorsed by VDOE.

Members of the Internet Safety Committee are: Sylvia Anderson, Judy Belcher, Betsy Shortt, Susan Gayle, Laura Woodle, Becky Elam, Beth Hausler, and Patty Kline.

Please refer to last month's board packet for a copy of Appendix 3.

A handwritten signature in black ink that reads 'Sylvia Anderson'.

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Signature



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Approval of Certified payments to Colonial Webb

**RECOMMENDATION:** Approval

**RATIONALE** Application 3  
12/31/10 Phase 2 Colonial Webb developed mechanical and electrical drawings for the annex HVAC phase 2 project and applied for all permits.

Invoicing for partial delivery of equipment that has been delivered to contractor.

**BUDGET CATEGORY:**

**ESTIMATED COST:** \$ 80,479.00

**LEGAL REFERENCE:**

*George T Gagnon*

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Signature

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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** FY2011-12 Preliminary School Budget

**RECOMMENDATION:** First Reading

**RATIONALE:** The 2011-2012 preliminary School Budget is based on an ADM of 4090 and the Governor's Introduced 2010-2012 Biennial Budget (HB1500/SB800). The total budgeted revenue and expenditures are \$35,859,858, \$2.75 million more than the approved 2010-2011 School Budget.

**BUDGET CATEGORY:** All

**ESTIMATED COST:** \$35,859,858

**LEGAL REFERENCE:** Code of Virginia, Section 22.1-92

*Lifen Zhou*

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Signature

*Reaching New Heights Together*



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## CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Update on School Committees

**RECOMMENDATION:** Information

**RATIONALE:** In October of this year, we invited the Board of Supervisors to serve on various school related committees. At the Board of Supervisors meeting on Tuesday, December 7, 2010, the following Board of Supervisors' members agreed to serve on the following committees:

- Capital Improvements Program (CIP)** – Wayne Acors
- Career and Technical Education (CTE)** – Jeff Sili
- Gifted Education** - Bobby Popowicz
- Extra Curricular** – Floyd Thomas
- Special Education** – Maxie Rozell

At the December 13, 2010 School Board meeting, School Board members volunteered to serve on the following committees:

- Capital Improvements Program (CIP)** – Mack Wright
- Career and Technical Education (CTE)** – Wendell Sims
- Gifted Education** – Tami Redding
- Extra Curricular** – After being appointed as the Reedy Church School Board member, Valerie Fells will serve on this committee.
- Special Education** – Margaret Watkins

Attached is a schedule of the next meeting dates for these committees.

*Gregory N. Killough*

Signature

School Division Committee Meetings (Dates, Times, Locations):

- Capital Improvements Program (CIP)
  - January 13, 2011; 10:00 a.m.
    - Peach Conference room on the second floor of the Bowling Green Elementary School Annex/School Board Office.
  
- Career and Technical Education (CTE)
  - February 7, 2011; 6:00 p.m.
    - Culinary Arts room at Caroline High School.
  
- Gifted Education
  - January 24, 2011; 6:00 p.m.
    - Multi-purpose room at Caroline Middle School.
  
- Extra Curricular
  - January 10, 2011; 6:00 p.m.
    - Culinary Arts room at Caroline High School.
  
- Special Education
  - January 24, 2010; 5:30 p.m.,
    - Caroline High School.



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Electronic Bus Routing (Trapeze)

**RECOMMENDATION:** Information

**RATIONALE:** Update on where we are and what needs to be done to implement this program.

*J. D. Satterwhite*  
\_\_\_\_\_  
Signature



## **Remaining Software Implementation Deliverables and Description of Full-Time Routing Coordinator Position**

Adam Hribar - December 9, 2010

### **Student Record Load and Maintenance**

- Load a new Student File from your Student database, PowerSchool.
- Geocode Students' Addresses. Over the summer there were around 350 unmatched student records, and I expect a new file to be more or less the same number. Validate each record for either a misspelling or data entry error, which would need to be edited back in PowerSchool; or if the discrepancy is with the street file, such as a missing address range or new housing development, perform a map edit.
- Pickup and Delivery Addressing. Previously only Residence Address was loaded into the program. Maintaining separate pickup or drop-off locations, such as a daycare or joint-custody situations that may deviate from the original Residence Address, takes additional attention and validation.
- Accuracy of Student Data can be aided by the Trapeze Student Data Connector component, which loads a new student file from PowerSchool nightly (as opposed to loading manually as you do now), however the above tasks would still need to be performed in MapNet.
- A new user to Trapeze would likely take a few weeks to get all the students and their addressing in good shape to be ready for routing. Typically we spread this out over the first month or so of Implementation, because it can be tedious at times. However even after all the students are geocoded in the program and ready for Transportation, student record maintenance is an ongoing effort for any district, as families move in and around the county and student transportation situations fluctuate. An experienced user could complete the geocoding process (350+ records) in about a week, with more time to move on to the Pickup and Delivery Addressing maintenance which could take another week or so.

### **Stop Creation and Validation**

- Most house stops were built in August, as were most neighborhood stops, where a student walks down the street to their bus, although I think a few neighborhoods like Lake Caroline and Fort AP Hill need stops created.
- Additional validation should be completed, such as comparing the current stop locations from your route sheets with where stops are created in the program, keeping in mind potential changes for next year. This process, if you go route-by-route and bus-by-bus, would likely take a few weeks for any user, new or experienced, however a greater familiarity in the program should expedite things considerably.

## **Routing**

- This is where we left off in August. We started to create templates of the routes based on the existing route sheets.
- Once all the routes have stops in the desired order, additional validation would need to be done, such as ensuring the stop times and travel paths are accurate.
- Laying out a definite time table for Routing is a little more precarious. In my experience this step can take anywhere from a couple of weeks to over a month, because things vary greatly based not just on all the data factors from the above steps and the end-user's abilities in the program, but also your goals for the software. Some clients choose to replicate their existing routes into the software first, and then move towards optimizing and potentially consolidating routes second. Other clients approach the implementation as a chance to design new routes from scratch. Most often it is a hybrid of the two approaches, replicating your existing routes but modifying things such as load, time, and distance of each route along the way; tweaking things to be more efficient on a per route basis.

## **Redistricting and Fleet Field Trip Modules**

- Once routing is closer to the maintenance and reporting stages, our Fleet Field Trip software needs to be implemented and trained.
- While the MapNet Transportation module can accommodate a redistricting project, Trapeze Software Group also offers a separate module designed specifically for redistricting purposes. There was some interest over the summer in seeing the capability of this module; for a new user, additional training would need to be arranged.

## **Routing Coordinator Position**

With transportation software, like any technology, the results are only as good as the data and effort that goes in. Accurately loading students into the application, assigning them to the correct stops, and building and optimizing routes for greatest efficiency may take months for a new user, although vary depending on how experienced and comfortable the user is within the software, as well as how much time during the day the is allocated to these tasks.

Once the implementation is complete and the software is 'live', a full-time and experienced user dedicates more effort towards complicated and specific routing scenarios, such as special ed. programs, field trips, or transfers. He or she could also focus on route optimization, designing new routing paths, consolidating buses, and evaluating cost. Reporting, both internal reports and those for the State or the greater community would be assessed. Projects such as redistricting school attendance zones, integrating route information with Automatic Vehicle Location software to monitor bus performance in real-time, or integrating with web-based software to relay stop and route information online to schools or parents could also be adopted.



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Implementation of Block Scheduling model for the academic year 2011-12

**RECOMMENDATION:** Information regarding the implementation of a block schedule format for 2011-12 at Caroline High School

**RATIONALE:** Information regarding the following will be provided:  
a. sample master class schedule of proposed 4x4 schedule for core areas  
b. Professional development schedule for spring and summer 2011  
c. potential cost savings

Harper Donahoe

Signature



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Membership as of December 31, 2010

**RECOMMENDATION:** Informational

**RATIONALE:** Please refer to the attached sheet that shows the enrollment in Caroline County Public Schools as of December 31, 2010. The enrollment sheet shows ADM students in grades K-12 and Non-ADM students (PreK). This is provided for informational purposes only.

Rebecca B. Broaddus

Signature



**CAROLINE COUNTY PUBLIC SCHOOLS  
ENROLLMENT  
December 31, 2010  
ADM**

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
<b>BGP</b>	131	115	123											369
<b>BGE</b>				113	129	115								357
<b>MES</b>	87	88	82	84	71	78								490
<b>LCES</b>	136	147	146	118	136	176								859
<b>CMS</b>							339	280	293					912
<b>CHS</b>										359	292	263	274	1188
<b>TOTAL</b>	354	350	351	315	336	369	339	280	293	359	292	263	274	4175
<b>GRAND TOTAL ADM</b>														<b>4175</b>

**NON-ADM**

	Title I	VPI	ECSE	CDI Head Start	Total		
<b>BGP</b>	54		12		66		
<b>MES</b>		18	7	20	45		
<b>BGE</b>				40	40		
<b>LCES</b>		34		19	53		
<b>TOTAL</b>	54	52	19	79	204		
<b>GRAND TOTAL NON- ADM</b>					<b>204</b>		

**TOTAL ADM and NON-ADM 4379**

**ENROLLMENT**  
**December 31, 2010**

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
<b>BGP</b>	<b>131</b>	<b>115</b>	<b>123</b>											<b>369</b>
<b>BGE</b>				<b>113</b>	<b>129</b>	<b>115</b>								<b>357</b>
<b>MES</b>	<b>87</b>	<b>88</b>	<b>82</b>	<b>84</b>	<b>71</b>	<b>78</b>								<b>490</b>
<b>LCES</b>	<b>136</b>	<b>147</b>	<b>146</b>	<b>118</b>	<b>136</b>	<b>176</b>								<b>859</b>
<b>CMS</b>							<b>339</b>	<b>280</b>	<b>293</b>					<b>912</b>
<b>CHS</b>										<b>359</b>	<b>292</b>	<b>263</b>	<b>274</b>	<b>1188</b>
<b>TOTAL</b>	<b>354</b>	<b>350</b>	<b>351</b>	<b>315</b>	<b>336</b>	<b>369</b>	<b>339</b>	<b>280</b>	<b>293</b>	<b>359</b>	<b>292</b>	<b>263</b>	<b>274</b>	<b>4175</b>
<b>GRAND TOTAL ADM</b>														<b>4175</b>

**December 31, 2009**

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
<b>BGP</b>	<b>119</b>	<b>125</b>	<b>101</b>											<b>345</b>
<b>BGE</b>				<b>126</b>	<b>116</b>	<b>131</b>								<b>373</b>
<b>MES</b>	<b>53</b>	<b>61</b>	<b>60</b>	<b>58</b>	<b>61</b>	<b>53</b>								<b>346</b>
<b>LCES</b>	<b>171</b>	<b>168</b>	<b>151</b>	<b>154</b>	<b>184</b>	<b>156</b>								<b>984</b>
<b>CMS</b>							<b>286</b>	<b>282</b>	<b>313</b>					<b>881</b>
<b>CHS</b>										<b>331</b>	<b>315</b>	<b>257</b>	<b>269</b>	<b>1172</b>
<b>TOTAL</b>	<b>343</b>	<b>354</b>	<b>312</b>	<b>338</b>	<b>361</b>	<b>340</b>	<b>286</b>	<b>282</b>	<b>313</b>	<b>331</b>	<b>315</b>	<b>257</b>	<b>269</b>	<b>4101</b>
<b>GRAND TOTAL ADM</b>														<b>4101</b>

	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>
<b>September</b>	<b>4162</b>	<b>4203</b>	<b>4193</b>
<b>October</b>	<b>4158</b>	<b>4152</b>	<b>4178</b>
<b>November</b>	<b>4136</b>	<b>4143</b>	<b>4182</b>
<b>December</b>	<b>4132</b>	<b>4101</b>	<b>4175</b>
<b>January</b>	<b>4119</b>	<b>4126</b>	
<b>February</b>	<b>4111</b>	<b>4133</b>	
<b>March</b>	<b>4121</b>	<b>4120</b>	
<b>April</b>	<b>4110</b>	<b>4110</b>	
<b>May</b>	<b>4066</b>	<b>4098</b>	

### ATTENDANCE SCHOOL YEAR 2010-2011

<b>School</b>	<b>September 2010</b>	<b>October 2010</b>	<b>November 2010</b>	<b>December 2010</b>	<b>December 2009</b>
<b>BGP</b>	<b>98.29%</b>	<b>97.23%</b>	<b>97.33%</b>	<b>95.83%</b>	<b>95.90%</b>
<b>BGE</b>	<b>97.71%</b>	<b>98.12%</b>	<b>96.31%</b>	<b>95.26%</b>	<b>97.11%</b>
<b>MES</b>	<b>97.24%</b>	<b>96.52%</b>	<b>94.96%</b>	<b>95.22%</b>	<b>96.64%</b>
<b>LCES</b>	<b>97.58%</b>	<b>96.21%</b>	<b>95.72%</b>	<b>95.35%</b>	<b>95.07%</b>
<b>CMS</b>	<b>97.93%</b>	<b>97.33%</b>	<b>96.01%</b>	<b>95.55%</b>	<b>94.25%</b>
<b>CHS</b>	<b>96.45%</b>	<b>93.56%</b>	<b>93.43%</b>	<b>91.47%</b>	<b>89.63%</b>



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### CAROLINE COUNTY PUBLIC SCHOOL BOARD MEETING

January 10, 2011

**SUBJECT:** Snow Make-up Days

**RECOMMENDATION:** Informational

**RATIONALE:** As of today, three days of school have been missed due to inclement weather. Based on the approved Caroline County Public Schools 2010-2011 School Calendar, these days will be made up as follows:

<u>Make-up Day</u>	<u>Day Missed</u>
Friday, January 28	(December 13)
Monday, February 21	(December 16)
Friday, March 18	(December 17)

Rebecca B. Broaddus

Signature