

**EDUCATION COMMITTEE**  
**AGENDA**  
**January 15th, 2020**  
**4:30 P.M.**

- I. Agenda Changes
- II. Adoption of Minutes
  - 1. October 16th, 2019
- III. School Updates
  - 1. 5 C's Rubric Collaboration
  - 2. School Year 2020-21 Study Program
  - 3. WestRock
  - 4. Lazar Cutter and UV Printer
  - 5. FY2020-21 Budget Forecast
- IV 2020 Committee Meeting Schedule
- V. General Information
- VI. Town Council Agenda
- VII. Next Meeting Date: March 18th, 2020
- VIII. Adjournment

**EDUCATION COMMITTEE  
MINUTES  
January 15th, 2020**

Mrs. Gulley called the meeting to order at 4:35 pm. Committee members present included Tina Gulley and John Ragsdale.

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Mrs. Laura Abel, School Superintendent and other interested persons.

**I. Agenda Changes**

There were no changes made to the agenda.

**II. Adoption of Minutes**

1. October 16<sup>th</sup> 2019

Mr. Ragsdale made a motion to adopt the minutes as presented, seconded by Mrs. Gulley. Upon a unanimous vote, the motion was approved.

**III. General School Division Update**

1. 5 C's Rubric Collaboration

Nate Leach reviewed the attached program that West Point collaborated with Poquoson City and Middlesex County schools since last April. The program included working with a group of students and teachers from all three school systems to share information to improve the program. Dr. Amy Cawley, a professor from William & Mary was the mediator for the focus group, there was a lot of quality input from the students that helped make the program a success. Mr. Leach also stated that the Spelling B is at 6:00 p.m. this evening.

2. 2020-21 Study Program

Dr. Daniels advised the schools are in the final stages of setting the study programs for the 2020-21 school year. The schools are always looking for courses to assist students with Career Readiness so we will be adding 2 science courses, increasing business classes and IT classes while continuing to improve the CTE programs. Dr. Daniels also stated that these are all areas of interest that the students are asking for additional programs.

3. WestRock

Dr. Daniels stated that WestRock spent a week in the schools in December with a total of 37 employees that visited with 32 classes. They provide programs from hands on with making pulp paper from scratch in the 6<sup>th</sup> grade science class, reading in the elementary

school and seven high school classes that had career development presenters talk about the different types careers at WestRock. Dr. Daniels also stated that this is the third year that the Schools had in the “Mill Day”. This year there were 50 students that signed up to take the tour of WestRock, after reviewing grade levels and signed permission slips, 35 students were allowed to take the tour. It was a great experience that the schools and WestRock will continue their collaboration to provide to students.

#### 4. Lazar Cutter and UV Printer

Dr. Daniels advised that the school will be buying a second Lazar Cutter and UV Printer with innovation grant funds that will be used to make ornaments for the Town’s 150<sup>th</sup> Anniversary. Glen Crider from TRC will be providing training to our students on how to use the cutter and printer, this is an avenue for school clubs on working with marketing, producing and costing out projects.

Mrs. Gulley asked about the robotics clubs in the elementary school.

Dr. Daniels advised that there are two robot clubs that takes part in the STEAM program with Whitney Hixenbaugh. One group consist of girls the other is an ecliptic group selected by Ms. Hixenbaugh.

#### 5. FY2020-21 Budget Forecast

Laura Abel presented the Committee with the attached updated forecast for the FY2020-21 budget. The schools will use 782 for the enrolment number for the budget. The ADM has a loss of \$50,000 in State funding this year and there is an unexpected VRS Rate Increase that will impact the budget with a \$65,000 increase. There will also be an increase of \$25,000 on the insurance rate for a total of \$140,000 down at the current funding level. The school request will be between \$70,000 to \$75,000, increase pending state funding.

### **IV. 2020 Meeting Schedule**

Mr. Edwards advised that if the Education Committee continues to meet bi-monthly, the meetings for the next year will be March, 18<sup>th</sup>; May 20<sup>th</sup>; July 15<sup>th</sup>; September 16<sup>th</sup>; November 18<sup>th</sup> and January 20<sup>th</sup> 2021.

Mrs. Abel advised that the Schools would like to host the March 18<sup>th</sup> meeting at the STEAM room in the elementary school.

### **V. General Information**

Mr. Edwards advised there was nothing to report under General Information.

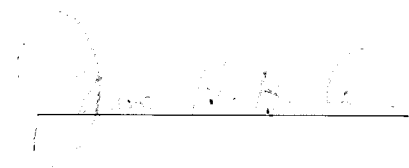
### **VI. Town Council Agenda**

Mr. Edwards advised there are no items for the Town Council agenda, that the 2020 Meeting Schedule will be under the Finance Committee for adoption.

**VII. Next Meeting Date:** March 18<sup>th</sup> 2020 @ 4:30 pm

**VIII. Adjournment**

There being no further business, Mrs. Gulley adjourned the meeting at 5:30 p.m.

A handwritten signature in dark ink, appearing to read "Mrs. Gulley", is written above a horizontal line.

ATTEST:

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Karen M. Barrow  
Town Clerk