

**AT A JOINT MEETING OF THE JAMES CITY COUNTY BOARD OF SUPERVISORS, THE WILLIAMSBURG CITY COUNCIL, AND THE WILLIAMSBURG-JAMES CITY COUNTY SCHOOL BOARD, HELD ON THE 16TH DAY OF MARCH 2010, AT 9:03 A.M. QUARTERPATH RECREATION CENTER, 202 QUARTERPATH ROAD, CITY OF WILLIAMSBURG, VIRGINIA.**

**A. WELCOME**

City of Williamsburg Mayor Zeidler welcomed everyone and reviewed the agenda.

**B. CALL TO ORDER**

Mr. Kennedy called the Board of Supervisors to order at 9:03 a.m.

**C. ROLL CALL**

James G. Kennedy, Chairman, Stonehouse District  
Mary Jones, Vice Chair, Berkeley District  
Bruce C. Goodson, Roberts District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District

Sanford B. Wanner, County Administrator

Mayor Jeanne Zeidler called City Council to order at 9:03 a.m. and Mr. Jackson C. Tuttle, II, called the roll. Present from City Council were Mr. Bobby Braxton, Mr. Clyde Haulman, Ms. Judy Knudson, Mr. Paul Freiling, and Ms. Jeanne Zeidler (Mayor). Also present was Mr. Jack Tuttle, City Manager.

Mr. James Nickols called the School Board to order at 9:03 a.m. Present from the School Board were Dr. John Alewynse, Ms. Elise Emanuel, Mr. Joseph Fuentes, Mr. Jim Kelly, Ms. Denise Koch, Ms. Ruth Larson, and Mr. James Nickols (Chair.) Also present were Dr. Gary S. Mathews, Superintendent and Clerk of the Board; Ms. Janet Cerza, Deputy Clerk of the Board; Dr. Scott Burckbuchler, Assistant Superintendent for Finance/Interim Assistant Superintendent for Human Resources; staff, press, and the public.

**D. DISCUSSION ITEMS**

1. FY 2010-2011 Budget

Dr. Mathews reviewed the Superintendent's Proposed Budget, with the recommended amendments to the Superintendent's Proposed Budget Fiscal Year 2010/2011.

Mayor Zeidler stated she appreciated the preservation of the pupil/teacher ratios. She asked what it will mean for next year, with the 55 percent reductions coming from the Virginia Retirement System (VRS). Dr. Mathews responded that the State of Virginia "kicked the can down the road." The future will require a substantial investment in VRS - probably sooner than later.

Dr. Burckbuchler added that the State will be making structural changes in VRS, e.g., new employees will contribute toward the five percent.

Dr. Mathews confirmed that co-curricular and athletic programs will be "held harmless." Williamsburg-James City County (W-JCC) will have to see if it can sustain classes with less than 10-12 students. Dr. Burckbuchler added that they would not eliminate, but "right size" the staff associated with programs such as high school choir.

The Local Composite Index (LCI) was discussed, as the State has frozen the LCI for the next fiscal year and 50 percent next year. This equates to \$2.3 million in LCI this year and \$1.7 million LCI next year in the second year of the biennium budget.

Mr. Freiling asked if it was the right thing to put non-instructional cuts back into the budget at this time. Dr. Mathews reviewed the central office non-personnel reductions: Tuition Assistance Policy, which reimburses teachers for college credits to advance learning; summer school (a direct service to children); the Executive Director of Human Resources (a major officer for the school division); the special education instructional aide and guidance office assistants (providing services to the children); and, the elementary teacher assistants provide an important service.

Mr. Haulman questioned if W-JCC should maintain until it has to make dramatic cuts or is there a strategy to move toward this target over several years to make it less severe. Dr. Mathews responded that in Virginia, revenues equal expenditures. If allowed, W-JCC could possibly save money to ease future cuts. Five hundred thousand dollars in operating funds is all W-JCC can maintain over a fiscal year. The school division can't put monies away to save for more onerous times to come. There are definite parameters in Virginia. Dr. Burckbuchler responded that they know VRS rates will go up; teacher allocations were proposed for restoration; and reserved positions were added to address elementary school level (these positions will be used to address future growth). This gives W-JCC the opportunity to interact and plan for positions as we are moving forward.

Dr. Burckbuchler also noted that W-JCC will have retirement savings as it moves forward. It should be a gradual transition into new economic reality. Mr. Haulman asked that with attrition and the effort to encourage people to retire now, will retirements be lower in the future years? Does this constrain W-JCC in the future?

Dr. Mathews replied that staff members have until March 31, 2010, to decide if they will retire, which will create monies in savings. W-JCC may have to decide how much the school division will be allowed to save.

Mr. Freiling asked if there was a greater surplus, can it be put into VRS? Five hundred thousand dollars in undesignated funds can be carried over. Anything else must be put into a Capital Improvements Plan (CIP) project. Dr. Burckbuchler reiterated that W-JCC will abide by the city-county agreement.

Mr. Kennedy asked about retirement savings. Dr. Burckbuchler replied that the retirement incentive program will produce savings as those hired will most likely be at the bottom of the scale.

Mr. McGlennon asked if there would be increased retirements because of these incentives, and was this year's number of retirement comparable to last year's.

Dr. Burckbuchler said that it was.

Mr. Goodson questioned adding back the Human Resources (HR) position and expressed concerns that they may or may not be able to fund this position next year. Could this position be a "shared" service with the County? Dr. Mathews said he understood the proposition to have an HR officer do both County and school business. His concern was whether or not the HR officer would reside at County government. Would this person be familiar with the nuances and needs of K-12? Other districts have not found them to be capable of handling K-12 needs.

Mr. Nickols stated that the HR officer was an important position. There are 1,300 employees in the school division to keep track of all the requirements to meet standards of the law. It's taking care of the employees. A lawsuit could take away funds saved.

Mr. Goodson stated there may need to be additional cuts in the classroom because sharing an HR position is not being done as a shared service. The County has a very professional department. It could assign a person to the School Board and not have to pay as a top-level manager.

Mayor Zeidler clarified that the HR position would be full-time. Ms. Koch stated that the School Board took action in the past to be good stewards. While Dr. Burckbuchler is doing an excellent job, the workload and responsibilities are increasing.

Mr. Fuentes suggested that HR could temporarily use shared services with the County. He agreed with Mr. Nickols; however, if it continues to be an issue of money, they cannot go down the road without getting a handle on these issues. They could do shared services at the lower level but at the higher level they need to be accountable to the school division. It would be trying to serve two masters.

Dr. Alewynse said W-JCC is looking at new leadership, but it is not sure when it will take place or the time table. They would not want the new superintendent to come in and have limited freedom because of decisions made before they got here. Where HR is concerned, there could be a position with these responsibilities during the transitional period.

Mayor Zeidler asked if the school division had gone to a policy to establish when long-term employees retire, it is automatically picking a younger employee. Dr. Burckbuchler replied that W-JCC hires by the most viable candidate not by salary.

Mr. McGlennon asked if the VRS holiday applies for both years of the biennium. Dr. Burckbuchler clarified it was split in half for the second year. Mr. McGlennon asked if there were any other anticipated increases in the second year for local schools. Dr. Burckbuchler noted enrollment growth, staffing, health insurance, and utilities.

There was more discussion among the group on the VRS holiday.

Ms. Emanuel questioned if the School Board were to ask, could CIP funds be moved into the operating budget? Mr. Wanner responded that CIP always has operating costs with it. Many CIP projects will be bond indebted to fund. They could decide to not have a CIP. They would have to go before the Planning Commission. Mr. Tuttle stated that there are separate funds in the City of Williamsburg since it cannot spend capital funds for operations without appropriating them.

Mr. Icenhour stated that he wanted more in-depth analysis of equity of what the funding requirements are, including the assumptions made and the probabilities. He urged the need to be thinking about what they do now based upon what will happen in coming years.

Mr. Wanner stated that localities may have to pay additional fees.

Dr. Mathews announced that in the budget, Cut No. 11 eliminates a central office job. That position is Assistant Superintendent for Operations, Dr. Robert Becker. Dr. Becker was appointed last evening by the School Board of Pulaski County, Virginia, to become their superintendent.

Mayor Zeidler asked how Dr. Becker's job assignments would be shared. Dr. Mathews replied that immediate plans will be to have the Operations Department report to the superintendent with Mr. Robertson as his liaison at the Operations Department. They do not plan to fill that position immediately. He will go to Operations and meet with the managers to find out what's happening and what needs to be addressed. Mr. Wanner stated that Mr. Robertson was a shared position with the County and schools. He has a good working relationship and knowledge of the County.

Mr. Nickols noted that at the recent VSBA Legislative Conference they were told that there was going to be increased responsibility for local governing bodies to assume greater responsibilities.

Mr. Haulman asked what the schools and School Board are doing to transition to a different way of operating. Dr. Mathews stated that the budget has five-year projections; W-JCC is being frugal with each dollar as it goes forward; and the County and City of Williamsburg could allow the creation of a fiscal stabilization fund for the school division. Mr. Haulman stated that the core relationship is changing dramatically and fundamentally, and questions have to be dealt with. Dr. Mathews responded that expenditures must equal revenues.

Mr. Nickols added that a lot of issues are mandated by the Federal and State laws. Dr. Burckbuchler stated that while these services/programs are mandated, they are not fully funded.

Dr. Alewynse stated there are certain core assumptions that inform the way K-12 administrators address the task of education. Also, there are mandates. Mr. Haulman wants to know if the School Board has attempted to look at those assumptions, identify them, and try to find another way of addressing whatever the task is with particular approach to satisfy less expensive or more efficient procedures. The School Board has not had that conversation yet and the budget needs to be approved before April 1, 2010.

Mr. Fuentes stated that the end-of-the-year monies in the fund balance can be kept up to \$500,000 in undesignated funds and additional funds must be for CIP projects. Could we come up with formulas that allow W-JCC to keep an additional \$250,000?

Discussion followed regarding end-of-the-year monies. Mayor Zeidler stated that if the school division can save \$2 million, then perhaps it has too much money. Mr. Nickols stated that the bottom line is the success of children and their education. Where do we take the money from that will keep and sustain the gains we have made? Ms. Emanuel noted that they are exploring virtual summer school.

The auxiliary gym at Jamestown High School was discussed. Some felt it was an equity issue with Lafayette and Warhill High Schools. Mr. Wanner clarified that the County was going to build a community center between Lafayette and Warhill High Schools. It could be accessed and used by both as an auxiliary gym, but it has been put in "park."

Ms. Jones noted that that there seems to be a lot of evidence placed on funding. The cost per student doesn't always equate to the quality of an education. It was noted that this will be the last year of stimulus funds. Decisions will have to be made on what services can be continued. Federal stimulus monies were for enhancements over and above what is mandated. The Individual Education Plans must be met.

Mr. McGlennon stated that we need to look for new ways to do things. The State sets certain standards and schools choose to have higher standards. We have to ask what we are willing to pay. Choices need to be made by local government. Dr. Alewynse stated it would be interesting to see whether there's a measureable impact on the quality of education as a result of the budget cuts.

Mayor Zeidler stated that she supported and trusted the School Board to fund and keep in place programs that are effective for the children and eliminate those that are not through assessment and evaluation.

The Boards recessed from 10:31 a.m. to 10:40 a.m.

## 2. Redistricting

Mr. Nickols gave a brief summary of the redistricting process to date. Mayor Zeidler asked what has driven the changes (capacity). There was discussion on capacity issues at Rawls Byrd, J. Blaine Blayton, and Matthew Whaley Elementary Schools.

Ms. Larson asked the County to provide a list of neighborhoods that are in negotiations with the Board of Supervisors on lots they can develop and developments that could take place soon. She also explained that at Matthew Whaley, there are no pull-out areas. We have to make sure we are not over-utilizing the building.

Mr. Fuentes noted that he has done several math models that involved neighborhoods along the News Road area and around the Longhill corridor. He also noted that no one will be happy with the decisions he's made.

The School Board will approve the rezoning for the elementary and middle schools at its April 13, 2010, meeting.

Ms. Koch noted that the community wanted the School Board to establish criteria and the issue is that the three criteria conflict. The public wants to keep neighborhoods intact and multiple movements should be avoided. Ms. Emanuel added that the City of Williamsburg cannot be considered one neighborhood, which is why the Board specified separation by natural boundaries and thoroughfares.

Mr. Freiling suggested that in future redistricting, the proposed first maps should be vetted before they are released to the public. Ms. Larson responded that perhaps staff could review the proposed maps before they are brought to the Board with potential problems.

Ms. Knudson questioned the value of paying a consultant when the School Board did most of the work. School Board members responded that outside consultants give an independent opinion; the three criteria were not weighted in the first set of maps; and, redistricting is a mathematical process, but there is also a human relations aspect.

Ms. Emanuel also noted that the School Board is working on the elementary school maps and addressing ills created in the last redistricting. She is also concerned about creating a big free and/or reduced lunch population at Berkeley Middle School with the middle school maps. Increased enrollment in an expanded Academy for Life and Learning (ALL) Academy was discussed. Dr. Alewynse noted that the ALL Academy costs about 1.5 times what a conventional school does. There needed to be a conversation on the worthiness of the program vs. the cost.

Mayor Zeidler said that she was confident the School Board will create the best environment possible for teaching and learning in all schools.

Ms. Larson thanked Mayor Zeidler for her years of service on the School Board and City Council. Mr. Wanner was recognized for his years of service to the schools and County.

**E. ADJOURNMENT**

Mr. Freiling made a motion to adjourn the meeting. Mr. Haulman seconded the motion, which carried unanimously. The City Council adjourned at 11:27 a.m.

Mr. McGlennon made a motion to adjourn.

On a roll call vote, the vote was: AYE: McGlennon, Goodson, Icenhour, Jones, Kennedy (5). NAY: (0).

At 11:27 a.m. the Board of Supervisors adjourned until 4:00 p.m. on March 23, 2010.

Ms. Larson made a motion to adjourn the meeting. Ms. Koch seconded the motion, which carried 7:0.

The School Board adjourned at 11:27 a.m.

  
Sanford B. Wanner  
Clerk to the Board