

**VIRGINIA:**

At a recessed meeting of the Washington County Board of Supervisors held Tuesday, August 30, 2007, at 6:00 p.m., at the County Administration Building in Abingdon, Virginia the following were present:

**PRESENT:**

**Board of Supervisors:**

Kenneth O. Reynolds, Chairman  
Jack R. McCrady, Jr., Vice Chairman  
Phillip B. McCall  
Dulcie M. Mumpower (arrived 6:20 pm)  
Odell Owens  
Paul O. Price  
Anthony S. Rector

Mark K. Reeter, County Administrator  
Carol Dorton Barrett, Administrative Assistant

**Washington County Schools:**

Dr. Alan T. Lee, Superintendent  
Larry Bauer, Director of Facilities and Logistics  
Melissa Caudill, Director of Finance  
Beverley Fifer, Principal, Valley Institute Elementary  
Andy Cox, Principal, Abingdon Elementary  
Ann Cunningham, Principal, High Point Elementary  
Kathy Laster, Principal, E. B. Stanley Middle School

**ABSENT:**

Mark W. Seamon, Accounting Manager  
Lucy E. Phillips, County Attorney  
Naoma Mullins, Recording Clerk

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**1. Call to Order**

The meeting was called to order by Kenneth Reynolds, Chairman of the Board, who welcomed everyone in attendance.

**2. Invocation and Pledge of Allegiance**

Chairman Kenneth Reynolds gave the Invocation and led the Pledge of Allegiance.

### 3. Approval of Agenda

*On motion of Mr. Rector, second by Mr. Owens, it was resolved to approve the agenda as presented.*

*The vote on this motion was as follows: (6-0)*

<i>Mr. McCall</i>	<i>Aye</i>
<i>Mr. McCrady</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Price</i>	<i>Aye</i>
<i>Mr. Rector</i>	<i>Aye</i>
<i>Mr. Reynolds</i>	<i>Aye</i>

### 4. Opening Remarks and Purpose of Work session Meeting

Dr. Lee said the purpose of this work session was to give the Board of Supervisors a clear understanding of the needs of four of the older school facilities in the County saying Phase I of the Construction Facilities Program needs to be implemented by securing bonds for this construction work. Packets of information were presented to the Board showing detailed before and after floor plan drawings and complete narratives explaining the needs. At this time, he introduced the principals of these schools and asked them to make their presentations.

### 5. Presentations by Elementary and Middle School Principals:

- a. Ms. Beverley Fifer, Principal of Valley Institute Elementary School presented the Board with materials outlining the need for more space in her school which was built in 1975. Five programs are currently operating in spaces originally designed as storage areas. A second pre-school program is needed but presently there is only room for one. A music program currently meets on the stage, where there is no direct heating and cooling ducts. The Community Resource Center is located in a stairwell off the library. The library does not have sufficient room for new books due to the need to expand for the Accelerated Reader Program and this does not allow the library to be the instructional nucleus of the school, as it should be. The Guidance Counselor uses the conference room, cafeteria and classrooms for her program. Over the past ten years, the number of programs has increased, adding more staff, including a part-time special ed teacher and enrollment increase have all led up to the need for more space. Ms. Fifer explained the proposed additions include two preschool classes, a computer lab and library, showing detailed drawings of the floor plans.
- b. Mr. Andy Cox, Principal of Abingdon Elementary School said his presentation would also show the need for more space has resulted in having to convert areas such as closets, storage rooms, bathrooms and showers into classrooms. Some teachers use carts to transport instruction materials. Most all SOL testing is done on line now and this takes up one complete computer lab. He has had to reject parents' requests for out of district attendance due to lack of space. Recently after talking with Rob Goldsmith, Director of People, Inc. he learned there are many new housing developments under construction in his school district that will surely impact enrollment in the near future. He went on to explain step by step how the new space would be utilized, showing detailed floor plans.

- c. Ms. Ann Cunningham, Principal of High Point Elementary School presented the Board with before and after floor plans showing how new space would be utilized. A new library and additional classrooms off the library would allow pre-K and kindergarten to have their own wings which would allow them to meet required state and federal guidelines that require them to have separate bathrooms from older grades. Extra space would allow Special Ed and other grades to move into their own classrooms. Presently many teachers are using carts and working in spaces designated for storage. The Guidance Counselor is using a converted shower area as work space. Enrollment increases and new programs have led to the need for this additional space.
- d. Ms. Kathy Laster, Principal of E. B. Stanley Middle School explained that her school is the service facility for the entire county for all special needs students of which there are 100 at this time. Along with special needs students comes special equipment and often assist persons that add to the need for additional space. The Art & Chorus classes use to have four rooms which are now used for Special Ed. Exploratory programs need to be expanded as does special-ed and the projected additions will double current space and give back to the Library and Band department much needed storage space.

Mr. Owens asked about enrollment this year and Dr. Lee said it was up by 42 students. Mrs. Mumpower commented on the pre-opening tour given by the School system saying it was very informative, since each BOS member was sent to a school outside their own district. She praised the schools on their cleanliness and mentioned that she would be interested in touring all schools involved in the proposed Phase I construction, to which Dr. Lee replied he would be happy to pick her up and take her on tours any time she would like to go.

## **6. Presentation of Proposed Bond Financing of Phase I Projects**

Ms. Caudill, Director of Finance, presented the board with a loan fund spreadsheet showing the amount of funds needed to complete Phase I construction for the schools. The first payment would not be due until July 2008 so it would not impact this year's budget. Mr. Reeter said it would involve an increase in debt by approximately \$ .5 million. Mr. McCrady asked what the debt drop off is per year. Ms. Caudill said debt drops off by \$60-70k per year. Mr. Rector asked what the debt load will be and she said they will carry approximately \$2M. Mr. McCrady wanted clarification on Phase I construction saying it was his understanding that it is the same that was presented to the Board in 2003 by Mt. Walls. Dr. Lee said it does go back to 2003 and that Phase I is behind several years.

## **7. Overview of Construction Process**

Mr. Bauer, Director of Facilities and Logistics, explained the construction process in five steps:

- Solicit bids for a general contractor
- Distribute plans and specifications
- Hold a pre-bid conference at the sites
- Receive sealed opening bids
- Determine loan and begin construction

Mr. McCall asked if there would be one contractor who would do all the work. Mr. Bauer responded they were not sure at this time, but he feels that the projects should be staggered as to start time because he feels they are easier to manage like that. Mr. Reeter asked if the School System had considered having a

second architect to look over the plans just as type of second opinion. Dr. Lee said he was not sure. There would be periodic inspections of the work in progress.

**8. Final Questions and Conclusion**

Dr. Lee asked for any final questions and thanked the Board of Supervisors for their time in this work session. Mr. Reynolds remarked how impressed he was at the pre-school opening tour the Board was given saying the speaker was wonderful.

Mr. Rector said he was proud of the fact that all Washington County Schools are air conditioned and the haven't had to cancel classes due to heat since the opening of school, as many other schools in the surrounding area have had to do.

**9. Consideration of Authorization to Schedule Public Hearing on Bond Financing of Phase I School Projects**

*On motion of Mr. McCrady, second by Mr. Price, the Board acted to authorize the scheduling of a Public Hearing on Bond Financing of Phase I School Projects to be held on September 26, 2007 in the Board room of the County Administration building.*

*The vote on this motion was as follows: (7-0)*

<i>Mr. McCall</i>	<i>Aye</i>
<i>Mr. McCrady</i>	<i>Aye</i>
<i>Mrs. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Price</i>	<i>Aye</i>
<i>Mr. Rector</i>	<i>Aye</i>
<i>Mr. Reynolds</i>	<i>Aye</i>

**10. Adjourn**

Having no further business, Mr. Reynolds called for a motion to adjourn. On motion of Mr. McCrady, second by Mr. Owens, the Board acted to adjourn the meeting at 7:00 p.m.

*The vote on this motion was as follows: (7-0)*

<i>Mr. McCall</i>	<i>Aye</i>
<i>Mr. McCrady</i>	<i>Aye</i>
<i>Mrs. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Price</i>	<i>Aye</i>
<i>Mr. Rector</i>	<i>Aye</i>
<i>Mr. Reynolds</i>	<i>Aye</i>

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**Prepared by:**

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Carol Dorton Barrett, Administrative Assistant

**Approved by the Washington County Board of Supervisors:**

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Kenneth O. Reynolds, Chairman