

CLARKE COUNTY BOARD OF SUPERVISORS  
March 7, 2012 Budget Work Session 7:00 p.m.  
Main Meeting Room

At a budget work session of the Board of Supervisors of Clarke County, Virginia, held in the Main Meeting Room, 2<sup>nd</sup> Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia on Wednesday, March 7, 2012.

**Board Members Present**

Barbara Byrd; J. Michael Hobert; Beverly McKay; John Staelin; David Weiss

**Board Members Absent**

None

**Staff Present**

David Ash; Tom Judge; Lora B. Walburn

**School Board Members Present**

Janet Alger; Jim Brinkmeier; Barbara Lee; Chip Schutte

**School Staff Present**

Dr. Mike Murphy; Rick Catlett; Lisa Floyd

**Others Present**

Robina Rich Bouffault; Becky Lane; Brian Kaufman; Ed Leonard

**1) Call to Order**

Chairman Hobert called the meeting to order at 7:00 p.m.

Chairman Hobert congratulated Susan Catlett, Boyce Elementary School Principal, on Boyce Elementary School receiving a 2012 Governor's Award for Educational Excellence for the work of her staff, students and parents.

Chairman Hobert informed those present that public comment will not be taken at this budget presentation. He put forth that questions would probably be limited due to the arrival of the FY2013 School Board budget only a few hours before the meeting.

School Board members Jim Brinkmeier and Chip Schutte acknowledged that they had only yesterday received this budget document.

## 2) School Board FY2013 Budget Presentation to the Board of Supervisors

School Board Chair Janet Alger thanked the Supervisors for the opportunity to present the Schools FY2013 budget. Highlights of her introduction include:

- The School Board has held many budget meetings.
- Preservation of basic programs was the goal.
- This is a needs-based budget.
- VRS and insurance increases passed on from the state represent the largest increase.
- Waiting on the state to set the budget.
- Believes that this budget presents the same level of service to slightly more students than FY2012

School Board White Post Representative Chip Schutte presented highlights of the School Board FY2013 Budget:

- Three items represent the greater part of the requested increase:
  - 1<sup>st</sup>: \$850,000 increase from state for retirement and life insurance benefits.
  - 2<sup>nd</sup>: \$325,000 for ERP system.
    - Joint Administrative Services recommends replacement of an aging system that is creating problems.
  - 3<sup>rd</sup> \$281,000 for a 2% cost of living increase for the teachers.
    - No salary increase in four years.
    - A high priority.
    - Needed to reward and retain good teachers.
- These three items form the base of the overall increase.
- Offset these increases as much as possible by decreases in other areas.

- Other areas of note:
  - Difficult to forecast utility costs at the new high school.
  - School Buses:
    - Operate 29 buses on a daily basis with approximately 9 extra buses.
    - Replacement of one bus is included in FY2013 budget.
    - Service recommendations suggest buses be replaced at or before 200,000 miles and currently the Schools have 6 buses with close to 200,000 miles.
    - Schools would like to return to the two-bus-per-year replacement cycle.
  - Schools have been flat funded for six years.
  - Acknowledged fiscal discipline of previous board, as well as of their efforts to cut waste while maintaining the curriculum.
  - Schools have achieved a high level of efficiency.
  - Attrition and addition of new teachers has been built into budget.
  - FY2013 has 48 more children requiring additional teaching staff.
  - If the higher number of students holds, there will be a slight increase in state funding.
  - Food service:
    - Is not making money or even breaking even.
    - Attempts to make meals more nutritious have had a negative impact on student participation.
    - FY2013 budget includes \$50,000 in contingency to cover short fall.

Chairman Hobert called for questions from the Supervisors restating for those in attendance that the Supervisors had not had time to review this newly-prepared document.

Supervisor Byrd interjected that the document had not been received until this afternoon.

Supervisor Staelin briefly described state funding noting that funding had not been raised as might be inferred from the School budget document.

Rick Catlett explained that the Schools had projected a lower number of students for FY2012 but were actually up 48 students over the budget and equal to FY2011. Final figures will be known when March ADM is calculated.

Vice Chairman Weiss said that he would have like to have gotten the budget document sooner to have had time to review in advance of the meeting.

Chip Schutte commented that he had only seen the budget in bits and pieces. He added that the original, downloaded to the School Boards' iPads, was a 58-page document; and the School Board had not had this 50-page document much longer than the Supervisors.

Chairman Hobert asked Mr. Catlett for further detail on page 45.

Rick Catlett explained that the Schools were proposing four 4 personnel additions totaling 3 ½ positions;

- ✓ 1.5 Licensed positions at Cooley
- ✓ 1 Licensed position at Boyce
- ✓ 1 Transportation Vehicle Aide

Chairman Hobert asked about redistributing teachers.

Rick Catlett responded that the Schools already do this particularly at the elementary level where it is easier and teachers are routinely shifted. He also noted that this is also being done through attrition taking the vacancy in one area and re-hiring where needed. He did hold that the Schools could not repurpose higher grade teachers to lower grades.

Chairman Hobert asked about Special Education.

Rick Catlett advised that students with disabilities, currently 10 students, were transported to Boyce Elementary. He advised that the goal was to provide two disability options; however, while instructors had been hired for placement at Cooley, the Cooley program was not yet ready.

Chairman Hobert asked about additional costs associated with the new high school.

Tom Judge provided the following:

- ✓ Estimated utility costs for the new high school.
- ✓ Estimated mowing and maintenance costs.
- ✓ Reduced utility cost for current high school noting reductions such as no air conditioning in the summer months, removal of mobile classrooms, and limited facility use.

Chairman Hobert asked if the Schools were contemplating some portion of the excess funding request coming from fund balance.

Chip Schutte responded that it was anticipated that the ERP, a capital project, would come from fund balance.

Supervisor Staelin put forward that the budget was an interesting and detailed document. He encouraged early distribution that would allow time for review and suggested that next year the Schools' proposed budget be available to citizens prior to conducting the School Board public hearing on the School budget.

Chairman Hobert concluded the question and answer portion of the School Board budget presentation stating that the County would continue to closely watch the state budget process.

#### Adjournment

There being no further business to be brought before the Board at 7:43 pm Chairman Hobert adjourned the meeting.

#### Next Special Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 20, 2012 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: March 7, 2012

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J. Michael Hobert, Chair

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David L. Ash, County Administrator

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Minutes Recorded and Transcribed by:  
Lora B. Walburn  
Deputy Clerk, Board of Supervisors