



BOARD OF VISITORS

THE VIRGINIA SCHOOL FOR THE DEAF AND THE BLIND
P.O. BOX 2069
STAUNTON, VA 24402-2069

Senator Emmett W. Hanger, Jr.
Board Chairman

VSDB BOV Meeting
March 21, 2013
VSDB Main Hall Boardroom

Senator Hanger called the meeting to order.

Members present: Donna Gateley, Rachel Bavister, Delegate Bell, Senator Favola (conference phone), Alice Frick, Senator Hanger, Virgil Cook, Delegate Wilt, John Pleasants, Jane McNeil

Members absent: H. Diane Sandidge

A quorum is present.

Foundation members present: Carolyn Berry, Nancy Armstrong, Janice Rankin, Michael Cathey, Paul Walla,

Reading and approval of December 13, 2012 meeting minutes:

Senator Favola MOVED to accept the minutes with grammatical corrections. Motion was SECONDED. Motion carried by voice vote.

Reports:

Main Hall Design: George Skarmeas

Mr. Skarmeas was introduced by Nancy Armstrong. The VSDB Foundation commissioned Mr. Skarmeas because of his work on the capital in Richmond. He conducted charette (workshop) over the summer focusing on the future use and renovation of Main Hall.

Mr. Skarmeas presented a slide presentation on his findings from the charette. He showed how each floor has the possibility of several different uses. The main layout of the building will be maintained with the large rooms (bookends) on each end being preserved. He proposes to connect Main Hall to the Chapel and installing ADA compliant stairwells and elevator in an addition to the back of the building. The Chapel is proposed to be repurposed into public area and cafeteria for students. This will place the cafeteria central to all school buildings. The proposal includes raising the roof on the center section of Main Hall to add a third floor; this will maintain the footprint on all levels of the building.

The proposed funds needed for the complete renovation, including inflation and unknowns will be approximately 44 million.

Mr. Skarmeas accepted questions. Due to the historical significance of Main Hall special features and wood will be preserved. VSDB is not eligible to receive tax credits for renovations performed on historical structures because it is a state agency. The building would have to be

turned over to a private organization in order to qualify for tax credits. The square footage of the Main Hall and the Chapel combined will be about 150,000. Opening some of the space to public organizations would provide some rental income. The proposed cost is a “worse case” estimate. The budget can be altered according to the specifications of the renovation. A value analysis would provide a better idea of the total cost.

Delegate Bell MOVED to have staff propose possible uses of the renovated space and report at next Board meeting.

Discussion: The possible use of the building can reach beyond the boundaries of VSDB. A comprehensive study would be needed to truly see the possibilities of the space.

Motion was modified to: As an initial phase, have the VSDB staff propose ideas for the use of the new space. Motion was SECONDED. Motion carried by voice vote.

Budget

Janice Rankin provided a copy of the State Operated Program Annual Plan/Part B Flow-Through Application and Report for 2013-2014 to the Board before the meeting for review. Ms. Rankin answered questions about the report and proposed use of the funds.

John Pleasants MOVED to approve the Annual Plan as presented. Motion was SECONDED. Motion carried by voice vote.

Ms. Rankin provided a copy of the current budget to the Board before the meeting for review. She reported that, if the Governor signs the budget proposal of 113,000 for VSDB, and nothing unexpected happens, the budget will be fine by the end of the year.

Ms. Rankin provided a copy of the FY2014 proposed budget to the Board before the meeting for review. (Attachment 1) Ms. Rankin answered question about the proposed budget.

John Pleasants MOVED to approve the proposed budget for FY2014 as presented. Motion was SECONDED.

Discussion: Before the two state schools were consolidated onto one campus, both schools had a budget of approximately 11 million each. After consolidation, VSDB is providing the same services with only a 10 million budget. How many more cuts can VSDB receive and still be able to provide quality services? With the new construction, operation costs have increased, but there has been no increase in the budget to compensate.

Senator Hanger asked for a comprehensive list detailing the needs that were created by the renovations.

No change to motion. Motion carried by voice vote.

Personnel

Nate McLamb provided personnel information to the Board for review before the meeting. Mr. McLamb reported that many of the wage personnel are unfunded requirements. A new principal will start in July. There will be two assistant principals, one for the deaf department, and one for the blind department. The assistant principals will supervise teachers and work with the curriculum for each department.

The decision package to fund the teacher salary increase was not approved. With the proposed 2% increase base salary plus an additional increase of \$65 for each year of uninterrupted state service starting at 5 years and ending at 30 years, the proposed teacher salaries will need to be adjusted. A new proposed 2013-2014 Teacher Salary Scale was presented for approval (attachment 2). John Pleasants MOVED to approve the proposed 2013-2014 Teacher Salary Scale. Motion was SECONDED. Motion carried by voice vote.

Break for 10 minutes: Board will have a working lunch.

Security Needs

Blake Porter presented information on the duties and needs of the security department. The primary mission of the security department is to provide a safe environment on the VSDB campus. Currently the budget only allows for one security guard per shift. The duties of the security guard have increased with the new systems installed with the consolidation. There are 22 structures and 75 acres for the one security staff to monitor during their shift. With the current staffing, the security office cannot provide immediate emergency services; staff must wait on city responders. The proposed decision package was approved in part. There is still a great need for funding to provide additional staff on the shifts when student are on campus.

Mr. Porter accepted questions: The main concern of the Board was if the weekend security guards would be required to have a proficiency in ASL.

Rental Space

Rich Sliwoski, Director of General Services, presented information on the progress of renting the vacant spaces on campus. They are currently working with the DBVI on office space. The difficulty is the improvements that are needed to the space. A private tenant is looking at the space. DGS is looking at different methods of advertising the space. If the space cannot be rented, it might be more economically sound to demolish the building than let them sit unoccupied. The Commonwealth Center would be a good fit to come on campus.

Distance Learning

Doug Wright reported on technology updates. VSDB is working with GMU to set up a virtual classroom on campus. GMU will be providing the equipment. A room in Byrd Hall will be dedicated to the virtual class. The first stage of implementation will be for staff, student classes will come at a later time.

Technology Needs of Students

Karen Stinson reported that the school is implementing an iPad program. There is not money appropriated for technology in the general funds so they must depend on grants to cover the costs of new technology. There are needs in the blind department for two new victor reader streams.

They are currently working on Wi-Fi for the Yates-Shinpaugh Education Building. They had received a quote of one million to install Wi-Fi on the campus from VITA, so the project was dropped. Now, the new buildings have the wiring in place to implement a Wi-Fi system.

To be able to compete in the current school market, and recruit new students, VSDB must continue to update all technology.

Virtual Credits

Tanya Faidley reported on the new state requirement that rising 9th graders must complete a virtual credit to graduate with a standard or advance diploma. They are still waiting on more specific guidelines from the Department of Education. Most of the students at VSDB do not achieve a standard or advanced diploma.

Other Business:

Paul Walla provided information on the VSDB Foundation. The Foundation is a non-stock corporation that was created to take over the funds from the two schools when they were consolidated. The Board has just selected Capital One to be the manager of the 4.2 million fund. The Foundation Board is working on an investment policy for managing the fund, and a spending plan for the money allocated from the fund.

There are several projects the Foundation is supporting this year: The summer program, a video produced by a professional to advertise the school, the horticulture program including the staff position, and sending a deaf student to the Jr. NAD leadership camp.

It has been a long process to get the Foundation up and running. Now that it is operating, the next major project will be to start fundraising. One of the goals of the Foundation is to expand the visibility of VSDB in the community and help increase enrollment.

Mr. Walla was available for questions. No questions.

Public comment:

None.

Delegate Bell reported that the memorial resolution for Ray Houser should be ready when they reconvene next week. When would be a good time to present to the family? John Pleasants responded that the alumni association for the Blind Department will hold a dedication ceremony for House-Tyler Dorm on June 15 as part of their reunion. June 15 would be best opportunity to present the resolution to the family. Nancy Armstrong will work with alumni to coordinate the dedication. All Board members are invited to attend the dedication.

John Pleasants observed that the Governor's approval of additional funds for aids of the VI in public schools is detrimental to the mission of VSDB. With 4 million additional funds available to place aids for VI in public schools there will be less incentives to send those students to VSDB.

Next meeting date is proposed for June 27, 2013. Vivian Jones-Smith will poll the Board to confirm this date.

No further business.

Delegate Bell MOVED to adjourn. Motion was SECONDED. Motion carried by voice vote. Meeting adjourned at 1:50 p.m.

Respectfully submitted by Vivian Jones-Smith

Minutes approved June 27, 2013

Attachment 1

VIRGINIA SCHOOL FOR THE DEAF AND THE BLIND**FY2014 Budget Report**

Budget Overview: The proposed FY14 general fund appropriation is \$9,017,522 and non-general fund is \$1,239,237 for a total FY14 appropriation of \$10,256,759. This appropriation amount includes funds for 4 new Public Safety/security positions (\$168,355). A new school bus will be purchased through the Commonwealth's Master Equipment Leasing Program and the annual payment of \$17,481 is also included in the FY14 budget figure. VSDB is anticipating the costs for several of our contracts to increase the full amount allowed based on the Consumer Price Index. With the costs of fuel on the rise again, we are expecting our bus contract to increase in costs as well as any contract where the vendor has to travel any distance.

VSDB will be submitting applications for federal grants as we have in the past. We are being told that our IDEA Part B (annual plan) grant will be cut 10% and we have planned for that. We will be asking for No Child Left Behind funds in Title I and Title II. The funds tend to be about the same each year.

Our budget will be tight again in FY14 and we will do whatever we can to curtail costs. However, with not having a fully funded personnel budget and having to use operating funds to cover, it severely hampers our ability to maintain our campus.

VSDB is losing \$298,858 the one time appropriation given to us for FY13 to replace rental income not realized. VSDB still has not rented out vacated buildings. We are currently working with the Department of Real Estate Services at DGS to find renters.

Personnel Services: The budget allocates \$8,047,716 for Personnel Services. With current staffing levels, we are projected to expend \$8,783,938 for full-time classified staff. This does not include 11 positions which we did not fill this year in order to achieve budget savings. This under funding of our personnel costs causes us to use operating costs to fund personnel. In order to reduce this off-set, we are proposing a \$400,000 reduction in personnel. Our declining student enrollment will allow us to make these reductions while maintaining essential services and adhering to special education staffing standards. This reduction would be achieved through attrition of full-time staff, but would require the separation of several wage employees. A summary of the proposed reductions follows:

• 1 Special Education Teacher	\$ 67,692
• 1 Teacher of the Visually Impaired	\$ 51,142
• 2 Teachers of the Deaf	\$105,702
• 1 Teacher Assistant	\$ 30,919
• 1 Residential Advisor	\$ 39,170
• 7 Wage Employees	\$ 78,672
• Unidentified reductions	<u>\$ 26,703</u>
Total	\$400,000

We intend to achieve the \$26,703 in unidentified reductions through delayed recruitment actions. In addition to these reductions, we will not fill the 11 positions which were held vacant this year for a total of 17 vacant positions in FY2014.

Attachment

2

**Virginia School for the Deaf and the Blind
Proposed
2013-2014 Teacher Salary Scale**

Bachelor's Degree			
Yrs	VSDB 10 Month	VSDB 10.5 Mo	VSDB 11 Month
0	\$38,590	\$40,520	\$42,449
1	\$38,590	\$40,520	\$42,449
2	\$38,590	\$40,520	\$42,449
3	\$38,590	\$40,520	\$42,449
4	\$38,590	\$40,520	\$42,449
5	\$39,045	\$40,997	\$42,950
6	\$39,045	\$40,997	\$42,950
7	\$39,582	\$41,561	\$43,540
8	\$39,779	\$41,768	\$43,757
9	\$39,779	\$41,768	\$43,757
10	\$40,352	\$42,370	\$44,387
11	\$41,131	\$43,188	\$45,244
12	\$42,511	\$44,637	\$46,762
13	\$42,871	\$45,015	\$47,158
14	\$43,231	\$45,393	\$47,554
15	\$43,591	\$45,771	\$47,950
16	\$43,951	\$46,149	\$48,346
17	\$44,311	\$46,527	\$48,742
18	\$44,671	\$46,905	\$49,138
19	\$45,031	\$47,283	\$49,534
20	\$45,673	\$47,957	\$50,240
21	\$46,315	\$48,631	\$50,947
22	\$46,957	\$49,305	\$51,653
23	\$47,599	\$49,979	\$52,359
24	\$48,241	\$50,653	\$53,065
25	\$50,419	\$52,940	\$55,461
26	\$51,121	\$53,677	\$56,233
27	\$51,670	\$54,254	\$56,837
28	\$52,164	\$54,772	\$57,380
29	\$52,663	\$55,296	\$57,929
30	\$53,498	\$56,173	\$58,848
31	\$54,649	\$57,381	\$60,114
32	\$55,206	\$57,966	\$60,727
33	\$55,669	\$58,452	\$61,236
34	\$56,272	\$59,086	\$61,899
35	\$57,995	\$60,895	\$63,795
36	\$57,995	\$60,895	\$63,795
37	\$57,995	\$60,895	\$63,795
38	\$57,995	\$60,895	\$63,795
39+	\$57,995	\$60,895	\$63,795

Masters Degree			
Yrs	VSDB 10 Month	VSDB 10.5 Month	VSDB 11 Month
0	\$40,590	\$42,620	\$44,649
1	\$40,590	\$42,620	\$44,649
2	\$40,630	\$42,662	\$44,693
3	\$40,630	\$42,662	\$44,693
4	\$40,630	\$42,662	\$44,693
5	\$41,045	\$43,097	\$45,150
6	\$41,560	\$43,638	\$45,716
7	\$41,560	\$43,638	\$45,716
8	\$42,066	\$44,169	\$46,273
9	\$42,066	\$44,169	\$46,273
10	\$42,066	\$44,169	\$46,273
11	\$44,151	\$46,359	\$48,566
12	\$44,151	\$46,359	\$48,566
13	\$44,706	\$46,941	\$49,177
14	\$44,706	\$46,941	\$49,177
15	\$44,706	\$46,941	\$49,177
16	\$45,951	\$48,249	\$50,546
17	\$46,383	\$48,702	\$51,021
18	\$46,383	\$48,702	\$51,021
19	\$47,031	\$49,383	\$51,734
20	\$47,673	\$50,057	\$52,440
21	\$48,315	\$50,731	\$53,147
22	\$48,957	\$51,405	\$53,853
23	\$49,599	\$52,079	\$54,559
24	\$50,241	\$52,753	\$55,265
25	\$52,419	\$55,040	\$57,661
26	\$53,121	\$55,777	\$58,433
27	\$53,670	\$56,354	\$59,037
28	\$54,164	\$56,872	\$59,580
29	\$54,663	\$57,396	\$60,129
30	\$55,498	\$58,273	\$61,048
31	\$56,649	\$59,481	\$62,314
32	\$57,206	\$60,066	\$62,927
33	\$57,669	\$60,552	\$63,436
34	\$58,272	\$61,186	\$64,099
35	\$59,995	\$62,995	\$65,995
36	\$59,995	\$62,995	\$65,995
37	\$59,995	\$62,995	\$65,995
38	\$59,995	\$62,995	\$65,995
39+	\$59,995	\$62,995	\$65,995

*Based on actual FY 2014 salaries including pay increase of 2% plus \$65/year of service

