

**PATRICK HENRY SCHOOL OF SCIENCE AND ARTS
MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS
August 2, 2011**

The President welcomed all and convened the meeting of the Board of Directors for PHSSA on Tuesday, August 2, 2011 at 8:02 p.m. at the Woodland Heights Baptist Church in Richmond, VA.

Directors Present: Sharon Burton, President
Dianna Herndon, Treasurer
Clay Dishon, Secretary
Deb Butterworth, Past President
Antione Green, Member
Cheryl Groce-Wright, Member
Loretha Taylor, Interim Principal

Directors Absent: Kristen Larson, Vice President
Deborah Corliss, Member
Joy Simpson, PTA President

Guests: Cate Fitt, Shanna Battle, Alana Johnson, Anne Shelton,
Donald May, Emily Keyte, Zachary Reid.

The secretary noted that a majority of directors were present and a quorum existed for the transaction of business.

*Adoption of
the Agenda*

First, upon motion duly made by Cheryl Groce-Wright, and seconded by Antione Green, the agenda was adopted unanimously.

Public Comment

Second, during the public comment session, appreciation was expressed for the board newsletter posted on the school website, and questions were raised concerning new teachers and placements.

*Approval of
Minutes*

Third, upon motion duly made by Deb Butterworth to adopt the corrected minutes of the Emergency Meeting of the Board on July 12, 2011 and the Regular Meeting of the Board held on July 19, 2011, and seconded by Cheryl Groce-Wright, it was unanimously

RESOLVED, to approve the minutes from these meetings.

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*Personnel Update
and
Curriculum Goals
for School Year
2011-2012*

Fourth, Loretha Taylor, Interim Principal, spoke about the importance of finding teachers that are the best fit for the school and outlined the needs and the ongoing process. She reported that at the beginning of the summer, 6 teachers were needed (1st grade: 2; 3rd grade: 2; 4th grade: 1; 5th grade: 1), and that some of the six positions were the result of increased enrollment. Also, she mentioned that letters to parents concerning placements were held before now due to the length of the hiring process. With regards to curriculum, Ms. Taylor reported that all teachers had attended a meet and greet held at the Southside Housing Development Headquarters and that the purpose was to review the changes in standards and what is required. Further, the ongoing process of curriculum development within the established framework was outlined, and continued curriculum planning exercises were described, as well as the approach to interdisciplinary education at PHSSA. An exercise with faculty was conducted to create questions to be addressed in the question each quarter.

*Annual Report
and
Update on Advisory
Board*

Fifth, with the absence of Deborah Corliss, both the Annual Report and Advisory Board Update were tabled until the next meeting.

*PTA
Report*

Sixth, in Ms. Simpson's absence, Sharon Burton expressed gratitude for the tremendous volunteering that Ms. Simpson has been doing and mentioned how the PTA was off to a great start for the upcoming school year.

*Committee
Reports*

Seventh, in Ms. Larson's absence there was not a report from the facilities committee, although Sharon Burton mentioned that the beginning of the construction project was going as planned and the poster board time-lines outlining the project were on hand for viewing.

Eighth, on behalf of the Board Development/Governance Committee, Clay Dishon reported that the recruiting process for the vacant board position was still in process and mentioned that the

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position was announced on the PHSSA website. The committee has begun work on examining the board bylaws for continued relevancy and possible amendment.

*Closed
Session*

Tenth, upon motion duly made by Deb Butterworth and seconded by Clay Dishon, it was unanimously

RESOLVED, to enter into a closed session to consider the disposition of publicly held real property, where such discussion in an open meeting would adversely affect the bargaining position of negotiating strategy and discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms of scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body and to consider personnel matters.

*End of
Closed
Session*

Eleventh, a roll call vote was taken of members present and it was unanimous that the closed meeting was conducted in accordance with prescribed laws.

Ayes: Sharon Burton, Dianna Herndon, Deb Butterworth, Antione Green, Cheryl Groce-Wright, Clay Dishon

Nays: None

Absent During Vote: None

Absent During Meeting: Kristen Larson, Deborah Corliss

Secretary

*Items for
Action*

Twelfth, upon motion duly made by Antione Green and seconded by Dianna Herndon, it was unanimously

RESOLVED, to approve that PHSSA contract with Horizon Software International for the purpose of obtaining POS (Point of Sale) Meal Program hardware and software not to exceed \$9,877.

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Adjournment Finally, there then being no further business to come before the meeting, it was, upon motion duly made by Clay Dishon and seconded by Deb Butterworth, adjourned at 9:50 p.m.

Respectfully submitted,

Clay Dishon, Secretary

Accepted: _____
Sharon Burton, President

DRAFT