

**BRISTOL VIRGINIA SCHOOL BOARD**  
**REGULAR SESSION**  
**March 31, 2020**

The Bristol Virginia School Board met in Regular Session on Tuesday, March 31, 2020, in the Bristol Virginia Public Schools Administration Office, 220 Lee Street, Bristol, Virginia. A quorum was present with the following Board members in attendance:

Mr. Steve Fletcher, Chair  
Mr. Randy Alvis  
Mr. Randall White

Mr. Ronald Cameron, Vice Chair  
Mr. Tyrone Foster

Also present were:

Dr. Keith Perrigan, Superintendent  
Mrs. Tammy Jones, Clerk

Mr. Gary Ritchie, Assistant Superintendent

Absent:

Mrs. Stephanie Austin, Deputy Clerk

Mr. Steve Fletcher, Chair, called the meeting to order at approximately 6:00 p.m. He opened the meeting with the Pledge of Allegiance.

Mr. Fletcher asked for a motion to approve the Agenda. Mr. Randy Alvis so moved. Mr. Randy White seconded the motion, and the motion carried unanimously.

Dr. Perrigan presented the Superintendent's Report, which included the following regarding Bristol Virginia Public Schools COVID-19 Response Plan.

Our Leadership Team has provided 13 Division-Wide Response Plan updates since March 3. When you put those updates together, it is 20 pages and over 7300 words. Our team has performed spectacularly, He added he feels blessed to work with all 400 of our employees.

<https://www.bvps.org/apps/pages/supt.covid19.updates>

Here is a summary of how our team has responded.

- February – We monitored the spread of COVID-19 and we began having informal discussions about preparedness and potential school closing
- March 3 – Ballad Health COVID-19 Preparedness Discussion – Guidance provided on good hygiene
- March 3-8 – Informal discussions about potential impact with our Leadership Team, VDOE, VDH, Region 7 Superintendents, and Rural Superintendents
- March 9 – Leadership Team Met to Update our Response Plan (Pandemic Plan)

**Bristol Virginia School Board**  
**Regular Session – March 31, 2020**  
**Page 2**

- March 10 – COVID-19 Discussion with Leadership Team and Principals, Updated Response Plan released, Training scheduled for teachers and students related to remote learning
- March 13 – Update on COVID-19 Plan with Leadership Team and Principals – Governor orders schools closed for a minimum of 2 weeks
- March 16 - Temperatures are taken of everyone that enters each BVPS building
- March 16 – Operational and Leadership Team met
- March 17 – Began breakfast and lunch services and signed a MOU with VHCC to provide additional nursing services to all buildings
- March 19 – Computer and Resource Distribution began at elementary schools
- March 20 - BVPS will begin operating on a 4-day work week, Monday - Thursday
- March 23 – Operational and Leadership Team met to update Response Plan, Governor Closed Schools for year, I served on Task Force to Develop Guidance from VDOE
- March 23 – Press Conference from Governor of Virginia – Announcement that schools are closed for the year
- March 23 – VDOE Conference call to discuss guidance for long-term closure. Invited to serve on Focus Group regarding VDOE Guidance
- March 23 – Meeting with Instructional Team and Principals to update COVID -19 Response Plan
- March 24 – Conference call with Dr. Lane for Update on COVID-19
- March 24 – Leadership Team developed plan for finishing year based on VDOE guidance that included equity for all students
- March 25 – Principals Meeting to include discussion of long-term closure, childcare, etc. Principals tweaked our plan
- March 25 – Food Service Deliveries moved to once per day
- March 26 – Teams Meetings were held for grade level and content level teachers to develop implementation plan
- March 26 – Thursday – Friday meal deliveries combined
- March 30 – Began Alternating Tele-work schedule for administration and clerical. Governor’s order extended to June 10
- March 31 - School Board Action on multiple items
- April 13 – All Students should be making progress toward learning essential skills to be successful in the next grade or course
- We have provided 13 division wide updates since March 3, even more informal updates, and have participated on more Zoom or Teams conference calls than we can count
- Our Team has responded in nothing short of a miraculous way
- As of yesterday, we have served 12,306 meals since March 13
- I have interacted with over 1300 COVID-19 related emails

Dr. Perrigan highlighted the following scheduled events. He noted all options were being explored in order in order to reschedule. He added he would communicate all new information as it became available.

**Honors Luncheon**-All Students that made Honor Roll for the First Semester- March 26th  
**CIA Luncheon**- All Students that participated TBD  
**Golden V**- Seniors- April 30th  
**Prom**- Juniors, Senior and by invitation- May 2nd  
**Senior Luncheon**- Seniors -May 12<sup>th</sup>  
**PTA Departmental Awards** - All students May 13th  
**Graduation**- Seniors -May 22nd

### **Spring Sports**

He noted practice had started for spring sports. Coaches are still interacting with their athletes virtually. VHSL has left the door open to have competition later this summer. I think we should pay half of the coaching stipends now and decide later about the remainder. Dr. Perrigan added he welcomed all thoughts.

### **Budget**

Dr. Perrigan noted we have been advised to prepare for a reduction in Sales Tax Revenue from the State during this Budget Cycle. Mrs. Jones believes we are prepared to absorb that because a majority of that stream has already been released. We expect to receive our Stimulus Revenue estimate by next week. The early word out of Richmond is that the overall Budget will be decreased but there is a desire to keep K-12 whole.

### **Donation**

He highlighted a group of citizens from Alexandria VA decided they wanted to help a school division during this crisis. They contacted the Governor's Office who referred them to me. As a result of the generosity of Simmi Bhuller and her friends and relatives, 20 of our students will receive a new laptop, Hotspot, and Sim card with no strings attached!

Mr. Fletcher thanked Dr. Perrigan for his report.

Mr. Fletcher asked for a motion to approve the Consent Agenda. Mr. Randy Alvis made a motion to approve the consent Agenda. Mr. Tyrone Foster seconded the motion, and the motion carried unanimously.

The Consent Agenda consisted of the following:

- A. Approval of Payment of Bills

**Bristol Virginia School Board**  
**Regular Session – March 31, 2020**  
**Page 4**

Mr. Fletcher addressed Item 4(A) Approval to Cancel Spring Break – April 6-10, 2020. Mr. Randy White moved approval. Mr. Ronald Cameron seconded the motion, and the motion carried unanimously.

Mr. Fletcher addressed Item 4(B) Approval of Granting Superintendent Permission to Hire New Employees Between March 31, 2020 and May 04, 2020 in Consultation with the School Board. Mr. Ronald Cameron moved approval. Mr. Randy Alvis seconded the motion, and the motion carried unanimously. Each member will be contacted for majority and the same employment packet will be completed.

Mr. Fletcher addressed Item 4(C) Approval of Approval of Granting Superintendent Permission to Temporarily Amend Regulations and other Procedures Between March 31, 2020 and May 04, 2020 as a Result of Everchanging Guidance from the Virginia Department of Education, in Consultation with the School Board. Mr. Randy Alvis moved approval. Mr. Ronald Cameron seconded the motion, and the motion carried unanimously.

Mr. Fletcher addressed Item 4(D) Approval of Contract Purchase Greater than \$50,000.00 – American Steel – Vestibules at Stonewall Jackson and Washington Lee. Mr. Tyrone Foster moved approval. Mr. Randy Alvis seconded the motion, and the motion carried unanimously.

Mr. Fletcher addressed Item 4(E) Approval of Contract Purchase Greater than \$50,000.00 – Dell Computers from State Contract. Mr. Ronald Cameron moved approval. Mr. Randy White seconded the motion, and the motion carried unanimously.

Mr. Fletcher addressed Item 4(F) Approval of 2019-2020 School Board Budget Revision #8. Mr. Tyrone Foster moved approval. Mr. Randy White seconded the motion, and the motion carried unanimously.

Mr. Fletcher addressed Item 5(A) Discussion of Awarding of Grades/Class Rank. Dr. Perrigan noted with the everchanging COVID-19 situation, he would be recommending the following guidance on assigning grades and determining class rank due to extended school closure. He noted with the closing of schools and finishing out the year by providing remote instruction in various ways, considerable thought has gone into how grades should be assigned. He noted the recommendation was to follow the below guidelines:

- Grades will be assigned based upon the student's grade at the end of the third nine weeks, except for students in Dual Enrollment\* courses and Edgenuity\*\*.
- If a student wants to improve the grade, he/she has earned on March 13, 2020, they may work with the teacher to make up missing assignments, etc.
- Grades will not be taken for the Essential Skills that are being covered from March 13, 2020 until the end of the school year.
- Teachers will verify that students have successfully mastered the remaining Essential Skills. This will be required to receive a Verified Credit.
- Opportunities will be made available, at a later date, for students who do not successfully master the remaining Essential Skills.

- \* Based on guidance from the Virginia Community College System, students enrolled in Dual Enrollment classes have the option of earning a letter grade or a Pass or Withdrawal. A Pass or Withdraw will not impact the student's high school grade point average but could have an impact on Class Rank. A Withdraw could impact Eligibility for VHSL Participation for underclassmen. The NCAA Clearing House has not provided guidance on how a Pass or Withdraw will be addressed from their standpoint. Students must submit a letter to VHCC indicating their preference by the end of the term in compliance with the guidance from VCCS.
- Students working in Edgenuity courses will work with teachers and administrators to complete the necessary coursework to satisfy requirements.

Pursuant to Section 2.2-3711(A)(1)(7) of the Code of Virginia, Mr. Ronald Cameron moved that the Board convene a Closed Meeting for the purpose of discussing the following specific matters as authorized by Section 2.2-3711(A)(1)(A)(7) per the Code of Virginia, Specifically,

A. Discussion of Certain Personnel, Recommendation for Employment, and Resignations.

Mr. Randy Alvis seconded the motion, and the motion carried unanimously.


The Board went into Closed Session at 7:21 p.m.

Back in Public Session at 7:45 p.m., Mr. Ronald Cameron moved Certification of Closed Meeting as such: the Bristol Virginia School Board certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting and only such public matters as were identified in the motion convening the closed meeting were considered. Mr. Randy Alvis seconded the motion, and the motion carried unanimously.

Mr. Randy Alvis moved Approval of Attachment (A) as recommended. Mr. Ronald Cameron seconded the motion, and the motion carried unanimously.

No items were discussed during the Old and New Business portion of the meeting.

Mr. Fletcher adjourned the meeting at 7:48 p.m.

  
Stephanie R. Austin, Deputy Clerk

  
Steve Fletcher, Chairman