

Agenda Item: 1791
PREP Board: 5.28.2014

PIEDMONT REGIONAL EDUCATION PROGRAM
BOARD MEETING
March 26, 2014

The PREP Joint Board of Control met on Wednesday, March 26, 2014, at 10:00 AM at the Albemarle County Office Building, Room 320, located at 401 McIntire Road, Charlottesville, VA 22902.

BOARD MEMBERS PRESENT: Mr. Ned Gallaway, Albemarle County Schools Representative, Ms. Leah Puryear, Charlottesville City Schools Representative, Ms. Elizabeth Hutchins, Culpeper County Schools Representative, Ms. Brenda Pace, Fluvanna County Schools Representative, and Ms. Doreen Jenkins, Madison County Schools Representative

Mr. Jason Collier, Greene County Schools Representative, arrived at 10:25 am

BOARD MEMBERS ABSENT: Mr. Greg Strickland, Louisa County Schools Representative, Ms. Jane Mays, Nelson County Schools Representative, and Ms. Aline Johnson, Rappahannock County Schools Representative.

STAFF MEMBERS PRESENT: Dr. Toni Elitharp, Executive Director: Ms. Joanne Tyler, Clerk: Dr. Nicholas Smith, Principal

A listing of Superintendents and Directors in attendance is on file in the PREP office.

Agenda Item No. 1. Call to Order – Approval of Agenda

Madam Chair, Leah Puryear, called the meeting to order at 10:08 a.m.

Ms. Doreen Jenkins made a motion to approve the agenda as amended and Ms. Elizabeth Hutchins seconded the motion. The motion passed unanimously.

Mr. Collier was absent during the vote.

Agenda Item No. 2 Consent Agenda Items

- 1774. Minutes of the February 26, 2014, PREP Board Meeting- Enclosed
- 1775. Review of List of Claims for February 2014 - Enclosed
- 1776. Review of Revenues & Expenditures for February 2014 (A-E) - Enclosed
- 1777. Approval to Appropriate and Expend \$8,725.00 in Contingency Funds for April Health Insurance Differential Fee to Local Choice (Anthem) – Enclosed
- 1778. Approval to Appropriate and Expend \$1,090.36 in Contingency Funds for Attorney fees for January - February - Enclosed
- 1779. Approval to Appropriate and Expend \$300.00 in Ivy Creek Enrichment Funds from Piedmont Master Gardeners - Enclosed
- 1780. Approval of New Staff (A) – Enclosed
- 1781. Approval of Resignation of Staff (A) – Enclosed
- 1782. Approval of Retirement of Staff (A-B) – Enclosed
- 1782.C Approval of Staff Extended leave - Enclosed
- 1782.D Approval to Appropriate and Expend \$7,500.00 in Fluvanna Medicaid Carryover - Enclosed

Agenda Item No. 3 Action Items

1783. Approval of Consent Agenda Items

Ms. Doreen Jenkins made a motion to approve the Consent Agenda Items as amended. Ms. Elizabeth Hutchins seconded the motion. The motion passed unanimously.

Mr. Collier was absent during the vote.

Agenda Item No. 4 2014-2015 Budget Public Hearing

Board Meeting:

Agenda Item: 1791
PREP Board: 5.28.2014

Madam Chair opened the Public Hearing at 10:09 am.

Ms. Diane Talarico – Cavanaugh spoke in favor of the Step plus 2% pay increase and supports the Health Insurance as presented.

Mr. Collier was absent during the 2014-2015 Budget Hearing

Agenda Item No. 5 Public Comments*

There were no public comments

Agenda Item No. 6 Information Items

1784. Second Presentation of FY2015 PREP Operational Budget – Dr. Elitharp

Dr. Elitharp presented the Board with the Second Presentation of FY2015 PREP Operational Budget. Dr. Elitharp informed the Board of some changes since the first presentation, one (1) the fiscal agent increased costs, two (2) health insurance increase, and three (3) correction to the retiree health care credit.

Dr. Elitharp informed the Board she considered what employees take home pay would be with a 3.6% offset for VRS, along with state and federal tax.

Dr. Elitharp expressed when developing the budget she was following the Board's wishes, holding employees as harmless as possible.

Mr. Collier arrived during the Second Presentation of FY2015 PREP Operational Budget at 10:25 am.

Agenda Item No. 7 Action Items

1785. Approval of FY2013 Financial Statement – Dr. Elitharp

Mr. Ned Gallaway made a motion to approve the FY2013 Financial Statement and Mr. Jason Collier seconded the motion. The motion passed unanimously.

1786. Approval of Memorandum of Agreement with Fiscal Agent – Dr. Elitharp and Mr. Breslaur

Mr. Jason Collier made a motion to approve and renew the Memorandum of Agreement with the Fiscal Agent for an annual fee of \$71,000.00 and to approve the Chair to sign the Agreement on behalf of the Board and Ms. Doreen Jenkins seconded the motion. The motion passed unanimously.

Ms. Elizabeth Hutchins made a motion to approve the amended Memorandum of Agreement and Ms. Brenda Pace seconded the motion. The motion passed unanimously.

1787. Approval of PREP's Organizational Chart – Dr. Elitharp

Dr. Elitharp informed the Board the Organizational Chart does not change job descriptions or change employees salary scales. The Organizational Chart defines job titles to match employee contracts.

Ms. Elizabeth Hutchins made a motion to approve PREP's Organizational Chart presented with the positions titled and Ms. Doreen Jenkins seconded the motion. The motion passed unanimously.

1788. Approval of FY2015 Health Insurance – Dr. Elitharp and Mr. Breslaur

Mr. Breslaur informed the Board that the 4.1% increase is the final set rate for FY2015. He also informed the Board they will not be charged a differential fee for FY2015.

Dr. Elitharp mentioned the increase of 4.1% to Health Insurance is in the proposed FY2015 Operational Budget.

Agenda Item: 1791

PREP Board: 5.28.2014

Mr. Ned Gallaway made a motion to approve the FY2015 Health Insurance increase of 4.1% and Mr. Jason Collier seconded the motion. The motion passed unanimously.

1789. Approval of FY2015 Contingency Funds – Dr. Elitharp

Recommendation 1: The Executive Director respectfully requests the Joint Board approve an increase in the administrative costs for billing Medicaid at (10%) of the total Medicaid reimbursements for each LEA for FY15 to cover costs of services and needs described.

Recommendation 2: The Executive Director respectfully requests the Joint Board approve the carryover of budget excess for FY14 to the contingency fund for FY15.

Recommendation 3: The Executive Director respectfully requests the Joint Board approve supplemental pay for lead physical therapist and vision specialist at a rate of \$1,200.00 annually to be paid through the contingency fund.

Recommendation 4: The Executive Director respectfully requests the Joint Board approve supplemental pay for hours worked beyond contract as needed, not to exceed \$10,000 to be paid through the contingency fund.

Mr. Ned Gallaway made a motion to approve recommendations two (2), three (3), and four (4) of the FY2015 Contingency Funds and Ms. Brenda Pace seconded the motion. The motion passed unanimously.

Mr. Ned Gallaway made a recommendation to defer recommendation one (1) until the May meeting.

1790. Approval of FY2015 Operational Budget Proposal – Dr. Elitharp

Mr. Ned Gallaway made a motion to approve the FY2015 Operational Budget Proposal with an increase at a step, plus 2% increase and Ms. Elizabeth Hutchins seconded the motion. The motion passed unanimously.

Agenda Item No. 8 Comments

- A. Board Members – All Board Members present thanked Dr. Elitharp for the Budget Presentation and extended their appreciation for her hard work and dedication.
- B. Superintendents – there were no comments
- C. Directors – Dr. Baptist informed the Board she appreciates all the detail Dr. Elitharp put into her presentation and expressed that after all of these years working with PREP she believes she now understands the budget.

Agenda Item No. 9 Adjournment

At 12:05 PM, Ms. Elizabeth Hutchins made a motion to approve adjourning. Mr. Jason Collier seconded the motion. The motion passed unanimously.

Respectfully Submitted:

Chair, PREP Joint Board of Control

Clerk, PREP Joint Board of Control