

Draft Minutes

Special Meeting/Work Session of the York County School Board
Monday, March 9, 2026
York Hall
301 Main Street
Yorktown, VA
Time of Meeting- 6:00 p.m.

Members present

James E Richardson, Zoran Pajevic, Lynda Fairman, Mark Shafer, Kim Goodwin

Also present

Dr. Jim Carroll, Division Superintendent; Dr. David Reitz, Chief Human Resources Officer; Dr Windy Nichols, Associate Director of Human Resources; Dr. Candi Skinner, Chief Academic Officer; Dr. Aaron Butler, Director of Student Services; Dr. Shannon Butler, Associate Director of Student Services, Secondary, Dr. Kristin Bolam, Associate Director of Elementary Instruction and Academic Programs; Ms. Melanie Berry, Esq., School Board Attorney; Ms. Katherine Goff, Public Relations and Communications Officer; Ms. Nicole Howard, School Board Clerk

1. Call to Order

A. Call to Order

2. Action- Mr. Pajevic explained the thorough process the Board followed to choose the new YCSD Superintendent. The Board appointed Dr. James Carroll as Division Superintendent.

A. Motion to Approve the Contract of the Superintendent

Approval to Appoint Dr. James Carroll to the Position of Superintendent, and Approve the Superintendent Contract as Negotiated.

Motion by Kim Goodwin, second by Mark Shafer.

Final Resolution: Motion Carries

Yea: James E Richardson, Zoran Pajevic, Lynda Fairman, Mark Shafer, Kim Goodwin

3. Presentations

A. Capital Projects- Mr. David Kilburn gave an update highlighting progress across multiple initiatives. Tabb High School renovation plans and elementary school parking expansion designs are nearing completion, with efforts focused on meeting tight timelines and streamlining approvals. Several projects have been completed, including division wide fire alarm replacements and the York High intercom system, while Tabb High field lighting upgrades are well underway. Work at Bruton High School is progressing on the auxiliary gym and planning is beginning for a full HVAC replacement. Additional efforts include a division wide facility study and ongoing coordination for future construction and improvements.

B. Budget Update- Mr. Bill Bowen gave a budget update.

The FY26 and FY27 budget update noted limited FY26 changes aside from a state-funded employee bonus now set at \$1,500 per employee, likely requiring local matching and possible deferral to FY27 pending state guidance. FY26 revenues are slightly up overall but leave a modest shortfall expected to be covered by year-end fund balance. FY27 proposals differ between House and Senate versions, with the House emphasizing one-time funding and the Senate focusing more on recurring increases, alongside modest revenue gains from sales tax and lottery adjustments. Final state action is still pending through May. Rising health insurance cost, projected at about 19.4%, pose a significant budget pressure and could consume much of new funding. End-of-year balances from staffing vacancies continue to be used for major one-time needs like textbooks, technology, and fleet replacement.

C. Working Conditions/Student Climate- Dr. David Reitz and Dr. Shannon Butler reaffirmed division core values and highlighted continued strong performance, including full accreditation for all schools, distinguished or on-track ratings across the division, and national recognitions such as Blue Ribbon and Purple Star designations. The Power 10 survey results indicated high overall staff satisfaction, strong perceptions of safety and a caring school environment, and stable positive trends over time for both instructional and support staff, though professional growth and development consistently emerged as the lowest-rated area and an identified focus for improvement. Student climate results from grades 4–12 showed generally positive perceptions across belonging, safety, fairness, and caring relationships, with elementary results remaining strong and stable, middle school showing gains but lower perceptions in discipline fairness, and high school reporting improvements across all measured areas. Division leadership emphasized that while overall climate is strong and improving, future priorities will focus on strengthening professional growth supports, increasing staff engagement, and further enhancing student connection and readiness for postsecondary pathways.

D. Licensed Staff Compensation- Dr Reitz reviewed licensed staff compensation and regional competitiveness, noting YCSD remains generally competitive across salary lanes and ranks highly in advanced degree pay. Compensation and benefits comprise the majority of the budget and support recruitment, though new hires have slightly fewer years of experience, increasing the need for onboarding and support. Retention efforts include mentoring and ongoing staff engagement initiatives. Professional development remains the key improvement area, with continued efforts to expand accessible, flexible, and meaningful growth opportunities for staff.

E. FY23-27 Strategic Plan - Early Literacy Screener (VALLSS) Midyear Data- Dr. Kristin Bolam provided an update on the VALLSS midyear literacy assessment for K–2 students, which identifies reading risk levels and tracks progress throughout the year using more rigorous midyear benchmarks than fall testing. Results showed overall improvement across all grade levels, with increases in low-risk students and decreases in high-risk students, indicating positive growth in early literacy skills. Kindergarten through second grade data reflected strong instructional impact despite higher midyear expectations. Students identified as high risk receive individualized reading plans and about two and a half hours of weekly targeted literacy support, typically delivered by reading specialists during intervention blocks built into the school day. Schools are adjusting instruction based on detailed subtest data and keeping families informed, while the division is using results to guide coaching, professional development, and literacy support initiatives, including partnerships with UVA literacy programs.

4. Discussion

A. Policy Section G-Personnel- Dr. Windy Nichols explained that updates include 15 restatements, 37 revisions, and one request to recode. The revisions largely involved significant redlining, much of which reflected organizational restructuring, clarification, and alignment with Virginia Department of Education guidance as well as state and federal law. Updates were informed by SBA model policies where applicable, along with necessary legal updates accumulated over recent years of policy use. The revisions also aimed to improve overall readability and flow, with some paragraphs substantially rewritten for clarity, which contributed to extensive redlining within individual sections.

The meeting adjourned at 7:35 p.m.

Zoran Pajevic, Chair

Nicole Howard, Clerk