



Lynchburg City School Board

James E. Coleman  
School Board District 3

Regina T. Dolan-Sewell  
School Board District 1

Mary Ann Hoss  
School Board District 1

Michael J. Nilles  
School Board District 3

Jennifer R. Poore  
School Board District 2

Katie Snyder  
School Board District 3

J. Marie Waller  
School Board District 2

Thomas H. Webb  
School Board District 2

Charles B. White  
School Board District 1

School Administration

Scott S. Brabrand  
Superintendent

John C. McClain  
Assistant Superintendent of  
Curriculum and Instruction

Ben W. Copeland  
Assistant Superintendent of  
Operations and Administration

Anthony E. Beckles, Sr.  
Chief Financial Officer

Wendie L. Sullivan  
Clerk

**SCHOOL BOARD MEETING**  
**May 5, 2015 5:30 p.m.**  
**School Administration Building**  
**Board Room**

**A. PUBLIC COMMENTS**

1. Public Comments  
Ben W. Copeland. . . . .Page 1  
Discussion (30 Minutes)

**B. SPECIAL PRESENTATIONS**

1. Student Recognition: Perrymont Elementary School  
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Discussion
2. Student Recognition: 2015 Central Virginia Regional  
Science Fair Winners  
Ben W. Copeland. . . . .Page 3  
Discussion
3. Bridging the Achievement Gap: Connecting Families to  
Schools through Home Visiting  
Ben W. Copeland. . . . .Page 5  
Discussion
4. Teacher of the Year: 2014-15  
Ben W. Copeland. . . . .Page 6  
Discussion

**C. CONSENT AGENDA**

1. School Board Meeting Minutes: April 28, 2015 (Regular Meeting)
2. Personnel Report  
Marie F. Gee. . . . .Page 7  
Discussion/Action
3. Request for Reallocation of Budget  
Anthony E. Beckles, Sr. . . . .Page 9  
Discussion/Action

4. Lynchburg City School Board Policy Updates  
Ben W. Copeland. . . . .Page 14  
Discussion/Action

**D. STUDENT REPRESENTATIVE COMMENTS**

**E. UNFINISHED BUSINESS**

1. Special Education Annual Plan/Part B, Section 611,  
Flow-through Application and Section 619 Preschool  
Grant Applications: 2015-16  
John C. McClain. . . . .Page 25  
Discussion/Action
2. School Operating Budget: 2015-16  
Anthony E. Beckles, Sr. . . . .Page 29  
Discussion

**F. NEW BUSINESS**

1. Carl Perkins Funds: 2015-16  
John C. McClain. . . . .Page 30  
Discussion
2. Lynchburg Juvenile Detention Center Education Program  
Budget: 2014-15 Title I, Part D. Neglected, Delinquent-  
Literacy Coach  
John C. McClain. . . . .Page 33  
Discussion
3. Lynchburg City School Board Policy Updates  
Ben W. Copeland. . . . .Page 34  
Discussion
4. Capital Improvement Plan: E. C. Glass High School  
Ben W. Copeland. . . . .Page 61  
Discussion

**G. SUPERINTENDENT’S COMMENTS**

**H. BOARD COMMENTS**

**I. INFORMATIONAL ITEMS**

Next School Board Meeting: Tuesday, May 19, 2015, 5:30 p.m., Board  
Room, School Administration Building

**J. ADJOURNMENT**

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** A-1

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent Operations and Administration

**Subject:** Public Comments

**Summary/Description:**

In accordance with Policy BDDH Public Participation, the school board welcomes requests and comments as established in the guidelines within that policy. Individuals who wish to speak before the school board shall have an opportunity to do so at this time.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

**Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item.

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** B-1

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration

**Subject:** Student Recognition: Perrymont Elementary School

## **Summary/Description:**

Perrymont Elementary School students took home first place for Marketing in the Mini Economy Market Day competition in March with their product "Monster Mash Glove." Schools from all around the area competed in the event, which was held at Lynchburg College. Area business leaders judged the products.

Perrymont's 21st Century Community Learning Center students created their product during their after school program as part of a way to learn about entrepreneurship, advertising, marketing, and production. Students will be recognized by the school board during this presentation.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

## **Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item.

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** B-2

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent of Curriculum and Instruction

**Subject:** Student Recognition: 2015 Central Virginia Regional Science Fair Winners

## **Summary/Description:**

The 38<sup>th</sup> Annual Central Virginia Regional Science Fair was held recently at Central Virginia Community College. There were 69 students entered from high schools representing Amherst County, Appomattox County, Bedford County, Campbell County, and Lynchburg. The fair is an affiliate of the International Science and Engineering Fair.

The following students won as follows:

### Grand Alternate Award – Biological Sciences

Sarah Phillips – E. C. Glass High School/CVGS – *“The Toxicological Effects of Silver Nanoparticles (AgNPs) on the Cardiovascular System of Daphnia Magna and Their Offspring”*

### Category Winners

Isabel Caprise – E. C. Glass High School/CVGS – Honorable Mention: Behavioral and Social Sciences

Sarah Phillips – E. C. Glass High School/CVGS – 1<sup>st</sup> Place: Medicine and Health

Mansi Shah – Heritage High School/CVGS – 2<sup>nd</sup> Place: Microbiology

Becca Cate – E. C. Glass High School/CVGS – 2<sup>nd</sup> Place: Physics and Astronomy

### Special Awards

Dan Nguyen – Heritage High School/CVGS – 2<sup>nd</sup> Place: ASCE Engineering

### Virginia Dental Society Awards for Recognizing Science Talent

Sarah Phillips – E. C. Glass High School/CVGS

Mansi Shah – Heritage High School/CVGS

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** B-2

**Attachments:** No

## Virginia Lakes & Watersheds

Eric Taylor, Heritage High School/CVGS

## Virginia State Science Fair Nominees: Date March 27-28, at VMI

Sarah Phillips – E. C. Glass High School/CVGS

**Disposition:**  Action  
 Information  
 Action at Meeting on:

### **Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item.

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** B-3

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration

**Subject:** Bridging the Achievement Gap: Connecting Families to Schools through Home Visiting

## Summary/Description:

HumanKind will offer a multigenerational service to area prekindergarten students and their families in which parents will be armed with the resources, practical tools, and knowledge to become stable and self-sufficient, thereby enabling their children to become successful across all school performance measures. The project, entitled Bridging the Achievement Gap: Connecting Families to Schools through Home Visiting, is designed for an initial three-year grant cycle (Year 1 - \$121,600, Year 2 - \$114,878, Year 3 - \$117,055) at an average cost of \$1,964 per family per year or \$654 per individual per year.

HumanKind home visitors will be paired with families of prekindergarten students identified by LCS as at-risk for not meeting Kindergarten readiness standards. The initial focus will be to thoroughly assess the family unit and connect families with wrap-around services to address their basic needs, followed by bi-weekly home visits utilizing the Growing Great Kids preschool curriculum to expand parents' knowledge of their children's developmental needs and to teach parents how to interact with their children to promote a love of learning. Home visitors will also increase family engagement with the school by hosting parent nights and encouraging parent involvement in teacher conferences, reading in the classrooms, and working as partners with the school to enhance preschoolers' education and promote Kindergarten readiness.

Grant Funding Agency: United Way of Central Virginia, Educational Readiness Initiative

**Disposition:**  Action  
 Information  
 Action at Meeting on:

## Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** B-4

**Attachments:**

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
John C. McClain, Assistant Superintendent of Curriculum and Instruction

**Subject:** Teacher of the Year: 2014-15

## **Summary/Description:**

The goal of the Virginia Teacher of the Year program is to recognize dedicated, knowledgeable, and skilled teachers at the local, regional, and state level.

To select the Lynchburg City Schools' Teacher of the Year, the school division used a nomination process whereby school staffs, principals or school division administrators nominated teachers for this honor. A team composed of parents, a past Teacher of the Year recipient, and central office staff then interviewed the nominated teachers.

The team gave special consideration for the following characteristics: experience in the school division and in the field of teaching, professional development activities, classroom performances, membership in professional organizations, and community involvement.

The Lynchburg City Schools' Teacher of the Year for the 2014-15 school year will be introduced during this presentation.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

## **Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item.



# Agenda Report

**Date:** 05/05/15

**Agenda Number:** C-2

**Attachments:** Yes

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
Marie F. Gee, Director of Personnel

**Subject:** Personnel Report

## **Summary/Description:**

The personnel recommendations for April 28 – May 5, 2015, appear as an attachment to this agenda report.

**Disposition:**  **Action**  
 **Information**  
 **Action at Meeting on:**

## **Recommendation:**

The superintendent recommends that the school board approve the personnel recommendations for April 28 – May 5, 2015.

<b>NAME</b>	<b>COLLEGE</b>	<b>DEGREE/ EXPERIENCE</b>	<b>SCHOOL/ ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
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**RESIGNATIONS:**

Dillon, Sarah	Longwood University	B.A./12 yrs. (Lv. 11, 3)	Linkhorne Elementary Fourth Grade	06-06-15
Dinsmore, Emily	Liberty University	B.A./1 yr. (Lv. 0, 3)	Dearington Elementary Fourth Grade	06-06-15
Federler, Carla	University of Virginia	M.Ed./24 yrs. (Lv. 23 3)	Paul Munro Elementary Reading Specialist (PT)	06-06-15
Frederich, Rorie	University of Alabama	M.A./5 yrs. (Lv. 4 3)	R. S. Payne Elementary Librarian	05-01-15
Pearil, Kimberly	Liberty University	M.A./2 yrs. (Lv. 1 3)	Perrymont Elementary Fifth Grade	04-15-15
Rees, Crystal	Liberty University	B.S./6 yrs. (Lv. 5 3)	R. S. Payne Elementary Fourth Grade	06-06-15

**RETIREMENTS:**

Ferington, Patricia	Virginia Tech	M.A./30 yrs. (Lv. 14, 3)	Special Education Administrative Designee For Sped	08-01-15
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# Agenda Report

**Date:** 05/05/15

**Agenda Number:** C-3

**Attachments:** Yes

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** Request for Reallocation of Budget

## **Summary/Description:**

The school administration has recognized a need to reallocate funds to purchase various equipment and supplies throughout the school division.

## **PROJECTS**

Construction of a painting booth	\$10,000
Replacement of doors at the facility	\$12,000
Replacement of carpet in the library	\$25,000
Repairs to sidewalks around the school	\$ 9,000
Repairs to sidewalks around the school	\$ 8,000
Repairs to sidewalks and wheelchair lift	\$10,000
Replace two exterior doors	\$ 5,000
Purchase paint supplies for summer	\$ 5,000
Purchase custodial supplies for the summer	\$10,000
Repair Brick Mortar Joints	\$ 5,000
Purchase of a shed for P.E.	\$10,000
Upgrading of fire panel	\$ 3,000
Upgrading of fire panel	\$ 5,000
Replacement of carpet and vinyl flooring	\$ 9,000
Upgrading of the restrooms	\$10,000
Upgrading of the restrooms	\$ 5,000
Installation of irrigation system on the softball field	\$15,000
New traffic, parking, and property signs and posts	\$14,000

**Total Projects** **\$170,000**

# Agenda Report

Date: 05/05/15

Agenda Number: C-3

Attachments: Yes

## Equipment & Supplies

Purchase of a mower	\$12,000
Purchase of a aerator	\$ 3,000
Purchase of a groomer (swap)	\$ 5,000
Purchase of mulch and landscaping plants	\$18,000
Purchase of seeds and fertilizer	\$ 8,000
Motor Alignment Tool	\$ 2,000
Purchase of Press Fit Tool	\$ 4,000
Purchase of vehicle GPS system	\$ 8,000
Purchase of 10 wet vac at \$500.00 each	\$ 5,000
Purchase of five (5) floor scrubbers @ \$8,000 each	\$40,000
Purchase of a over seeder	\$ 8,000
Replacement of the delivery box truck	\$60,000
Purchase of a turf sweeper	\$ 3,000
Purchase of a salt spreader	\$10,000
Purchase of chairs and tables for student cafetria	\$27,994
Purchase of table bench for student cafeteria	\$ 6,000
Purchase of office chairs and curtails	\$ 2,500

**Total Equipment & Supplies** **\$222,494**

## Operating Expenses

Repairs to boilers	\$13,000
Replacement of fire panel	\$10,000
Roof Repairs	\$ 5,000
Repairs to chiller	\$15,000
Replacement of control panel	\$10,000
Repairs to fire sprinkler system	\$ 3,000
Replacement of intercom system	\$ 9,000
Upgrading of HW control vales	\$ 7,000
Pest control service	\$ 4,000
Waste/recycle services	\$25,000

**Total Operating expenses** **\$101,000**

**TOTAL REQUESTS** **\$493,494**

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# Agenda Report

Date: 05/05/15

Agenda Number: C-3

Attachments: Yes

## Reallocation of budgets

Given school board approval, the funds to purchase the items will come from available funds in the existing operating budget.

Various Salaries, Benefits and Non-Personnel accounts \$493,494

The school administration requests this budget adjustment be approved for the 2014-15 school year in order to fund these one-time purchases.

Disposition:  Action  
 Information  
 Action at Meeting on:

## Recommendation:

The superintendent recommends that the school board approve the request for reallocation of budget.

**Lynchburg City Schools  
FY2014-2015 Budget Reallocation Requests II**

4/23/2015 12:29

School/Location	Item Description	Comp. Plan Relationship	Projected Cost	New, Repair or Replacement	Notes
<b>PROJECTS</b>					
Fac/Transportation	Construction of a painting booth	Operations	\$10,000	New	
Fac/Transportation	Replacement of doors at the facility	Operations	\$12,000	Replacement	
Linkhome Middle School	Replacement of carpet in the library	Operations	\$25,000	Replacement	
T.C. Miller	Repairs to sidewalks around the school	Operations	\$9,000	Repairs	
Fort Hill Community School	Repairs to sidewalks around the school	Operations	\$8,000	Repairs	
E.C. Glass	Repairs to sidewalks and wheelchair lift	Operations	\$10,000	Repairs	
Fort Hill Community School	Replacement of two exterior doors	Operations	\$5,000	Replacement	
All Locations	Purchase paint supplies for summer	Operations	\$5,000	New	
All Locations	Purchase custodial supplies for the summer	Operations	\$10,000	New	
E.C. Glass	Repair Brick Mortar Joints	Operations	\$5,000	New	
Heritage Elementary School	Purchase of a shed for P.E.	Operations	\$10,000	New	
Dunbar Middle School	Upgrading of fire panel	Operations	\$3,000	Upgrade	
Linkhome Elementary School	Upgrading of fire panel	Operations	\$5,000	Upgrade	
Heritage Elementary School	Replacement of carpet and vinyl flooring	Operations	\$9,000	Replacement	
Dunbar Middle School	Upgrading of the restrooms	Operations	\$10,000	Upgrade	
R.S. Payne	Upgrading of the restrooms	Operations	\$5,000	Upgrade	
E.C. Glass	Installation of irrigation system on the softball field	Operations	\$15,000	New	
All Locations	New traffic, parking, and property signs and posts	Operations	\$14,000	Upgrade	
<b>TOTAL PROJECTS</b>			<b>\$170,000</b>		
<b>EQUIPMENT &amp; SUPPLIES</b>					
Facilities (Grounds)	Purchase of a mower	Operations	\$12,000	New	
Facilities (Grounds)	Purchase of a aerator	Operations	\$3,000	New	
Facilities (Grounds)	Purchase of a groomer (swap)	Operations	\$5,000	New	
All Locations	Purchase of mulch and landscaping plants	Operations	\$18,000	New	
All Locations	Purchase of seeds and fertilizer	Operations	\$8,000	New	
Facilities (Maint)	Purchase of motor alignment tool	Operations	\$2,000	New	
Facilities (Maint)	Purchase of press fit tools	Operations	\$4,000	New	
Facilities (Maint)	Purchase of vehicle GPS system	Operations	\$8,000	New	
Facilities (Cust.)	Purchase of 10 wet vac at \$500.00 each	Operations	\$5,000	New	
Facilities (Cust.)	Purchase of five (5) floor scrubbers @ \$8,000 each	Operations	\$40,000	New	
Facilities (Grounds)	Purchase of a over seeder	Operations	\$8,000	New	
Facilities (Grounds)	Replacement of the delivery box truck	Operations	\$60,000	Replacement	
Facilities (Grounds)	Purchase of a turf sweeper	Operations	\$3,000	New	
Facilities (Grounds)	Purchase of a salt spreader	Operations	\$10,000	New	
E.C. Glass	Purchase of chairs and tables for student cafeteria	Operations	\$27,994	New	
Sheffield Elementary School	Purchase of table bench for student cafeteria	Operations	\$6,000	New	
Heritage Elementary School	Purchase of office chairs and curtains	Operations	\$2,500	New	
<b>TOTAL EQUIPMENT &amp; SUPPLIES</b>			<b>\$222,494</b>		

**Lynchburg City Schools  
FY2014-2015 Budget Reallocation Requests II**

<b>OPERATING EXPENSES</b>					
Fac/Transportation and HHS	Repairs to boilers	Operations	\$13,000	Repairs	Boiler Repairs at Facilities (\$5,000) and Heritage High School (\$8,000)
Bedford Hills Elementary School	Replacement of fire panel	Operations	\$10,000	Replacement	Main fire panel failed beyond repair
Dunbar Middle School	Roof Repairs	Operations	\$5,000	Repairs	Necessary to maintain the building
E.C. Glass	Repairs to chiller	Operations	\$15,000	Repairs	Necessary to provide cooling
Bass Elementary School	Replacement of control panel	Operations	\$10,000	Replacement	BAS control panel failed beyond repair
R.S. Payne	Repairs to fire sprinkler system	Operations	\$3,000	Repairs	Repair leaks on fire sprinkler system
Perrymont Elementary School	Replacement of intercom system	Operations	\$9,000	Replacement	System is failing and Replacement parts unavailable
Heritage Elementary School	Upgrading of HW control vales	Operations	\$7,000	Upgrade	
All Locations	Pest control service	Operations	\$4,000	Repairs	Price increase with New contract
All Locations	Waste/recycle services	Operations	\$25,000	Repairs	Price increase with New contract
<b>TOTAL OPERATING EXPENSES</b>			<b>\$101,000</b>		
<b>TOTAL REQUESTS</b>			<b>\$493,494</b>		

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** C-4

**Attachments:** Yes

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration

**Subject:** Lynchburg City School Board Policy Updates

## **Summary/Description:**

A highlight of membership with the Virginia School Boards Association (VSBA) is the regular policy updates reviewed by legal counsel that reflect the latest changes in state and federal laws and regulations. A few policies are revised for editorial reasons or to correct technical errors. Listed below are several new policy revisions from the VSBA February 2015 update. All policies appear as attachments to the agenda report.

BBFA School Board Members Conflict of Interest

**Disposition:**  **Action**  
 **Information**  
 **Action at Meeting on:**

## **Recommendation:**

The superintendent recommends that the school board approve the revisions to Policy BBFA School Board Members Conflict of Interest.



~~SCHOOL BOARD MEMBERS~~ CONFLICT OF INTEREST ***{INTERESTS AND DISCLOSURE OF ECONOMIC INTERESTS}***

A. Purpose

The Lynchburg City School Board seeks, through the adoption of this policy, to assure that the judgment of its members, officers and employees will be guided by a policy that defines and prohibits inappropriate conflicts and requires disclosure of economic interests, as defined by the General Assembly in the State and Local Government Conflict of Interests Act.

B. Areas of Regulation

The State and Local Government Conflict of Interests Act establishes five principal areas of regulation applicable to board members, officers, and employees of the Lynchburg City School Division. They are:

- Special anti-nepotism rules relating to School Board members and superintendents of schools.
- General rules governing public conduct by School Board members regarding acceptance of gifts and favors.
- Prohibited conduct regarding contracts.
- Required conduct regarding transactions.
- Disclosures required from School Board members.

C. Definitions

"Advisory agency" means any board, commission, committee or post which does not exercise any sovereign power or duty, but is appointed by a governmental agency or officer or is created by law for the purpose of making studies or recommendations, or advising or consulting with a governmental agency.

"Affiliated business entity relationship" means a relationship, other than a parent-subsidary relationship, that exists when

- one business entity has a controlling ownership interest in the other business entity;
- a controlling owner in one entity is also a controlling owner in the other entity; or
- there is shared management or control between the business entities.

Factors that may be considered in determining the existence of an affiliated business entity relationship include that the same person or substantially the same person owns or manages the two entities, there are common or commingled funds or assets, the business entities share the use

of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis, or there is otherwise a close working relationship between the entities.

"Business" means any individual or entity carrying on a business or profession, whether or not for profit.

"Contract" means any agreement to which a governmental agency is a party, or any agreement on behalf of a governmental agency which involves the payment of money appropriated by the General Assembly or political subdivision, whether or not such agreement is executed in the name of the Commonwealth, or some political subdivision of it.

"Council" means the Virginia Conflict of Interest and Ethics Advisory Council established in Va. Code § 30-355.

"Employee" means all persons employed by a governmental or advisory agency.

"Financial institution" means any bank, trust company, savings institution, industrial loan association, consumer finance company, credit union, broker-dealer as defined in subsection A of Va. Code § 13.1- 501, or investment company or advisor registered under the federal Investment Advisors Act or Investment Company Act of 1940.

"Gift" means any gratuity, favor, discount, entertainment, hospitality, loan forbearance, or other item having monetary value. It includes services as well as gifts of transportation, local travel, lodgings, and meals, whether provided in-kind, by purchase of a ticket, payment in advance or reimbursement after the expense has been incurred. "Gift" does not include any offer of a ticket, coupon, or other admission or pass unless the ticket, coupon, admission, or pass is used; honorary degrees; any athletic, merit, or need-based scholarship or any other financial aid awarded by a public or private school, institution of higher education, or other educational program pursuant to such school, institution or program's financial aid standards and procedures applicable to the general public; a campaign contribution properly received and reported pursuant to Va. Code § 24.2-945 et seq.; any gift related to the private profession or occupation of an officer or employee or of a member of the officer or employee's immediate family; or gifts from relatives or personal friends. For the purpose of this definition, "relative" means the donee's spouse, child, uncle, aunt, niece, or nephew; a person to whom the donee is engaged to be married; the donee's or his spouse's parent, grandparent, grandchild, brother, or sister; or the donee's brother's or sister's spouse. For the purpose of this definition, "personal friend" does not include any person that the officer or employee knows or has reason to know is (a) a lobbyist registered pursuant to Va. Code § 2.2-418 et seq.; (b) a lobbyist's principal as defined in Va. Code § 2.2-419; or (c) a person, organization or business who is a party to or is seeking to become a party to a contract with the School Board. For purposes of this definition, "person, organization, or business" includes individuals who are officers, directors or owners of or who have a controlling ownership interest in such organization or business.

"Governmental agency" means each component part of the legislative, executive or judicial branches of state and local government, including each office, department, authority, post,

commission, committee, and each institution or board created by law to exercise some regulatory or sovereign power or duty as distinguished from purely advisory powers or duties. Corporations organized or controlled by the Virginia Retirement System are "governmental agencies" for purposes of this policy.

"Immediate family" means (i) a spouse and (ii) any child who resides in the same household as the officer or employee and who is a dependent of the officer or employee.

"Officer" means any person appointed or elected to any governmental or advisory agency including local school boards, whether or not he receives compensation or other emolument of office.

"Parent-subsidiary relationship" means a relationship that exists when one corporation directly or indirectly owns shares possessing more than 50 percent of the voting power of another corporation.

"Personal interest" means a financial benefit or liability accruing to an officer or employee or to a member of his immediate family. Such interest shall exist by reason of

- ownership in a business if the ownership interest exceeds three percent of the total equity of the business;
- annual income that exceeds, or may reasonably be anticipated to exceed, \$5,000 from ownership in real or personal property or a business;
- salary, other compensation, fringe benefits, or benefits from the use of property, or any combination thereof, paid or provided by a business or governmental agency that exceeds, or may reasonably be anticipated to exceed \$5,000 annually;
- ownership of real or personal property if the interest exceeds \$5,000 in value and excluding ownership in a business, income or salary, other compensation, fringe benefits or benefits from the use of property;
- personal liability incurred or assumed on behalf of a business if the liability exceeds three percent of the asset value of the business; or
- an option for ownership of a business or real or personal property if the ownership interest will consist of the first or fourth bullets above.

"Personal interest in a contract" means a personal interest which an officer or employee has in a contract with a governmental agency, whether due to his being a party to the contract or due to a personal interest in a business which is a party to the contract.

"Personal interest in a transaction" means a personal interest of an officer or employee in any matter considered by his agency. Such personal interest exists when an officer or employee or a member of his immediate family has a personal interest in property or a business, or governmental agency, or represents or provides services to any individual or business and such property, business, or represented or served individual or business is

- the subject of the transaction or
- may realize a reasonably foreseeable direct or indirect benefit or detriment as a result of

the action of the agency considering the transaction

Notwithstanding the foregoing, such personal interest in a transaction shall not be deemed to exist where (a) an elected member of a local governing body serves without remuneration as a member of the board of trustees of a not-for-profit entity and such elected member or member of his immediate family has no personal interest related to the not-for-profit entity or (b) an officer{,} or employee{, or elected member} of a local governing body is appointed by the local governing body to serve on a governmental agency{, or an officer, employee, or elected member of a separate local governmental agency formed by a local governing body is appointed to serve on a governmental agency,} and the personal interest in the transaction of the governmental agency is a result of the salary, other compensation, fringe benefits, or benefits provided by the local governing body {or the separate governmental agency} to the officer or employee.

"Transaction" means any matter considered by any governmental or advisory agency, whether in a committee, subcommittee, or other entity of that agency or before the agency itself, on which official action is taken or contemplated.

D. Special Anti-Nepotism Rules Relating to School Board Members and Superintendents

1. The School Board may not employ or pay, and the Superintendent may not recommend for employment, the father, mother, brother, sister, spouse, son, daughter, son-in-law, daughter-in-law, sister-in-law, or brother-in-law, of the Superintendent or of a School Board member. This provision shall not be construed to prohibit the employment, promotion, or transfer within the school division, of any person within a relationship described above when such person
  - has been employed pursuant to a written contract with the School Board or employed as a substitute teacher or teacher's aide by the School Board prior to the taking of office of any member of the Board or Superintendent; or
  - has been employed pursuant to a written contract with the School Board or employed as a substitute teacher or teacher's aide by the School Board prior to the inception of such relationship; or
  - was employed by the School Board at any time prior to June 10, 1994, and had been employed at any time as a teacher or other employee of any Virginia school board prior to the taking of office of any member of the School Board or Superintendent.

A person employed as a substitute teacher may not be employed to any greater extent than he was employed by the School Board in the last full school year prior to the taking of office of such board member or Superintendent or to the inception of such relationship.

2. The School Board may employ or pay, and the Superintendent may recommend for employment, any family member of the Superintendent or of a School Board member provided that
  - a) the member certifies that he had no involvement with the hiring decision; and

- b) the Superintendent certifies to the remaining members of the school board in writing that the recommendation is based upon merit and fitness and the competitive rating of the qualifications of the individual and that no member of the board had any involvement with the hiring decision.
- 3. No family member (as listed in section D.1., above) of any employee may be employed by the School Board if the family member is to be employed in a direct supervisory and/or administrative relationship either supervisory or subordinate to the employee. The employment and assignment of family members in the same organizational unit is discouraged.

E. General Rules Governing Public Conduct by School Board Members Regarding Gifts and Favors

1. Prohibited Conduct

Neither the School Board collectively, nor any member of the board, shall solicit or

- accept money, or anything else of value, for services performed within the scope of his or her official duties other than his or her regular compensation, expenses or other remuneration;
- offer or accept money, or anything else of value, for or in consideration of obtaining employment, appointment, or promotion in the school division;
- offer or accept any money or anything else of value for or in consideration of the use of his public position to obtain a contract for any person or business with the school division. use for his or her own economic benefit, or anyone else's, confidential
- information gained by reason of his or her office, and which is not available to the public; accept any money, loan, gift, favor or service that might reasonably tend to
- influence the discharge of duties; accept any business or professional opportunity from which a School Board member may gain a financial benefit, where the member
- knows or should know that there is a reasonable likelihood that the opportunity is being offered with intent to influence his or her conduct in the performance of official duties.

2. Prohibited Gifts

For purposes of this subsection:

“Intangible gift” means a thing of temporary value or a thing that upon the happening of a certain event or expiration of a given date loses its value. “Intangible gift” includes entertainment, hospitality ticket, admission, or pass, transportation, lodgings and meals that are reportable on Schedule E of the disclosure form prescribed in Va. Code § 2.2-3117.

“Tangible gift” means a thing of value that does not lose its value upon the happening of a certain event or expiration of a given date. “Tangible gift” includes currency, negotiable

instruments, securities, stock options or other financial instruments that are reportable on Schedule E of the disclosure form prescribed in Va. Code § 2.2-3117. “Tangible gift” does not include payments or reimbursements received for an intangible gift.

“Person, organization or business” includes individuals who are officers, directors or owners of or who have a controlling ownership interest in such organization or business.

School Board members and employees required to file a Statement of Economic Interests as prescribed in VA. Code § 2.2-3117 (i) shall not solicit, accept or receive within any calendar year any single tangible gift with a value in excess of \$250 or a combination of tangible gifts with an aggregate value in excess of \$250 from any person that the member or employee knows or has reason to know is (a) a lobbyist registered pursuant to Va. Code § 2.2-418 et seq.; (b) a lobbyist’s principal as defined in Va. Code § 2.2-419; or (c) a person, organization or business who is a party to or is seeking to become a party to a contract with the School Board

School Board members and employees required to file a Statement of Economic Interests shall report any tangible gift with a value of \$250 or less or any intangible gift received from any person listed in clause (i) on Schedule E of such disclosure form; and shall report any payments for talks, meetings, and publications on Schedule D of such disclosure form.

The \$250 limitation imposed in accordance with this section shall be adjusted by the Council every five years, as of January 1 of that year, in an amount equal to the annual increases for that five-year period in the United States Average Consumer Price Index for all items, all urban consumers (CPI-U), as published by the Bureau of Labor Statistics of the U.S. Department of Labor, rounded to the nearest whole dollar.

- 3. Nothing herein shall be construed to prohibit or apply to the acceptance by a teacher or other employee of Lynchburg City School Board of an award or payment in honor of meritorious or exceptional services performed by the teacher or employee and made by an organization exempt from federal income taxation pursuant to the provisions of Section 501(c)(3) of the Internal Revenue Code.

F. Prohibited Conduct Regarding Contracts

- 1. No School Board member shall have a personal interest in (i) any contract with the School Board or (ii) any contract with any government agency which is subject to the ultimate control of the Board;
- 2. Exceptions - The above prohibition shall not be applicable to:
  - A Board member's personal interest in a contract of employment provided the employment first began prior to the member becoming a member of the School Board

- Contracts for the sale by a governmental agency of services or goods at uniform prices available to the general public
- A contract awarded to a member of the School Board as a result of competitive sealed bidding where the School Board has established a need for the same or substantially similar goods through purchases prior to the election or appointment of the member to serve on the School Board; however, the member shall have no involvement in the preparation of the specifications for such contract, and the remaining members of the School Board, by written resolution, shall state that it is in the public interest for the member to bid on such contract
- The sale, lease or exchange of real property between an officer or employee and a governmental agency, provided the officer or employee does not participate in any way as such officer or employee in such sale, lease or exchange, and this fact is set forth as a matter of public record by the governing body of the governmental agency or by the administrative head thereof
- The publication of official notices
- An officer or employee whose sole personal interest in a contract with the governmental agency is by reason of income from the contracting firm or governmental agency in excess of \$10,000 per year, provided the officer or employee or a member of his immediate family does not participate and has no authority to participate in the procurement or letting of such contract on behalf of the contracting firm and the officer or employee either does not have authority to participate in the procurement or letting of the contract on behalf of his governmental agency or he disqualifies himself as a matter of public record and does not participate on behalf of his governmental agency in negotiating the contract or in approving the contract
- Contracts between an officer's or employee's governmental agency and a public service corporation, financial institution, or company furnishing public utilities in which the officer or employee has a personal interest provided the officer or employee disqualifies himself as a matter of public record and does not participate on behalf of his governmental agency in negotiating or approving the contract
- Contracts for the purchase of goods or services when the contract does not exceed \$500
- Grants or other payment under any program wherein uniform rates for, or the amounts paid to, all qualified applicants are established solely by the administering governmental agency
- An officer or employee whose sole personal interest in a contract with his own governmental agency is by reason of his marriage to his spouse who is employed by the same agency, if the spouse was employed by such agency for five or more years prior to marrying such officer or employee
- Employment contracts and other contracts entered into prior to August 1, 1987, provided such contracts were in compliance with the Virginia Conflict of Interests Act (or the Comprehensive Conflict of Interests Act) at the time of their formation and thereafter. Those contracts shall continue to be governed by the provisions of the appropriate prior Act. The employment by the same governmental agency of an officer or employee and spouse or any other relative residing in the same household shall not be deemed to create a material financial interest except when one of the persons is

employed in a direct supervisory and/or administrative position with respect to the spouse or other relative residing in his household and the annual salary of the subordinate is \$35,000 or more.

G. Prohibited Conduct Regarding Transactions

1. Each School Board member and School Board employee who has a personal interest in a transaction
  - a. shall disqualify himself from participating in the transaction if
    - (i) the transaction has application solely to property or a business or governmental agency in which he has a personal interest or a business that has a parent-subsidiary or affiliated business entity relationship with the business in which he has a personal interest, or
    - (ii) he is unable to participate pursuant to subdivision G.1.b, G.1.c., or G.1.d. of this policy.

Any disqualification under this subsection shall be recorded in the School Board’s public records. The School Board member or employee shall disclose his personal interests as required by Va. Code § 2.2-3115E and shall not vote or in any manner act on behalf of the School Board in the transaction. The member or employee shall not

- (i) attend any portion of a closed meeting authorized by the Virginia Freedom of Information Act when the matter in which he has a personal interest is discussed; or
    - (ii) discuss the matter in which he has a personal interest with other governmental officers or employees at any time.
  - b. may participate in the transaction if he is a member of a business, profession, occupation, or group of three or more persons, the members of which are affected by the transaction, and he complies with the declaration requirements of Va. Code § 2.2-3115 G;
  - c. may participate in the transaction when a party to the transaction is a client of his firm if he does not personally represent or provide services to such client and he complies with the declaration requirements of Va. Code § 2.2-3115 H; or
  - d. may participate in the transaction if it affects the public generally, even though his personal interest, as a member of the public, may also be affected by that transaction.
2. Disqualification under this section shall not prevent any employee having a personal interest in a transaction in which his employer is involved from representing himself or a member of his immediate family in such transaction provided he does not receive compensation for such representation and provided he complies with the disqualification and relevant disclosure requirements of this policy.
3. If disqualifications under subsection 1.a. of this section leave less than the number required by law to act, the remaining member or members of the board shall constitute a quorum for the conduct of business and have authority to act for the board by majority vote, unless a



unanimous vote of all members is required by law, in which case authority to act shall require a unanimous vote of remaining members.

4. The provisions of this section shall not prevent a board member or employee from participating in a transaction merely because such a board member or employee is a defendant in a civil legal proceeding concerning such transaction.

H. Disclosure Requirements for School Board Members

1. School Board members ~~will~~ file, as a condition of assuming office, with the ~~clerk of the school board~~ **{Council}** a disclosure statement of their personal interests and other information as is specified on the form set forth in Va. Code § 2.2-3117 and ~~shall~~ thereafter file such statement ~~annually on or before January 15.~~ ***{semiannually by December 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.}***
2. Any board member or employee who is disqualified from participating in a transaction under Section G.1.a. of this policy, or otherwise elects to disqualify himself, shall forthwith make disclosure of the existence of his interest, including the full name and address of the business and the address or parcel number for the real estate if the interest involves a business or real estate and such disclosure shall be reflected in the school board's public records in the division superintendent's office for a period of five (5) years.
3. Any board member or employee who is required to disclose his interest under Section G.1.b. of this policy shall declare his interest by stating:
  - the transaction involved;
  - the nature of the board member's or employee's personal interest affected by the transaction;
  - that he is a member of a business, profession, occupation, or group the members of which are affected by the transaction; and
  - that he is able to participate in the transaction fairly, objectively, and in the public interest.

The board member or employee shall either make his declaration orally to be recorded in written minutes of the board or file a signed written declaration with the clerk of the board, who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the board member or employee shall prepare and file the required declaration by the end of the next business day. The board member or employee shall also orally disclose the existence of the interest during each School Board meeting at which the

transaction is discussed and such disclosure shall be recorded in the minutes of the meeting.

- 4. A board member or employee who is required to declare his interest pursuant to subdivision G.1.c. of this policy shall declare his interest by stating
  - (i) the transaction involved;
  - (ii) that a party to the transaction is a client of his firm;
  - (iii) that he does not personally represent or provide services to the client; and
  - (iv) that he is able to participate in the transaction fairly, objectively, and in the public interest.

The board member or employee shall either make his declaration orally to be recorded in written minutes of the board or file a signed written declaration with the clerk of the board who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the board member or employee shall prepare and file the required declaration by the end of the next business day.

Adopted: June 4, 2013

Revised: December 16, 2014

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3101, 2.2-3102, 2.2-3103, 2.2-3104.1, 2.2-3108, 2.2-3109, 2.2-3110, 2.2-3112, 2.2-3115, 2.2-3119.

Cross Ref.: CBCA Disclosure Statement Required of Superintendent  
GCCB Employment of Family Members

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** E-1

**Attachments:** Yes

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
John C. McClain, Assistant Superintendent of Curriculum and Instruction

**Subject:** Special Education Annual Plan/Part B, Section 611, Flow-through Application and Section 619 Preschool Grant Applications: 2015-16

## Summary/Description:

The Annual Special Education Plan is a formal agreement between the local school board and the Virginia Board of Education for the implementation of state and federal laws and regulations related to services mandated for students with disabilities. Accordingly, the disbursement of funds to the school division is contingent upon school board approval of the plan. Therefore, Lynchburg City Schools will apply for \$2,128,366.00 in special education flow-through funds for the 2015-16 school year. The application for funds for the 2015-16 school year must be approved by the school board and submitted to the Virginia Department of Education for plan approval and financial reimbursement. A total amount of \$1,956,142.94 of this funding will be used to provide salaries for special education staff, and \$172,223.06 of the 611 flow-through funds will be used to provide special education and speech therapy services to parentally-placed students with disabilities attending local private schools.

The Lynchburg City Schools will also apply for \$58,508.00 in Section 619 Preschool Funds for the 2015-16 school year. This funding will be used to support Hutcherson Early Learning Program as they provide special education and related services to preschool children (ages 2-5) who have been determined eligible for special education services. Funds provide inclusion support through special education placements in local private preschools staff development and instructional materials.

**Disposition:**  **Action**  
 **Information**  
 **Action at Meeting on:**

## Recommendation:

The superintendent recommends that the school board approve the Special Education Annual Plan/Part B, Section 611, Flow-through Application and Section 619 Preschool Grant Application for 2015-16.

For additional instructions for completing this section of the Annual Plan/Part B Flow-Through Application, please review Section F of the "LEA Instructions" tab.

**VIRGINIA DEPARTMENT OF EDUCATION  
PART B, SECTION 611 (Flow-Through Funds)  
GRANT PERIOD: JULY 1, 2015 – SEPTEMBER 30, 2017  
*Joint Applications Only!***

For joint applications, please select the Fiscal Agent below, and provide the requested contact information.

**If this is not a joint application move directly to the next section below.**

Fiscal Agent:		LEA Code:
Joint Application Project Director:		
Mailing Address of Project Director:		
Phone:		
E-mail:		

If this is a joint application and allocations are to be combined into a single award issued to the fiscal agent designated above, list participating LEAs and the amounts to be combined into a single award. Note: All participating agencies must still complete the remainder of this tab.

Participating Agency Name	Code Number	Amount Released
<b>Total Amount to be issued to Fiscal Agent:</b>		\$0.00

In narrative format, please provide a description and budget outline of all personnel (i.e., teachers, instructional assistants, administrators, clerical, support personnel, and others) to be supported in whole or in part with IDEA, Part B, Section 611 grant funds (with proposed amounts and FTEs).

Lynchburg City Schools plans to use 611 funds follows: Salaries for ( 27 FTE) special education teachers, (3) interpreters and (5 FTE) special education instructional assistants who will provide special education services to LCS enrolled students with disabilities. Federal Set Aside services will be provided by (1) full time Speech Pathologist and 1.5 FTE Special Education teachers. Note to Virginia Department of Education: Lynchburg City Schools has budgeted funding under proportionate set-aside funds for the purpose of providing speech therapy and/or special education services to parent placed students with disabilities attending local private schools or are homeschooled. LCS is not required to set aside 15% of our 611 flow through funding for Coordinated Early Intervening Services. LCS is not voluntarily setting aside funds for Coordinated Early Intervening Service.

In narrative format, please provide a detailed description and budget outline of all additional activities, goods and services to be supported with IDEA, Part B, Section 611 grant funds.

Funds for IDEA, Part B, Section 611 will be used for special education salaries/fringe benefits. \$172,223.06 in federal set aside funds will be used for speech therapy and special education services provided to parentally placed students enrolled in local private schools or homeschooled.

**Virginia Department of Education  
SPECIAL EDUCATION FEDERAL PROGRAM  
PROPOSED GRANT BUDGET**

**Part B, Section 611, Flow-Through Funds (July 1, 2015-September 30, 2017)**

Complete column C, by allocating PROPOSED grant funds to object code categories 1000 through 8000. A description of the object code categories is available on the VDOE's Web site. See the instruction tab for the Web address. In determining appropriate assignment of items to object codes, applicants are strongly encouraged to consult with the individual(s) within the LEA who have responsibility for completing the Annual School Report – Financial Section.

List all equipment items costing five thousand dollars (\$5,000) or more and also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc., to be purchased with grant funds, and provide information on proposed out-of-state/country travel to be supported with grant funds.

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) Budget	(D) CEIS	(E) Proportionate Set-aside	(F) Total Budget
Personal Services	1000	1,459,768.52	0.00	125,808.35	1,585,576.87
Employee Benefits	2000	496,374.42	0.00	42,774.84	539,149.26
Purchased Services	3000		0.00	3,639.87	3,639.87
Internal Services	4000		0.00	0.00	0.00
Other Services	5000		0.00	0.00	0.00
Materials / Supplies	6000		0.00	0.00	0.00
Capital Outlay	8000		0.00	0.00	0.00
<b>TOTAL PROPOSED BUDGET</b>		<b>1,956,142.94</b>	<b>0.00</b>	<b>172,223.06</b>	<b>2,128,366.00</b>

**Proposed Equipment: List items costing \$5,000 or more. Also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc.**

**Proposed Out-of State/Country Travel (destination, purpose, estimated cost, number of people):**

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** E-2

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** School Operating Budget: 2015-16

## **Summary/Description:**

The completion of the School Operating Budget for 2015-16 presented to the school board on January 6, 2015, was pending the state's determination of whether the governor would propose a salary increase for teachers in his Amended 2014-2016 Biennial Budget. The governor did propose and approved a 1.5 percent salary increase for teachers effective January 1, 2016, for all funded SOQ instructional and support positions. Lynchburg City Schools compensation supplement is \$399,315.

Lynchburg City Schools was also informed by our insurance broker that renewal premiums for the general liability and auto insurances will increase 26 percent next year due to the poor loss performance of our account. This increase will result in an additional \$130,000 increase in the operating budget.

The compensation supplement of \$399,315 will be used to provide market salary adjustments for tier two teachers, principals and assistant principals, bracket changes for coaches, and athletic trainer stipends.

The increase in the insurance premiums will be funded by decreasing the transportation fuel budget price increase provision and hospitalization budget.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

## **Recommendation:**

The superintendent recommends that the school board receive the agenda report as an informational item.

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** F-1

**Attachments:** Yes

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
John C. McClain, Assistant Superintendent of Curriculum and Instruction

**Subject:** Carl Perkins Funds 2015-16

## **Summary/Description:**

The Lynchburg City Schools' application for Career-Technical Funds for the 2015-2016 fiscal year has been prepared with an approved Carl Perkins Grant allocation of \$214,341.00. The budget, outlining proposed expenditures based on allocated funds, was developed following consultation with the General Career-Technical Education Advisory Committee, which is composed of a business/industry representative from each of the 15 career-technical programs.

The federal funding will allow for the purchase of equipment and instructional materials, along with professional development and student organizational activities in the Trade and Industrial, Technology Education, Marketing, Health Occupations, Family and Consumer Sciences, Career Connection, and Business and Information Technology Programs.

The approval of the grant proposal by the school board is necessary prior to submitting the local application to the Virginia Department of Education. A summary of proposed expenditures for 2015-2016 appears an attachment to this agenda report.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 05/19/15

## **Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item and consider approval during the school board meeting on May 19, 2015.



## Proposed 2015-2016 Carl Perkins Spending

Estimated Funding Available: \$214,341.00

**Career Guidance****\$7,000.00**

- Provide funds to be used for “Career Assessment” reports to parents and students (\$1,000).
- Provide transportation to local businesses and colleges for special workforce development programs, internships for high school seniors (\$5,000).
- We will also provide display boards for all program areas to use for program promotion events (\$1,000).

**Technology Education****\$40,000.00**

- Upgrade Technology Education Lab at Dunbar Middle School with the purchase of a new STEM lab. The upgrade will include 10 new modules in areas such as Robotics, Forensics, and Digital Manufacturing (\$31,000).
- Purchase 10 new HP computer stations for new STEM modules (\$9,000).

**Automotive Services Technology****\$33,000.00**

- Upgrade the Auto Service Technology lab at E.C. Glass with the purchase of a “Snap-On” 613 piece master mechanic tool set (\$17,000).
- We will replace the Truecut brake lathe (\$7,000). We also plan to purchase a new 5 gas analyzer unit with printer (\$2,500).
- We plan to purchase a new software course to allow our students to complete “Snap-On” Multimeter Certifications (\$6,500).

**Computer Systems Technology****\$31,000.00**

- Expand our Computer Systems Technology program at Heritage High School with our new Cybersecurity course. We will purchase new CISCO Hardware Bundles for our new course (\$20,000).
- Provide Cybersecurity class with the purchase of 13 “Barebones” computer repair stations (\$8,400).
- Purchase of Cyber Patriot Software for CC-ENT Certifications. (\$2,600).

**Business and Information Technology****\$61,300.00**

- Upgrade the Dunbar Middle School business lab with the purchase of 26 new HP computers (\$22,000).
- Upgrade the E.C. Glass High School business lab with the purchase of 26 new HP computers (\$22,000).
- Purchase of “Dave Ramsey” Economics and Personal Finance Foundations kits for 8 Economics and Personal Finance teachers (\$13,500).
- Purchase “GMetrix” Skills Management Systems to provide practice tests for Microsoft Office Specialist (MOS) industry exams (\$3,800).

**Sports Medicine**

**\$4,000.00**

- Upgrade Athletic Training lab at E.C. Glass High School with the purchase of Cold Compression Unit for rehabilitation training.

**Vocational Student Organizations**

**\$15,000.00**

- Assist Career-Technical student organizations with travel expenses for local, state and national competitions.

**Professional Development**

**\$15,000.00**

- Provide Perkins Funds for teachers to participate in local, state and national training, certification courses and professional development.

**Industry Certifications**

**\$8041.00**

- Purchase Workforce Career Readiness/NOCTI Certification exams for senior completers in various program areas.

**TOTAL**

**\$214,341.00**

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** F-2

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration  
John C. McClain, Assistant Superintendent of Curriculum and Instruction

**Subject:** Lynchburg Juvenile Detention Center Education Program Budget:  
2014-2015 Title I, Part D, Neglected, Delinquent- Literacy Coach

## Summary/Description:

The 2014-15 funding for the Lynchburg Regional Juvenile Detention Center Title I, Part D, Neglected, Delinquent - Literacy Coach in the amount of \$2,000.00 has been approved by the Virginia Department of Education. Lynchburg City Schools employs one full-time teacher who serves as the Title I, Part D, Neglected, Delinquent - Literacy Coach for the Lynchburg Regional Juvenile Detention Center. Thus, Lynchburg City Schools serves as the fiscal agent for this State Operated Programs (SOP) position. This state-operated position provides assessments and delivers educational services to approximately 25 students. Please note that the salary for the Literacy Coach position will continue to be paid through the Lynchburg Regional Juvenile Detention Center Education Grant. The summary below outlines expenditures for the 2014-15 school year.

## Budget:

Travel Expenses (State Conferences)	\$1,000.00
Instructional Supplies and Equipment	\$1,000.00
<u>Sub-total Non-Personnel Expenses:</u>	<u>\$2,000.00</u>
<b>Total</b>	<b>\$2,000.00</b>

**Disposition:**  Action  
 Information  
 Action at Meeting on: 05/19/15

## Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on May 19, 2015.

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** F-3

**Attachments:** Yes

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration

**Subject:** Lynchburg City School Board Policy Updates

## **Summary/Description:**

A highlight of membership with the Virginia School Boards Association (VSBA) is the regular policy updates reviewed by legal counsel that reflect the latest changes in state and federal laws and regulations. Listed below are several policy revisions from the VSBA May 2013 update. All policies appear as attachments to the agenda report.

AD	Educational Philosophy
BF	Board Policy Manual
BHB	School Board Member In-service Activities

In addition, recent changes to the Code of Virginia require the revision of School Board Policy 7-10: Admission Requirements. These changes update the section of the policy which specifies who is deemed a resident of the Lynchburg City School division. As a result of these changes, the school administration proposes the attached update to School Board Policy 7-10 for school board consideration.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 05/19/15

## **Recommendation:**

The superintendent recommends that the school board accept this agenda report as an informational item and consider action at the school board meeting on May 19, 2015.

EDUCATIONAL PHILOSOPHY

It shall be the philosophy of the Lynchburg City School Board *{is committed}* to provide *{providing}* equal opportunity for every student to achieve maximum intellectual, social, emotional and physical growth *{and}* to ensure *{ensuring}* that each individual *{student}* be equipped to communicate effectively with other people, to be competent both in the work place and in higher education, and to feel confident of the ability to make creative and constructive decisions in his/her life.

It shall be the policy of the *{Lynchburg City}* School Board to:

- Provide *{provides}* the necessary trained and dedicated leadership, qualified personnel, equipment and materials to assure an appropriate education for every student;
- Treat all personnel *{treats all members of the school community}* equitably with the highest degree of respect;
- Appropriate funds *{allocates and uses assets}* fairly and efficiently; and
- ~~Attend to the property and equipment of all schools to work toward achieving parity among schools in the division.~~

Adopted: June 4, 2013

Legal Refs.: ~~Constitution of Virginia, article VIII, section 7.~~

Code of Virginia, 1950, as amended, sections *{§}* 22.1-78, 22.1-79, 22.1-293, 22.1-295.

~~8 VAC 20-131-20.~~

Cross Refs.:	AC	Nondiscrimination
	<i>{GA}</i>	<i>Personnel Policies Goals}</i>
	GB/JB	Equal Employment Opportunity/Nondiscrimination
	GBA/JFHA	<del>Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion</del> <i>{Prohibition Against Harassment and Retaliation}</i>
	IGBC	Parental Involvement

BOARD POLICY MANUAL

The School Board shall be guided by written policies that are readily accessible to the Board, division employees, students, parents, and citizens. All division policies will be reviewed at least every five years and revised as needed.

A current copy of *{all}* division policies ~~will be~~ *{and regulations approved by the School Board are}* posted on the division’s website *{and are available to employees and the public}*. ~~The school board will ensure that printed~~ *{Printed}* copies of the policies *{and regulations}* are available as needed to citizens who do not have online access. The Superintendent shall ensure that an annual announcement is made ~~in each division~~ at the beginning of the school year and, for parents of students who enroll later in the academic year, at the time of enrollment, advising the public regarding the availability of the policies *{and regulations}*.

Adopted: June 4, 2013

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-253.13:7.

Cross Ref.: *{BFC*            *Policy Adoption}*  
                  CH            Policy Implementation

## SCHOOL BOARD MEMBER IN-SERVICE ACTIVITIES

The School Board places a high priority on the importance of a planned and continuing program of in-service education for its members. The central purpose of the program is to enhance the quality and effectiveness of public school governance in our community. The School Board shall plan specific in-service activities designed to assist School Board members in their efforts to improve their skills as members of a policy-making body; to expand their knowledge about trends, issues, and new ideas affecting the educational activities of the local schools; and, to deepen their insights into the nature of leadership in a modern democratic society.

School board members will participate annually in high-quality professional development activities at the state, local, or national levels on governance, including, but not limited to, personnel, policies and practices; *{the evaluation of personnel;}* curriculum and instruction; use of data in planning and decision making; and current issues in education.

Funds shall be budgeted annually to support this program. Individual School Board members shall be reimbursed for out-of-pocket costs incurred through participation in approved activities. The School Board shall retain the authority to approve or disapprove the participation of members in planned activities. The public shall be kept informed about the School Board's continuing in-service educational activities.

The School Board regards the following as the kinds of activities and services appropriate for implementing this policy:

1. Participation in School Board conferences, workshops and conventions conducted by the Virginia and the National School Boards Association.
2. Division-sponsored training sessions for School Board members.
3. Subscriptions to publications addressed to the concerns of School Board members.

Adopted: June 4, 2013

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:5.D.

A. Eligibility for Attendance

The following persons are eligible to attend the public schools:

1. Age

Persons who reach their fifth birthday on or before September 30 of the school year and persons who have not reached their twentieth birthday on or before August first of the school year.

2. Residents

- ~~a. Persons of school age who are living with a natural parent or parent by legal adoption who resides in the school division;~~
- ~~b. Persons of school age whose parents are deceased and who are living with a person in loco parentis who resides in the school division;~~
- ~~c. Persons of school age who reside with a person who has been granted custody or guardianship by a court of law; and who resides in the school division~~
- ~~d. Persons of school age who reside with a foster parent appointed by a governmental agency.~~
- ~~e. Persons of school age living in the school division not solely for school purposes, as an emancipated minor.~~
- ~~f. Persons of school age who are living with a parent, guardian, or person in loco parentis in a temporary shelter in the school division, not solely for school purposes.~~

***{A person of school age is deemed to reside in the school division***

- when the person is living with a natural parent, or a parent by legal adoption, in the Lynchburg City School Division;***
- when, in accordance with the provisions of Va. Code § 22.1-360, the person is living with a noncustodial parent or other person standing in loco parentis, not solely for school purposes, pursuant to a Special Power of Attorney executed under 10 United States Code § 1044b by the custodial parent;***
- when the parents of such person are dead and the person is living with a person in loco parentis who actually resides within the school division;***



- *when the parents of such person are unable to care for the person and the person is living, not solely for school purposes, with another person who resides in the school division and is either*
  - (i) the court-appointed guardian, or has legal custody of the person,*
  - (ii) acting in loco parentis pursuant to placement of the person for adoption by a person or entity authorized to do so under Va. Code § 63.2-1200; or*
  - (iii) an adult relative providing temporary kinship care as that term is defined in Va. Code § 63.2-100. Both parents and the relative providing kinship care must submit signed, notarized affidavits*
    - (a) explaining why the parents are unable to care for the person,*
    - (b) detailing the kinship care arrangement, and*
    - (c) agreeing that the kinship care provider or a parent will notify the school within 30 days of when the kinship care arrangement ends.*

*The parent must also provide a power of attorney authorizing the adult relative to make educational decisions regarding the person. A parent or the kinship care provider must also obtain written verification from the department of social services where the parent or parents live, and the department of social services where the kinship provider lives, that the kinship arrangement serves a legitimate purpose that is in the best interest of the person other than school enrollment. If the kinship care arrangement lasts more than one year, the school division must receive continued verification directly from both departments of social services that the parents are unable to care for the person and that the kinship care arrangement serves a legitimate purpose other than school enrollment.*
- *when the person is living in the school division not solely for school purposes, as an emancipated minor; or*
- *when the person has been placed in a foster care placement within the school division by a local social services agency.*

*The sending and receiving school divisions will cooperate in facilitating the enrollment of any child placed in foster care across jurisdictional lines to enhance continuity of instruction. The child will be allowed to continue to attend the school in which he was enrolled prior to the most recent foster care placement, upon the joint determination of the placing social services agency and the school division that such attendance is in the best interest of the child.*

*No person of school age who is the subject of a foster care placement will be charged tuition regardless of whether the child is attending the school in*

***which he was enrolled prior to the most recent foster care placement or is attending a school in the receiving school division.***

***Certain other students may be admitted into the public schools of the division and may be charged tuition in accordance with Va. Code § 22.1-5 and pursuant to Lynchburg City School Board Regulation R 7-10 Admission Requirements.***

***No child of a person on active military duty attending a school free of charge in accordance with this policy shall be charged tuition by the school division upon such child's relocation to military housing located in another school division in the Commonwealth, pursuant to orders received by such child's parent to relocate to base housing and forfeit his military housing allowance. Such children shall be allowed to continue attending school in the school division and shall not be charged tuition for attending such school. Such children shall be counted in the average daily membership of the school division in which they are enrolled. Further, the school division in which such children are enrolled subsequent to their relocation to base housing shall not be responsible for providing for their transportation to and from school.}***

### 3. Temporary Shelter

For the purposes of this policy, “temporary shelter” means (i) any home, single or multi-unit dwelling or housing unit in which persons who are without housing or a fixed address receive temporary housing or shelter or (ii) any facility specifically designed or approved for the purpose of providing temporary housing or shelter to persons who are without permanent housing or a fixed address.

### 4. Nonresidents

Nonresident students as stated in School Board Policy 7-14 of this manual.

### 5. Other Persons

Other persons whom the board may approve under unusual conditions, e.g., dual enrollment provision in special education and Chapter 1 regulations.

## B. Enrollment Requirements

The superintendent shall have responsibility for developing and implementing regulations to ensure that students entering the public schools meet the same requirements of state law and regulations of the State Board of Education and other agencies as apply to the admission of students to the public schools.

### C. Part-Time Students

Students enrolled in a private or parochial school will not be admitted to this school division on a part-time basis except as required by law.

#### Legal Reference:

Code of Va., § 22.1-1. Definitions. "As used in this title unless the context requires otherwise or it is otherwise specifically provided:

"Board" or "State Board" means the Board of Education.

"Division superintendent" means the division superintendent of schools of a school division.

"Elementary" includes kindergarten.

"Elementary and secondary" and "elementary or secondary" include elementary, middle, and high school grades.

"Governing body" or "local governing body" means the board of supervisors of a county, council of a city, or council of a town, responsible for appropriating funds for such locality, as the context may require.

"Middle school" means separate schools for early adolescents and the middle school grades that might be housed at elementary or high schools.

"Parent" or "parents" means any parent, guardian, legal custodian, or other person having control or charge of a child.

"Person of school age" means a person who will have reached his fifth birthday on or before September 30 of the school year and who has not reached twenty years of age on or before August 1 of the school year.

"School board" means the school board that governs a school division."

(1980, c. 559; 1985, c. 407; 1991, c. 178; 1995, c. 852; 2000, c. 629; 2001, c. 828.)

~~Code of Va., § 22.1-3. Persons to whom public schools shall be free. "A. The public schools in each school division shall be free to each person of school age who resides within the school division. Every person of school age shall be deemed to reside in a school division:~~

~~1. When the person is living with a natural parent, or a parent by legal adoption;~~

~~2. When the person is living with an individual who is defined as a parent in § [22.1-1](#), not solely for school purposes, pursuant to a Special Power of Attorney executed under Title 10, United States Code, § 1044b, by the custodial parent while such custodial parent is deployed outside the United States as a member of the Virginia National Guard or as a member of the United States Armed Forces;~~

~~3. When the parents of such person are dead and the person is living with a person in loco parentis who actually resides within the school division;~~

~~4. When the parents of such person are unable to care for the person and the person is living, not solely for school purposes, with another person who resides in the school division and is either (i) the court-appointed guardian, or has legal custody, of the person or (ii) acting in loco parentis pursuant to placement of the person for adoption by a person or entity authorized to do so under § [63.2-1200](#);~~

~~5. When the person is living in the school division not solely for school purposes, as an emancipated minor; or~~

~~6. When the person living in the school division is a homeless child or youth, as set forth in this subdivision, who lacks a fixed, regular, and adequate nighttime residence. Such persons shall include (i) children and youths, including unaccompanied youths who are not in the physical custody of their parents, who (a) are sharing the housing of other persons due to loss of housing, economic hardship, or other causes; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations or in emergency, congregate, temporary, or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; (b) are living in an institution that provides a temporary residence for the mentally ill or individuals intended to be institutionalized; (c) have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings; or (d) are living in parked cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and (ii) migratory children, as defined in the Elementary and Secondary Education Act of 1965, as amended, who are deemed homeless as they are living in circumstances set forth in clause (i) of this subdivision.~~

~~For purposes of clause (i) of subdivision 6, "temporary shelter" means (i) any home, single or multi-unit dwelling or housing unit in which persons who are without housing or a fixed address receive temporary housing or shelter or (ii) any facility specifically designed or approved for the purpose of providing temporary housing or shelter to persons who are without permanent housing or a fixed address.~~

~~If a person resides within housing, temporary shelter, or primary nighttime residence as described in subdivision 6 that is situated in more than one school division, the person shall be deemed to reside in and shall be entitled to attend a public school within either~~

~~school division. However, if a person resides in housing, temporary shelter, or primary nighttime residence as described in subdivision 6 that is located in one school division, but the property on which such housing, temporary shelter, or primary nighttime residence is located lies within more than one school division, such person shall be deemed to reside only in the single school division in which the housing, temporary shelter, or primary nighttime residence is located. Notwithstanding any such residency determination, any person residing in housing, a temporary shelter, or primary nighttime residence as described in subdivision 6 that is located in one school division, but the property on which such housing, temporary shelter, or primary nighttime residence is located lies within more than one school division, shall be deemed to reside in either school division, if such person or any sibling of such person residing in the same housing or temporary shelter attends, prior to July 1, 1999, or, in the case of a primary nighttime residence as described in subdivision 6, prior to July 1, 2000, a school within either school division in which the property on which the housing, temporary shelter, or primary nighttime residence is located.~~

~~School divisions shall comply with the requirements of the federal McKinney-Vento Homeless Education Assistance Improvements Act of 2001, as amended (42 U.S.C. § 11431 et seq.), to ensure that homeless children and youths shall receive the educational services comparable to those offered to other public school students.~~

~~School divisions serving the students identified in subdivision 6 shall coordinate the identification and provision of services to such students with relevant local social services agencies and other agencies and programs providing services to such students, and with other school divisions as may be necessary to resolve interdivisional issues.~~

~~B. In the interest of providing educational continuity to the children of military personnel, no child of a person on active military duty attending a school free of charge in accordance with this section shall be charged tuition by that school division upon such child's relocation to military housing located in another school division in the Commonwealth, pursuant to orders received by such child's parent to relocate to base housing and forfeit his military housing allowance. Such children shall be allowed to continue attending school in the school division they attended immediately prior to the relocation and shall not be charged tuition for attending such school. Such children shall be counted in the average daily membership of the school division in which they are enrolled. Further, the school division in which such children are enrolled subsequent to their relocation to base housing shall not be responsible for providing for their transportation to and from school."~~

~~(Code 1950, § 22-218; 1954, c. 638; 1958, c. 628; 1968, c. 178; 1972, c. 245; 1976, cc. 681, 713; 1978, c. 518; 1980, cc. 559, 576; 1981, cc. 341, 342; 1993, c. 903; 1997, c. 826; 1999, cc. 368, 988; 2000, cc. 209, 830; 2004, cc. 500, 967; 2006, c. 188.)~~

***{§ 22.1-3. (Effective until June 30, 2016) Persons to whom public schools shall be free.***

***A. The public schools in each school division shall be free to each person of school age who resides within the school division. Every person of school age shall be deemed to reside in a school division:***

***1. When the person is living with a natural parent or a parent by legal adoption;***

***2. When, in accordance with the provisions of § 22.1-360, the person is living with a noncustodial parent or other person standing in loco parentis, not solely for school purposes, pursuant to a Special Power of Attorney executed under 10 U.S.C. § 1044b by the custodial parent;***

***3. When the parents of such person are dead and the person is living with a person in loco parentis who actually resides within the school division;***

***4. When the parents of such person are unable to care for the person and the person is living, not solely for school purposes, with another person who resides in the school division and is (i) the court-appointed guardian, or has legal custody, of the person; (ii) acting in loco parentis pursuant to placement of the person for adoption by a person or entity authorized to do so under § 63.2-1200; or (iii) an adult relative providing temporary kinship care as that term is defined in § 63.2-100. Local school divisions may require one or both parents and the relative providing kinship care to submit signed, notarized affidavits (a) explaining why the parents are unable to care for the person, (b) detailing the kinship care arrangement, and (c) agreeing that the kinship care provider or the parent will notify the school within 30 days of when the kinship care arrangement ends, as well as a power of attorney authorizing the adult relative to make educational decisions regarding the person. A school division may also require the parent or adult relative to obtain written verification from the department of social services where the parent or parents live, or from both that department and the department of social services where the kinship provider lives, that the kinship arrangement serves a legitimate purpose that is in the best interest of the person other than school enrollment. With written consent from the parent or adult relative, for the purposes of expediting enrollment, a school division may obtain such written verification directly from the local department or departments of social services. The verification process shall be consistent with confidentiality provisions of Article 5 (§ 22.1-287 et seq.) of Chapter 14 of this title and Chapter 1 (§ 63.2-100 et seq.) of Title 63.2. If the kinship care arrangement lasts more than one year, a school division may require continued verification directly from one or both departments of social services as to why the parents are unable to care for the person and that the kinship care arrangement serves a legitimate purpose other than school enrollment. A local school division may***

***enroll a person living with a relative in a kinship care arrangement that has not been verified by a local department of social services;***

***5. When the person is living in the school division not solely for school purposes, as an emancipated minor; or***

***6. When the person living in the school division is a homeless child or youth, as set forth in this subdivision, who lacks a fixed, regular, and adequate nighttime residence. Such persons shall include (i) children and youths, including unaccompanied youths who are not in the physical custody of their parents, who (a) are sharing the housing of other persons due to loss of housing, economic hardship, or other causes; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations or in emergency, congregate, temporary, or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; (b) are living in an institution that provides a temporary residence for individuals with mental illness or individuals intended to be institutionalized; (c) have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings; or (d) are living in parked cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and (ii) migratory children, as defined in the federal Elementary and Secondary Education Act of 1965, P.L. 89-10, as amended, who are deemed homeless as they are living in circumstances set forth in clause (i).***

***For purposes of clause (i) of subdivision 6, "temporary shelter" means (1) any home, single or multi-unit dwelling, or housing unit in which persons who are without housing or a fixed address receive temporary housing or shelter or (2) any facility specifically designed or approved for the purpose of providing temporary housing or shelter to persons who are without permanent housing or a fixed address.***

***If a person resides within housing, temporary shelter, or primary nighttime residence as described in subdivision 6 that is situated in more than one school division, the person shall be deemed to reside in and shall be entitled to attend a public school within either school division. However, if a person resides in housing, temporary shelter, or primary nighttime residence as described in subdivision 6 that is located in one school division, but the property on which such housing, temporary shelter, or primary nighttime residence is located lies within more than one school division, such person shall be deemed to reside only in the single school division in which the housing, temporary shelter, or primary nighttime residence is located. Notwithstanding any such residency determination, any person residing in housing, a temporary shelter, or primary nighttime residence as described in subdivision 6 that is located in one school division, but the property on which such housing, temporary shelter, or primary***

*nighttime residence is located lies within more than one school division, shall be deemed to reside in either school division, if such person or any sibling of such person residing in the same housing or temporary shelter attends, prior to July 1, 1999, or, in the case of a primary nighttime residence as described in subdivision 6, prior to July 1, 2000, a school within either school division in which the property on which the housing, temporary shelter, or primary nighttime residence is located.*

*School divisions shall comply with the requirements of the federal McKinney-Vento Homeless Education Assistance Improvements Act of 2001, as amended (42 U.S.C. § 11431 et seq.), to ensure that homeless children and youths shall receive the educational services comparable to those offered to other public school students.*

*School divisions serving the students identified in subdivision 6 shall coordinate the identification and provision of services to such students with relevant local social services agencies and other agencies and programs providing services to such students and with other school divisions as may be necessary to resolve interdivisional issues.*

*B. In the interest of providing educational continuity to the children of military personnel, no child of a person on active military duty attending a school free of charge in accordance with this section shall be charged tuition by that school division upon such child's relocation to military housing located in another school division in the Commonwealth, pursuant to orders received by such child's parent to relocate to base housing and forfeit his military housing allowance. Such children shall be allowed to continue attending school in the school division they attended immediately prior to the relocation and shall not be charged tuition for attending such school. Such children shall be counted in the average daily membership of the school division in which they are enrolled. Further, the school division in which such children are enrolled subsequent to their relocation to base housing shall not be responsible for providing for their transportation to and from school.*

*(Code 1950, § 22-218; 1954, c. 638; 1958, c. 628; 1968, c. 178; 1972, c. 245; 1976, cc. 681, 713; 1978, c. 518; 1980, cc. 559, 576; 1981, cc. 341, 342; 1993, c. 903; 1997, c. 826; 1999, cc. 368, 988; 2000, cc. 209, 830; 2004, cc. 500, 967; 2006, c. 188; 2012, cc. 29, 103, 476, 507; 2013, c. 779.)*

*§ 22.1-3. (Effective June 30, 2016) Persons to whom public schools shall be free.*

*A. The public schools in each school division shall be free to each person of school age who resides within the school division. Every person of school age shall be deemed to reside in a school division:*



- 1. When the person is living with a natural parent, or a parent by legal adoption;*
- 2. When, in accordance with the provisions of § 22.1-360, the person is living with a noncustodial parent or other person standing in loco parentis, not solely for school purposes, pursuant to a Special Power of Attorney executed under Title 10, United States Code, § 1044b, by the custodial parent;*
- 3. When the parents of such person are dead and the person is living with a person in loco parentis who actually resides within the school division;*
- 4. When the parents of such person are unable to care for the person and the person is living, not solely for school purposes, with another person who resides in the school division and is either (i) the court-appointed guardian, or has legal custody, of the person or (ii) acting in loco parentis pursuant to placement of the person for adoption by a person or entity authorized to do so under § 63.2-1200;*
- 5. When the person is living in the school division not solely for school purposes, as an emancipated minor; or*
- 6. When the person living in the school division is a homeless child or youth, as set forth in this subdivision, who lacks a fixed, regular, and adequate nighttime residence. Such persons shall include (i) children and youths, including unaccompanied youths who are not in the physical custody of their parents, who (a) are sharing the housing of other persons due to loss of housing, economic hardship, or other causes; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations or in emergency, congregate, temporary, or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; (b) are living in an institution that provides a temporary residence for individuals with mental illness or individuals intended to be institutionalized; (c) have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings; or (d) are living in parked cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and (ii) migratory children, as defined in the Elementary and Secondary Education Act of 1965, as amended, who are deemed homeless as they are living in circumstances set forth in clause (i).*

*For purposes of clause (i) of subdivision 6, "temporary shelter" means (i) any home, single or multi-unit dwelling or housing unit in which persons who are without housing or a fixed address receive temporary housing or shelter or (ii) any facility specifically designed or approved for the purpose of providing temporary housing or shelter to persons who are without permanent housing or a fixed address.*

*If a person resides within housing, temporary shelter, or primary nighttime residence as described in subdivision 6 that is situated in more than one school division, the person shall be deemed to reside in and shall be entitled to attend a public school within either school division. However, if a person resides in housing, temporary shelter, or primary nighttime residence as described in subdivision 6 that is located in one school division, but the property on which such housing, temporary shelter, or primary nighttime residence is located lies within more than one school division, such person shall be deemed to reside only in the single school division in which the housing, temporary shelter, or primary nighttime residence is located. Notwithstanding any such residency determination, any person residing in housing, a temporary shelter, or primary nighttime residence as described in subdivision 6 that is located in one school division, but the property on which such housing, temporary shelter, or primary nighttime residence is located lies within more than one school division, shall be deemed to reside in either school division, if such person or any sibling of such person residing in the same housing or temporary shelter attends, prior to July 1, 1999, or, in the case of a primary nighttime residence as described in subdivision 6, prior to July 1, 2000, a school within either school division in which the property on which the housing, temporary shelter, or primary nighttime residence is located.*

*School divisions shall comply with the requirements of the federal McKinney-Vento Homeless Education Assistance Improvements Act of 2001, as amended (42 U.S.C. § 11431 et seq.), to ensure that homeless children and youths shall receive the educational services comparable to those offered to other public school students.*

*School divisions serving the students identified in subdivision 6 shall coordinate the identification and provision of services to such students with relevant local social services agencies and other agencies and programs providing services to such students, and with other school divisions as may be necessary to resolve interdivisional issues.*

*B. In the interest of providing educational continuity to the children of military personnel, no child of a person on active military duty attending a school free of charge in accordance with this section shall be charged tuition by that school division upon such child's relocation to military housing located in another school division in the Commonwealth, pursuant to orders received by such child's parent to relocate to base housing and forfeit his military housing allowance. Such children shall be allowed to continue attending school in the school division they attended immediately prior to the relocation and shall not be charged tuition for attending such school. Such children shall be counted in the average daily membership of the school division in which they are enrolled. Further, the school division in which such children are enrolled subsequent to*

***their relocation to base housing shall not be responsible for providing for their transportation to and from school.***

***(Code 1950, § 22-218; 1954, c. 638; 1958, c. 628; 1968, c. 178; 1972, c. 245; 1976, cc. 681, 713; 1978, c. 518; 1980, cc. 559, 576; 1981, cc. 341, 342; 1993, c. 903; 1997, c. 826; 1999, cc. 368, 988; 2000, cc. 209, 830; 2004, cc. 500, 967; 2006, c. 188; 2012, cc. 29, 103, 476, 507.)***

Code of Va., § 22.1-5. Regulations concerning admission of certain persons to schools; tuition charges. “A. Consistent with Article VIII, Section 1 of the Constitution of Virginia, no person may be charged tuition for admission or enrollment in the public schools of the Commonwealth, whether on a full-time or part-time basis, who meets the residency criteria set forth in § 22.1-3. No person of school age shall be charged tuition for enrollment in a general education development or alternative program offered as a regional or divisionwide initiative by the local school division in which such person is deemed to reside pursuant to § 22.1-3. Further, no person of school age shall be denied admission or charged tuition when (i) such person's custodial parent has been deployed outside the United States as a member of the Virginia National Guard or as a member of the United States Armed Forces; and (ii) such person's custodial parent has executed a Special Power of Attorney under Title 10, United States Code, § 1044b providing for the care of the person of school age by an individual who is defined as a parent in § 22.1-1 during the time of his deployment outside the United States. The person of school age shall be allowed to attend a school in the school division in which the individual providing for his care, pursuant to the Special Power of Attorney under Title 10, United States Code, § 1044b, resides. Furthermore, when practicable, such persons of school age may continue to attend school in the Virginia school division they attended immediately prior to the deployment and shall not be charged tuition for attending such division.

The following persons may, however, in the discretion of the school board of a school division and pursuant to regulations adopted by the school board, be admitted into the public schools of the division and may, in the discretion of the school board, be charged tuition:

1. Persons who reside within the school division but who are not of school age.
2. Persons of school age who are residents of the Commonwealth but who do not reside within the school division, except as provided in this section.
3. Persons of school age who are attending school in the school division pursuant to a foreign student exchange program approved by the school board.

4. Persons of school age who reside beyond the boundaries of the Commonwealth but near thereto in a state or the District of Columbia which grants the same privileges to residents of the Commonwealth.

5. Persons of school age who reside on a military or naval reservation located wholly or partly within the geographical boundaries of the school division and who are not domiciled residents of the Commonwealth of Virginia; however, no person of school age residing on a military or naval reservation located wholly or partly within the geographical boundaries of the school division may be charged tuition if federal funds provided under P.L. 874 of 1950, commonly known as Impact Aid, shall fund such students at not less than 50 percent of the total per capita cost of education, exclusive of capital outlay and debt service, for elementary or secondary pupils, as the case may be, of such school division.

6. Persons of school age who, as domiciled residents of the Commonwealth who were enrolled in a public school within the school division, are required as a result of military or federal orders issued to their parents to relocate and reside on federal property in another state or the District of Columbia, if the school division subsequently enrolling such persons is contiguous to such state or District of Columbia.

7. Persons of school age who reside in the school division and who are enrolled in summer programs, exclusive of required remediation as provided in § [22.1-253.13:1](#), or in local initiatives or programs not required by the Standards of Quality or the Standards of Accreditation.

For the purposes of determining the residency of persons described in subdivisions 1 and 2 of this subsection, local school boards shall adopt regulations consistent with the residency requirements regarding persons residing in housing or temporary shelter, or on property located in multiple jurisdictions, as articulated in § [22.1-3](#).

B. Persons of school age who are not residents of the Commonwealth but are living temporarily with persons residing within a school division may, in the discretion of the school board and pursuant to regulations adopted by it, be admitted to the public schools of the school division. Tuition shall be charged such persons.

C. No tuition charge authorized or required in this section shall exceed the total per capita cost of education, exclusive of capital outlay and debt service, for elementary or secondary pupils, as the case may be, of such school division and the actual, additional costs of any special education or gifted and talented program provided the pupil, except that if the tuition charge is payable by the school board of the school division of the pupil's residence pursuant to a contract entered into between the two school boards, the tuition charge shall be that fixed by such contract.

D. School boards may accept and provide programs for students for whom English is a second language who entered school in Virginia for the first time after reaching their twelfth birthday, and who have not reached 22 years of age on or before August 1 of the school year. No tuition shall be charged such students, if state funding is provided for such programs.”

(Code 1950, §§ 22-218.3, 22-219, 22-220; 1958, c. 628; 1959, Ex. Sess., c. 81, § 1; 1964, c. 192; 1968, c. 178; 1976, cc. 681, 713; 1978, c. 140; 1980, c. 559; 1981, c. 342; 1993, c. 293; 1994, c. 887; 1999, cc. 394, 443, 465, 988; 2000, c. 253; 2004, c. 967; 2007, c. 42.)

Code of Va., § 22.1-270. Preschool physical examinations. “A. No pupil shall be admitted for the first time to any public kindergarten or elementary school in a school division unless such pupil shall furnish, prior to admission, (i) a report from a qualified licensed physician, or a licensed nurse practitioner or licensed physician assistant acting under the supervision of a licensed physician, of a comprehensive physical examination of a scope prescribed by the State Health Commissioner performed within the 12 months prior to the date such pupil first enters such public kindergarten or elementary school or (ii) records establishing that such pupil furnished such report upon prior admission to another school or school division and providing the information contained in such report.

If the pupil is a homeless child or youth as defined in § 22.1-3, and for that reason cannot furnish the report or records required by (i) or (ii) of this subsection, and the person seeking to enroll the pupil furnishes to the school division an affidavit so stating and also indicating that, to the best of his knowledge, such pupil is in good health and free from any communicable or contagious disease, the school division shall immediately refer the student to the local school division liaison, as described in the federal McKinney-Vento Homeless Education Assistance Improvements Act of 2001, as amended (42 U.S.C. § 11431 et seq.) (the Act), who shall, as soon as practicable, assist in obtaining the necessary physical examination by the county or city health department or other clinic or physician's office and shall immediately admit the pupil to school, as required by such Act.

B. The physician, or licensed nurse practitioner or licensed physician assistant acting under the supervision of a licensed physician, making a report of a physical examination required by this section shall, at the end of such report, summarize the abnormal physical findings, if any, and shall specifically state what, if any, conditions are found that would identify the child as handicapped.

C. Such physical examination report shall be placed in the child's health record at the school and shall be made available for review by any employee or official of the State Department of Health or any local health department at the request of such employee or official.

D. Such physical examination shall not be required of any child whose parent shall object on religious grounds and who shows no visual evidence of sickness, provided that such parent shall state in writing that, to the best of his knowledge, such child is in good health and free from any communicable or contagious disease.

E. The health departments of all of the counties and cities of the Commonwealth shall conduct such physical examinations for medically indigent children without charge upon request and may provide such examinations to others on such uniform basis as such departments may establish.

F. Parents of entering students shall complete a health information form which shall be distributed by the local school divisions. Such forms shall be developed and provided jointly by the Department of Education and Department of Health, or developed and provided by the school division and approved by the Superintendent of Public Instruction. Such forms shall be returnable within 15 days of receipt unless reasonable extensions have been granted by the superintendent or his designee. Upon failure of the parent to complete such form within the extended time, the superintendent may send to the parent written notice of the date he intends to exclude the child from school; however, no child who is a homeless child or youth as defined in subdivision 6 of [§ 22.1-3](#) shall be excluded from school for such failure to complete such form.”

(Code 1950, § 22-220.1; 1972, c. 761; 1973, c. 300; 1974, c. 160; 1979, cc. 120, 260; 1980, c. 559; 1982, c. 510; 1983, c. 195; 1985, c. 334; 2000, cc. 209, 617, 646; 2001, c. 261; 2004, cc. 500, 967.)

Code of Va., § 22.1-271.1. Definitions. “For the purpose of [§ 22.1-271.2](#):

"Admit" or "admission" means the official enrollment or reenrollment for attendance at any grade level, whether full-time or part-time, of any student by any school.

"Admitting official" means the school principal or his designated representative if a public school; if a nonpublic school or child-care center, the principal, headmaster or director of the school or center.

"Documentary proof" means written certification that a student has been immunized, such certificate to be on a form provided by the State Department of Health and signed by the licensed immunizing physician or an employee of the immunizing local health department.

"Student" means any person who seeks admission to a school, or for whom admission to a school is sought by a parent or guardian, and who will not have attained the age of 20 years by the start of the school term for which admission is sought.

"Immunized" or "immunization" means initial immunization and any boosters or reimmunizations required by § [32.1-46](#).

"School" means (i) any public school from kindergarten through grade 12 operated under the authority of any locality within the Commonwealth, (ii) any private or religious school that offers instruction at any level or grade from kindergarten through grade twelve, and (iii) any private or religious nursery school or preschool, or any private or religious child-care center required to be licensed by the Commonwealth."

(1982, c. 510; 1983, c. 433; 2005, c. 928.)

Code of Va., § 22.1-271.2. Immunization requirements. "A. No student shall be admitted by a school unless at the time of admission the student or his parent submits documentary proof of immunization to the admitting official of the school or unless the student is exempted from immunization pursuant to subsection C or is a homeless child or youth as defined in subdivision 6 of § [22.1-3](#). If a student does not have documentary proof of immunization, the school shall notify the student or his parent (i) that it has no documentary proof of immunization for the student; (ii) that it may not admit the student without proof unless the student is exempted pursuant to subsection C, including any homeless child or youth as defined in subdivision 6 of § [22.1-3](#); (iii) that the student may be immunized and receive certification by a licensed physician, registered nurse or an employee of a local health department; and (iv) how to contact the local health department to learn where and when it performs these services. Neither this Commonwealth nor any school or admitting official shall be liable in damages to any person for complying with this section.

Any physician, registered nurse or local health department employee performing immunizations shall provide to any person who has been immunized or to his parent, upon request, documentary proof of immunizations conforming with the requirements of this section.

B. Any student whose immunizations are incomplete may be admitted conditionally if that student provides documentary proof at the time of enrollment of having received at least one dose of the required immunizations accompanied by a schedule for completion of the required doses within 90 days.

The immunization record of each student admitted conditionally shall be reviewed periodically until the required immunizations have been received.

Any student admitted conditionally and who fails to comply with his schedule for completion of the required immunizations shall be excluded from school until his immunizations are resumed.

C. No certificate of immunization shall be required for the admission to school of any student if (i) the student or his parent submits an affidavit to the admitting official stating that the administration of immunizing agents conflicts with the student's religious tenets or practices; or (ii) the school has written certification from a licensed physician or a local health department that one or more of the required immunizations may be detrimental to the student's health, indicating the specific nature and probable duration of the medical condition or circumstance that contraindicates immunization.

However, if a student is a homeless child or youth as defined in subdivision 6 of § [22.1-3](#) and (a) does not have documentary proof of necessary immunizations or has incomplete immunizations and (b) is not exempted from immunization pursuant to clauses (i) or (ii) of this subsection, the school division shall immediately admit such student and shall immediately refer the student to the local school division liaison, as described in the federal McKinney-Vento Homeless Education Assistance Improvements Act of 2001, as amended (42 U.S.C. § 11431 et seq.) (the Act), who shall assist in obtaining the documentary proof of, or completing, immunization and other services required by such Act.

D. The admitting official of a school shall exclude from the school any student for whom he does not have documentary proof of immunization or notice of exemption pursuant to subsection C, including notice that such student is a homeless child or youth as defined in subdivision 6 of § [22.1-3](#).

E. Every school shall record each student's immunizations on the school immunization record. The school immunization record shall be a standardized form provided by the State Department of Health, which shall be a part of the mandatory permanent student record. Such record shall be open to inspection by officials of the State Department of Health and the local health departments.

The school immunization record shall be transferred by the school whenever the school transfers any student's permanent academic or scholastic records.

Within 30 calendar days after the beginning of each school year or entrance of a student, each admitting official shall file a report with the local health department. The report shall be filed on forms prepared by the State Department of Health and shall state the number of students admitted to school with documentary proof of immunization, the number of students who have been admitted with a medical or religious exemption and the number of students who have been conditionally admitted, including those students who are homeless children or youths as defined in subdivision 6 of § [22.1-3](#).

F. The requirement for Haemophilus Influenzae Type b immunization as provided in § [32.1-46](#) shall not apply to any child admitted to any grade level, kindergarten through grade 12.



G. The Board of Health shall promulgate rules and regulations for the implementation of this section in congruence with rules and regulations of the Board of Health promulgated under § [32.1-46](#) and in cooperation with the Board of Education.”

(1982, c. 510; 1983, c. 433; 1988, c. 216; 1989, c. 382; 2000, c. 476; 2004, c. 500.)

Code of Va., § 32.1-46. Immunization of patients against certain diseases. “A. The parent, guardian or person standing in loco parentis of each child within this Commonwealth shall cause such child to be immunized in accordance with the Immunization Schedule developed and published by the Centers for Disease Control and Prevention (CDC), Advisory Committee on Immunization Practices (ACIP), the American Academy of Pediatrics (AAP), and the American Academy of Family Physicians (AAFP). The required immunizations for attendance at a public or private elementary, middle or secondary school, child care center, nursery school, family day care home or developmental center shall be those set forth in the State Board of Health Regulations for the Immunization of School Children. The Board's regulations shall at a minimum require:

1. A minimum of three properly spaced doses of hepatitis B vaccine (HepB).
2. A minimum of three or more properly spaced doses of diphtheria toxoid. One dose shall be administered on or after the fourth birthday. A booster dose shall be administered prior to entering the sixth grade if at least five years have passed since the last dose of diphtheria toxoid.
3. A minimum of three or more properly spaced doses of tetanus toxoid. One dose shall be administered on or after the fourth birthday. A booster dose of Tdap vaccine shall be administered prior to entering the sixth grade if at least five years have passed since the last dose of tetanus toxoid.
4. A minimum of three or more properly spaced doses of acellular pertussis vaccine. One dose shall be administered on or after the fourth birthday. A booster dose shall be administered prior to entry into the sixth grade if at least five years have passed since the last dose of pertussis vaccine.
5. Two or three primary doses of Haemophilus influenzae type b (Hib) vaccine, depending on the manufacturer, for children up to 60 months of age.
6. Two properly spaced doses of live attenuated measles (rubeola) vaccine. The first dose shall be administered at age 12 months or older.
7. One dose of live attenuated rubella vaccine shall be administered at age 12 months or older.

8. One dose of live attenuated mumps vaccine shall be administered at age 12 months or older.

9. All susceptible children born on and after January 1, 1997, shall be required to have one dose of varicella vaccine on or after 12 months.

10. Three or more properly spaced doses of oral polio vaccine (OPV) or inactivated polio vaccine (IPV). One dose shall be administered on or after the fourth birthday. A fourth dose shall be required if the three dose primary series consisted of a combination of OPV and IPV.

11. Two to four doses, dependent on age at first dose, of properly spaced pneumococcal 7-valent conjugate (PVC) vaccine for children less than two years of age.

12. (Effective October 1, 2008) Three doses of properly spaced human papillomavirus (HPV) vaccine for females. The first dose shall be administered before the child enters the sixth grade.

The parent, guardian or person standing in loco parentis may have such child immunized by a physician or registered nurse or may present the child to the appropriate local health department, which shall administer the vaccines required by the State Board of Health Regulations for the Immunization of School Children without charge.

B. A physician, registered nurse or local health department administering a vaccine required by this section shall provide to the person who presents the child for immunizations a certificate that shall state the diseases for which the child has been immunized, the numbers of doses given, the dates when administered and any further immunizations indicated.

C. The vaccines required by this section shall meet the standards prescribed in, and be administered in accordance with, regulations of the Board.

D. The provisions of this section shall not apply if:

1. The parent or guardian of the child objects thereto on the grounds that the administration of immunizing agents conflicts with his religious tenets or practices, unless an emergency or epidemic of disease has been declared by the Board;

2. The parent or guardian presents a statement from a physician licensed to practice medicine in Virginia, or a licensed nurse practitioner, that states that the physical condition of the child is such that the administration of one or more of the required immunizing agents would be detrimental to the health of the child; or

3. (Effective October 1, 2008) Because the human papillomavirus is not communicable in a school setting, a parent or guardian, at the parent's or guardian's sole discretion, may elect for the parent's or guardian's child not to receive the human papillomavirus vaccine, after having reviewed materials describing the link between the human papillomavirus and cervical cancer approved for such use by the Board.

E. For the purpose of protecting the public health by ensuring that each child receives age-appropriate immunizations, any physician, physician assistant, nurse practitioner, licensed institutional health care provider, local or district health department, the Virginia Immunization Information System, and the Department of Health may share immunization and patient locator information without parental authorization, including, but not limited to, the month, day, and year of each administered immunization; the patient's name, address, telephone number, birth date, and social security number; and the parents' names. The immunization information; the patient's name, address, telephone number, birth date, and social security number; and the parents' names shall be confidential and shall only be shared for the purposes set out in this subsection.

F. The State Board of Health shall review this section annually and make recommendations for revision by September 1 to the Governor, the General Assembly, and the Joint Commission on Health Care.”

(Code 1950, § 32-57.1; 1968, c. 592; 1972, c. 558; 1979, c. 711; 1980, c. 410; 1989, c. 382; 1991, c. 133; 1992, cc. 127, 166; 1994, c. 62; 1995, cc. 729, 742; 1996, cc. 67, 533; 1999, cc. 632, 676, 738; 2000, c. 476; 2004, c. 855; 2005, cc. 643, 684; 2006, cc. 364, 396, 716; 2007, cc. 858, 922.)

Code of Va., § 22.1-288.1. Notation in school records of missing children; local law-enforcement cooperation. “A. Each school board shall receive reports of disappearances of any children living within the school division from local law enforcement pursuant to § [52-31.1](#).

B. Upon notification by a local law-enforcement agency of a child's disappearance, the principal of any school in which the child was enrolled at the time of the disappearance shall indicate, by mark, in the child's cumulative record that the child has been reported as missing. Upon notification by law enforcement that the child is located, the principal shall remove the mark from the record.

C. Upon receiving a request from any school or person for copies of the cumulative records and birth certificate of any child who has been reported by a local law-enforcement agency to be missing, the school being requested to transfer the records shall immediately notify the law-enforcement agency that provided the report to the school of the child's disappearance of the location of the school or person requesting the cumulative records and birth certificate of the child, without alerting the requestor of such report.

D. For the purposes of this section, a "mark" shall mean an electronic or other indicator that (i) is readily apparent on the student's record and (ii) will immediately alert any school personnel that the record is that of a missing child."

(1990, c. 295; 2006, c. 295.)

Code of Va., § 22.1-3.2. Notice of student's school status required as condition of admission; penalty. "A. Prior to admission to any public school of the Commonwealth, a school board shall require the parent, guardian, or other person having control or charge of a child of school age to provide, upon registration:

1. A sworn statement or affirmation indicating whether the student has been expelled from school attendance at a private school or in a public school division of the Commonwealth or in another state for an offense in violation of school board policies relating to weapons, alcohol or drugs, or for the willful infliction of injury to another person. This document shall be maintained as a part of the student's scholastic record.

2. A sworn statement or affirmation indicating whether the student has been found guilty of or adjudicated delinquent for any offense listed in subsection G of § [16.1-260](#) or any substantially similar offense under the laws of any state, the District of Columbia, or the United States or its territories. This document shall be maintained as provided in § [22.1-288.2](#).

B. When the child is registered as a result of a foster care placement as defined in § [63.2-100](#), the information required under this section shall be furnished by the local social services agency or licensed child-placing agency that made the foster care placement.

C. Any person making a materially false statement or affirmation shall be guilty upon conviction of a Class 3 misdemeanor."

(1993, c. 889; 2006, cc. 53, 183.)

Code of Va., § 22.1-277.2. Authority to exclude students under certain circumstances; petition for readmission; alternative education program. "A. A student, who has been expelled or suspended for more than thirty days from attendance at school by a school board or a private school in this Commonwealth or in another state or for whom admission has been withdrawn by a private school in this Commonwealth or in another state may be excluded from attendance by a local school board in Virginia, regardless of whether such student has been admitted to another school division or private school in the Commonwealth or in another state subsequent to such expulsion, suspension, or withdrawal of admission upon a finding that the student presents a danger to the other students or staff of the school division after (i) written notice to the student and his parent that the student may be subject to exclusion, the reasons therefor, and, in the

event of such exclusion, of the right to appeal the decision at a hearing before the school board or a committee thereof; and (ii) a review of the case has been conducted by the division superintendent or his designee and exclusion has been recommended.

In the case of a suspension of more than thirty days, the term of the exclusion may not exceed the duration of such suspension.

In excluding any such expelled student from school attendance, the local school board may accept or waive any or all of any conditions for readmission imposed upon such student by the expelling school board pursuant to § [22.1-277.06](#). The excluding school board shall not impose additional conditions for readmission to school.

If the decision by the superintendent or his designee to exclude has been appealed to a committee of the school board, the student or his parent shall be provided written notice of the right to appeal the decision to the full board, which shall, within thirty days following any such hearing, in the case of an expulsion or withdrawal of admission and, in the case of a suspension of more than thirty days, within fifteen days following any such hearing, notify in writing the student or his parent of its decision.

B. In lieu of the procedures established in subsection A, a school board may adopt regulations providing that a student may be excluded from attendance after (i) written notice to the student and his parent that the student may be subject to exclusion, including the reasons therefor, and notice of the opportunity for the student or his parent to participate in a hearing to be conducted by the division superintendent or his designee regarding such exclusion; and (ii) a hearing of the case has been conducted by the division superintendent or his designee, and the decision has been to exclude the student from attendance. The decision of the superintendent or his designee to exclude shall be final unless altered by the school board, upon timely written petition, as established in regulation, of the student so excluded or his parent, for a review of the record by the school board.

C. Upon the expiration of the exclusion period for an expulsion or a withdrawal of admission, which period shall be established by the school board, committee thereof, or superintendent or his designee, as the case may be, at the relevant hearing, the student may re-petition the school board for admission. If the petition for admission is rejected, the school board shall identify the length of the continuing exclusion period and the subsequent date upon which such student may re-petition the school board for admission.

D. The school board may permit students excluded pursuant to this section to attend an alternative education program provided by the school board for the term of such exclusion.”

(1993, c. 889; 1994, c. 709; 1996, c. 190; 1997, cc. 585, 608, 728; 2001, cc. 669, 688, 820.)

Adopted by School Board: June 19, 1973  
Revised by School Board: November 20, 1973  
Revised by School Board: August 16, 1977  
Revised by School Board: January 6, 1981  
Revised by School Board: September 3, 1985  
Revised by School Board: September 2, 1997

# Agenda Report

**Date:** 05/05/15

**Agenda Number:** F-4

**Attachments:** No

**From:** Ben W. Copeland, Assistant Superintendent of Operations and Administration

**Subject:** Capital Improvement Plan: E. C. Glass High School

## Summary/Description:

The capital improvement plan includes \$500,000 in construction funding for phase three in the replacement of the E. C. Glass High School roof. The City of Lynchburg Office of Procurement and Purchasing has received bids on the project.

A total of three bids for the E. C. Glass roof replacement project were received. The school administration recommends AAR Roofing of North Carolina, Inc. based on their base bid of \$492,750, which was the lowest bid. All bids received are listed below.

<b>BIDDER</b>	AAR of North Carolina, Inc.	CFE, Inc.	Roofing Solutions, Inc.
<b>BASE BID</b>	\$492,750	\$830,781	\$569,000

**Disposition:**  Action  
 Information  
 Action at Meeting on: 05/19/15

## Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on May 19, 2015.