



Lynchburg City School Board

Sharon Y. Carter
School Board District 2

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

Derek L. Polley
School Board District 1

Jennifer R. Poore
School Board District 2

Katie Snyder
School Board District 3

J. Marie Waller
School Board District 2

School Administration

Scott S. Brabrand
Superintendent

John C. McClain
Assistant Superintendent of
Student Learning and Success

Ben W. Copeland
Assistant Superintendent of
Operations and Administration

Anthony E. Beckles, Sr.
Chief Financial Officer

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
June 7, 2016 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

- 1. Public Comments
Scott S. Brabrand. Page 1
Discussion (30 Minutes)

B. STUDENT RECOGNITION

- 1. 24 Math Game Challenge
Scott S. Brabrand. Page 2
Discussion
- 2. Newcomers Program
Scott S. Brabrand. Page 3
Discussion
- 3. Career-Technical Program Competitions
Scott S. Brabrand. Page 4
Discussion

C. CONSENT AGENDA

- 1. School Board Meeting Minutes: May 3, 2016 (Regular Meeting)
- 2. Personnel Report
Marie F. Gee. Page 6
Discussion/Action
- 3. Religious Exemption
Scott S. Brabrand. Page 10
Discussion/Action
- 4. School Nutrition: High School Lunch Price Increase
Scott S. Brabrand. Page 13
Discussion/Action

D. STUDENT REPRESENTATIVE COMMENTS

E. SCHOOL BOARD COMMITTEE REPORTS

F. UNFINISHED BUSINESS

1. Administrative Regulation 7-33.3: Student Uniforms
Scott S. Brabrand.Page 16
Discussion/Action
2. School Operating Budget: 2016-17
Scott S. Brabrand.Page 20
Discussion/Action
3. Lynchburg City Schools Equity and Inclusiveness Guidelines
Scott S. Brabrand.Page 33
Discussion/Action
4. Lynchburg City Schools Gifted Plan: Update
John C. McClain.Page 41
Discussion/Action
5. Lynchburg City School Board Student Discipline Policies
and Regulations
John C. McClain.Page 43
Discussion

G. NEW BUSINESS

1. Health Insurance
Anthony E. Beckles, Sr.Page 44
Discussion
2. 2016-17 Applications for Federal Programs
John C. McClain.Page 45
Discussion
3. Authorization of Signature
Scott S. Brabrand.Page 47
Discussion/Action

H. SUPERINTENDENT'S COMMENTS

I. BOARD COMMENTS

J. CLOSED MEETING

1. Notice of Closed Meeting
Scott S. Brabrand.Page 49
Discussion/Action

2. Certification of Closed Meeting
Scott S. Brabrand.Page 50
Discussion/Action

K. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, June 21, 2016, 5:30 p.m., Board Room,
School Administration Building

Graduations: Fort Hill Community School – Cafeteria
June 9, 2016 0 12:00 Noon

Heritage High School – Ralph Spencer Field House
June 12, 2016 – 8:30 a.m.

E. C. Glass High School – Civic Auditorium
June 12, 2016 – 3:00 p.m.

L. ADJOURNMENT

Agenda Report

Date: 06/07/16

Agenda Number: A-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Public Comments

Summary/Description:

In accordance with School Board Policy 1-41: 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: 06/07/16

Agenda Number: B-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: 24 Math Game Challenge

Summary/Description:

All 11 elementary schools sent their top mathematicians to compete in the Annual 24 Game Challenge in April. The following students were the top finishers:

Aran Jothi – Sheffield Elementary School

Kiairra Spinner – William Marvin Bass Elementary School

Justin Kim – Robert S. Payne Elementary School

Trinity King – William Marvin Bass Elementary School

These 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: 06/07/16

Agenda Number: B-2

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent Student Learning and Success

Subject: Newcomers Program

Summary/Description:

In August 2015, Lynchburg City Schools initiated the LCS Newcomers Program as part of the overall services to our secondary-aged English Language Learners. Ms. Michelle E. Quarantotto, ELL teacher, will present an overview of the program and recognize the students who have successfully completed the first year of the LCS Newcomers Program located at Heritage High School.

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: 06/07/16

Agenda Number: B-3

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Student Recognition

Summary/Description:

E.C. Glass High School engineering student, Carson Wood, won First Place in Technical Math at the State SkillsUSA competition in April. Carson will advance to represent the Lynchburg City Schools at the National SkillsUSA competitions the week of June 20-24 in Louisville, KY.

Caleb Slaughter, who is also an E. C. Glass High School student, was state runner-up in Technical Illustration.

Nathan Hansen finished third in the state in Architectural Drafting.

Mrs. Kim Hansen and all of her students who competed in Regional and State SkillsUSA competitions are to be congratulated for their efforts.

Lynchburg City Schools was well represented at the annual FCCLA (Family, Career, and Community Leaders of America) State Leadership Conference and Competitions in April. All students performed well in their events.

Career Investigation

Lale Fleshman – 4th Place – E. C. Glass High School

Zaire Shelton – 5th Place – E. C. Glass High School

Career Portfolio & Exhibit

Decorated Cake

Alexis Ward – 4th Place – Heritage High School

Showpieces

Amanda Bersch – 1st Place – Heritage High School

Scholarships: \$4,000 to Culinary Institute of Virginia; \$8,000 to Sullivan University, Louisville, KY

Halie Hatcher – 3rd Place – Heritage High School

Scholarships - \$2,000 to Culinary Institute of Virginia, \$8,000 to Sullivan University, Louisville, KY

Agenda Report

Date: 06/07/16

Agenda Number: B-3

Attachments: No

Classic Knife Cuts and Chicken Fabrication

Ai'sha Jones – 2nd Place; Scholarships – E. C. Glass High School

\$3,000 to Culinary Institute of Virginia and \$5,000 to Sullivan University, Louisville, KY

Food Innovations

Camrin Jefferson and Corwin Wright – 3rd Place – E. C. Glass High School

Scholarships - \$2,000 to Johnson & Wales University

Lashaunte Trent, Rashaud Anderson, and Briana Rice – 5th Place – E. C. Glass High School

Live Culinary Arts Event

Corean Carrington, Skylar Carter, and Javontay Wells – Silver Medal – E. C. Glass High School

Quashanda Brown, Devonte Dammones, and Radzmina Jakaria – Bronze – E. C. Glass High School

Auguste Escoffier Award for Excellence in Culinary Arts

Skylar Carter – 1st Place – E. C. Glass High School

Scholarship - \$5,000 to the Auguste Escoffier School of Culinary Arts (Awarded to three participants in the Live Arts event who demonstrate competitive graciousness, resourcefulness, motivation and resilience, and team spirit, among other things)

Congratulations to Janet Renee Stephens and all of the Regional and State participants.

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: 06/07/16

Agenda Number: C-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Marie F. Gee, Director of Personnel

Subject: Personnel Report

Summary/Description:

The personnel recommendations for May 17 – June 7, 2016 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 May 17 – June 7, 2016.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2015-2016:				
Bondurant Carolyn	Lynchburg College	MED/34 yrs (Lv. 32 3)	T.C. Miller Reading Specialist PT	8-04-16
Carpenter Melinda	Longwood University	BA / 6 yrs (Lv. 6 3)	Heritage High School Business Education Teacher	8-04-16
Dalton Catherine	Lynchburg College	MED /37 yrs (Lv. 36 3)	Linkhorne Middle School Social Studies Teacher	8-04-16
Edson Robin	North Carolina University of	BA / 10 yrs (Lv. 10 3)	Dunbar Middle School English Teacher	8-04-16
Fleshman Jason	Lynchburg College	MA / 8 yrs (Lv. 8 4)	Dunbar Middle School English Teacher	8-04-16
Hackmann Allen	Liberty University	MED/ 12 yrs (Lv. 12 4)	Dunbar Middle School Science Teacher	8-04-16
Janik Kelly	Lynchburg College	BA / 1 yr (Lv. 1 3)	E.C. Glass High School SPED Teacher	8-04-16
Lewis Carrie	North Carolina University of	BA / 25 yrs (Lv. 25 3)	Sandusky Elementary School Instructional Coach	7-21-16
Phelps Blair	Gardner-Webb University	BS / 7 yrs (Lv. 7 3)	Heritage Elementary School Literacy/Title I	8-04-16
Quigg Chris	S. Connecticut St University	MA / 15 yrs (Lv. 15 4)	Linkhorne Elementary Special Education	8-04-16
Self Dorrie	Lynchburg College	MED / 9.5 yrs (Lv. 10 3)	Heritage Elementary School 4 th Grade	8-04-16
Sims Jessica	Liberty University	MA / 0 yrs (Lv. 0 3)	Linkhorne Elementary School Special Education	8-04-16
Singley Erica	Liberty University	BA / 2 yrs (Lv. 2 3)	Dunbar Middle School English Teacher	8-04-16
Squier Laura	Western Govenor's University	MS / 4 yrs (Lv. 3 3)	Carl B. Hutcherson ELC Early Childhood SPED Teacher	8-04-16

NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2015-2016: (continued)

Venable Bryant	Catawba College	BA / 2 yrs (Lv. 2 2)	Dunbar Middle School Health & Physical Education	8-04-16
Viar Cathy	Longwood College	MED/ 37 yrs (Lv. 14 3)	Fort Hill Community School Director of Alternative Education	7-01-16
Williams Emma	Lynchburg College	BA / 2 yrs (Lv. 1 3)	Bass Elementary School Special Education Teacher	8-04-16

RESIGNATIONS:

Daughtrey Hugh	Virginia University of	MA / 20 yrs (Lv. 19 4)	E.C. Glass High School Science Teacher	6-10-166/
Eshleman Kayla	Liberty University	BA / 2 yrs (Lv. 1 3)	Heritage High School Math Teacher	6-10-16
Holdren Wesley	Virginia Tech	BA / 1 yr (Lv. 0 4)	Dunbar Middle School English Teacher	6-10-16
Howell Jennie	Appalachian St. University	BA / 6 yrs (Lv. 6 3)	Dunbar Middle School English Teacher	6-10-16
Jackson Micah	Liberty University	BS / 10 yrs (Lv. 9 2)	E.C. Glass High School Special Education Teacher	6-10-16
Justice Teresa	NC Greensboro University	PHD /10 yrs (Lv. 9 3)	E.C. Glass High School Science Teacher	6-10-16
Marshall Lee	North Texas University of	BA / 6 yrs (Lv. 5 4)	E.C. Glass High School English Teacher	6-10-16
Ratner Rachel	Liberty University	BA / 2 yrs (Lv. 1 3)	Heritage Elementary Third Grade Teacher	6-10-16
Spence Hannah	Liberty University	BA / 1 yr (Lv. 0 3)	Linkhorne Elementary Third Grade Teacher	6-10-16
Stephens Tiffany	Capella University	PHD /14 yrs (Lv. 13 1)	Student Services (HHS) School Social Worker	6-24-16

RETIREMENTS:

Chambers Mазzie	Lynchburg College	MED/ 31 yrs (Lv. 30 1)	E.C. Glass High School Special Education Teacher	6-10-16
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RETIREMENTS: (continued)

Read Dawn	Liberty University	BS / 23 yrs (Lv. 22 1)	Linkhorne Elementary First Grade Teacher	6-10-16
Webb Evelyn	Liberty University	MED/ 15 yrs (Lv. 14 3)	Detention Center English Teacher	6-24-16

Agenda Report

Date: 06/07/16

Agenda Number: C-3

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Religious Exemption

Summary/Description:

The school board, pursuant to the Code of Virginia 22.1-254 (B) (1) “shall excuse from attendance at school any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school.”

The Statement of Religious Beliefs is confidential and is shared with members of the school board only.

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

Recommendation:

The superintendent recommends that the school board excuse the student(s) from public school attendance by reason of bona fide religious training or belief of both the parent(s) and the student(s).

Agenda Report

Date: 06/07/16

Agenda Number: C-4

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: School Nutrition: High School Lunch Price Increase

Summary/Description:

The 2010 Healthy, Hunger-Free Kids Act required a change in the school lunch and breakfast meal patterns. The new meal pattern was implemented July 1, 2012, and identifies three (3) groups – K-5, 6-8, and 9-12. The new meal pattern requires a graduated increase in the minimum serving amounts and calorie ranges by group. The cost to produce the prescribed meals for the three (3) distinct grade groups also increases by group. The table outlining the graduated differences in the serving requirements for K-5, 6-8 and 9-12 appears as an attachment to this agenda report.

The superintendent recommends a \$0.10 increase to the high school paid lunch price to offset the costs associated with producing the larger serving amounts required for the 9-12 grade group. Paid meal prices at the elementary and middle schools would remain unchanged for SY2017.

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

Recommendation:

The superintendent recommends that the school board approve a \$0.10 increase to the high school paid lunch price to offset the costs associated with producing the larger serving amounts required for the 9-12 grade group.

USDA REQUIRED MINIMUM WEEKLY SERVINGS BY GRADE GROUP

	ELEMENTARY (K-5) \$2.25	MIDDLE (6-8) \$2.45	HIGH SCHOOL (9-12) \$2.45
Milk	5 Cups	5 Cups	5 Cups
Meat or Meat Alternate	8 oz Equivalent	9 oz Equivalent	10 oz Equivalent
Vegetables	3 ¾ Cups	3 ¾ Cups	5 Cups
Fruit	2 ½ Cups	2 ½ Cups	5 Cups
Grain	8 oz Equivalent	8 oz Equivalent	10 oz Equivalent
Calories	550 – 650	600 – 700	750 – 850

Beginning July 1, 2012, USDA required SFA’s to implement a new meal pattern for school lunch. The new meal pattern requires minimum serving amounts and calorie ranges for three (3) grade groups: K-5, 6-8, 9-12. The required servings and calories increase by grade group. The associated costs to produce the required meals increase by grade group, the most significant increase associated with producing the high school lunch.

REGION V	PAID LUNCH PRICES		
DIVISION NAME	ELEMENTARY	MIDDLE	HIGH SCHOOL
Albemarle County	\$2.40	\$2.65	\$2.65
Amherst County	\$2.05	\$2.25	\$2.25
Augusta County	\$2.35	\$2.60	\$2.60
Bath County	\$1.65	NA	\$1.90
Bedford County	\$2.20	\$2.45	\$2.45
Buena Vista City	\$2.25	NA	\$2.25
Campbell County	\$2.00	\$2.15	\$2.15
Charlottesville City	\$2.25	\$2.25	\$2.50
Fluvanna County	\$2.65	NA	\$2.65
Greene County	\$2.40	\$2.70	\$2.70
Harrisonburg City	\$1.70	NA	\$2.05
Highland County	\$1.25	NA	NA
Lexington City	\$2.20	\$2.40	NA
Louisa County	\$2.50	\$2.60	\$2.60
Lynchburg City	\$2.25	\$2.45	\$2.45
Nelson County	\$2.25	\$2.40	\$2.60
Rockbridge County	\$1.95	\$2.20	\$2.20
Rockingham County	\$2.10	\$2.10	\$2.10
Staunton City	\$2.50	\$2.85	\$2.85
Waynesboro City	\$2.45	\$2.70	\$2.70

Agenda Report

Date: 06/07/16

Agenda Number: F-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Administrative Regulation 7-33.3: Student Uniforms

Summary/Description:

At the request of the Principals' Parent Advisory Council at Sheffield Elementary School, the school's administration developed a survey to determine whether or not families and school staff continue to be in favor of requiring students to wear school uniforms. The survey was distributed electronically to faculty and staff. Parents received a hard copy of the survey.

The results of the parent survey are as follows:

Number of Surveys Returned:	241
Number Not in Favor of Student Uniforms:	157 (65%)
Number in Favor of Student Uniforms:	84 (35%)

The results of the faculty/staff survey are as follows:

Number of Surveys Completed:	50
Number Not in Favor of Student Uniforms:	38 (76%)
Number in Favor of Student Uniforms:	12 (24%)

In addition to the parent survey, two Uniform Question/Answer Forums were offered to allow parents to come and share concerns or ask questions regarding the survey subject. The results of the survey indicate that parents and faculty/staff are no longer in favor of having student uniforms, and therefore, the school's administration is requesting the removal of this requirement. As a result of that request, Administrative Regulation 7-33.3: Student Uniforms needs to be revised to reflect that change.

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

Recommendation:

The superintendent recommends that the school board approve the removal of the requirement for students at Sheffield Elementary School to wear school uniforms and the revision of Administrative Regulation 7.33.3: Student Uniforms to reflect this change.

PERSONNEL

Student Uniforms R 7-33.3

Students enrolled in the Fort Hill Community School, Linkhorne Middle School, William Marvin Bass Elementary School, and ~~Sheffield Elementary School~~ shall participate in school uniform programs.

A. Purpose

The Lynchburg City School Board believes that school uniforms will affect positive change in schools, particularly by promoting safety, discipline, and school unity.

B. Procedures

1. The school division will provide school uniforms for students who attend the Fort Hill Community School. The Lynchburg City Schools will provide each student three sets of uniforms consisting of the following clothing items.
 - a. long sleeve or short sleeve blue polo shirts
 - b. khaki slacks
2. It will be parents' responsibilities to provide school uniforms for students at all other school sites.
3. The principal of a school wanting to implement a school uniform program shall collaborate with his/her school leadership, PTA/PTO, and parents to decide, develop and publish school uniform requirements relative to styles and colors of clothing.
 - a. In developing these requirements, principals shall take into consideration the availability, affordability, and practicality of the selection.
 - b. The school uniform shall not prohibit students from wearing coats, jackets, sweaters, or other appropriate outer garments when necessary due to weather conditions or for other legitimate reasons, as long as the apparel conforms to the dress code.
4. Principals shall allow exceptions to the school uniform code when:
 - a. A student wears a uniform of a nationally recognized youth organization, such as the Boy Scouts or Girl Scouts, on regular meeting days.
 - b. A student wears special clothing or costumes necessary for a school play or a performance.
 - c. A student adds a button, armband, etc. to exercise free speech guaranteed by the United States Constitution, unless the button, armband, etc., is

PERSONNEL

Student Uniforms R 7-33.3

related to gangs, gang membership, or gang activity or would violate the school division's dress code policy as long as the item does not violate the integrity of the uniform program or disrupt the school environment.

- d. The wearing of the school uniform violates a student's sincerely held religious beliefs. With verification of those sincerely held religious beliefs, the student may use the opt-out exemption. The wearing of religious head coverings, such as yarmulkas, does not violate the school uniform policy.

C. Financial Considerations

Principals shall develop procedures and criteria to offer assistance to students who experience difficulties complying with the school uniform program. Principals shall develop programs that donate clothing, financial assistance, or both to alleviate financial difficulties for needy families.

D. Annual Opt-Out, Exemptions and Procedures

1. Except in programs for schools where the school board has approved requiring uniforms at all times, any student, who, together with his/her parent/guardian, is conscientiously opposed to wearing the school uniform may request an exemption. To receive the exemption, the student and his/her parent/guardian shall:
 - a. Submit a written request to the principal at the beginning of the academic year or within thirty (30) days following the first day of school or the student's first day of school.
 - b. Meet with the principal or his/her designee to discuss the school uniform program, the reason(s) for the waiver request, the nature of the parents'/guardians' objections(s), and the support of the parent for the overall dress code.
2. The principal or his designee shall then grant the waiver and note the exemption on the parent's/guardian's application. The principal shall then place a copy of the approved request in a file designated for this purpose.
3. The exemption shall remain in effect for that school year only.

E. New Students

Students entering Linkhorne Middle School, William Marvin Bass Elementary School, ~~Sheffield Elementary School~~, and the Fort Hill Community School during the school year shall have a grace period of thirty (30) days before the school's uniform program will apply to the student.

PERSONNEL

Student Uniforms R 7-33.3

F. Exiting from School Uniform Policy

Schools exiting from a school-wide uniform policy shall provide substantial community and faculty engagement before making a final decision.

Adopted by School Board: February 1, 2000
Revised by School Board: September 5, 2000
Revised by School Board: May 4, 2004
Revised by School Board: June 1, 2004
Revised by School Board: June 21, 2005
Revised by School Board: May 2, 2006
Revised by School Board: July 8, 2008
Revised by School Board: July 7, 2009
Revised by School Board: March 20, 2012
Revised by School Board: August 7, 2012
Revised by School Board:

Agenda Report

Date: 06/07/16

Agenda Number: F-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: School Operating Budget: 2016-17

Summary/Description:

At the school board meetings on May 3, 2016, and May 17, 2016, the school administration provided recommended revisions to the Tier 1 budget request for 2016-17. The revisions are necessary as the Lynchburg City Council has indicated that it intends to fund schools at a lesser amount than requested by the Lynchburg City School Board.

The school administration has recommended that the employees identified to receive a market adjustment in compensation would now receive a four percent increase. All other school division employees would receive a two percent increase. Other recommendations include reducing staff for the Empowerment Academy, eliminating the request for the proposed assistant director for personnel position, eliminating the request for the proposed instructional coach for special education position, eliminating the request for the elementary and secondary reading and math coach positions, and reducing the teaching position for the Precision Machining class to part time.

During this presentation, the school administration requests that the school board adopt its 2016-17 School Operating Budget.

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

Recommendation:

The superintendent recommends that the school board adopt its School Operating Budget for 2016-17.

REVENUE SUMMARY

Lynchburg City Schools - FY 2016-17 Budget

The FY 2016-2017 operating budget revenue totals \$93,056,175. The approved increase in the FY 2016-2017 operating budget revenue is \$2,236,151 over the FY2015-2016 budget or 2.46%.

- Revenue from the Commonwealth of Virginia is \$49,648,636, an increase of \$1,244,108 over the FY2015-2016 approved budget or 2.57% increase. The State revenue by category is as follow:

○ State Sales Tax	\$10,837,193
○ Standards of Quality Funds	\$31,849,996
○ Incentive Programs	\$444,969
○ Categorical Accounts	\$107,771
○ Lottery Funded Programs	\$6,408,707

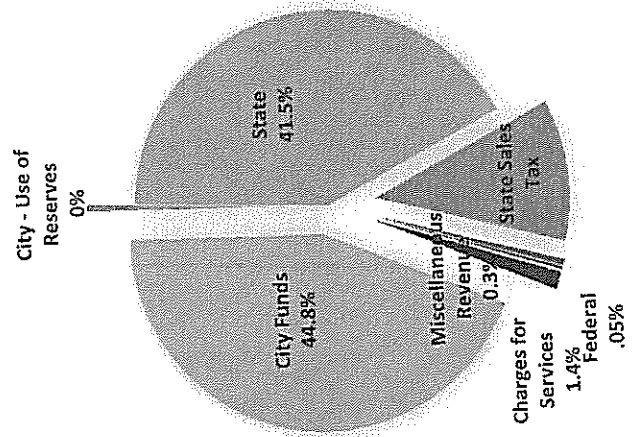
- Revenue from the *City of Lynchburg (City)* for FY2017 is \$40,854,039, which is \$739,763 more than the FY2015-2016 – 1.84% increase. The City also funded the purchase of school buses in the amount of \$500,000. In previous years, funding for the purchase of school buses were recorded in the Capital Budget. From this year on, the funding for the purchase of school buses will be recorded in the operating budget.
- Revenue from the *Federal Government* for FY2017 is \$463,000, which is \$37,000 more than the FY2015-2016 budget.
- Revenue from *Other Sources* for FY2017 is \$1,590,500, which is \$284,720 less than more than the FY2015-2016 budget.

OPERATING FUND REVENUE SUMMARY

Lynchburg City Schools FY 2016 -2017 Budget

5/6/2016 14:23

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Change	Change
	Actual	Actual	Actual	Approved	Adopted	Amount	Percent
	Revenue	Revenue	Revenue	Budget	Budget		
Average Daily Membership	8100.55	8155.12	8113.30	8310.15	8051.20	(258.95)	-3.12%
REVENUE CATEGORY							
State	\$ 34,151,218	\$ 34,570,621	\$ 37,625,309	\$ 38,156,266	\$ 38,811,443	\$ 655,177	1.72%
State Sales Tax	8,758,824	9,427,305	9,958,345	10,248,262	10,837,193	588,931	5.75%
Total State	42,910,042	43,997,926	47,583,654	48,404,528	49,648,636	1,244,108	2.57%
Federal	763,734	576,797	520,460	426,000	463,000	37,000	8.69%
Miscellaneous Revenue	401,941	353,212	572,217	251,500	241,500	(10,000)	-3.98%
Charges for Services	1,656,881	1,639,062	1,323,997	1,623,620	1,349,000	(274,620)	-16.91%
Use of Money	106	-	-	100	-	(100)	-100.00%
Total Other	2,058,928	1,992,274	1,896,214	1,875,220	1,590,500	(284,720)	-15.18%
Total Non-City	45,732,705	46,566,997	50,000,328	50,705,748	51,702,136	996,388	1.97%
City Funds	35,243,485	35,639,011	37,351,627	40,114,276	40,854,039	739,763	1.84%
City - School Buses	-	-	-	-	500,000	500,000	100.00%
City - School Debt Service (CVGS)	29,284	-	-	-	-	-	0.00%
TOTAL OPERATING BUDGET	\$ 81,005,474	\$ 82,206,008	\$ 87,351,955	\$ 90,820,024	\$ 93,056,175	\$ 2,236,151	2.46%



The chart illustrates the percentage of FY 2016-2017 operating budget revenue to be received from each funding source:

OPERATING FUND REVENUE: STATE
Lynchburg City Schools FY2016-17 Budget

5/6/2016 14:23

CATEGORY	2012-2013 Actual Revenue	2013-2014 Actual Revenue	2014-2015 Actual Revenue	2015-2016 Approved Budget	2016-2017 Adopted Budget	Dollar Change	Percent Change	Percent of Total
State Sales Tax	\$ 8,758,824	\$ 9,427,305	\$ 9,958,345	\$10,248,262	\$10,837,193	\$ 588,931	5.75%	21.83%
SOQ Programs:								
Basic Aid	\$ 20,076,545	\$ 19,831,810	\$ 22,184,149	\$22,130,823	\$21,878,492	\$ (252,331)	-1.14%	44.07%
Textbooks	\$ -	\$ -	\$ -	\$ 165,649	\$ 93,648	\$ (72,001)	-43.47%	0.19%
Vocational Education	\$ 284,563	\$ 286,480	\$ 230,078	\$ 231,089	\$ 405,161	\$ 174,072	75.33%	0.82%
Gifted Education	\$ 233,748	\$ 235,323	\$ 245,765	\$ 246,845	\$ 246,173	\$ (672)	-0.27%	0.50%
Special Education	\$ 2,225,686	\$ 2,286,721	\$ 2,849,828	\$ 2,862,348	\$ 2,841,252	\$ (21,096)	-0.74%	5.72%
Prevention, Intervention, & Remediation	\$ 1,352,479	\$ 1,307,013	\$ 1,317,718	\$ 1,323,508	\$ 1,492,427	\$ 168,919	12.76%	3.01%
Fringe Benefits	\$ 3,653,581	\$ 3,688,425	\$ 4,439,456	\$ 4,374,928	\$ 4,574,724	\$ 199,796	4.57%	9.21%
English as a Second Language	\$ -	\$ -	\$ -	\$ -	\$ 156,955	\$ 156,955	100.00%	0.32%
Remedial Summer School	\$ -	\$ -	\$ 107,297	\$ 105,619	\$ 181,164	\$ 55,545	52.59%	0.32%
Lottery Funded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lottery	\$ 27,826,602	\$ 27,635,772	\$ 31,374,291	\$ 31,440,809	\$ 31,849,996	\$ 409,187	1.30%	64.15%
Incentive Programs:								
Supplemental Support - Operating	\$ -	\$ 508,716	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Additional Assistance w/Retirement,	\$ 468,992	\$ 466,336	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Compensation Supplement	\$ -	\$ -	\$ -	\$ 399,315	\$ 360,828	\$ (38,487)	-9.64%	0.73%
Early Reading Specialists Initiative	\$ -	\$ -	\$ -	\$ 38,807	\$ 41,476	\$ 2,669	6.88%	0.08%
Math/Reading Instructional Specialists	\$ -	\$ -	\$ 40,267	\$ 40,624	\$ 42,665	\$ 2,041	5.02%	0.09%
Lottery Funded Programs:	\$ 468,992	\$ 975,052	\$ 40,267	\$ 478,746	\$ 444,969	\$ (33,777)	-7.05%	0.90%
Categorical Programs:								
Adult Education	\$ 964	\$ 584	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Special Ed - Homebound	\$ 200,898	\$ 199,896	\$ 100,051	\$ 102,053	\$ 107,771	\$ 5,718	5.60%	0.22%
Career & Tech Education-Equipment	\$ 11,263	\$ 11,979	\$ 13,267	\$ -	\$ -	\$ -	0.00%	0.00%
Total Categorical Programs	\$ 213,125	\$ 212,459	\$ 113,318	\$ 102,053	\$ 107,771	\$ 5,718	5.60%	0.22%
Lottery Funded Programs:								
At-Risk	\$ 1,226,865	\$ 1,215,707	\$ 1,488,088	\$ 1,474,228	\$ 1,502,539	\$ 28,311	1.92%	3.03%
Early Reading Intervention	\$ 146,887	\$ 164,513	\$ 186,361	\$ 188,365	\$ 185,114	\$ (3,251)	-1.73%	0.37%
Foster Care	\$ 67,504	\$ 70,037	\$ 134,715	\$ 132,031	\$ 74,203	\$ (57,828)	-43.80%	0.15%
K-3 Primary Class Size	\$ 1,587,611	\$ 1,616,146	\$ 1,693,633	\$ 1,705,555	\$ 1,956,675	\$ 251,120	14.72%	3.94%
Remedial Summer School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
SOL Algebra Readiness	\$ 126,180	\$ 130,376	\$ 137,583	\$ 137,583	\$ 141,003	\$ 3,420	2.49%	0.28%
VA Preschool Initiative at Risk 4 YR OLDS	\$ 1,215,707	\$ 1,236,110	\$ 1,057,968	\$ 1,221,024	\$ 944,193	\$ (276,831)	-22.67%	1.90%
ISAEF (GED funding)	\$ 23,576	\$ 23,576	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
Special Ed - Regional Tuition	\$ 680,656	\$ 689,950	\$ 747,425	\$ 739,236	\$ 814,113	\$ 74,877	10.13%	1.64%
Career & Tech Education	\$ 30,763	\$ 35,667	\$ 39,387	\$ 48,230	\$ 52,654	\$ 4,424	9.17%	0.11%
Supplemental Lottery Per Pupil Allocation	\$ -	\$ -	\$ -	\$ -	\$ 268,842	\$ 268,842	100.00%	0.54%
Textbooks	\$ 455,961	\$ 459,032	\$ 503,138	\$ 339,700	\$ -	\$ (339,700)	-100.00%	0.95%
English as a Second Language	\$ 80,790	\$ 106,224	\$ 129,125	\$ 148,706	\$ 469,371	\$ 320,665	215.64%	12.91%
Total Lottery Funded Programs	\$ 5,642,500	\$ 5,747,338	\$ 6,097,433	\$ 6,134,658	\$ 6,408,707	\$ 274,049	4.47%	12.91%
Total State Revenue	\$ 34,151,218	\$ 34,570,621	\$ 37,625,309	\$ 38,156,256	\$ 38,811,443	\$ 655,177	1.72%	78.17%
TOTAL STATE REVENUE & STATE SALES TAX	\$ 42,910,042	\$ 43,997,926	\$ 47,583,654	\$ 48,404,528	\$ 49,648,636	\$ 1,244,108	2.57%	100.00%
					\$ -	\$ -		

OPERATING FUND REVENUE: FEDERAL

Lynchburg City Schools FY 2016-17 Budget

CATEGORY	2012-2013 Actual Revenue	2013-2014 Actual Revenue	2014-2015 Actual Revenue	2015-2016 Approved Budget	2016-2017 Adopted Budget	Dollar Increase (Decrease)	Percent Change	Percent of Total
Basic Adult Education	57,142 \$	69,595 \$	- \$	- \$	- \$	-	0.00%	0.00%
Impact Aid	6,249 \$	7,617 \$	9,173 \$	6,000 \$	8,000 \$	2,000	0.00%	1.73%
Medicaid Reimbursement	613,477 \$	390,440 \$	408,055 \$	300,000 \$	350,000 \$	50,000	0.00%	75.59%
Junior ROTC	86,867 \$	109,145 \$	103,232 \$	120,000 \$	105,000 \$	(15,000)	-12.50%	22.68%
TOTAL FEDERAL	763,734 \$	576,797 \$	520,460 \$	426,000 \$	483,000 \$	37,000	7.99%	92.01%

OPERATING FUND REVENUE: OTHER

Lynchburg City Schools FY 2016-17 Budget

The category includes receipts for tuition, rents, transportation charges, and equipment sales.

CATEGORY	2012-2013 Actual Revenue	2013-2014 Actual Revenue	2014-2015 Actual Revenue	2015-2016 Approved Budget	2016-2017 Adopted Budget	Dollar Increase (Decrease)	Percent Change	Percent of Total
Miscellaneous:								
Other Funds	145,008 \$	210,850 \$	91,131 \$	100,000 \$	100,000 \$	-	100.00%	6.29%
Rebates & Refunds	6,969 \$	7,798 \$	17,828 \$	30,000 \$	20,000 \$	(10,000)	-50.00%	1.26%
Sale Other Equipment	3,640 \$	9,834 \$	30,295 \$	3,000 \$	3,000 \$	-	0.00%	0.19%
Insurance Adjustments	133,109 \$	4,115 \$	283,674 \$	3,000 \$	3,000 \$	-	0.00%	0.19%
E-Rate Reimbursements	113,215 \$	120,615 \$	149,289 \$	115,500 \$	115,500 \$	-	0.00%	7.26%
Transfer In/Out of Funds	- \$	- \$	- \$	- \$	- \$	-	0.00%	0.00%
	401,941 \$	353,212 \$	572,217 \$	251,500 \$	241,500 \$	(10,000)	-1.75%	15.18%
Charges for Services:								
Rents	98,000 \$	123,000 \$	123,000 \$	123,000 \$	123,000 \$	-	0.00%	7.73%
Tuition - Day School	118,052 \$	114,549 \$	100,557 \$	110,000 \$	100,000 \$	(10,000)	-9.09%	6.29%
Tuition - Adult	13,723 \$	6,183 \$	41,332 \$	11,000 \$	11,000 \$	-	0.00%	0.69%
Tuition - Summer School	9,011 \$	42,091 \$	150 \$	25,000 \$	25,000 \$	-	0.00%	1.57%
Tuition - NonCenter Based	630,100 \$	651,422 \$	375,315 \$	634,620 \$	400,000 \$	(234,620)	-36.97%	25.15%
Special Pupil Fees	37,695 \$	39,001 \$	31,816 \$	40,000 \$	35,000 \$	(5,000)	-12.50%	2.20%
Bus Rentals	396,709 \$	133,401 \$	322,612 \$	325,000 \$	325,000 \$	-	0.00%	20.43%
Dual Enrollment	89,547 \$	120,367 \$	128,214 \$	125,000 \$	125,000 \$	-	0.00%	7.86%
Facility Rentals	75,614 \$	61,317 \$	46,488 \$	60,000 \$	50,000 \$	(10,000)	-16.67%	3.14%
School Nutrition Utilities	96,364 \$	91,080 \$	89,230 \$	95,000 \$	90,000 \$	(5,000)	-5.26%	5.66%
Print Production	92,066 \$	76,651 \$	65,283 \$	75,000 \$	65,000 \$	(10,000)	-13.33%	4.09%
	1,656,881 \$	1,639,062 \$	1,323,997 \$	1,623,620 \$	1,349,000 \$	(274,620)	-16.91%	84.82%
Use of Money	106 \$	- \$	- \$	100 \$	- \$	100	0.00%	0.00%
TOTAL OTHER REVENUE	2,058,928 \$	1,992,274 \$	1,896,214 \$	1,875,220 \$	1,590,500 \$	(284,520)	-15.17%	100.00%

OPERATING FUND REVENUE: CITY FUNDS AND SCHOOL DEBT SERVICE

Lynchburg City Schools FY 2016-17 Budget

<u>CATEGORY</u>	2012-2013 Actual Revenue	2013-2014 Actual Revenue	2014-2015 Actual Budget	2015-2016 Approved Budget	2016-2017 Adopted Budget	Dollar Increase (Decrease)	Percent Change	Percent of Total
City Funds	35,243,485	\$ 38,201,147	\$ 37,351,627	\$ 40,114,276	\$ 40,854,039	\$ 739,763	1.84%	98.79%
City - School buses funding	0	- \$	- \$	- \$	500,000	500,000	100.00%	1.21%
City - School Debt Service (CVGS)	29,284	-	-	-	-	-	0.00%	0.00%
TOTAL CITY FUNDS	\$ 35,272,769	\$ 38,201,147	\$ 37,351,627	\$ 40,114,276	\$ 41,354,039	\$ 1,239,763	3.09%	100.00%

Lynchburg City Schools			
FY2016-17 Budget Requests			
		5/11/2016 14:45	
Initiatives	FTEs	Amount	%
Instruction			
Compensation - 2.0% salary increase effective 12/1/2016		\$ 291,005	
Compensation - 4.0% salary increase effective 12/1/2016		75,274	
Hire .5 Speech Pathologist for LCS expected caseload challenges	0.5	31,926	
Hire .5 Speech Pathologist for Hutcherson	0.5	31,926	
Hire .5 Occupational Therapist for Hutcherson	0.5	31,926	
Hire an additional .5 day per week Speech pathologist added during 1516 after budget was finalized (Bass Elementary)	0.5	6,579	
Establish a JV and Varsity Field Hockey sport at Glass		30,000	
Empowerment Academy Staff Hire four (4) Teachers (Math, Science, Social Studies, English, 1 guidance coordinator, 1 Administrator and 1 administrative secretary	4	408,000	
Hire one (1) Culinary Teacher	1	60,000	
Hire .5 Precision Machining teacher	0.5	30,000	
Criminal Justice additional cost per multi-year agreement with LPD		10,000	
Hire 3 Teachers (History, Social Studies and Science)	3	183,000	
Hire .5 Art Teacher	0.5	27,300	
Transportation of Department of Social Services placed students in foster homes in other localities (Transportation to and from private day school placements.)		30,240	
Additional funds to cover interpreting during extracurricular activities as required under the Individuals With Disabilities Educational Act and Section 504 of the Rehabilitation Act		5,000	
Subtotal Instruction	11	\$ 1,252,176	76.89%
Administration			
Compensation - 2.0% salary increase effective 12/1/2016		\$ 17,951	
Infinite Campus annual maintenance		101,000	
Subtotal Administration	0	\$ 118,951	7.30%
Pupil Transportation			
Compensation - 2.0% salary increase effective 12/1/2016		\$ 18,393	
Compensation - 4% salary increase for all Bus Drivers and Bus Assistants		40,049	
Subtotal Pupil Transportation	0	\$ 58,442	3.59%
Operation & Maintenance			
Compensation - 2.0% salary increase effective 12/1/2016		\$ 23,619	
Compensation - 4% salary increase for Custodians and some Maintenance staff		46,531	
Subtotal Operations & Maintenance	0	\$ 70,150	4.31%

Facilities			
Compensation - 2.0% salary increase effective 12/1/2016		\$ 343	
Subtotal Facilities	0	\$ 343	0.02%
Technology			
Compensation - 2.0% salary increase effective 12/1/2016		\$ 8,543	
Hire two (2) Technology Technician	2	120,000	
Subtotal Technology	2	\$ 128,543	7.89%
Total Requests	16.5	\$ 1,628,605	100.00%

EXPENDITURE SUMMARY

Lynchburg City Schools - FY2016-17 Budget

The FY2016-2017 operating budget expenditure totals \$93,056,175, an increase of \$2,236,151 or 2.46% increase from FY2015-2016 operating budget. The major cost increases can be attributed to the following changes in the budget:

- Salary increase of 2% for employees effective December 1, 2016. Instructional assistants, bus drivers, bus aids, custodians and some maintenance employees received a 4% salary increase also effective December 1, 2016. The State funded a 2% salary increase effective December 1, 2016 for all SOQ funded positions
- Changes in functional areas are as follows:

❖ **Instruction**

Personnel Services

The increase in Personnel Services cost of \$657,144 over the FY2016 budget was due the 2% salary increase and the hiring of the following staff: one and a half (1.5) Speech Pathologists, .5 Occupational Therapist, one (1) Culinary Teacher, .5 Precision Teacher, three (3) SPED teachers for History, Social Studies and Science, and .5 Art Teacher.

Purchase Services

The increase in Purchase Services from the previous year of \$135,616 was mainly due to provisions made to contracted services for SPED interpreter services \$38,600 and an increase in the budget for early college tuition of \$46,434.

Other Charges

The increase in Other Charges from FY2016 budget of \$100,088 was mainly due to reallocating \$85,000 from the professional development budget in Personnel, to the professional development budget in Student Learning and Success Department.

❖ **Administration**

Personnel Services

The increase in Personnel Services cost of \$305,027 over the FY2016 budget was due to the 2% salary increase and the proposed hiring of the staff for the Empowerment Academy.

EXPENDITURE SUMMARY

Lynchburg City Schools - FY2016-17 Budget

Other Charges

The decrease in Other Charges from FY2016 budget of \$64,467 was mainly due to the reallocating of \$85,000 from the Professional Development budget in Personnel Department to the Professional Development budget in Student Learning and Success Department.

❖ **Pupil Transportation**

Purchase Services

The increase in Purchase Services from FY2016 budget is mainly due to a reallocation of \$50,000 from the Materials and Supplies budget.

Material and Supplies

The decrease in Material and Supplies from FY2016 budget of \$473,893 was mainly due to the reduction in the fuel budget.

Capital outlay

The Capital Outlay of \$500,000 is for the purchase of school buses. In previous years, the budget for the purchase of school buses were recorded in the Capital Budget, from this year forward the purchases will be recorded in the Operating Budget.

❖ **Operation & Maintenance**

Capital outlay

The increase in Capital Outlay of \$134,421 is 50% of the State funded Supplemental Lottery Per Pupil Allocation of \$268,842, restricted to be used for non-recurring capital projects.

❖ **Technology**

Personnel Services

The increase in Personnel Services cost of \$238,439 over the FY2016 budget was mainly due to the hiring of several Technology Technicians.

Purchase Services

The increase in Purchase Services from the previous year of \$81,809 was mainly due to the maintenance fees for the Infinite Campus Student Recordkeeping software.

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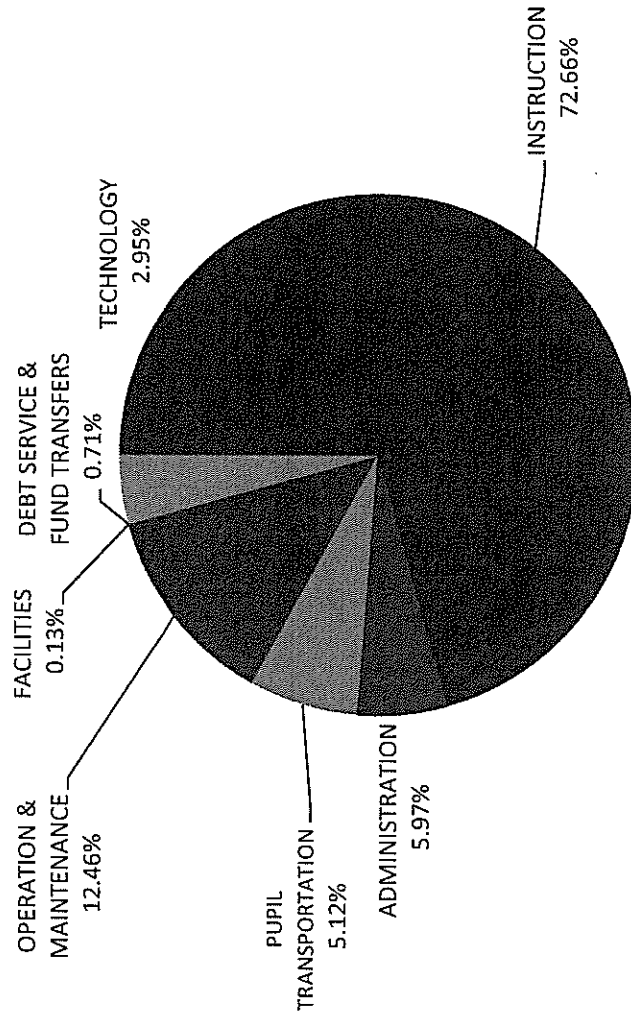
	2012-2013 Actual Expenditures	2013-2014 Actual Expenditures	2014-2015 Actual Expenditures	2015-2016 Approved Budget	2016-2017 Adopted Budget	CHANGE	
						Dollar	Percent
INSTRUCTION							
Personnel Services	40,561,162	42,129,582	43,107,103	46,258,398	46,915,542	657,144	1.42%
Employee Benefits	11,393,067	10,556,902	13,910,682	15,199,056	15,675,827	476,771	3.14%
Purchased Services	1,551,146	1,708,689	1,709,901	1,965,451	2,101,067	135,616	6.90%
Internal Services	189,034	174,024	92,676	225,000	238,000	13,000	5.78%
Other Charges	590,129	96,523	171,130	215,784	315,872	100,088	46.38%
Materials and Supplies	1,516,947	1,599,512	1,705,571	1,852,788	1,770,875	(81,913)	-4.42%
Tuition Payments / Joint Operations	1,259,438	1,422,635	1,173,607	1,571,500	1,601,500	30,000	1.91%
Capital Outlay	82,688	2,731	38,407	5,000	5,000	-	0.00%
TOTAL INSTRUCTION	57,143,612	57,690,599	61,909,077	67,292,977	68,623,683	1,330,706	1.98%
ADMINISTRATION							
Personnel Services	2,502,433	2,910,862	2,324,807	2,440,710	2,745,737	305,027	12.50%
Employee Benefits	1,128,564	1,492,804	1,183,375	1,433,637	1,489,553	55,916	3.90%
Purchased Services	364,301	392,188	421,003	402,055	423,035	20,980	5.22%
Internal Services	20,160	19,978	14,195	20,500	22,500	2,000	9.76%
Other Charges	100,614	697,945	809,524	859,299	794,832	(64,467)	-7.50%
Materials and Supplies	77,774	67,502	112,128	112,292	107,548	(4,744)	-4.22%
Capital Outlay	13,835	-	8,162	-	-	-	0.00%
TOTAL ADMINISTRATION	4,207,682	5,581,279	4,873,193	5,268,493	5,583,204	314,711	5.97%
PUPIL TRANSPORTATION							
Personnel Services	2,564,149	2,650,287	2,821,261	2,744,617	2,770,221	25,604	0.93%
Employee Benefits	745,336	780,167	772,927	846,174	819,804	(26,370)	-3.12%
Purchased Services	26,984	39,978	57,513	19,826	100,066	80,240	404.72%
Internal Services	2,368	3,262	1,149	2,700	2,700	-	0.00%
Other Charges	134,756	166,974	184,912	228,960	228,960	-	0.00%
Materials and Supplies	1,187,693	1,049,476	991,082	1,118,750	644,858	(473,893)	-42.36%
Capital Outlay	640,783	-	1,115,316	-	500,000	500,000	0.00%
TOTAL PUPIL TRANSPORTATION	5,302,069	4,690,145	5,944,161	4,961,027	5,066,609	105,582	2.13%
OPERATION & MAINTENANCE							
Personnel Services	3,292,582	3,395,961	3,580,031	3,680,445	3,750,047	69,602	1.89%
Employee Benefits	1,030,289	1,056,713	1,081,837	1,202,707	1,125,309	(77,398)	-6.44%
Purchased Services	895,590	882,057	1,235,480	1,027,898	1,027,898	-	0.00%
Internal Services	-	-	-	-	-	-	0.00%
Other Charges	3,364,511	3,263,079	3,382,728	3,518,379	3,490,679	(27,700)	-0.79%
Materials and Supplies	980,493	899,758	1,216,938	865,000	865,447	447	0.05%
Capital Outlay	250,132	198,758	588,577	120,000	254,421	134,421	112.02%
TOTAL OPERATION & MAINTENANCE	9,813,597	9,696,327	11,085,588	10,414,429	10,513,800	99,371	0.95%

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	2012-2013 Actual Expenditures	2013-2014 Actual Expenditures	2014-2015 Actual Expenditures	2015-2016 Approved Budget	2016-2017 Adopted Budget	CHANGE Dollar	CHANGE Percent
FACILITIES							
Personnel Services	47,876	11,082	9,447	20,602	11,000	(9,602)	-46.61%
Employee Benefits	13,348	832	716	1,576	842	(735)	-46.61%
Purchase Services	-	6,221	-	-	-	-	0.00%
Other Charges	26,760	2,230	-	-	-	-	0.00%
Capital Outlay	2,182	-	15,769	20,000	20,000	-	0.00%
TOTAL FACILITIES	90,166	20,365	25,931	42,178	31,842	(10,337)	-24.51%
Debt Service & Fund Transfers							
TOTAL DEBT SERVICE & FUND TRANSFERS	302,476	109,047	-	-	-	-	0.00%
Food Services & Other Non-Instructional Operations							
Personnel Services	-	-	-	-	-	-	0.00%
Employee Benefits	1,539	-	-	-	-	-	0.00%
Purchased Services	-	10,138	9,847	5,000	5,000	-	0.00%
Internal Services	-	-	360	-	-	-	0.00%
Other Charges	-	5,949	2,587	5,000	5,000	-	0.00%
Materials and Supplies	-	-	11,875	18,615	5,000	(13,615)	-73.14%
Capital Outlay	-	-	-	-	-	-	0.00%
TOTAL Non-Instructional Operations	1,539	16,087	24,670	28,615	15,000	(13,615)	-47.58%
TECHNOLOGY							
Personnel Services	1,190,945	1,312,503	1,393,511	1,485,812	1,724,251	238,439	16.05%
Employee Benefits	353,126	389,752	439,087	456,324	545,488	89,164	19.54%
Purchased Services	216,383	548,415	396,248	275,000	356,809	81,809	29.75%
Internal Services	2,419	1,885	2,268	2,250	2,250	-	0.00%
Other Charges	45,500	42,626	23,662	24,100	24,100	-	0.00%
Materials and Supplies	241,563	949,278	1,270,274	314,595	314,915	320	0.10%
Capital Outlay	392,506	661,148	215,395	254,225	254,225	-	0.00%
TOTAL TECHNOLOGY	2,442,444	3,905,607	3,740,444	2,812,306	3,222,038	409,732	14.57%
TOTAL OPERATING FUND							
	79,302,045	81,709,456	87,603,065	90,820,024	93,056,175	2,236,151	2%
OPERATING FUND							
Personnel Services	50,159,147	52,410,276	53,236,159	56,630,584	57,916,797	1,286,213	2.27%
Employee Benefits	14,665,271	14,277,172	17,388,623	19,139,473	19,656,822	517,349	2.70%
Purchased Services	3,054,406	3,587,686	3,829,993	3,695,230	4,013,875	318,645	8.62%
Internal Services	213,981	199,150	110,647	250,450	265,450	15,000	5.99%
Other Charges	4,262,271	4,275,327	4,574,542	4,851,522	4,859,443	7,922	0.16%

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	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	CHANGE
	Actual	Actual	Actual	Approved	Adopted	Dollar
Materials and Supplies	4,004,469	4,565,526	5,307,868	4,282,039	3,708,642	(573,398)
Debt Services / Tuition Payments						
Joint Operations	1,561,913	1,531,682	1,173,607	1,571,500	1,601,500	30,000
Capital Outlay	1,382,126	862,637	1,981,626	399,225	1,033,646	634,421
TOTAL OPERATING FUND	79,303,585	81,709,456	87,603,065	90,820,024	93,056,175	2,236,151



Agenda Report

Date: 06/07/16

Agenda Number: F-3

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Lynchburg City Schools Equity and Inclusiveness Guidelines

Summary/Description:

In response to the input received in the recent Listening Tours, the superintendent has drafted the Equity and Inclusiveness Guidelines for Lynchburg City Schools. The draft guidelines were shared and explained, along with plans for next steps during the school board meeting on May 17, 2016.

School board members requested information associated with timelines for implementation as well as individuals who would be responsible for the implementation. The school administration will provide that information during this presentation.

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

Recommendation:

The superintendent recommends that the school board approve the Lynchburg City Schools Equity and Inclusiveness Guidelines.

EQUITY AND INCLUSIVENESS GUIDELINES

Vision

The vision of the Lynchburg City Schools is A Vision of Excellence for All. It is a vision that each child that enters our schools is enriched through rigorous academic lessons and becomes an integral member of our school and city community.

We value the unique perspective and heritage that each of our students bring and embrace the diversity that makes each of us, and all of us, stronger. We strive to be a school community that honors and respects each person's differences and the ties that unite us all. Success of each of our students is imperative – and we pay careful attention to the achievement of our students by race, ethnicity, gender, language, different abilities, and other factors. Our mission of Every Child, by Name and by Need, to Graduation is not fulfilled until we ensure that every child has a pathway to continued future success.

Beliefs

1. A critical purpose of public education is to educate each student about the multifaceted people and cultures that comprise our community, nation, and world.
2. By better understanding and embracing the diversity in our smaller and larger communities, we become stronger – individually and collectively.
3. By being inclusive of others we not only find what makes each person unique; we also discover what common threads unite us and strengthen us as a community. We develop greater empathy for others, because we see ourselves in one another, while also respecting our differences.
4. Bias is inevitable in nearly everything we do as educators. Our race, religious beliefs, wealth, gender, language, different abilities, and other factors create the lens through which we see the world – each factor creating not only a unique perspective but one that can be imbued with privilege, often invisible to the one who has it but starkly obvious to the one who does not.
5. We can become more inclusive of others and create stronger individuals and communities when we are able to be open-minded, temporarily removing our own lenses and looking at the world from the perspective of others. This enables us to see that there are multiple important histories and values so that we operate from an inclusive, informed perspective, without blind spots.
6. Equity and equality are both key values. We need equality in the outcomes we expect each student to be able to achieve, and we need equity in the ways we support them to get to those outcomes. We live in a society where historical privilege and current privilege around issues such as race, gender, and religion impact how each student perceives their opportunities for being included - in our schools and in our communities. Our mission embodies the equality of outcome and the equity of pathway and support - Every Child, by Name and by Need, to Graduation.
7. We get better every day when each of us aspires to live and model the four core values of Lynchburg City Schools - respect, integrity, learning, and teamwork.

Purpose and Use of these Guidelines

These guidelines are provided to establish a clear intent for the way we approach differences among our students and families and the role of the school in approaching and educating about the characteristics that comprise our individuals and community.

The beliefs are meant to guide our decisions and actions, as each area and situation will not be able to be prescribed in these guidelines. Educators should then use the beliefs as the lens for considering any situation, whether directly addressed in these guidelines or not.

In addition to these guidelines, specific policies are developed, usually in alignment with the suggested policies of the Virginia School Boards Association.

These guidelines are the responsibility of the Superintendent and School Board, with input and advisement from the Equity Task Force.

Upon approval of these guidelines, training is essential to inform and broaden perspectives and understanding, as well as impact strategies and actions. That training includes:

- Central office administrators
- School Board
- School-based administrators
- Teachers and all other school-based and department employees
- New employees, as part of their orientation to becoming an LCS employee
- Students
- Parents and community

Individual Characteristics for Equity and Inclusiveness

The individual characteristics addressed by these guidelines include, but are not limited to the following:

- Race*
- Ethnicity
- Gender
- Religion*
- Socioeconomics
- Differences in abilities
- Language
- Sexual orientation
- Age
- Physical characteristics

*These areas are the focus of the first phase of these guidelines.

Areas of Operational Focus for the Guidelines

The following areas are identified as the focus of these guidelines in operations of the schools and division. Specific examples are provided under each area.

LCS POLICY REVIEW**Proposed Action Steps**

- Review and update LCS policies in the following areas:
 - Instruction
 - Observances and assemblies
 - Controversial issues
 - Employee code of conduct
- Ensure policies are in alignment with this document and best practice resources provided by the Virginia Center for Inclusive Communities

CURRICULUM**Guidelines**

1. Learning about history should involve determining the perspective of the authors of history and identifying what other perspectives may be present in relaying those events or periods of time.
2. Recognition of religious observances should be as free from bias as possible. As much time and emphasis should usually be given to the study of one religious observance as to another. Whenever possible, students and families should be invited to share about their cultures in a manner first reviewed with the teacher and administrator.

Proposed Action Steps

1. Identify specific dates and related lessons for significant contributors in history, including local leaders. The leaders identified have a particular emphasis on those of race, ethnicity, and/or gender who are usually disproportionately represented in accounts of history.
2. Identify specific dates and related lessons for various religious observances.
3. A new 5th grade “Equity and Inclusiveness” curriculum, with an emphasis on Lynchburg history and community problem-solving, may be developed at this grade level as the SOL requirements allow for this option. We will also look at embedding this curriculum in our 8th grade Civics and 12th grade U.S. Government classes.
4. Classroom libraries, libraries, and curriculum resource links will be reviewed and updated for inclusive viewpoints around issues of race, ethnicity, religion and gender, with also ensuring that inclusion is done within age-appropriate guidelines.
5. A common approach to history will be instituted that involve determining the perspective of the authors of history and determining what other perspectives may be present in relaying those events or periods of time.
6. Discover Lynchburg field trips will continue to be reviewed and updated for inclusiveness.

7. Black History in LCS will be a focus at each school throughout the year through the strategies noted above, with additional focus occurring each week from the day after Martin Luther King Day through the end of February.
8. Additional months and periods of time will be identified for honoring the contributions of various identities in our nation and community.
9. Teaching about religion is appropriate when also done in accordance with the concepts above. This also includes the use of literature, music, and other forms of art.

DISCIPLINE AND CLIMATE

Guidelines

1. The climate in classrooms, schools, and other LCS buildings should be welcoming and inviting of all people.
2. Discipline should be applied equitably and strategies identified when data shows that there is disproportionality in referrals and/or consequences.

Proposed Action Steps

1. Discipline data will be reviewed regularly to ensure there is fair and equitable application of rules and expectations that are understanding of cultural differences. Specific strategies will be developed and monitored in areas that are not meeting expectations.
2. Surveys will be utilized each semester to gain feedback from students, parents, and staff regarding the extent to which there is a climate of inclusiveness and support for success.
3. Responsive Classroom training will be expanded.
4. PBIS will continue to be deepened at each school as a means for building community and handling situations with fairness.

CELEBRATIONS, OBSERVANCES, AND TRADITIONS

Guidelines

1. Programs and performances should always have an educational purpose and inclusion of issues of religion should be done for that purpose, with an eye towards inclusiveness and equity.
2. A program or performance that likely reflects the will of a majority of the community but knowingly alienates other members of the community should be reviewed to ensure that it is educational in nature and to see if there are ways to have it be more inclusive.
3. Students should be invited to share about their own celebrations, observances, and traditions in an equitable and age-appropriate manner as a way to expand learning.

Proposed Action Steps

1. Established school-based Equity Leadership Teams will be consulted in the planning of all programs and performances
2. Assistant Superintendent for Student Learning and Success and Director of Engagement, Equity, and Opportunity will be consulted as appropriate

CALENDAR AND HOLIDAYS

Guidelines

1. The school calendar should avoid conflicts with religious observances whenever possible and feasible.
2. The calendar should clearly indicate religious observances as well as the birthdays of people and anniversaries of events that are integral to our shared history.
3. Holidays in the school calendar should avoid appearances of promoting a particular religion whenever possible.

Proposed Action Steps

The Equity Task force will be charged with reviewing the annual proposed calendar and consulting with diverse constituencies to provide feedback to the Superintendent before the calendar is approved each year.

CLOTHING AND SYMBOLS

Guidelines

1. Religious symbols may be used as a teaching aid if they are displayed only as an example of the observance and are temporary in nature, and are displayed with equity across various types of religions and cultures. These symbols include both those more purely religious (e.g. nativity scene, Star of David) and those that are associated with a religion or religious holiday (e.g. Christmas tree, Dreidel, Easter eggs).
2. Because dress is a form of individual expression, any prohibition or regulation of religious clothing or apparel must be done in the least restrictive manner possible to accomplish the division's or school's objectives of maintaining a safe and orderly school climate. School administrators should make appropriate exemptions to dress code and reasonably accommodate students who wear hairstyles, clothing, head wear, jewelry, cosmetics, or other apparel as a personal expression of sincerely held religious beliefs.
3. Religious attire that should be appropriately accommodated in school includes, but is not limited to:
 - o Hairstyles;
 - o Yarmulkes;
 - o Hijabs;
 - o Head scarves or turbans;
 - o Crucifixes, stars of David, CTR rings, and other jewelry;
 - o T-shirts or badges with religious messages or insignia;
 - o Items of ceremonial dress.

Proposed Action Steps

1. Create an ad-hoc committee (2 Equity Task Force members, 2 teachers, 2 administrators, 2 central office, 2 parents/community members) to draft a guidelines/checklist document related to religious expressions and symbols in schools

PARTNERSHIPS

Guidelines

1. Partnerships with organizations that are based on faith or other factors can be valuable and important for supporting families and students, so long as:
 - o The partnership is based on the educational needs of the students and not to promote the particular organization or its beliefs.
 - o Each potential partnering organization signs a statement, and acts in a manner consistent with that statement, that aligns with the values of LCS in all of its work with our students, staff, and families.

Proposed Action Steps

1. Create a sample document with guidelines to be shared with all approved outside groups.
2. Create a document for principals that outlines the action steps necessary for any community involvement:
 - o When offer is made, initially refer to the school's Equity Leadership Team (see below) for feedback
 - o If Equity Leadership Team approves, submit to Assistant Superintendent for Student Learning and Success and Director of Engagement, Equity, and Opportunity for approval
 - o Once written permission is granted, principal should provide the standard communication (based on the created template) to the outside group

OPT-OUTS

Guidelines

1. Because school activities are meant to be inclusive and educational, opt-outs should not be a means that schools employ for favoring one people's characteristics over another. The use of opt-outs should be limited to Family Life Education and field trips. Any other requests for an opt-out related to content should be reviewed by both the school administrator and the central office, ensuring they are not signalling a need for changes to our curriculum or procedure and that we are operating within the beliefs of these guidelines. As a public school, only in rare circumstances should a family be opting out of an educational activity.

ACCOUNTABILITY AND IMPLEMENTATION

Proposed Action Steps

Version 4.28.16

In order to ensure accountability and implementation of these guidelines, the following should occur:

1. Establishment of a tip line by email and phone that students, parents, and community members can use to provide feedback and notify the school division of concerns.
2. Implementation of surveys of students, families, and staff twice per year.
3. Fall and spring listening sessions held each semester by each school principal – these may be done in conjunction with other events.
4. Establishment of a “principal’s cabinet” or similar structure at each school to ensure the principal has a way to regularly hear from students.
5. Establishment of a procedure for hearing and addressing complaints.
6. Implementation of professional development and coaching to ensure awareness and effective implementation of these guidelines and action steps:
 - Small number of district representatives to Newseum Institute Religious Freedom Center (Assistant Superintendent for Student Learning and Success and Director of Engagement, Equity, and Opportunity, etc.)
 - In summer 2016, provide a 1-2 day professional development session for all central office and building administrators
 - Each school should select 4-5 representatives (including at least 1 administrator) to become “Equity Leadership Team” (*link to Equity Networks in development)
 - Provide ongoing professional development for these groups throughout 2016-2017 with an action planning component (including a 3-4 day retreat over a weekend, plus after school follow-up sessions every other month during the school year; participants would get recertification points, but not a stipend)
 - Create “entry-points” for these teams to provide ongoing input in building decisions and operations (regarding outside speakers, traditions, special programs, trips, etc.)
2. Update the membership of the Equity Task Force as needed to fill open slots and replace non-attendees
 - Conduct a planning retreat for Equity Task Force members and LCS administrators to clarify priorities, roles, and work

Agenda Report

Date: 06/07/16

Agenda Number: F-4

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success

Subject: Lynchburg City Schools Local Gifted Plan: Update

Summary/Description:

Local school boards are required by 8 VAC 20-40-60A to approve a comprehensive Local Plan for the Education of the Gifted that includes the components identified in the regulations.

During the last school board meeting, the school administration presented an overview of proposed changes to the Lynchburg City Schools Gifted Plan. Additional revisions have occurred since that meeting, and those changes will be presented to the school board.

The school administration requests that the school board approve proposed changes to the Lynchburg City Schools Local Gifted Plan.

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

Recommendation:

The superintendent recommends that the school board approve changes to the Lynchburg City Schools Local Gifted Plan.

Key Updates to Gifted Plan 2016

1. Terminology

- **“Gifted Students” to**
- **“Students with Attributes of Giftedness”**
This better describes the range of giftedness that individual students have, allowing for services that meet the needs of particular children. It expands the number of students considered for service, because students are identified for what attributes they have versus an “all or none” approach. This results in different levels of service for students with attributes of giftedness.

2. Increasing Services

- **Move to a needs based model**
Services match the needs of students with attributes of giftedness
- **Includes General Intellectual Aptitude, Specific Academic Aptitude-English & Math, and Visual and Performing Arts**
- **Dedicated staff member at each elementary school**
-Consult services available for teachers for helping students with attributes of giftedness
-Collaboration with teachers on planning strategies that bring challenges to the curriculum, increase rigor, and offer students a variety of ways to express what they know
- **Plan for differentiation with cluster grouping at all grade levels with an emphasis on middle school**

3. Holistic Selection Process

- **Move to a more holistic case study selection process**
-Information includes group ability and achievement tests, SOL tests scores, progress reports, Gifted Characteristics Checklist with Commentary, interview and observation of student, samples of student work, parent questionnaire
-Selection for services is needs based

4. Pre-Referral Supports for Underrepresented Populations

- **Add Scholars with Promise program to all elementary schools**
Initially focus on grades K-2, offering opportunities for activities that involve problem solving and critical and creative thinking skills
Identify students with gifted attributes and offer supports to stimulate strategies to excel
Continue to add supports for students identified in middle and high schools

5. Training for Teachers

- **Differentiation**
- **Menu of trainings on giftedness with a focus on middle school students**
Teachers who have advanced classes or cluster groupings will have additional training on gifted characteristics and learning styles to better meet the needs of the students with attributes of giftedness
- **Problem-based Learning, Project-based Learning, Inquiry Learning, Independent Study, Compacting**

Agenda Report

Date: 06/07/16

Agenda Number: F-5

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success

Subject: Lynchburg City School Board Student Discipline Policies and Regulations

Summary/Description:

Converting the Lynchburg City School Board policies and administrative regulations to the Virginia School Board Association policies is an ongoing process. The first part of Section 7 - Students that pertains to discipline was reviewed by school board members during work sessions that occurred on April 14, May 4, and May 9, 2016. As a result of school board review, revisions have been made to existing policies and regulations that conform to current state and federal laws and regulations. These policies also include those developed by the Virginia School Boards Association. A copy of the revised policies and regulations have been provided to school board members.

In addition, legal counsel has reviewed policies and regulations relative to student discipline and special education, and editorial changes have been made as a result of that review. The school administration will provide an overview of those changes and respond to questions during this presentation.

Disposition: Action
 Information
 Action at Meeting on: 06/21/16

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 June 21, 2016.

Agenda Report

Date: 06/07/16

Agenda Number: G-1

Attachments: No

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Health Insurance

Summary/Description:

The actual health insurance claims for FY2015-16 is running higher than budgeted, and actual costs projected for this year will exceed the budgeted amount. The school board has a Health Insurance Reserve at the City in the amount of \$1,740,608 in anticipation of claims exceeding the budget. The school administration requests that the school board transfer \$600,000 from the Health Insurance Reserve held at the City to cover the health insurance claims budget shortfall.

Disposition: Action
 Information
 Action at Meeting on: 06/21/16

Recommendation:

The superintendent recommends that the school board receive this agenda report as an Informational item and consider action at the meeting on June 21, 2016.

Agenda Report

Date: 06/07/16

Agenda Number: G-2

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent of Curriculum and Instruction

Subject: 2016-2017 Applications for Federal Programs

Summary/Description:

Lynchburg City Schools will be submitting individual applications for each of the federal programs for 2016-2017. These applications include Title I, Part A, Title I, Part D, Title II, Part A and Title III.

School administrators developed these applications with input from principals, teachers, parents, and community members. LCS anticipates a 20 percent increase for Title I, Part A. LCS anticipates leveled funding for Title I, Part D, Title II, Part A and Title III. However, all of these funding levels could be changed when final allocations are determined later in the fall.

Title I, Part A:

Anticipated allocation for 2016-2017:	\$3,964,255.09
Final allocation for 2015-2016:	<u>\$3,303,545.91</u>
	\$ 660,709.18

Title I, Part D:

Anticipated allocation for 2016-2017:	\$ 103,877.16
Final allocation for 2015-2016	<u>\$ 103,877.16</u>
	\$ 0

Title II, Part A:

Anticipated allocation for 2016-2017:	\$ 538,059.93
Final allocation for 2015-2016:	<u>\$ 538,059.93</u>
	\$ 0

Title III, Part A (ESL)

Anticipated allocation for 2016-2017:	\$ 21,618.67
Final allocation for 2015-2016:	<u>\$ 21,618.67</u>
	\$ 0

Total net gain in funding: -	\$ 660,709.18
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Agenda Report

Date: 06/07/16

Agenda Number: G-2

Attachments: No

In addition to all personnel and services provided through Title IA in the 2015-2016 grant, the 2016-2017 grant will also support the following:

- Partial support for Lead Instructional Coaches in elementary schools receiving Title I funds
- Teachers and Instructional Assistants for two Pre-K classes
- Social Worker
- Positive Behavior Intervention Support Specialist
- Responsive Classroom
- Partial funding to support services for neglected and delinquent students
- Salary and benefits increases for current staff funded through Title IA
- Additional staffing at the school level to address specific school needs (e.g., social worker, guidance counselor, STREAM/Math Specialist)
- Teacher Center

School board approval is necessary prior to submitting the applications for federal funds for the 2016-2017 academic year to the Virginia Department of Education.

Members of the school board will receive a copy of the completed applications at least one week prior to the June 21st Board meeting.

Disposition: Action
 Information
 Action at Meeting on: 06/21/16

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 June 21, 2016.

Agenda Report

Date: 06/07/16

Agenda Number: G-3

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Authorization for Signature

Summary/Description:

The Virginia Department of Education requires that the school division identify an individual, who, in the absence of the superintendent, has authorization to sign all Virginia Department of Education correspondence, reports, documents, requisitions, and other official correspondence. The superintendent recommends that the school board authorize Mrs. Wendie L. Sullivan, school board clerk, to fulfill the necessary signature obligations in the absence of the superintendent. Many of the matters associated with the delegation of this authority tend to be financial and operational in nature.

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

Recommendation:

The superintendent recommends that the school board authorize Mrs. Wendie L. Sullivan, school board clerk, to sign Virginia Department of Education correspondence in the absence of the superintendent.

The School Board of the Country, City, or Town of Lynchburg City at a meeting held on June 7, 2016, by duly recorded vote approved and authorized the person(s) listed below to sign all Virginia Department of Education reports, documents, requisitions, and other official correspondence in the absence of the Division Superintendent.

Ms. Wendie L Sullivan

Administrative Assistant

Clerk/Executive Assistant to the Superintendent

Signature:

Signature on File

Authorization Approved

through: **June 30, 2016**

Extended

through: June 30, 2017

This is to certify that the signature authorization action was approved and incorporated in the minutes of said School Board on the aforementioned date.

Signature of Division Superintendent

Scott S. Brabrand

Printed Name of Division Superintendent

Signature of School Board Chair

Mary Ann Hoss

Printed Name of School Board Chair

Seal of Clerk of the School Board

Signature of Clerk of the School Board

Wendie L. Sullivan

Printed Name of Clerk of the School Board

Date: June 7, 2016

Mail to: Virginia Department of Education
Educational Applications
22nd Floor
P.O.Box 2120
Richmond, VA 23218-2120

Agenda Report

Date: 06/07/16

Agenda Number: J-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Notice of Closed Meeting

Summary/Description:

Pursuant to the Code of Virginia §2.2-3711 (A) (1), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters:

Employee Performance

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

Recommendation:

The superintendent recommends that the school board approve a motion to enter into Closed Meeting in accordance with the Code of Virginia §2.2-3711 (A) (1) to discuss specific employee performance.

Agenda Report

Date: 06/07/16

Agenda Number: J-2

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Certification of Closed Meeting

Summary/Description:

The Lynchburg City School Board certifies that, in the closed meeting just concluded, nothing was discussed except the matters specifically identified in the motion to convene in a closed meeting and lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

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

Recommendation:

The superintendent recommends that the school board approve the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).