



Lynchburg City School Board

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

Treney L. Tweedy  
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

William A. Coleman, Jr.  
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**  
**November 5, 2013 5:30 p.m.**  
**School Administration Building**  
**Board Room**

**A. PUBLIC COMMENTS**

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

**B. CONSENT AGENDA**

- 1. School Board Meeting Minutes: October 15, 2013 (Regular Meeting)
- 2. Personnel Report  
Marie F. Gee. . . . . Page 2  
Discussion/Action
- 3. School Board Policy 6-1: Mission Statement  
Ben W. Copeland. . . . . Page 4  
Discussion/Action

**C. STUDENT REPRESENTATIVE COMMENTS**

**D. UNFINISHED BUSINESS**

- 1. School Board Policy 7-51: Wellness  
Ben W. Copeland. . . . . Page 6  
Discussion/Action

**E. NEW BUSINESS**

- 1. Value Engineering Results: Heritage High School  
Ben W. Copeland. . . . . Page 29  
Discussion
- 2. High School Weighted Courses  
William A. Coleman, Jr. . . . . Page 30  
Discussion
- 3. School Security Equipment Grant  
Ben W. Copeland. . . . . Page 35  
Discussion/Action

- 4. Blue Ridge Regional Jail Authority Special Education  
Program Budget: 2013-14  
William A. Coleman, Jr. . . . . Page 36  
Discussion
  
- 5. School Board Policy 6-2: Grade Level Organization  
Ben W. Copeland. . . . . Page 38  
Discussion

**F. SUPERINTENDENT’S COMMENTS**

**G. BOARD COMMENTS**

**H. CLOSED MEETING**

- 1. Notice of Closed Meeting  
Scott S. Brabrand. . . . .Page 40  
Discussion/Action
  
- 2. Certification of Closed Meeting  
Scott S. Brabrand. . . . .Page 41  
Discussion/Action

**I. INFORMATIONAL ITEMS**

Next School Board Meeting: Tuesday, November 19, 2013, 5:30 p.m., Board Room, School Administration Building

**J. ADJOURNMENT**

# Agenda Report

**Date:** 11/05/13

**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:** 11/05/13

**Agenda Number:** B-2

**Attachments:** Yes

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

**Subject:** Personnel Report

## **Summary/Description:**

The personnel recommendations for October 15 – November 5, 2013, 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 October 15 – November 5, 2013.

<b>NAME</b>	<b>COLLEGE</b>	<b>DEGREE/ EXPERIENCE</b>	<b>SCHOOL/ ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
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**NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2013-14:**

Bourque, Joanna	Randolph College	M.S./0 yrs. (Lv.0 3)	Bedford Hills Elementary Art Teacher	10-14-13
Hyppolite, Tania	University of South Florida	M.S./2 yrs. (Lv.2 1)	Hutcherson Social Worker	11-18-13

**RESIGNATIONS:**

Blankenship, Rosesca	Wayland Baptist University	B.S./20 yrs. (Lv.14 3)	E.C. Glass High School Dental Careers	10-18-13
Burnham, William	National Defense University	M.S./5 yrs. (Lv.5 4)	Linkhorne Middle School Social Studies Teacher	11-01-13

# Agenda Report

**Date:** 11/05/13

**Agenda Number:** B-3

**Attachments:** Yes

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

**Subject:** School Board Policy 6-1: Mission Statement

## **Summary/Description:**

While reviewing the Lynchburg City School Board Policy and Administrative Regulation manuals for conversion to the Virginia School Board Policy Services, it was noted that the school board policy regarding the school division's mission statement had not been changed. While the school board has approved the new mission statement with its adoption of the Lynchburg City Schools Comprehensive Plan, it is necessary for the school board to approve the policy as well. A copy of the revised policy appears as an attachment to this agenda report.

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

## **Recommendation:**

The superintendent recommends that the school board approve revisions to School Board Policy 6-1: Mission Statement.

INSTRUCTION

**Mission Statement P 6-1**

~~The Lynchburg City Schools, with its Tradition of Excellence, recognizes the uniqueness and worth of all students and will teach each student the concepts, knowledge, and skills necessary to be a thinking, productive, and responsible citizen.~~ **{Every Child, By Name and By Need, to Graduation.}**

Adopted by School Board: August 9, 1988

Revised by School Board: March 19, 1991

Revised by School Board: June 2, 1998

Revised by School Board:

# Agenda Report

**Date:** 11/05/13

**Agenda Number:** D-1

**Attachments:** Yes

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

**Subject:** School Board Policy 7-51: Wellness

## **Summary/Description:**

During the school board's annual retreat in July, the school administration presented revisions to School Board Policy 7-51: Wellness that were suggested by the School Health Advisory Board (SHAB). Some of those changes were made due to legislation that was enacted through the Healthy Hunger Free Kids Act. Other suggested changes were made by the SHAB that were not associated with federal regulations or guidelines.

Following the review of the policy, the school board directed the school administration to develop a policy that incorporated the necessary legislation. The policy that was presented on October 15, 2013, was a result of that work, and it was reviewed by legal counsel. During this presentation, the school administration requests that the school board approve this policy.

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

## **Recommendation:**

The superintendent recommends that the school board approve School Board Policy 7-51: Wellness.



## STUDENTS

**Wellness P 7-51**A. Policy Goal

Lynchburg City Schools is committed to providing school environments that promote, educate and protect each student's health, well-being, and ability to learn by supporting healthy eating, physical activity and emotional growth.

B. Definition

Student wellness is a balance of physical and emotional well-being that empowers students to make healthy life-long choices to achieve an optimal quality of life.

C. School Nutrition Program

The Lynchburg City Schools Nutrition Program oversees all foods and beverages prepared and served through the National School Lunch and School Breakfast Program.

## 1. Nutritional Quality of Foods and Beverages Prepared and Served by School Nutrition

School Meals: All meals prepared and served through the National School Lunch and Breakfast Programs will:

- meet or exceed nutrition requirements established by local, state, and federal statutes and regulations;
- be appealing and attractive to children; and
- be served in clean and pleasant settings.

Breakfast: To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn, the school nutrition program:

- will operate the School Breakfast Program in all Lynchburg City Schools;
- will to the extent possible, utilize methods to serve school breakfasts in a manner that encourages participation;
- will notify parents and students of the availability of the School Breakfast Program; and

## STUDENTS

**Wellness P 7-51**

- will encourage parents to provide a healthy breakfast for their children through monthly menus, newsletter articles, take-home materials, or other means.

The school nutrition program will encourage students to identify and select new, healthy foods offered through the school meals programs through periodic taste testing, signage in the cafeteria, monthly printed menus and positive student/employee interaction during meal service. In addition, the school nutrition program will provide nutritional content information to parents, nurses, and health assistants. Such information will also be made available upon request through the School Nutrition Office.

**2. Meal Times and Scheduling**

The school division:

- will provide students with an adequate and reasonable amount of time to purchase and eat their lunch; bus schedules will not prohibit students from accessing School Breakfast; and
- will provide access to water during mealtime.

**3. Qualifications of School Food Service Staff**

Qualified nutrition professionals will administer the school meal programs. As part of the school division's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs will include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.

**4. Sharing of Foods and Beverages**

Students will be discouraged from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

**5. A La Carte Food and Beverage Sales**

All foods and beverages sold individually during the school day by the school nutrition program outside the reimbursable school meals programs, including those sold through a la carte lines and vending machines during the school day,

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or through programs for students after the school day, will meet the USDA Nutrition Standards for All Foods Sold in Schools.

**D. Nutrition Education and Promotion**

Lynchburg City Schools classroom teaching for health education will follow the Health Education Standards of Learning for Virginia Public Schools.

Lynchburg City Schools strives to teach, encourage, and support healthy eating by students; schools should provide nutrition education and engage in nutrition promotion that:

- provides nutritional information about foods served in the School Nutrition Program to students, parents and staff;
- enhances the SOL health curriculum with cross-curriculum integration of nutrition education materials such as My Plate ([www.choosemyplate.gov](http://www.choosemyplate.gov));
- provides helpful hints related to diet and healthy activities to students, parents and staff;
- displays information in the school building and cafeteria that relates to nutrition;
- coordinates with community professionals to assist with nutrition education and promotion;
- provides ongoing staff development related to wellness education; and
- is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects.

Nutrition education can include enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens. Nutrition education shall promote fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices. Nutrition education shall emphasize caloric balance between food intake and energy expenditure (physical activity/exercise).

**E. Foods and Beverages Sold/Served and Marketed on School Campus Outside of the School Nutrition Program****1. Vending**

Vending in the Lynchburg City Schools will provide a variety of healthy food and drink choices. There should be no vending machines available to elementary school students and after school only vending available to middle school

## STUDENTS

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students. No vending machines outside the control of the School Nutrition Program will be operated during the operating hours of the school lunch and breakfast programs. The beverage vending contracts for high schools and middle schools should create vending machines which offer 100 percent juice and water, low calorie soda and zero calorie sports drinks. Food vending contracts for high schools and middle schools will include items that meet the standards of the School Nutrition Program.

**2. Snacks**

Snacks served by the Lynchburg City Schools during the school day, or in after-school care or enrichment programs, will meet school nutrition standards (this will also include any snacks provided as a part of classroom curriculum), and make a positive contribution to children's diets and health. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The school division will disseminate a list of healthful snack items to teachers, PTO's, after-school program personnel and parents that meet School Nutrition Program standards with a focus on fruits, vegetables, lean protein, whole grains and water.

**3. Rewards/Incentives**

Teachers should not use foods or beverages as rewards or incentives for academic performance or good behavior, and will not withhold food or beverages including food served through the School Nutrition Program meals as a consequence. It is also recommended that alternatives for incentives and rewards should be used.

**4. Celebrations**

Schools should limit celebrations that involve food during the school day to no more than one event per class per month. Each event should include food or beverage that meets nutrition standards for foods and beverages served by the School Nutrition Program. (To ensure the safety of our students, food brought into schools must be in original packaging, and it is highly recommended that fresh fruits and vegetables be used for events.) Parents have a responsibility to alert the school of food allergies, and teachers need to be made aware of potential food allergy issues. The division will disseminate a list of healthy food choices to parents and teachers.

**5. School PTO and Booster Club-sponsored Events, Sports Events and Carnivals**

## STUDENTS

**Wellness P 7-51**

Groups sponsoring events are encouraged to offer healthy food and beverage options. The schools should have resources available for PTOs, booster clubs, teachers, parents and students regarding healthy food and beverage options.

**6. School-sponsored/Student Solicited Fundraising Activities**

Schools will encourage fundraising activities that promote physical activity and healthy nutritional lifestyles, including promoting non-food related options as a first choice for fundraising. The school-sponsored sale of food items that do not meet the nutritional standards set forth in the Standards for School Nutrition Program is not permitted on school property or during regular school hours. There will be no restrictions implemented on items sold for fundraising purposes that happen off school property or outside of regular schools hours.

**F. Physical Activity Opportunities and Physical Education**

Lynchburg City Schools will meet or exceed the current Department of Education Standards of Quality for physical education for all elementary, middle and high school students.

**1. Daily Recess Activity Time**

All elementary school students will have at least 25 minutes a day of supervised activity time, 10 minutes may be structured play, preferably outdoors, during which schools should encourage moderate to vigorous physical activity, through the provision of space and equipment. Removal or restriction from activity time as a consequence of student behaviors should be used sparingly and as a last resort. Removal or restriction may also be used if the student poses a safety issue to other students.

**2. Integrating Physical Activity into Classroom Settings**

All schools should discourage extended periods of inactivity. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students of all grade levels periodic breaks during which they are encouraged to stand and be moderately active.

For students to receive the nationally-recommended amount of daily physical activity (i.e., at least 60 minutes per day) and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

## STUDENTS

**Wellness P 7-51**

- classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- opportunities for physical activity will be incorporated into other subject lessons, and classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

**3. Movement Education**

In addition to activity time, elementary students will have 40 minutes per week of movement education, 75 percent of which time should be moderate to vigorous activity. Qualified movement education professionals will follow a curriculum of health education per the Virginia Standards of Quality which will prepare students for SOL's. Classes will provide age-appropriate skill development for all students, including those with special needs. Removal or restriction from movement education class as a consequence of student behaviors should be used sparingly and as a last resort. Removal or restriction may also be used if the student poses a safety issue to other students.

**4. Communications with Parents**

The division/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The division/school will send home nutrition information, post nutrition tips on school websites, and provide nutrient analyses of school menus. Schools should encourage parents to utilize the school breakfast and lunch programs to provide their children with convenient, economical, and nutritious meals. When packing food from home, parents should also be encouraged to provide healthy lunches and snacks and to refrain from including beverages and foods that do not meet the nutrition standards of the School Nutrition Program.

The division/school will provide parents a list of foods that meet the division's snack standards and ideas for healthy celebrations/events, rewards, and incentives.

The division/school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school

## STUDENTS

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day, and support parents' efforts to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information about physical activity and physical education through a website, newsletter, or other take-home materials, special events, or physical education homework.

**G. Additional School-based Activities Designed to Promote Wellness**

1. The School Nutrition Program will be accessible to all students.
2. Schools will ensure an adequate time for students to enjoy eating healthy foods with friends in school.
3. Lunch will be scheduled as near to the middle of the school day as possible.
4. The school division will provide a clean, safe enjoyable meal environment for students.
5. The school division will provide drinking fountains in all schools, so that students can get water at meals and throughout the day.
6. The school division will take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).
7. The school division will not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities.
8. The school division will provide convenient access to hand washing or hand sanitizing facilities before and after meals.
9. The school division will provide students and parents information and outreach materials about community support programs on wellness, and nutrition as requested.
10. The school division will work with a variety of media to spread the word to the community about a healthy school nutrition environment and encourage community participation in activities promoting an environment of health and wellness in the schools and utilize media outlets to promote current activities.
11. Campus-based personnel should be responsible for knowing and helping to promote components of the Wellness Policy.

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12. The school division will provide opportunities for on-going professional training and development for foodservice staff and teachers in the areas of nutrition and physical education.
13. Each School Improvement Team will complete an annual “checklist” regarding how well the school has encouraged physical activity, positive nutritional choices, and the school’s overall compliance with the Wellness Policy.

**H. Use of School Facilities Outside of School Hours**

Subject to Lynchburg City School Board’s policies concerning Community Use of School Facilities, outdoor school spaces and facilities should be available to students, staff, and community members before, during, and after the school day, on weekends, and during school vacations.

**I. Safe Routes to School**

When appropriate the school division will work together with local public works, public safety, and/or police to explore options for students to walk or bike to school.

**J. Mental and Emotional Wellness**

Mental and emotional health problems in students can disrupt their ability to function at home, in school, or in the community. Less serious problems can disrupt relationships, cause problems with physical health, and affect school performance. More serious problems can lead to running away and death through suicide or bad life decisions.

Mental health determines how we think of ourselves and interpret what goes on in the environment around us. It affects the decisions we make in life, our relationships with others, and virtually every other aspect of our lives.

Emotional health is the ability to live life to its fullest, realize ones potential, and support others in doing so. It begins with a true understanding of how one feels about oneself, working to change circumstances or conditions that can be changed, coping or accepting those that can’t be changed.

1. The school division will create/maintain a preventive response team to support students in crisis without causing them to feel stigmatized.



## STUDENTS

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2. The staff in each building will complete annual training related to suicide prevention.
3. The school division will make available community resource information to parents and students about mental health services.

**K. Staff Wellness**

Lynchburg City Schools highly values the health and wellbeing of every staff member, and will plan and implement activities that support personal efforts by staff to maintain a healthy lifestyle.

**L. Measurement and Evaluation**

Lynchburg City Schools will maintain an active School Health Advisory Board. The School Health Advisory Board will collaborate with the School Nutrition Program and community agencies to establish wellness guidelines for the school division. Each School Improvement Team will complete an annual "checklist" regarding how well the school has encouraged physical activity, positive nutritional choices, and the school's overall compliance with the Wellness Policy. The division wellness policy data and individual school scorecards will be reviewed by the superintendent and shared with groups as requested.

Lynchburg City Schools will collect a weight and height Body Mass Index (BMI) on all students in Kindergarten, and grades 4 and 8. Parents may opt out by contacting their school administrator.

Legal Reference: 42 U.S.C. § 1785b

7 C.F.R. Pt. 210 and 220

Code of Virginia 1950, as amended § 22.1-253.13:1.D.14, § 22.1-78

Approved by School Board: June 20, 2006

Revised by School Board:

## STUDENTS

**Wellness P 7-51**A. ~~Introductory Statement~~ **{Policy Goal}**

Lynchburg City Schools is committed to providing school environments that promote **{, educate}** and protect each student's health, well-being, and ability to learn by supporting healthy eating, physical activity and emotional growth.

B. Definition

Student wellness is a balance of physical and emotional well-being that empowers students to make healthy life-long choices to achieve an optimal quality of life.

C. School Nutrition Program

~~All foods and beverages offered as part of the National School Lunch and School Breakfast Program will meet or exceed nutrient standards that are age appropriate for children based on the nutrition recommendations of the U.S. Dietary Guidelines for Americans. All food and beverages sold other than meal items will meet designated criteria established for healthy a la carte and snack items.~~ **{The Lynchburg City Schools Nutrition Program oversees all foods and beverages prepared and served through the National School Lunch and School Breakfast Program.}**

1. Nutritional Quality of Foods and Beverages Sold **{Prepared}** and Served by School Nutrition

School Meals **{School Meals: All meals prepared and}** served through the National School Lunch and Breakfast Programs will:

- meet or exceed nutrition requirements established by local, state, and federal statutes and regulations;
- be appealing and attractive to children; **{and}**
- be served in clean and pleasant settings.
- ~~offer a variety of fruits and vegetables;<sup>4</sup>~~

<sup>4</sup>~~No fried vegetables or entrees served at elementary level. No fried entrees served at middle or high school levels. Initial year, fried vegetables (potatoes) limited to one day per week at middle school level and two days per week at high school level. To the extent possible, schools will offer two fruit options each day and will offer five different fruits and five different vegetables over the course of a week.~~

<sup>2</sup>~~As recommended by the *Dietary Guidelines for Americans 2005*.~~

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- ~~serve only low-fat (1%) and fat-free milk;<sup>2</sup>~~
- ~~provide (and increase) whole grain.<sup>3</sup> offerings as available.~~

~~The school nutrition program should engage students and parents, through taste tests of new entrees and surveys, in selecting foods sold through the school meal programs in order to identify new, healthful, and appealing food choices. In addition, the school nutrition program should share information about the nutritional content of meals with parents and students. Such information will be made available on menus, the school website, or other point of purchase materials.~~

Breakfast: To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn, the school nutrition program:

- will operate the School Breakfast Program in all Lynchburg City Schools;
- will to the extent possible, utilize methods to serve school breakfasts **{in a manner}** that encourages participation;
- will notify parents and students of the availability of the School Breakfast Program; **{and}**
- will encourage parents to provide a healthy breakfast for their children through **{monthly menus,}** newsletter articles, take-home materials, or other means.

**{The school nutrition program will encourage students to identify and select new, healthy foods offered through the school meals programs through periodic taste testing, signage in the cafeteria, monthly printed menus and positive student/employee interaction during meal service. In addition, the school nutrition program will provide nutritional content information to parents, nurses, and health assistants. Such information will also be made available upon request through the School Nutrition Office. }**

## 2. Meal Times and Scheduling

The school division:

- will provide students with an adequate and reasonable amount of time to purchase and eat their lunch; bus schedules will not prohibit students from accessing School Breakfast; **{and}**

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<sup>3</sup>: A whole grain is one labeled as a “whole” grain product or with a whole grain listed as the primary grain ingredient in the ingredient statement. Examples include “whole” wheat flour cracked wheat, brown rice, and oatmeal.

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- ~~should not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;~~
- ~~will provide students access to hand washing or hand sanitizing before they eat meals or snacks;~~
- ~~should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).~~

**{• will provide access to water during mealtime.}**

## 3. Qualifications of School Food Service Staff

Qualified nutrition professionals will administer the school meal programs. As part of the school division's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs will include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.<sup>3</sup>

## 4. Sharing of Foods and Beverages

Students will be discouraged from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

~~5. Elementary Schools~~

~~The school nutrition program will approve and provide all a la carte food and beverage sales to students in elementary schools. Given young children's limited nutrition skills, food sold in elementary schools will meet the Governor's Nutrition Standards as stated:~~

~~Snacks: — Fewer than 300 calories per item~~

~~No more than 35 percent of calories from fat (except nuts and seeds)~~

~~No more than 10 percent of calories from saturated fat (including trans fat) per serving~~

~~No more than 35 percent by weight sugar per serving~~

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<sup>3</sup>. ~~School nutrition staff development programs are available through the USDA, School Nutrition Association, and National Food Service Management Institute.~~

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~~Beverages: 100 percent fruit juices, bottled water, and low-fat or non-fat milk~~

~~6. Middle and High Schools~~

~~In middle and high schools, all foods and beverages sold individually by the school nutrition program outside the reimbursable school meals programs, including those sold through a la carte lines and vending machines during the school day, or through programs for students after the school day, will meet the following nutrition standards:~~

~~A food item sold individually:~~

- ~~• will have no more than 35 percent of its calories from fat (excluding nuts, seeds, peanut butter, and other nut butters) and 10 percent of its calories from saturated and trans fat combined;~~
- ~~• will have no more than 35 percent of its weight from added sugars;<sup>4</sup>~~
- ~~• will contain no more than 300 calories per item.~~

~~The portion size of a la carte entrees and side dishes, including potatoes, will not be greater than the size of comparable portions offered as part of school meals. Fruits and non-fried vegetables are exempt from portion-size limits.~~

~~7. Beverages sold for the School Nutrition Program:~~

~~Allowed: water without added caloric sweeteners; 100 percent fruit and vegetable juices, fruit-based drinks that contain at least 50% fruit juice and that do not contain additional caloric sweeteners (if available); sport drinks, unflavored or flavored low-fat or fat-free fluid milk and nutritionally-equivalent nondairy beverages (to be defined by USDA)~~

~~Not allowed: soft drinks, and carbonated beverages of any kind; iced teas; fruit-based drinks that contain less than 50% real fruit juice or that contain additional caloric sweeteners; beverages containing caffeine, excluding low-fat or fat-free chocolate milk (which contain trivial amounts of caffeine).~~

**{5. A La Carte Food and Beverage Sales**

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<sup>4</sup>-If a food manufacturer fails to provide the *added* sugars content of a food item, use the percentage of weight from *total* sugars (in place of the percentage of weight from *added* sugars), and exempt fruits, vegetables, and dairy foods from this total sugars limit.

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**All foods and beverages sold individually during the school day by the school nutrition program outside the reimbursable school meals programs, including those sold through a la carte lines and vending machines during the school day, or through programs for students after the school day, will meet the USDA Nutrition Standards for All Foods Sold in Schools.}**

D. Nutrition Education and Promotion

Lynchburg City Schools classroom teaching for health education will follow the Health Education Standards of Learning for Virginia Public Schools<sup>5</sup>.

Lynchburg City Schools ~~aim~~ **{strives}** to teach, encourage, and support healthy eating by students; schools should provide nutrition education and engage in nutrition promotion that:

- ~~is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;~~
- { provides nutritional information about foods served in the School Nutrition Program to students, parents and staff;**
- **enhances the SOL health curriculum with cross-curriculum integration of nutrition education materials such as My Plate ([www.choosemyplate.gov](http://www.choosemyplate.gov));**
- **provides helpful hints related to diet and healthy activities to students, parents and staff;**
- **displays information in the school building and cafeteria that relates to nutrition;**
- **coordinates with community professionals to assist with nutrition education and promotion;**
- **provides ongoing staff development related to wellness education; and**
- ~~} Nutrition education is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects.~~

Nutrition education shall **{can}** include enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens. Nutrition education shall promote fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices. Nutrition education

<sup>5</sup> From the Virginia Standards of Learning  
(<http://www.pen.k12.va.us/VDOE/Superintendent/Sols/home.shtml>)

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shall emphasize caloric balance between food intake and energy expenditure (physical activity/exercise).

~~Classroom nutrition education shall link with school meal programs, other school foods, and nutrition-related community services;~~

~~Nutrition education shall teach media literacy with an emphasis on food marketing; include training for teachers and other staff.~~

**E. Foods and Beverages Sold/Served and Marketed on School Campus Outside of the School Nutrition Program****1. Vending**

Vending in the Lynchburg City Schools will provide a variety of **{healthy}** food and drink choices. There should be no vending machines available to elementary school students and after school only vending available to middle school students. No vending machines outside the control of the School Nutrition Program will be operated during the operating hours of the school lunch and breakfast programs. The beverage vending contracts for high schools and middle schools should create vending machines **{which offer}** with at least 50% of the selection in each machine being **{100 percent}** juice **{and}** water, sports drinks, milk and up to 50% of the selection being low calorie soda **{and zero calorie sports drinks}** and full-calorie soda. Food vending contracts for high schools and middle schools will include a selection of items that meet the standards of the School Nutrition Program.

**2. Snacks**

Snacks served **{by the Lynchburg City Schools}** during the school day, or in after-school care or enrichment programs, will **{meet school nutrition standards (this will also include any snacks provided as a part of classroom curriculum), and}** make a positive contribution to children's diets and health. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The school division will disseminate a list of healthful snack items to teachers, **{PTO's}** after-school program personnel and parents **{that meet School Nutrition Program standards with a focus on fruits, vegetables, lean protein, whole grains and water.}**

**3. Rewards{/Incentives}**

## STUDENTS

**Wellness P 7-51**

Teachers should not use foods or beverages, especially those that do not meet the nutrition standards of the school nutrition program as rewards **{or incentives}** for academic performance or good behavior<sup>3</sup>, and will not withhold food or beverages including food served through **{the School Nutrition Program}** school-meals as a **{consequence}** punishment. Other **{It is also recommended that}** alternatives for prizes **{incentives}** and rewards should be

<sup>3</sup>Unless this practice is allowed by a student's individual education plan (IEP).  
explored **{used.}**

## 4. Celebrations

Schools should limit celebrations that involve food during the school day to no more than one party **{event}** per class per month. Each party **{event}** should include food or beverage that meets nutrition standards for foods and beverages served by the School Nutrition Program. **{(To ensure the safety of our students, food brought into schools must be in original packaging, and it is highly recommended that fresh fruits and vegetables be used for events.) Parents have a responsibility to alert the school of food allergies, and teachers need to be made aware of potential food allergy issues.}** The division will disseminate a list of healthy party ideas **{food choices}** to parents and teachers.

5. School-sponsored **{PTO and Booster Club-sponsored}** Events, **{Sports Events and Carnivals}**

School-sponsored events such as, but not limited to, athletic events, dances, or performances after school programs, field trips, or school other events: Healthy food choices should be offered, such as low-fat snacks, fresh fruits and vegetables, nuts, trail mix, granola bars, low-fat milk, water, low-sugar 100% juices. **{Groups sponsoring events are encouraged to offer healthy food and beverage options.}** Students should be discouraged from bringing candy, sodas, and other non-nutritive snacks and beverages to events. Foods and beverages offered or sold at school-sponsored events outside the school day should meet the nutrition standards for foods and beverages sold in the School Nutrition Program. The schools should have resources available for **{PTOs, booster clubs, teachers,}** parents and students regarding healthy food **{and beverage}** choices **{options}**.

6. **{School-sponsored/Student Solicited}** Fundraising Activities



## STUDENTS

**Wellness P 7-51**

~~To support children's health and school nutrition education efforts, school fundraising activities should use foods that meet the standards for the School Nutrition Program. Schools will encourage fundraising activities that promote physical activity and healthy fund-raising options **{nutritional lifestyles}**, including **{promoting}** non-food related options **{as a first choice for fundraising}**. The sale of non-nutritive and unhealthy food choices, such as candy, doughnuts, sodas, cookies, etc. should be discontinued by the beginning of the 2007-08 school year. The school division will make available a list of ideas for acceptable fundraising activities. **{The school-sponsored sale of food items that do not meet the nutritional standards set forth in the Standards for School Nutrition Program, is not permitted on school property or during regular school hours. There will be no restrictions implemented on items sold for fundraising purposes that happen off school property or outside of regular schools hours.}**~~

~~7. Food Marketing in Schools~~

~~School-based marketing will be consistent with nutrition education and health promotion. As such, schools should limit food and beverage marketing to the promotion of foods and beverages that meet the nutrition standards for meals or for foods and beverages sold in the School Nutrition Program.<sup>6</sup> School-based marketing of brands promoting predominantly low-nutrition foods and beverages<sup>7</sup> is prohibited. The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged.~~

F. Physical Activity Opportunities and Physical Education

Lynchburg City Schools will meet or exceed the current Department of Education Standards of Quality for physical education for all elementary, middle and high school students.

1. Daily Recess **{Activity Time}**

All elementary school students will have at least 20 **{25}** minutes a day of supervised recess **{activity time,}** 10 minutes may be structured play, preferably outdoors, during which schools should encourage moderate to vigorous physical

<sup>6</sup> Advertising of low-nutrition foods and beverages is permitted in supplementary classroom and library materials, such as newspapers, magazines, the Internet, and similar media, when such materials are used in a class lesson or activity, or as a research tool.

<sup>7</sup> Schools should not permit general brand marketing for food brands under which more than half of the foods or beverages do not meet the nutrition standards for foods sold individually or the meals are not consistent with school meal nutrition standards.

## STUDENTS

**Wellness P 7-51**

activity, through the provision of space and equipment. **{Removal or restriction from activity time as a consequence of student behaviors should be used sparingly and as a last resort. Removal or restriction may also be used if the student poses a safety issue to other students.}**

**2. ~~Activity Levels~~ {Integrating Physical Activity into Classroom Settings}**

All schools should discourage extended periods (i.e., ~~periods of two or more hours~~) of inactivity. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students **{of all grade levels}** periodic breaks during which they are encouraged to stand and be moderately active.

**3. ~~Integrating Physical Activity into the Classroom Setting~~**

For students to receive the nationally-recommended amount of daily physical activity (i.e., at least 60 minutes per day) and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- opportunities for physical activity will be incorporated into other subject lessons, and classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

**{3. Movement Education**

**In addition to activity time, elementary students will have 40 minutes per week of movement education, 75 percent of which time should be moderate to vigorous activity. Qualified movement education professionals will follow a curriculum of health education per the Virginia Standards of Quality which will prepare students for SOL's. Classes will provide age-appropriate skill development for all students, including those with special needs. Removal or restriction from movement education class as a consequence of student behaviors should be used sparingly and as a last resort. Removal or restriction may also be used if the student poses a safety issue to other students.}**

## STUDENTS

**Wellness P 7-51**

## 4. Communications with Parents

The division/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The division/school will ~~offer healthy eating seminars for parents,~~ send home nutrition information, post nutrition tips on school websites, and provide nutrient analyses of school menus. Schools should encourage parents to utilize the school breakfast and lunch programs to provide their children with convenient, economical, and nutritious meals. When packing food from home, parents should also be encouraged to provide healthy lunches and snacks and to refrain from including beverages and foods that do not meet the nutrition standards of the School Nutrition Program.

The division/school will provide parents a list of foods that meet the division's snack standards and ideas for healthy celebrations/parties **{events}**, rewards, **{and incentives}** and fundraising activities. ~~In addition, the division school will provide opportunities for parents to share their healthy food practices with others in the school community.~~

The division/school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school day, and support parents' efforts to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information about physical activity and physical education through a website, newsletter, or other take-home materials, special events, or physical education homework.

G. Additional School-based Activities Designed to Promote Wellness

1. The School Nutrition Program will be accessible to all students.
2. Schools will insure an adequate time for students to enjoy eating healthy foods with friends in school.
3. Lunch will be scheduled as near to the middle of the school day as possible.
4. The school division will provide a clean, safe enjoyable meal environment for students.
5. The school division will provide drinking fountains in all schools, so that students can get water at meals and throughout the day.

## STUDENTS

**Wellness P 7-51**

- {6. The school division will take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).**
- 7. The school division will not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities.}**
8. The school division will provide convenient access to hand washing or hand sanitizing facilities before and after meals.
9. The school division will provide students and parents information and outreach materials about community support programs as appropriate. **{on wellness, and nutrition as requested.}**
10. The school division will work with a variety of media to spread the word to the community about a healthy school nutrition environment **{and encourage community participation in activities promoting an environment of health and wellness in the schools and utilize media outlets to promote current activities.}**
11. School **{Campus-based}** personnel will serve as nutrition educators and role models for healthy lifestyles **{should be responsible for knowing and helping to promote components of the Wellness Policy.}**
12. The school division will provide opportunities for on-going professional training and development for foodservice staff and teachers in the areas of nutrition and physical education.
- {13. Each School Improvement Team will complete an annual “checklist” regarding how well the school has encouraged physical activity, positive nutritional choices, and the school’s overall compliance with the Wellness Policy.}**

**H. Use of School Facilities Outside of School Hours**

Following **{Subject to}** Lynchburg City School Board’s policies of utilization of school property and facilities **{concerning Community Use of School Facilities}**, outdoor school spaces and facilities should be available to students, staff, and community members before, during, and after the school day, on weekends, and during school vacations. ~~These spaces and facilities also should be available to~~

## STUDENTS

**Wellness P 7-51**

~~community agencies and organizations offering physical activity and nutrition programs. School policies concerning safety will apply at all times.~~

I. Safe Routes to School

When appropriate the school division will work together with local public works, public safety, and/or police to explore options for students to walk or bike to school.

J. Mental and Emotional Wellness

Mental and emotional health problems in students can disrupt their ability to function at home, in school, or in the community. Less serious problems can disrupt relationships, cause problems with physical health, and affect school performance. More serious problems can lead to running away and death through suicide or bad life decisions.

Mental health determines how we think of ourselves and interpret what goes on in the environment around us. It affects the decisions we make in life, our relationships with others, and virtually every other aspect of our lives.

Emotional health is the ability to live life to its fullest, realize ones potential, and support others in doing so. It begins with a true understanding of how one feels about oneself, working to change circumstances or conditions that can be changed, coping or accepting those that can't be changed.

1. The school division will create/maintain a preventive response team to support students in crisis without causing them to feel stigmatized.
2. The staff in each building will complete **{annual}** training related to suicide prevention.
3. The school division will **{make available}** provide community resource information to parents and students about mental health issues **{services}**.  
~~Schools are encouraged to create one centralized bulletin board/display per semester that thematically highlights and promotes emotional wellbeing.~~

**{K. Staff Wellness**

**Lynchburg City Schools highly values the health and wellbeing of every staff member, and will plan and implement activities that support personal efforts by staff to maintain a healthy lifestyle.}**

## STUDENTS

**Wellness P 7-51****K..{L.} Measurement and Evaluation**

Lynchburg City Schools will maintain an active School Health Advisory Board ~~as per Code of Va. § 22.1-275.1~~. The School Health Advisory Board will collaborate with the School Nutrition Program and community agencies to establish wellness guidelines for the school division. **{Each School Improvement Team will complete an annual “checklist” regarding how well the school has encouraged physical activity, positive nutritional choices, and the school’s overall compliance with the Wellness Policy.}** The division wellness policy **{data}** and annual wellness reports **{individual school scorecards}** from each school will be reviewed by the School Health Advisory Board **{superintendent and shared with groups as requested}**.

Lynchburg City Schools will collect a weight and height Body Mass Index (BMI) on all students in Kindergarten, and grades 4 and 8. **{Parents may opt out by contacting their school administrator.}**

~~Lynchburg City Schools will encourage students to complete and pass the President’s Physical Fitness Test.~~

Legal Reference: **{42 U.S.C. § 1785b**

**7 C.F.R. Pt. 210 and 220**

**Code of Virginia 1950, as amended § 22.1-253.13:1.D.14, § 22.1-78}**

~~The Child Nutrition and WIC Reauthorization Act of 2004~~

Approved by School Board: June 20, 2006

Revised by School Board:

# Agenda Report

**Date:** 11/05/13

**Agenda Number:** E-1

**Attachments:** No

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

**Subject:** Value Engineering Results: Heritage High School

## **Summary/Description:**

During this presentation, Downey & Scott, LLC, will explain the process and highlight items being considered from the Heritage High School Value Engineering Study.

**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:** 11/05/13

**Agenda Number:** E-2

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** High School Weighted Courses

## **Summary/Description:**

Lynchburg City Schools currently uses a course weighting system based on rigor and work load. This weighting system is an attempt to award students completing the most challenging courses a weight of either 4.5 or 5.0 for an "A." In subject areas in which an Advanced Placement (AP) course is offered, that course carries a weight of 5.0 for an "A." All other courses except some Central Virginia Governor's School courses are currently weighted at 4.5 for an "A."

With the creation of options like Early College, STEM, and other dual enrollment opportunities created in partnership with Central Virginia Community College (CVCC), students may complete college credit courses. State-supported colleges and universities must accept dual enrollment courses. While there is no intentional, regional design for weighted classes, in surrounding school divisions these dual enrollment courses are usually weighted at 5.0 for students completing "A" work.

Students who complete college credit courses are completing challenging, rigorous work. Additionally, these students are competing with other students in the region for scholarships. One of the criteria for some of these scholarships is grade point average.

Similarly, different school divisions apply different weight to courses at the Central Virginia Governor's School. A course weight system comparable to the other school divisions (5.0 for all Central Virginia Governor's School courses) creates a level, competitive basis for scholarships and honors for students from Lynchburg City Schools when compared to their classmates.



# Agenda Report

**Date:** 11/05/13

**Agenda Number:** E-2

**Attachments:** Yes

If approved, these changes in course weight will be included in the *2014-15 High School Program of Studies*. Because of the significant impact on students' course selections, this portion of the *2014-15 High School Program of Studies* is brought forward as a separate agenda item.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 11/19/13

## **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 November 19, 2013.

### 2014-15 Proposed 5.0 Weighted Courses

#### DUAL ENROLLMENT COURSES

Under the proposed changes, the weight of all CVCC dual enrollment courses would change from 4.5 to 5.0 for an "A." This change affects the following courses:

Computer Systems Technology 1/PC Repair 1	CVCC ETR 149
Advanced Computer Systems Technology 2/PC Repair 1	CVCC ITE 221
Advanced Robotic Work/Cell Technology	CVCC IND 195
Advanced Composition	CVCC ENG 111-112
Advanced Pre-Calculus/Applied Calculus	CVCC MTH 163-271
Advanced College Biology	CVCC BIO 101-102
Advanced Building Trades 2/Carpentry 1	CVCC BLD 149-249
Advanced Culinary Arts	CVCC HRI 106-158
Advanced Early Childhood Education 2	CVCC CHD 120-165
Advanced Precision Machining 2/Machine Tools 1	CVCC MAC 161-162

#### EARLY COLLEGE

With one exception (College Success Skills), all cohort classes are currently weighted at 4.5 for an "A." Under the proposed changes, the weight of all dual enrollment courses would change from 4.5 to 5.0 for an "A."

#### JUNIOR YEAR

College Composition	ENG 111-112
United States History I – II	HIS 121-122
Pre-Calculus Applied Calculus I	MTH 163-271
General Biology I – II	BIO 101-102
Principles of Public Speaking	CST 100
Concepts of Personal and Community Health	HLT 110
College Success Skills 1	SDV 100

#### SENIOR YEAR

Survey of American Literature I – II	ENG 241-242
US Government I – II	PLS 211-212
Introduction to Computer Applications and Concepts	ITE 115
Pre-Calculus II/Statistics	MTH 164-240
Developmental Psychology	PSY 230
Beginning Spanish I – II	SPA 101-102

**STEM COURSES**

The following STEM courses would be weighted at 5.0 for an “A.” Additional Bio-Medical courses will be included in 2015-16.

**Junior Year**

Introduction to Engineering Design  
 Principles of Engineering  
 Applied Technical Mathematics and Elementary Statistics  
 Applied Chemistry 1 & 2

**Senior Year**

**Mechatronics Speciality**

Computer Integrated Manufacturing  
 Digital Electronics  
**Engineering Math 1 and 2**  
 Biotechnical Engineering  
 Applied Physics 1 and 2  
 Human Anatomy and Physiology

**CENTRAL VIRGINIA GOVERNOR’S SCHOOL**

The current weight of Central Virginia Governor’s School courses is listed below. Under the proposed change, all Central Virginia Governor’s School courses would change to 5.0 for an “A.”

Research	4.5
Math Analysis	4.5
Physics	5.0
College Biology/Dual Enrollment	5.0
Senior Technology Seminar	4.5
Connections in Math	4.5
College Computer Science	5.0
Calculus	5.0
Linear Algebra/Vector Calculus/Dual Enrollment	5.0
Human Anatomy & Physiology	5.0

**ADVANCED PLACEMENT (AP) COURSES**

All AP courses are currently weighted at 5.0 quality points for an “A.”

Advanced Placement World History  
Advanced Placement American History  
Advanced Placement Language/Composition  
Advanced Placement Literature  
Advanced Placement European History  
Advanced Placement Micro and Macro Economics  
Advanced Placement Calculus AB  
Advanced Placement Calculus BC  
Advanced Placement Statistics  
Advanced Placement Latin (Vergil)  
Advanced Placement Spanish Language 5  
Advanced Placement French Language 5  
Advanced Placement German Language 5  
Advanced Placement American Government/Comparative Government  
Advanced Placement Chemistry  
Advanced Placement Physics  
Advanced Placement Biology  
Advanced Placement Art History  
Advanced Placement Portfolio Art  
Advanced Placement Music Theory  
Advanced Placement Psychology  
Advanced Placement Computer Science  
Advanced Placement Environmental Science

# Agenda Report

**Date:** 11/05/13

**Agenda Number:** E-3

**Attachments:** No

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

**Subject:** School Security Equipment Grant

## Summary/Description:

The Lynchburg City Schools was awarded \$100,000 from the 2013-14 School Security Equipment Grant Program which was authorized by the 2013 Virginia General Assembly and recommended by the Governor's Taskforce on School and Campus Safety. As a result of receiving that grant, the school administration issued a Request for Bids for the installation of a surveillance camera system for each elementary school.

The City of Lynchburg Office of Procurement and Purchasing has received bids on the camera project. \_\_\_\_\_ was the low bidder at \_\_\_\_\_. Other bids were received as listed below. The school administration requests authorization to enter into a contract with \_\_\_\_\_ based on their low bid of \_\_\_\_\_.

## BID TABULATION TABLE

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

## Recommendation:

The superintendent recommends that the school board authorize the school administration to enter into a contract with \_\_\_\_\_ in the amount of \_\_\_\_\_ for the installation of surveillance camera systems at each elementary school.

# Agenda Report

**Date:** 11/05/19

**Agenda Number:** E-4

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Blue Ridge Regional Jail Authority Special Education Program Budget: 2013-14

## **Summary/Description:**

The Virginia Department of Education has approved the 2013-14 funding for the special educational instructional program provided in the Blue Ridge Regional Jail Authority in the amount of \$194,727.91. The state funding provides one regional jail education coordinator and one special education teacher who deliver educational services to students in the Blue Ridge Regional Jail – Lynchburg Site. The budget, which appears as an attachment to this agenda report, outlines planned expenditures for 2013-14. Lynchburg City Schools serves as the fiscal agent for this state-operated program.

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

## **Recommendation:**

The superintendent recommends that the school board approve the Blue Ridge Regional Jail Authority Program budget in the amount of \$194,727.91 for the 2013-14 school year.

2013-14 Budget	
Personnel Salary Compensation	\$136,047.91
Fringe Benefits and Fixed Charges	\$ 44,200.00
Salary Supplement	\$ 480.00
Substitutes	\$ 3,000.00
Technical Professional Services	\$ 3,000.00
Instructional Aide	\$ 800.00
Travel Expenses (Mileage, Parking, Registration & Staff Dev.	\$ 1,500.00
Travel Expenses ( Lodging, Meals)	\$ 1,000.00
Instructional Materials/Equipment	\$ 1,720.00
Communications (Cell Phone Services)	\$ 530.00
Professional Services -Private Contracted Services	\$ 500.00
(Occupational Therapy, Physical Therapy, Socio-cultural(s), Psychological(s)	\$ 1000.00
Staff Development (Coordinator)	\$ 500.00
Staff Development (Instructor)	
Other Charges (Copier Lease)	\$ 450.00
Total	\$194,727.91

# Agenda Report

**Date:** 11/05/13

**Agenda Number:** E-5

**Attachments:** Yes

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

**Subject:** School Board Policy 6-2: Grade Level Organization

## **Summary/Description:**

While reviewing the Lynchburg City School Board Policy and Administrative Regulation manuals for conversion to the Virginia School Board Policy Services, it was noted that the school board policy regarding the school division's grade level organization had not been changed to reflect the reorganization of the alternative education program. While the school board has approved the reorganization of the alternative education program, it is necessary for the school board to approve the policy as well. A copy of the revised policy appears as an attachment to this agenda report.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 11/19/13

## **Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the meeting on November 19, 2013.



INSTRUCTION

**Grade Level Organization P 6-2**

The division's schools shall be organized as follows:

Elementary	Grades Pre K through 5
Middle Schools	Grades 6 through 8
High Schools	Grades 9 through 12
<del>Amelia Pride Center</del>	<del>Grades 9 through 12</del>
Fort Hill Community School	Grades 6 through 8{12}
Homebound Program	Grades K through 12

Adopted by School Board: September 21, 1976

Revised by School Board: September 15, 1998

Revised by School Board: August 2, 2011

**Agenda Report**

**Date:** 11/05/13

**Agenda Number:** H-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 employee performance.

# Agenda Report

**Date:** 11/05/13

**Agenda Number:** H-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).