

**Lynchburg City School Board
Regular Meeting
February 16, 2010**

**BOARD
MEMBERS
PRESENT:**

Mary Ann H. Barker, Chairman
Thomas H. Webb, Vice Chairman
Keith R. Anderson
Albert L. Billingsly
Regina T. Dolan-Sewell
Darin L. Gerdes
Ingrid M. Hamlett
Trenay L. Tweedy
Charles B. White
Robert W. Jones, Student Representative, Heritage High School
Joshua K. Graham, Student Representative, E. C. Glass High School

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Paul McKendrick, Superintendent
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration
Beverly A. Padgett, Chief Financial Officer
William A. Coleman, Jr., Director of Secondary Education
Leigh F. Farmer, Public Information Officer
Merle P. Herndon, Director of Professional Development and School Business Partnerships
Michael K. Rudder, Director of Elementary Education
Wyllys D. VanDerwerker, Director of Special Education
Billie Kay Wingfield, Director of Personnel
Wendie L. Sullivan, Recording Secretary/Clerk

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. School Board Appreciation Month in February
- C-1. Finance Report
- D. Consent Agenda
- E. Student Representative Comments
- F-1. Lynchburg City Schools' Comprehensive Plan
- G-1. School Board Policy 5-38.1: Sick Leave Bank
- G-2. School Board Policy 5-18: Reduction in Force
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Mrs. Barker opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

Upon MOTION by Rev. Anderson, SECONDED by Dr. Gerdes, the school board removed item G-1. Waiver of Pre-Labor Day Opening Requirement for William Marvin Bass Elementary School and item G-3. School Board Policy 5-10.3: Criminal Charge Filed Against Employee: Notification of Superintendent and School Board.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

A-1. Public Comments

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.

There were no individuals who wished to speak before the school board.

B-1. School Board Appreciation Month in February

Governor Bob McDonnell has proclaimed the month of February 2010 as School Board Appreciation Month. The Virginia School Boards Association established this observance in 1989 to encourage public recognition of the roles and responsibilities of school board members and to highlight the importance of public education throughout the Commonwealth.

This year's theme, "Celebrating Leadership" stresses the important role that today's school boards play in the future of public education. More than 850 school board members in Virginia are entrusted with establishing goals and policies for 134 local school divisions.

The Lynchburg City Schools is joining with other divisions throughout the state to recognize the important contributions school board members make to their communities.

Members of the Lynchburg City School Board receive no financial compensation for their tireless efforts, and this school board is one of very few boards statewide that has student representatives. The nine members of the school board are appointed by Lynchburg City Council.

Even though this special event shows an appreciation of school board members, members of the community recognize that their contributions reflect a year-round commitment. They are dedicated individuals who are committed to the continuing success of the city's schools and students.

School board members were presented with gifts of appreciation from all schools, students from Heritage High School performed a rap song for the school board, and a teacher and student from Dearington Elementary School for Innovation provided comments of appreciation and a poetry reading.

C-1. Finance Report

The school administration, in accordance with the 2009-10 school operating budget, authorized, approved, and processed the necessary payments through January 31, 2010. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report, which appeared as an attachment to the agenda report, summarized the payments made through January 31, 2010, for the operating fund (unaudited).

Total Operating Fund Budget	\$86,875,380.77
Expenditures through 01/31/10	(\$40,073,073.07)
Outstanding Encumbrances	(\$2,037,378.88)
Available Balance	\$44,764,928.82
Outstanding Payroll Encumbrances	(\$35,775,804.13)
Available Balance after Payroll	\$8,989,124.69
Percent of Budget Used as of 01/31/10 without payroll encumbrances	58.82%
Percent of Budget Used as of 01/31/09 without payroll encumbrances	48.58%
As of 01/31/10 – 7 months	58.33%

The operating fund revenue report detailed the revenue received through January 31, 2010. The expenditure summary report summarized the payments made through January 31, 2010, for all funds. Both reports appeared as attachments to the agenda report.

Following the presentation of the finance report, Mrs. Padgett provided the school board with an update of the projected budget shortfall for the school division. That included state funding reductions, which are based on Governor Kaine's proposed December 18, 2009, budget in the amount of \$4,928,543; local funding reductions proposed by the city manager on January 12, 2010, in the amount of \$3,240,000; Governor McDonnell's recommendation on the 2010-12 composite index and his estimated reduction to K-12 education totaling \$4,697,077; \$2,185,428 reduction in state stabilization funds; an increase in VRS retirement rate totaling \$875,000; and costs to fund the Early Retirement Incentive program in the amount of \$875,000 for a grand total of \$17,801,048 in reductions for 2010-11.

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Dr. McKendrick then presented the principles for developing the budget which are long-term savings, contribution to student achievement, and the cause and effect of reduction/elimination of programs and/or allocations. Feedback from the forums conducted by the school board indicate that the community would like to keep the following programs intact: band and music programs; special education program; the Play it Smart program; the career-technical programs; arts programs; USMCJROTC; and electives. The community also asked that the school administration review the reduction in force policy; review transportation practices; review employee benefits; consider funding in order to provide materials for teachers; that cuts should be made across the board; and that the early retirement program be offered again this year.

There are only two initiatives that the school administration proposes for this year. That is staffing for Algebra I, parts 1 and 2 and online programs for all students with emphasis on alternative education.

The school administration has considered the following in order to balance the budget.

- increase class sizes in elementary schools
- review staffing as related to Standards of Quality requirements
- closing elementary schools
- open attendance at William Marvin Bass Elementary School to all parents without transportation
- review transportation routes/practices
- reduce central office staffing
- eliminate one assistant principal at each secondary school
- reduce elementary assistant principals to part-time
- reduce a counselor at each high school
- eliminate stimulus funded positions
- eliminate/reduce middle school and/or ninth grade athletics
- reduce salaries
- eliminate/reduce foreign language offerings
- combine career-technical programs at one site
- review enrollment/staffing for career-technical programs
- increase class sizes in physical education
- review staffing in all content areas
- combine and eliminate English offerings
- combine dual enrollment math programs
- increase class sizes in a number of math courses
- review enrollments in drama/strings programs
- review staffing in drama/strings programs
- eliminate the PETAL program
- review school calendar
- review/eliminate electives that enroll fewer than 13 students
- eliminate coaching positions from assistant Junior Varsity baseball/ninth grade/indoor track/Junior Varsity tennis
- review employee contributions to insurance/Virginia Retirement System
- eliminate summer school program for students seeking graduation credits

Dr. McKendrick stressed that these considerations have not been fully discussed and are not final.

Mrs. Barker presented a resolution that had been forwarded to the school administration from the superintendent in of Virginia Beach Public Schools who is leading an effort for consolidated support to freeze the composite index, and she asked that the school board consider adopting the resolution. The resolution is as follows:

**RESOLUTION IN SUPPORT OF THE PROPOSED FREEZE TO THE LOCAL COMPOSITE INDEX FOR
FISCAL YEAR 2011**

WHEREAS, the school board of the City of Lynchburg, in partnership with the entire community, is committed to providing a high-quality and cost-effective education for all students; and

WHEREAS, the school board of the City of Lynchburg receives approximately 55 percent of its funding from the Commonwealth of Virginia, which is based on the Local Composite Index (LCI), the formula used to determine state and local shares of K-12 education costs; and

WHEREAS, Governor Tim Kaine's Proposed State Biennial Budget as introduced on December 18, 2009, proposes to "freeze" the Local Composite Index for Fiscal Year 2011, resulting in a cost savings of approximately \$29 million for the Commonwealth of Virginia; and

WHEREAS, newly elected Governor Robert McDonnell has recently recommended unfreezing the Local Composite Index, thereby negatively impacting Lynchburg City Schools by almost \$1.7 million less State Education Aid; and

WHEREAS, a total of 97 school districts across the state would lose State Education Aid if the current proposed freeze is undone.

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NOW THEREFORE, BE IT RESOLVED, that the school board of the City of Lynchburg seeks the support of local community, civic, business, and political leaders to support the proposed freeze to the Local Composite Index for Fiscal Year 2011, and be it

FURTHER RESOLVED, that the school board of the City of Lynchburg urges the all school divisions to support the proposed freeze to the Local Composite Index for Fiscal Year 2011, and be it

FINALLY RESOLVED, that copies of this resolution be sent to members of the Lynchburg City Council, mayor of the City of Lynchburg, local public governing officials, the governor, and Virginia's Superintendent of Public Instruction, Dr. Patricia Wright.

Adopted by the School Board of the City of Lynchburg this 16th day of February, 2010.

Mary Ann H. Barker, Chairman

Paul McKendrick, Ed.D., Superintendent

Wendie L. Sullivan, Clerk of the School Board

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mrs. Tweedy, the school board adopted the resolution in support of the proposed freeze to the local composite index for fiscal year 2011.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: Mr. Billingsly, Dr. Gerdes

Abstentions: None

The resolution will be sent to the individuals identified in the resolution along with a letter of support.

The school board also discussed changes to its budget calendar. Those changes include a budget work sessions on March 2, 2010, March 9, 2010, and Mrs. Sullivan will poll the school board to schedule an additional work session prior to March 2. The school board will approve its budget on March 16, 2010, and forward it to the Lynchburg City Council for consideration.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 16, 2010, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

D. Consent Agenda

Upon MOTION by Ms. Hamlett, SECONDED by Rev. Anderson, the school board approved the school board meeting minutes for December 15, 2009 (Regular Meeting); January 5, 2010 (Regular Meeting); January 19, 2010 (Regular Meeting); and January 21, 2010 (Student Discipline Committee Meeting); and the personnel report for the period January 19 – February 16, 2010.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 16, 2010, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEM.)

E. Student Representative Comments

Mr. Robert W. Jones, student representative for Heritage High School, and Mr. Joshua K. Graham, student representative for E. C. Glass High School, provided information about events and activities occurring at their schools.

F-1. Lynchburg City Schools' Comprehensive Plan

The *Standards of Quality* require local school boards to adopt a division-wide comprehensive plan to improve classroom instruction and student achievement. The Lynchburg City Schools' proposed comprehensive plan is built around the six school board *Vision for Education* foci: Academic Eminence; Sound, Honorable Character;

Exemplary Personnel; Parental Involvement and Community Investment; Respect for Diversity; and Model Facilities. Each vision focus area includes goals followed by strategies for meeting the goals. Each strategy is followed by columns providing the titles of those responsible, the timeline for completion, and the method of evaluation or evidence of completion.

As required by the *Standards of Quality*, the proposed comprehensive plan also includes a description of regional services, a forecast of anticipated enrollment changes, a technology plan, and evidence of community involvement in the development of the plan.

During the meeting on December 15, 2009, the school administration summarized key elements of the plan and answered questions regarding the goals, strategies, and other information included in the most recent draft provided to school board members. The plan was posted on the school division's website for public comment, and a public hearing was scheduled for community members to provide comments to the school board on January 19, 2010.

The following language was proposed for inclusion under "Model Facilities:"

Use, renovation, and construction of facilities will be evaluated in the context of the curriculum needs of the near and distant future, as well as projected enrollment trends. Decisions regarding use, renovation, and construction of facilities will be primarily driven by academic and technical educational specifications so that we can best prepare our youth to be strong competitors in their search for further education and/or employment.

This will be added to the comprehensive plan and considered as a consent agenda item at the next school board meeting.

G-1. School Board Policy 5-38.1: Sick Leave Bank

Due to changes made to the Health Insurance Portability and Accountability Act (HIPAA), the school administration made revisions to School Board Policy 5-38.1: Sick Leave Bank. The school administration reviewed those changes with the school board during this presentation.

The school board will consider this item as a consent agenda item at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 16, 2010, EXHIBIT "C," FOR A COPY OF SCHOOL BOARD POLICY 5-38.1: SICK LEAVE BANK.)

G-2. School Board Policy 5-18: Reduction in Force

As a result of discussions by the school board regarding the school division's policy for reduction in force, the school administration has made revisions to the policy. During this presentation, the school administration reviewed the policy with the school board. A question regarding the possibility a teacher with a plan of assistance who was reduced in force ending up at the beginning of a call back list was asked. The school administration will discuss changes to the policy that will prevent this from occurring and present those changes at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 16, 2010, EXHIBIT "D," FOR A COPY OF SCHOOL BOARD POLICY 5-18: REDUCTION IN FORCE.)

H. Superintendent's Comments

Dr. McKendrick thanked those in the Department of Transportation and the Department of Facilities and Maintenance who cleared sidewalks, parking lots, and helped with making schools operational during the recent inclement weather.

Dr. Smith provided information to the school board regarding the request for a waiver to open school prior to Labor Day. Since schools were closed for seven days during the recent inclement weather events, the school division is eligible to apply for this waiver.

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board approved the school administration's request to apply for a waiver for a pre Labor Day start for the 2010-11 school year.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

I. Board Comments

Mrs. Barker thanked community members who attended the recent public forums and provided their input regarding the school operating budget for 2010-11.

Mrs. Barker announced that the Lynchburg City Schools' Education Foundation, Inc. will host its annual Breakfast with the Superintendent on March 11, 2010, at 7:30 a.m. in the Memorial Ballroom at Lynchburg College.

The school board will meet with representatives from the VSBA for a school board development workshop on February 26, 2010.

Mrs. Tweedy provided members of the school board with the National School Boards Association legislative positions packet that she received during her attendance at the Federal Relations Network Conference.

Mr. White congratulated Bobby Johnson on his acceptance to Washington and Lee University.

Mr. Webb thanked the students and staff for the gifts provided for School Board Appreciation.

J. Informational Items

Next School Board Meeting: Tuesday, March 2, 2010, 5:30 p.m., Board Room, School Administration Building

K. Adjournment

The meeting adjourned at 7:58 p.m.

Mary Ann H. Barker, Chairman

Wendie L. Sullivan, Clerk
(SCHOOL BOARD DOCUMENT FILES ARE LOCATED IN THE DEPARTMENT FOR FINANCE AT THE SCHOOL ADMINISTRATION BUILDING.)