

**Lynchburg City School Board  
Regular Meeting  
March 1, 2016**

**BOARD  
MEMBERS  
PRESENT:**

Mary Ann Hoss, Chairman  
J. Marie Waller, Vice Chairman  
Sharon Y. Carter  
James E. Coleman  
Regina T. Dolan-Sewell  
Michael J. Nilles  
Derek L. Polley  
Katie K. Snyder  
Stephen M. Farmer, Student Representative, E. C. Glass High School

**BOARD  
MEMBERS  
ABSENT:**

Jennifer R. Poore  
Diamond L. Rosser, Student Representative, Heritage High School

**ADMINISTRATION  
PRESENT:**

Scott S. Brabrand, Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success  
Ben W. Copeland, Assistant Superintendent for Operations and Administration  
Anthony E. Beckles, Sr., Chief Financial Officer  
LaTonya D. Brown, Director for Student Support, Behavior, and Alternative Education  
April M. Bruce, Director for Data, Assessment, and Accountability  
David A. Childress, Director for Information Technology  
Jason J. Ferguson, Director for Transportation  
Steven L. Gatzke, Director for Facilities and Maintenance  
Marie F. Gee, Director for Personnel  
Ethel E. Reeves, Director for Engagement, Equity, and Opportunity  
Michael K. Rudder, Director of School Improvement and Grants  
Wyllys D. VanDerwerker, Director for Exceptional Learners  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda  
Items:**

- A-1. Public Comments
- B-1. Student Recognition
- C-1. Lynchburg College: Grow Your Own Initiative
- D. Consent Agenda
- E. Student Representative Comments
- F-1. Lucille Chaffin Kent Historical Marker
- G-1. E. C. Glass High School: International Travel
- G-2. Request for Budget Reallocation
- G-3. Capital Improvement Plan: Fort Hill Community School
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:31 p.m. in the Board Room at the School Administration Building. Ms. Hoss opened the meeting and asked those in attendance to rise and recite the *Pledge of Allegiance*.

**A-1. Public Comments**

In accordance with Policy BDDH Public Participation at School Board Meetings, 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.

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Pat Price, Carl Hutcherson, Cheryl Cabell, Ronald Shavers, Brandon Riley, McKinley Marshall, Mary Payne, Consuella Mosley, and Paul Kee spoke about an incident that occurred during a Black History Assembly at Paul Laurence Dunbar Middle School for Innovation.

Tom Prest asked that the school board reconsider its decision regarding the changes made to the GPA calculation.

**B-1. Student Recognition**

Mckayla Warwick is a senior at E. C. Glass High School. She has been selected as one of 106 students nationwide to receive the prestigious 2016 Horatio Alger National Scholarship in the amount of \$22,000. She is one of two students selected in the state of Virginia.

The Horatio Alger National Scholarship Program is an annual scholarship that recognizes outstanding students who, in the face of great adversity, have exhibited an admirable commitment to continuing their education and serving their communities.

Notably, the 2016 Horatio Alger National Scholarship recipients

- maintain an average GPA of 3.7;
- earned an average ACT score of 26, which is five points above the national average; and
- come from households with an average income of \$14,329.

**C-1. Lynchburg College: Grow Your Own Initiative**

The Lynchburg College/Central Virginia Community College/Local School Divisions' "Grow Your Own Initiative" is designed to produce future STEM program teachers and teachers from under-represented populations. This is an opportunity for local school divisions to identify, support, and hire their former students as teachers in their respective school divisions. During this presentation, Dr. Roger Jones and Dr. John Walker from Lynchburg College, provided additional information about this initiative. The school administration will share information with high school administrators so that students can be identified for participation in this program.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 1, 2016, EXHIBIT "A," FOR COPY OF THE SUPPORTING DOCUMENT.)

**D. Consent Agenda**

Upon MOTION by Dr. Coleman, SECONDED by Mrs. Snyder, the school board approved the school board meeting minutes for February 16, 2016 (Regular Meeting) and the request for religious exemption.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Mrs. Snyder

No Votes: None

Abstentions: None

**E. Student Representative Comments**

Mr. Stephen M. Farmer, student representative for E. C. Glass High School, shared comments about the events and activities occurring at his school.

**F-1. Lucille Chaffin Kent Historical Marker**

The school administration has been approached by Mrs. Jane B. White regarding a proposed historical marker to be installed in the city right-of-way on the property of E. C. Glass High School near the intersection of Lakeside Drive and Memorial Avenue. The historical marker honors Lucille Chaffin Kent, the first Virginia woman and one of the first women in the nation to earn an instructor's rating in aeronautics. Mrs. Kent taught aeronautical classes at the old E. C. Glass High School and taught ground school classes. Her instrument instruction and Link Trainer flight simulation classes enabled pilots to fly in poor visibility, which was a giant step forward in aviation.

A draft of the text appears as an attachment to this agenda report. Ms. White only asks for the school board's approval of the text to appear on the marker. There are no financial obligations.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Dr. Nilles, the school board approved the text for the Lucille Chaffin Kent Historical Marker.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Mrs. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 1, 2016, EXHIBIT “B,” FOR A COPY OF THE SUPPORTING DOCUMENT.)

**G-1. E. C. Glass High School: International Travel**

Through the German American Partnership Program (GAPP), each year over 10,000 American and German students participate in an exchange program between high schools in the United States and secondary schools in Germany. Through this program, students from Lynchburg City Schools and Vicco von Bulow Gymnasium, a secondary school located outside of Berlin, have established an active partnership. Most recently, in fall 2015, 13 German students visited Lynchburg, living with their host families, attending school, participating in school activities, and touring historically significant sites in the area.

Ms. Magdalena Markovinovic, German teacher at E. C. Glass High School, provided information and details about an opportunity for 10 students to travel to Germany this summer and immerse themselves in an in-depth language and intercultural learning experience. Information was shared about the following:

- Purpose
- Student Participants
- Itinerary
  - Dates
  - Travel Arrangements
  - Typical Daily Schedules
- Chaperones
- Safety and Behavior Plans
  - State Department Travel Advisories
  - GAPP Code of Conduct
  - Medications and Other Health-Related Information

Students will leave on June 13 and return on June 29. They will attend school with German students through June 17. Chaperones are involved with the day-to-day activities of the students and interact with the host families. Student code of conduct and other items regarding student safety will be shared with students and parents through several meetings over the next few months. This item will be placed on the consent agenda for consideration at the next school board meeting.

**G-2. Request for Reallocation of Budget**

The school administration has recognized a need to reallocate funds to various salary and operating accounts throughout the school division. Funds to:

- |   |          |
|---|----------|
| • replace roof at Dearington Elementary School for Innovation       | \$68,000 |
| • increase IT salary budget   | \$63,300 |
| • increase legal fees budget in Administration                      | \$40,000 |
| • increase purchase service budget in SPED                          | \$39,000 |
| • fund Project Graduation due to a reduction in grant funding       | \$30,600 |
| • pay teachers to update PAR guides during the summer break         | \$18,000 |
| • increase travel/professional development budget in Administration | \$10,000 |
| • purchase AED's and other health supplies                          | \$10,000 |
| • increase purchase service budget in Student Learning & Success    | \$10,000 |
| • increase purchase services and travel budget in CTE               | \$ 9,500 |
| • assist with cost of the Partners in Education breakfast           | \$ 6,000 |
| • purchase Board Maker software for SPED                            | \$ 6,000 |
| • cover maintenance fees for the PIE software                       | \$ 4,500 |
| • establish a purchase service budget for ESL                       | \$ 4,400 |
| • purchase storage lockers for the band instruments at DMS          | \$ 4,200 |
| • purchase Pre-K registration materials                             | \$ 3,000 |

**Total reallocation requests** \$326,500  
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Given school board approval, the funds to purchase or make adjustments to existing budgets will come from available funds within the existing operating budget.

**Various Salaries and Non-Personnel accounts** \$326,500  
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**Additional Information on some of the above items:**

**Facilities & Maintenance (\$68,000)** – The heavy rains last October revealed several holes in the roof at Dearington Elementary School. Due to the extent of the roof damage, it was decided that it would have been more cost effective to replace the entire roof. This request would replace the funds used from Facilities & Maintenance operating budget.

**Salary Reallocations (\$63,000)** – Due to the hiring of replacement staff, some of the salaries were higher than the amount budgeted.

**Legal Fees (\$40,000)** – Legal fees costs for the year is estimated be around \$70,000 which exceed the current budget of \$30,000. This year we are using legal services more to ensure cases are evaluated correctly.

**Purchase Services in SPED (\$39,000)** – Special education had budgeted to hire two speech interpreters; however they were unable to locate interpreters. The only recourse available was to contract Speech Interpreters through a private company to meet the needs of our students.

**Project Graduation (\$30,600)** – The Project program is a grant funded program to provide remedial instruction and assessment opportunities for students at risk of not meeting the Commonwealth’s diploma requirements. The grant request was only funded at \$12,151. The funds requested will allow for the program to be completed this year.

**Salaries (\$18,000)** – We need to make ongoing updates to our PAR guides, the curriculum, and pacing resource that is used by our teachers for instruction from pre-K through 12 grade. These updates include realigning standards and timing to match the new social studies standards from VDOE. These funds will be used to pay teachers to update the PAR guides during the summer break.

The school administration requests these budget adjustments be approved for the 2015-16 school year in order to fund these one-time adjustments or purchases.

This item will be placed on the consent agenda for consideration at the next school board meeting.

**G-3. Capital Improvement Plan: Fort Hill Community School**

Lynchburg City Schools received a total of two bids for the window replacement project at Fort Hill Community School. Appomattox Glass was the low bidder at \$117,920. Other bids were received as listed below.

The school administration recommends Appomattox Glass based on their low bid of \$117,920.

<b>Contractor</b>	<b>Base Bid</b>
1. Appomattox Glass	\$117,920
2. Coleman Adams	\$149,005

This item will be placed on the consent agenda for consideration at the next school board meeting.

**H. Superintendent’s Comments**

Friday is the last day for professional development for the school year. There will be early release that day, and teachers will participate in activities associated with PBIS and small group instruction.

Spring benchmark assessments will begin next week. These assessments give students the opportunity to take a mini version of the SOL tests and also helps teachers to learn how students are performing and what they need review.

The Lynchburg City Schools Education Foundation, Inc., will host its annual Breakfast with the Superintendent on March 10, 2016, at Lynchburg College. The keynote speaker for the event is Mr. Copeland.

The next cohort of the Aspiring Administrators program will begin on Thursday.

**I. Board Comments**

Mrs. Snyder visited four schools during the spring intersession. She also attended the Suzuki Festival last Thursday evening.

Dr. Coleman visited several schools during spring intersession, and he commended teachers for their work with students.

Dr. Coleman attended the Finance Committee meeting on Thursday as well as the Equity Task Force meeting that day. He commended the school administration for putting a director in place to oversee equity and accountability for the school division, however, he believes that more resources need to be in place to help make things better for all of our students.

Ms. Waller announced that she visited all of the intersession programs. She also announced that the Southern Regional Forum will occur at Jefferson Forest High School this year, and she encouraged all school board members to attend.

Ms. Hoss also visited many of the intersession programs and hopes that the school administration is able to finds ways to involve more students.

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Ms. Hoss announced that the school administration is finishing its review and revision of the student discipline policies. Because of the detail involved with these revisions, the school administration has suggested that the school board review these policies during work sessions. Mrs. Sullivan will poll school board members to see which dates in April will be convenient for board members to meet.

**J. Information Items**

Next School Board Meeting: Tuesday, March 15, 2016, 5:30 p.m., Board Room, School Administration Building

**K. Adjournment**

The meeting adjourned at 7:25 p.m.

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Mary Ann Hoss, Chairman

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Wendie L. Sullivan, Clerk

(SCHOOL BOARD DOCUMENT FILES ARE LOCATED IN THE DEPARTMENT FOR FINANCE AT THE SCHOOL ADMINISTRATION BUILDING.)