

**Lynchburg City School Board
Special Meeting
March 24, 2011**

**BOARD
MEMBERS
PRESENT:**

Mary Ann H. Barker, Chairman
Thomas H. Webb, Vice Chairman
Albert L. Billingsly
Regina T. Dolan-Sewell
Troy L. McHenry
Trenay L. Tweedy
J. Marie Waller
Charles B. White

**BOARD
MEMBERS
ABSENT:**

Keith R. Anderson

**ADMINISTRATION
PRESENT:**

Paul McKendrick, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration
Leigh F. Farmer, Public Information Officer
Steven L. Gatzke, Director of Facilities and Transportation
Michael K. Rudder, Director of Elementary Education
Gregory P. Sullivan, Director of Information Technology
Billie Kay Wingfield, Director of Personnel
Kimberly D. Lukanich, Assistant Director of Finance
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Jesse Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Notice of Closed Meeting
- A-2. Certification of Closed Meeting
- B-1. Public Comments
- C. Consent Agenda
- D. Student Representative Comments
- E-1. School Operating Budget: 2011-12
- F-1. William Marvin Bass Elementary School Calendar: 2011-12
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 4:08 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*.

A-1. Notice of Closed Meeting

Upon MOTION by Mr. White, SECONDED by Mr. McHenry, the school board convened a closed meeting at 4:09 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) (2) to discuss specific personnel matters and student matters.

Yes Votes: Mrs. Barker, Mr. Webb, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

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A-2. Certification of Closed Meeting

Upon MOTION by Mr. White, SECONDED by Mr. Billingsly, the school board reconvened in open session at 5:10 p.m.

Yes Votes: Mrs. Barker, Mr. Webb, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board approved by roll call vote the following Certification of Closed Meeting:

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.

Yes Votes: Mrs. Barker, Mr. Webb, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

B-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 wish to speak before the school board.

C. Consent Agenda

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Webb, the school board approved the personnel report for the period March 15 – 24, 2011.

Yes Votes: Mrs. Barker, Mr. Webb, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

Mr. White recognized the retirement of Mrs. Diane Stroud who is retiring as a teacher from E. C. Glass High School with 35 years of service.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 24, 2011, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

D. Student Representative Comments

None

E-1. School Operating Budget: 2011-12

The school board conducted a special meeting on March 21, 2011, to discuss the school administration's proposed budget and to consider which of those recommendations would be included in the FY 2011-12 school operating budget.

Additions to the operating expenditures include:

VRS Rate Increase – 8.93% to 11.33%	\$1,000,000
APT Testing Requirement	\$85,000
Additional Positions (3 FTE)	\$234,000
Funding Cliff Correction	\$961,989
Governor's School – 2 Additional Slots	\$8,400
High School Summer School	\$65,000

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Diesel Fuel/Energy Cost	\$210,000
Consultant Fees	\$45,000
Summer School Transportation Cost	\$40,000
Health insurance projected increase offset with proposed plan change (Projected overall premium increase with no plan change is \$1,533,305. Proposed plan change savings is \$998,000)	\$535,305

Additional increases to the operating budget could include salary increases of 1.5 percent for all employees, 2-.5 FTE Career-Technical positions, 1 FTE instructional technology specialist (upgrade from a .6 FTE), 1 finance accountant position, 4 high school custodian positions, 1 social worker position, the purchase of 2 special education busses, and an increase in print production expenses in the amount of \$100,000.

The school administration compared the school division's starting and ending salaries with surrounding school divisions, which showed that Lynchburg City Schools has the lowest starting salary. The school administration also reviewed personnel expenditure reductions in the amount of \$1.9 million and non-personnel expenditures reductions in the amount of \$831,586.

The school administration continues to discuss consolidation of health benefits with the city. No decisions regarding health care for employees will be made until after the recommendations are received from the consultants on May 10, 2011. At this point, amounts are only projections for health care benefits.

Board members discussed the fact that the city manager had expected a request for level funding and that it was late in the process to request additional funds. Further the school board had not indicated to the city manager that additional funds would be requested; however, the majority of the school board believed it important to request funding that would provide a raise for employees.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mr. Billingsly, the school board approved the budget as presented to the school board.

Yes Votes: Mr. Webb, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: Mrs. Barker

Abstentions: None

F-1. William Marvin Bass Elementary School Calendar: 2011-12

Using the division-wide academic calendar for the 2011-12 school year and the current academic calendar for William Marvin Bass, the school administration designed a calendar for William Marvin Bass for 2011-12. This draft has been shared with the principal of the school who has shared the calendar with the faculty and staff.

The proposed calendar includes the following:

- 180 instructional days
- The same number of contracted working days for staff as the division-wide calendar
- A full week of holiday time at Thanksgiving with all other holidays mirroring the division-wide calendar
- The same convocation day and professional development days as designated in the division-wide calendar
- With the exception of February 20, the same disbursement of intersession days as in previous calendars for the school
- As is the case with other schools' elementary teachers, similar work time at the end of each six weeks to prepare report cards

Upon MOTION by Mr. Billingsly, SECONDED by Mr. White, the school board approved the William Marvin Bass Elementary School Calendar for 2011-12.

Yes Votes: Mrs. Barker, Mr. Webb, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 24, 2011, EXHIBIT "B," FOR A COPY OF THE SCHOOL CALENDAR.)

G. Superintendent's Comments

None

H. Board Comments

Mr. White announced that Paul Munro Elementary School had been named by the Virginia Department of Education as a Distinguished Title I School, one of only 103 selected in the state.

Dr. Dolan-Sewell thanked the superintendent, staff, and particularly the department of finance for their efforts in developing the school operating budget for 2011-12. She indicated that it would be beneficial to begin the budget process earlier next year and begin with discussions of what the school division needs to operate successfully.

I. Informational Items

Next School Board Meeting: Tuesday, April 12, 2011, 5:30 p.m., Board Room, School Administration Building

J. Adjournment

The meeting adjourned at 6:16 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.)