

**Lynchburg City School Board  
Regular Meeting  
April 4, 2017**

**BOARD  
MEMBERS  
PRESENT:**

Michael J. Nilles, Chairman  
Regina T. Dolan-Sewell, Vice Chairman  
Sharon Y. Carter  
James E. Coleman  
Charleta F. Mason  
Susan D. Morrison  
Derek L. Polley  
Kimberly A. Sinha  
Katie K. Snyder  
Indya M. Page, Student Representative, Heritage High School  
Paris A. Tate, Student Representative Pro Tem, E. C. Glass High School

**BOARD  
MEMBERS  
ABSENT:**

None

**ADMINISTRATION  
PRESENT:**

Scott S. Brabrand, Superintendent  
Ben W. Copeland, Assistant Superintendent of Operations and Administration  
John C. McClain, Assistant Superintendent of Student Learning and Success  
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  
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 for School Improvement  
Maria T. Jaeger, Supervisor for Math and Science  
Dixie B. Sears, Supervisor for Language Arts, History, Library, and Foreign Language  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Josh Moody, *The News & Advance*

**Agenda  
Items:**

- A-1. Notice of Closed Meeting
- A-2. Certification of Closed Meeting
- B-1. Public Comments
- C-1. Dr. Charles W. Pryor, Jr., and Family Excellence in Science Scholarship
- D-1. Finance Report
- E. Consent Agenda
- F. Student Representative Comments
- G. School Board Committee Reports
- H-1. Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers
- H-2. RFP 2017-030: LCS HR and Finance Software
- H-3. Policy JEC-R School Admission
- H-4. Policy KBEZ Internet Privacy
- I-1. Special Education Annual Plan/ Part B, Section 611, Flow-through Application and Section 619 Preschool Grant Applications (2017-18)
- I-2. Textbook Adoption
- J. Superintendent's Comments
- K. Board Comments
- L. Informational Items
- M. 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. Dr. Nilles opened the meeting and asked those in attendance to rise and recite *The Pledge of Allegiance*.

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Upon MOTION by Dr. Coleman, SECONDED by Ms. Mason, the school board added A-1. Closed Meeting to discuss an employee appointment and to add addenda to item D-2. Personnel Report.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

**A-1. Notice of Closed Meeting**

Upon MOTION by Ms. Carter, SECONDED by Mrs. Snyder, the school board convened a closed meeting at 5:31 p.m. pursuant to the Code of Virginia (A) (1) to discuss an employee appointment.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

**A-2. Certification of Closed Meeting**

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mrs. Snyder, the school board reconvened in open session at 5:50 p.m.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

Upon MOTION by Mrs. Morrison, SECONDED by Mr. Polley, 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: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

**B-1. Public Comments**

In accordance with Policy BDDH 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.

Mr. Robert Flood spoke on behalf the Virginia Organizing about the ability of ex-felons to volunteer in schools.

Ms. Mary Payne provided comments about changes being considered by the school board to Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers.

Ms. Melissa Chesney provided comments about market adjustments for school bus driver compensation.

Ms. Delores Waller provided comments about changes being considered by the school board to Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers.

Ms. Linda Yuille provided comments about market adjustments for school bus assistant compensation.

Ms. Connie Finney provided comments about market adjustments for instructional assistant compensation.

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Mr. Eugene Tweedy spoke on behalf of the Equity Task Force about changes being considered by the school board to Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers.

**C-1. Dr. Charles W. Pryor, Jr., and Family Excellence in Science Scholarship**

In fall 2013, Dr. Charles W. Pryor, Jr. and his family so generously announced a \$25,000.00 scholarship to be awarded each school year for the next four years to an outstanding Lynchburg City Schools senior interested in entering a science-related field of study.

Dr. Pryor is a graduate of both E. C. Glass High School and Virginia Tech. He spent 25 years with the Babcock and Wilcox Company serving as President of the Nuclear and Power Division. Dr. Pryor has served as a member of the Lynchburg City School Board and as past chairman of the Lynchburg City Schools' Partners in Education program. His commitment to education continues through this award.

The award is being awarded to Joseph Henderson, who is an E. C. Glass High School student who will be majoring in computer science. This award is given to as the top senior science student as determined by a selection process. The application process included a written application, a letter of interest, three letters of recommendation, an official transcript, and the top finalists completed an interview with a selection committee.

**D-1. Finance Report**

The school administration, in accordance with the FY2016-17 school operating budget, authorized, approved, and processed the necessary payments through February 28, 2017. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through February 28, 2017 for the operating fund.

Total Operating Fund Budget	\$ 93,056,175.00
Prior Year Encumbrances	\$ 121,556.00
Insurance Proceeds	\$ <u>5,941.99</u>
Adjusted Budget	\$ 93,183,672.99

Through February 28, 2017

Actual Revenue Received	\$ 55,789,713.83
Actual Expenditures	\$ 56,707,250.92
Actual Encumbered	\$ 32,773,169.34

Percent of Budget Received	59.87%
Percent of Budget Used, excluding encumbrances	60.86%

As of 02/28/17 – 8 months	66.67%
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The revenue and expenditure reports detailed the transactions recorded through February 28, 2017. All reports appeared as attachments to the agenda report.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 4, 2017, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

**E. Consent Agenda**

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board approved the school board meeting minutes of March 21, 2017 (Regular Meeting), and March 28, 2017 (Student Discipline Committee Meeting); the personnel report and addendum for the period March 7 – 21, 2017; Capital Improvement Plan: William Marvin Bass Elementary School; and updates to Policy BBFA Conflict of Interests and Disclosure of Economic Interests; Policy IJ Guidance and Counseling Program; Policy JFCC Student Conduct on School Buses; Policy JO Student Records; and Policy JOA Student Transcripts.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

With the approval of the consent agenda, the school board appointed Russell E. Stone as the new director for transportation.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 4, 2017 EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**F. Student Representative Comments**

Ms. Indya M. Page, student representative for Heritage High School, and Ms. Paris A. Tate, student representative pro tem for E. C. Glass High School, shared comments about the events and activities occurring at their schools.

**G. School Board Committee Reports**

Dr. Coleman shared remarks from the speech given by Dr. Martin Luther King, Jr., on April 4, 1967, just one year before his assassination.

**H-1. Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers**

At the request of the school board, the school administration reviewed Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers. School divisions across the state have been contacted concerning existing policies, processes, and practices that are in place relative to background checks for volunteers and how the results of the background check affect the individuals' ability to volunteer. The Equity Task Force has also discussed this policy and provided feedback to the school administration.

On March 7, 2017, the school administration presented information gathered to the school board. Following discussion during the school board meeting, the school administration was directed to conduct a community survey regarding the policy and to then bring that information to the school board for further discussion.

Dr. Brabrand presented the results of the survey to school board members and noted that parents with a felony charge were not prohibited from participating in school activities with their children. This policy does not permit ex-felons to volunteer in schools and supervise children other than their own. Changes to the policy will allow ex-felons who have a 15-year separation between their felony charge and the application to volunteer to be considered as a volunteer.

Questions were raised about the 15-year separation period between the felony charge and the ability to volunteer. There was also discussion about the possibility of conducting a forum for community members, a regulation that would provide criterion for allowing ex-felons to volunteer, and data about recidivism. The school board requested information about practices that occurred prior to August 2015, a breakdown of the people who have been turned away due to having a felony charge, and to see what policies are in place in other school divisions that allow ex-felons to volunteer.

Dr. Coleman asked that it be placed on record that he would like to conduct a town hall meeting which would be followed by a work session.

The board leadership will work with the school administration to determine next steps.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 4, 2017, EXHIBIT "C," FOR A COPY OF POLICY IICB-R/IICC-R GUIDELINES FOR COMMUNITY RESOURCE PERSONS/SCHOOL VOLUNTEERS.)

**H-2. RFP 2017-030: LCS HR and Finance Software**

RFP 2017-030 was issued on October 17, 2016, for a replacement HR and Finance software system. Five responses were received and reviewed.

	Vendor	Implementation Cost	Yearly Cost	Total Year 1
1	Weidenhammer – Alio	\$180,575	\$69,939	\$250,514
2	K12 Enterprise	\$358,500	\$81,140	\$466,640
3	Keystone	\$195,254	\$43,870	\$239,124
4	*SunGard – subscription model	\$86,390	\$108,879	* \$195,2690
5	*SunGard – license model	\$86,390	\$56,626	* \$143,016
6	Tyler	\$175,325	\$48,583	\$223,908

\* Did not include travel and living expenses

The following rubric was used to select the top two vendors for an onsite demonstration:

1. The degree of functional match to LCS requirements - 25 percent
2. Experience working with K12 in Virginia - 20 percent
3. Offeror's capability and skills to perform the services required - 20 percent
4. Services to be provided by the offeror - 15 percent
5. Price - 10 percent
6. Ability to meet LCS timeline – 10 percent

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K12 Enterprise and Weidenhammer Systems, Alio received the highest totals and were selected for an onsite demonstration of their product. After a full day for each product demonstration, Weidenhammer Systems, Alio was selected by 17 to 2 vote.

The school administration recommends entering into a contract with Weidenhammer Systems Corporation in the amount of \$320,543. This will cover the implementation and first two years of support.

Upon MOTION by Ms. Carter, SECONDED by Dr. Coleman, the school board authorized the school administration to enter into a contract with Weidenhammer Systems Corporation in the amount of \$320,543

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

**H-3. Policy JEC-R School Admission**

The school administration has reviewed policies and regulations relative to non-resident student admission, employee student tuition waivers, and attendance areas and recommends revisions and updates to JEC-R School Admission. The policy revisions have been reviewed by legal counsel.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board approved changes to Policy JEC-R School Admission.

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

No Votes: Mrs. Morrison

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 4, 2017, EXHIBIT "D," FOR A COPY OF POLICY JEC-R SCHOOL ADMISSION.)

**H-4. Policy KBEZ Internet Privacy**

The State of Virginia requires that every school division with an Internet website make its Internet privacy policy statement conspicuously available on its website. The statement should address things such as what information is collected, whether a "cookie" is placed on the user's computer and for what purpose, and how the collected information is or will be used.

Currently, Lynchburg City Schools does not have an Internet privacy policy.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Mason, the school board approved Policy KBEZ Internet Privacy.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 4, 2017, EXHIBIT "E," FOR A COPY OF POLICY KBEZ INTERNET PRIVACY.)

**I-1. Special Education Annual Plan/Part B, Section 611, Flow-through Application and Section 619 Preschool Grant Applications (2017-18)**

The Annual Special Education Plan is a formal agreement between the local school board and the Virginia Board of Education for the implementation of state and federal laws and regulations related to services mandated for students with disabilities. Accordingly, the disbursement of funds to the school division is contingent upon school board approval of the plan.

Lynchburg City Schools will apply for **\$2,229,306.00** in special education Flow-through Funds for the 2017-18 school year. The application for funds for the 2017-18 school year must be approved by the school board and submitted to the Virginia Department of Education for plan approval and financial reimbursement. A total amount of **\$2,046,000.01** of this funding will be used to provide salaries for special education staff, and **\$183,305.99** of the 611 Flow-through funds will be used to

provide special education and speech therapy services to parentally-placed students with disabilities attending local private schools or are homeschooled.

The Lynchburg City Schools will also apply for **\$61,129.00** in Section 619 Preschool Funds for the 2017-18 school year. This funding will be used to support Hutcherson Early Learning Program as they provide special education and related services to preschool children (ages 2-5) who have been determined eligible for special education services. Funds provide inclusion support through special education placements in local private preschools, staff development, and instructional materials.

Mr. VanDerwerker explained that should there be comments from the public regarding this Plan, the school board will receive a summary at its next meeting.

This item will be considered under the consent agenda at the next school board meeting.

### **I-2. Textbook Adoption**

Textbooks that were considered for World Geography (4690Y) and Advanced World Geography (4367Y) courses which were added to the 2017-18 High School Program of Studies are as follows:

McGraw-Hill Geography: *The Human and Physical World*  
Houghton, Mifflin, Harcourt: *World Geography*

Both textbooks are on the state-approved list for social studies textbooks.

Teams of teachers, administrators, the secondary social studies coach, the social studies supervisor, parents, and students have examined these books and participated in presentations from the publishers. The recommendation of this group is Houghton, Mifflin, Harcourt: *World Geography*.

The textbooks will be available in Conference Room 2 at the School Administration Building for parents, students, and community members to examine over the next two weeks.

The Physics textbook for the Advanced Physics course (3317Y) which was added to the 2017-18 High School Program of Studies will be using an updated version of the Physics textbook that was approved by the school board in July 2004. This textbook, McGraw-Hill: *Physics Principles and Problems*, is also on the state-approved list.

### **J. Superintendent's Comments**

Dr. Brabrand announced that Helen Cohen, a student at Paul Laurence Dunbar Middle School for Innovation, was the winner of the Heimdal Science Fiction's 2017 Space Essay Contest. This is the first year the Lynchburg City Schools has participated in this contest.

Dr. Brabrand congratulated Jay Whitacre and his team who won the Regional Governor's Challenge for Personal Finance. He also congratulated Pay Riley, a Heritage High School teacher whose team took first and second place in the Regional Stock Market Game.

Dr. Brabrand congratulated Jerry Dudley, Heritage High School construction trades instructor; Jessie Hunt, career counselor; and Ed Dellinger, supervisor for career-technical education, for their recognition by the Virginia Technical Institute as a National Center for Construction Education Research State partner with VTI in Altavista, Virginia.

Congratulations were also extended to Karen Bucklew at E. C. Glass High School whose team placed first in Economics and Securities and Investments, and placed second in Business Calculations during the recent regional Future Business Leaders of America contest. They will compete in the state FBLA competition in April.

The division-wide Suzuki Festival will occur at E. C. Glass High School on April 4, 2017, at 7:00 p.m.

### **K. Board Comments**

Dr. Coleman shared comments about the Men of March event that occurred at Dearington Elementary School for Innovation. He also shared comments about the recent NSBA Conference that he and Ms. Carter attended. They collaborated on an informational document about this conference for school board member information.

### **L. Informational Items**

Next School Board Meeting: Tuesday, April 18, 2017, 5:30 p.m., Board Room, School Administration Building

**M. Adjournment**

The meeting adjourned at 7:52 p.m.

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Michael J. Nilles, Chairman

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Wendie L. Sullivan, Clerk

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