

**Lynchburg City School Board
Regular Meeting
June 4, 2019**

**BOARD
MEMBERS
PRESENT:**

Robert O. Brennan
Sharon Carter
James E. Coleman, Jr.
Belle H. Evans
Atul Gupta
Charleta F. Mason
Susan D. Morrison
Michael J. Nilles
Kimberly Sinha

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Crystal M. Edwards, Superintendent
Ben W. Copeland, Deputy Superintendent
Marie F. Gee, Director of Personnel
Steve Gatzke, Director of Facilities
Angel Garcia-Ablanque, Director of Transportation
Ethel Reeves, Director of Engagement, Equity, and Opportunity
April Bruce, Director of Curriculum and Instruction
LaTonya Brown, Director of Student Services
Wyllys VanDerwerker, Director of Special Education
Amy Pugh, Director of Information Technology
Dixie Sears, Instructional Supervisor of Elementary English, History, World Languages, English Learners and Libraries
Charles Yarbrough, Supervisor of Instructional Technology
Anne Bond-Gentry, Coordinator of Student Services
Allison Jordan, Instructional Supervisor of Secondary English, History, World Languages, English Learners and Libraries
R. Denise Spinner, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Liz Ramos, *The News & Advance*

Agenda Items:

- A-1. Agenda Approval
- B-1. E.C. Glass High School Air Force JROTC
- C. Public Comments
- D. Finance Report
- E. Consent Agenda
- F. School Board Committee Report
- G-1. Lynchburg City School Board Governance Policy Review
- H-1. Strategic Plan Discussion
- I-1. 2019-2020 Applications for Federal Programs
- I-2. 2019-2020 Application for Extending Opportunities for Success (EOS) Grant

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- I-3. Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program
- I-4. Notice of Sole Source Procurement
- I-5. FY2019-20 Operating Budget
- I-6. BeSmartforKids (Added addendum)
- J-1. Superintendent's Comments
- K. Board Comments
- L. Informational Items
- M-1. Notice of Closed Meeting
- M-2. Certification of Closed Meeting
- N. Adjournment

Meeting called to order at 5:28 p.m. by Mrs. Susan Morrison, Board Chair.

Notice of Closed Meeting

As permitted by Virginia Code §2.2-3711 (A) (1), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters: Personnel Matters

The school board chair 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 personnel matters.

Upon MOTION Dr. Coleman, SECONDED by Ms. Carter, the school board approved a motion to enter into Closed Meeting in accordance with the Code of Virginia §2.2-3711 (A) (1), to discuss personnel matters.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

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.

The superintendent recommends that the school board approve the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).

Upon MOTION Dr. Coleman, SECONDED by Ms. Carter, the school board approved the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

The Lynchburg City School Board certifies that, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

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No Votes: None

Abstentions: None

At 6:15 the meeting was called back to order by Mrs. Morrison, Board Chair and the group was led in the Pledge of Allegiance.

A-1. Agenda Approval

Upon MOTION Ms. Carter, SECONDED by Dr. Coleman, the school board approved the June 4, 2019 Board Meeting Agenda.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION Dr. Coleman, SECONDED by Ms. Carter, the school board approved the addition of an addendum to item

E-2, the Personnel Report, additional new business agenda item I-6, BeSMARTforKids.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

B-1. E.C. Glass High School Air Force JROTC 50 Year Anniversary

Presentation by the E.C. Glass High School Air Force JROTC program. The AFJROTC is celebrating their 50th Anniversary and a recent state championship. This presentation will highlight the program and their accomplishments.

The superintendent recommends that the school board receive this agenda report as an informational item.

C. 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.

Solveig Kjeseth spoke on behalf of Virginia Organizing regarding the Volunteer Policy.

Robert Flood spoke on behalf of Rescues of the Youth regarding ex-offenders with non-violent crimes not being able to volunteer.

Megan Huffman spoke on behalf of Moms Demand Action for Gun Sense in America regarding BeSmart for Kids.

Tommy Meadows spoke on behalf of Teachers United with a Voice regarding the budget.

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D. Finance Report

The school administration, in accordance with the FY2018-19 school's operating budget, authorized, approved, and processed the necessary payments through April 30, 2019. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through April 30, 2019 for the operating fund.

Total Operating Fund Budget	\$ 97,672,407.00
Insurance Proceeds	\$ 3,625.00
Additional State CTE Funds	\$ 6,028.74
Fund Balance Return	\$ 350,000.00
Prior Year Funds Encumbered	\$ 187,785.76
Adjusted Operating Budget	<u>\$ 98,219,846.50</u>

Through April 30, 2019

Actual Revenue Received	\$ 69,004,303.37
Actual Expenditures	\$ 72,097,420.43
Actual Encumbered	\$ 19,311,570.04

Percent of Budget Received 70.25%

Percent of Budget Used, excluding encumbrances 73.40%

As of 04/30/19 – 10 months 83.33%

The revenue and expenditure reports detail the transactions recorded through April 30, 2019. All reports appear as attachments to the agenda report.

Superintendent shared that the revenues and expenditures are where they are expected to be.

The superintendent recommended that the school board receive the agenda report as an informational item.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 4, 2019, FOR A COPY OF THE AGENDA AND ALL ATTACHMENTS)

E. Consent Agenda

Upon MOTION by Dr. Coleman, SECONDED by Ms. Mason, the school board moved to approve the Personnel Report from May 7, 2019 – June 4, 2019, the Personnel Report Addendum, the minutes from May 7, 2019, (Regular Board Meeting), May 9, 2019 (Student Discipline Committee Meeting), May 21, 2019 (Work Session), and May 23, 2019 (Student Discipline Committee Meeting).

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

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F. School Board Committee Report

1. School Board Committees:

Finance Committee – No information to report at this time.

Governor’s School Committee – No information to report at this time.

LAUREL Regional School Committee – No information to report at this time.

XLR8 STEM Academy Committee – Dr. Brennan shared with the board that the committee met on May 23rd. Discussions were held about what to do with unfilled spots. He also shared that the tuition would be \$5,900 instead of \$5,400 and was approved in the new budget.

2. Advisory Committees to the School Board:

Career Technical Advisory Board – No information to report at this time.

Equity Task Force Committee – Mrs. Reeves reported that they met on May 22, 2019. The Volunteer Policy was discussed and information regarding DACA as well as the Food for Thought program

Health Advisory Board Committee – Nothing to report at this time.

Special Education Advisory Committee – Nothing to report at this time.

G-1. Lynchburg City School Board Governance Policy Review

The Governance Policy Workgroup met on April 22, 2019. The group recommends the following policies for approval:

BCC – School Board Clerk	<i>No changes</i>
CA – Administrator Goals	<i>No changes</i>
CM – Annual Report	<i>No changes</i>
BG-R – Board/Staff Communications	<i>Remove Superintendent’s Preview</i>
BGZ-R – Supt Personnel Advisory	<i>Remove Superintendent’s Preview</i>
BHB – Board Member Inservice	<i>P-card use under review - policy DJA-RY</i>
KMZ-R – Supt Parent Advisory	<i>Add additional reps at the Superintendent’s discretion</i>
AE – School Division Goals	
BG/GBD – Board Staff Communications	
CBA – Qualifications for Superintendent	
AF – Comprehensive Plan	
AFA – Eval of School Board	
BBBB – Student Rep	Add “from each high school”

The superintendent recommends that the school board approve the Governance Policy Review updates.

Upon MOTION Dr. Brennan, SECONDED by Ms. Mason, the school board approved the Governance Policy Review updates.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

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H-1. Strategic Plan Discussion

The Lynchburg City School Board is committed to an ongoing review of student data and discussion regarding strategies to address and close the learning/achievement gaps. The focus of tonight's discussion will be:

- 1) Academic Review Updates by Dr. April Bruce, Director of Curriculum and Instruction:

Heritage High School – Math
Perrymont Elementary School – Science
Linkhorne Middle School – English
Sandusky Middle School – English
Linkhorne Elementary School – Reading, Math, and Science

The superintendent recommended that the school board receive this as an informational item.

The board agreed to move agenda item I-6 to the first order of new business.

I-6. BeSMARTforKids

The Lynchburg Chapter of Moms Demand Action supports a program call Be SMART (Secure Model Ask Recognize Tell) which is related to reducing hand gun violence. Information will be shared with the board regarding the program.

The superintendent recommends that the school board receive this agenda report as an informational item.

I-1. 2019-2020 Applications for Federal Programs

Lynchburg City Schools (LCS) will be submitting individual grant applications for federal programs for the 2019-2020 school year. The applications for review during the June board meeting include Title I, Title II, Title III, and Title IV.

LCS anticipates level funding for each grant. However, funding levels could change when final allocations are determined later in the fall. The anticipated amounts are as follows:

Title I, Part A: Improving the Academic Achievement of the Disadvantaged
Anticipated allocation for 2019-2020 \$3,982,668.89

Title I, Part D: Prevention and Intervention Programs for Children who are Neglected, Delinquent, or at Risk
Anticipated allocation for 2019-2020 \$57,583.84

Title II, Part A: Preparing, Training, & Recruiting High Quality Teachers and Principals
Anticipated allocation for 2019-2020 \$449,396.13

Title III: Language Instruction for English Learners
Anticipated allocation for 2019-2020: \$23,294.82

Title IV: Student Support and Academic Enrichment
(Safe & Healthy Students, Well-Rounded Students, & Technology)
Anticipated allocation for 2019-2020: \$285,516.82

These federal grants are used to support students in our schools. Grant applications are due to the Virginia Department of Education (VDOE) July 1, 2019. School board approval is needed prior to submitting the applications to the VDOE. Grant awards are distributed in the fall.

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The superintendent recommended that the school board approve the Title I, Title II, Title III, and Title IV grant applications.

Upon MOTION Dr. Coleman, SECONDED by Ms. Carter, the school board approved the Title I, Title II, Title III, and Title IV grant applications.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

I-2. 2019-2020 Application for Extending Opportunities for Success (EOS) Grant

During the 2016-17 school year, the Lynchburg City Schools received a \$921,248 extended school year grant (EOS Grant) to support intersessions, credit recovery, summer school programs, and extended learning opportunities beyond the regular school day for students. This grant is due to expire June 30, 2019. On May 10, 2019, the Virginia Department of Education released the application for school divisions to reapply for a renewal of grant funds. W.M. Bass Elementary School, Dearington Elementary School for Innovation, Hutcherson Early Learning Center, Paul Munro Elementary School, Sandusky Elementary School, Sheffield Elementary School, E.C. Glass High School, Heritage High School, and the Empowerment Academy have expressed an interest in reapplying for the EOS grant so they can continue learning opportunities for students that extend beyond the school day. Schools are working on the details of their plans for us to include in the division-level application. The application is due to the Virginia Department of Education on June 14, 2019.

The schools who have expressed an interest in these funds are currently using EOS grant funds to support students beyond the regular school day, or at W.M. Bass Elementary, through intersessions. LCS administration is seeking the approval of the board to submit the application by the June 14, 2019, deadline.

The superintendent recommended that the school board approve the submission of the application for the Extending Opportunities for Success (EOS) grant.

Upon MOTION Ms. Carter, SECONDED by Ms. Mason, the school board approved the submission of the application for the Extending Opportunities for Success (EOS) grant.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

I-3. Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program

The Virginia Retirement System is offering Employers the option of allowing their eligible employees to participate in the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program (the "Plan"). The Plan will not cost the School Board any money now or in the future to allow eligible employees to participate. The Plan will be underwritten by Genworth Life Insurance Company. If the School Board wishes to participate in the Plan, the terms of the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement are outlined in the attached agreement and it must be postmarked prior to June 14th, 2019.

Since participation in this Plan will not result in a cost to the School Board and the Plan is one that may benefit some of our eligible employees, the Administration is recommending approval for LCS to participate in this Plan.

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The superintendent recommended that the School Board approve and sign the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement.

Upon MOTION Dr. Coleman, SECONDED by Dr. Nilles, the school board approved and granted permission to sign the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement only as an option and not an endorsement.

Yes Votes: Dr. Brennan, Dr. Coleman, Mrs. Evans, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: Dr. Gupta, Ms. Carter

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 4, 2019, FOR A COPY OF THE AGENDA AND ALL ATTACHMENTS)

I-4. Notice of Sole Source Procurement

Lynchburg City Schools Liability and Property & Casualty insurance policies ends June 30, 2019. The administration is recommending that the Lynchburg City School Board award a sole source contract for Property & Casualty insurance for the fiscal year beginning July 1, 2019 to Liberty Mutual Insurance, the current carrier, as allowed by Section 2.2-4303 (E) of the Code of Virginia.

The superintendent recommends that the School Board receive and approve the sole source contract for Property & Casualty insurance for the fiscal year beginning July 1, 2019 to Liberty Mutual Insurance, the current carrier, as allowed by Section 2.2-4303 (E) of the Code of Virginia.

Upon MOTION Dr. Gupta, SECONDED by Ms. Carter, the school board received and approved the sole source contract for Property & Casualty insurance for the fiscal year beginning July 1, 2019 to Liberty Mutual Insurance, the current carrier, as allowed by Section 2.2-4303 (E) of the Code of Virginia.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

The board chair called a recess for ten minutes at 8:10 p.m.

The board chair called the meeting back to order at 8:19 p.m.

Upon MOTION Ms. Carter, SECONDED by Ms. Mason, the school board approved moving the scheduled closed session for the superintendent's evaluation to the upcoming Work Session on June 18, 2019.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

The superintendent announced that the new Assistant Principal at Heritage High School will be Jason Clark. This was approved by the board in the consent agenda addendum.

I-5. FY2019-20 Operating Budget

At the City Council meeting on April 23, they agreed to provide LCS with level funding of \$42,028,498 and \$862,000 to assist with funding additional 2% salary increase contained in the Governor's FY2019-20 Budget. The FY2019-20 Proposed Operating Budget presented tonight includes the revenue funding from the State and City Council.

The school administration will present additional information relative to the FY2019-20 School Operating Budget during this presentation.

The superintendent recommends that the School Board receive and approve the FY2019-20 Operating Budget.

Upon MOTION Dr. Nilles, SECONDED by Dr. Coleman, the school board received and approved the FY2019-20 Operating Budget.

Yes Votes: Ms. Carter, Dr. Coleman, Mrs. Evans Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: Dr. Brennan, Dr. Gupta

Abstentions: None

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J. Superintendent's Comments

In the near future, we will be sending out information on Superintendent Advisory Committees for the 2019-20 school year.

The superintendent congratulated all of the 2019 Graduates.

K. Board Comments

Ms. Carter attended the Ed Foundation Scholarship Banquet. She also encouraged students to participate in the E.C. Glass AFJROTC program.

Mrs. Morrison suggested that there be one board meeting in July on July 16th as this will be the organizational meeting. There was also an option of July 9th and July 23rd. The 9th was decided. She also shared that there will be a free webinar from NSBA if board members would like to participate regarding Trauma and Safe Schools.

Dr. Coleman shared that he will be attending the VSBA School Law Conference and expressed gratitude to all board members.

L. Informational Items

A School Board Work Session will be held on Tuesday, May 21, 2019 at 5:00 p.m. in the board room at the administration building.

The next School Board Meeting will be held on Tuesday, June 4, 2019 at 5:30 p.m. in the board room at the administration building.

A School Board Work Session will be held on Tuesday, June 18, 2019 at 5:00 p.m. in the board room at the administration building.

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M-1. Notice of Closed Meeting

The school board needs to convene a closed meeting to discuss the following:

1.) As permitted by Virginia Code § 2.2-3711(A)(1), a personnel matter involving the performance, evaluation or assignment of the superintendent.

The school board Chair recommends that the school board approve a motion to convene a closed meeting to discuss the following: 1.) As permitted by Virginia Code § 2.2-3711(A)(1), a personnel matter involving the performance, evaluation or assignment of the superintendent.

Moved to the June 18, 2019 Work Session.

M-2. Certification of Closed Meeting

Moved to the June 18, 2019 Work Session.

N. Adjournment

The board meeting adjourned at 9:52 p.m.

Susan D. Morrison, Board Chair

R. Denise Spinner, Clerk

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