

**Lynchburg City School Board  
Annual Organizational Meeting  
July 12, 2016**

**BOARD  
MEMBERS  
PRESENT:**

Michael J. Nilles, Chairman  
Regina T. Dolan-Sewell, Vice Chairman  
Sharon Y. Carter  
Charleta F. Mason  
Susan D. Morrison  
Derek L. Polley  
Jennifer R. Poore  
Katie K. Snyder

**BOARD  
MEMBERS  
ABSENT:**

James E. Coleman

**ADMINISTRATION  
PRESENT:**

Scott S. Brabrand, Superintendent  
Ben W. Copeland, Assistant Superintendent of 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  
Marie F. Gee, Director for Personnel  
Ethel E. Reeves, Director for Engagement, Equity, and Opportunity  
Michael K. Rudder, Director for School Improvement  
Wyllys D. VanDerwerker, Director for Exceptional Learners  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Alex Rohr, *The News & Advance*

**Agenda  
Items:**

- A-1. Election of Chairman of the School Board: 2016-17
- A-2. Election of the Vice chairman of the School Board: 2016-17
- A-3. Appointment of the clerk and Deputy Clerk: 2016-17
- A-4. Appointment of the Agent and Deputy Agent: 2016-17
- A-5. Appointment of the Designee of the Division Superintendent: 2016-17
- A-6. Meeting Time, Dates, and Location for School Board Meetings
- A-7. Election of School Board Representative: LAUREL School Board
- A-8. Election of School Board Representative: Central Virginia Governor's School for Science and Technology
- A-9. Election of School Board Representative: Governor's Regional XLR8 STEM Academy
- A-10. Lynchburg City School Board Governance Norms
- B-1. Public Comments
- C-1. Lynchburg City Schools Education Foundation, Inc.: Update
- D-1. Finance Report
- E. Consent Agenda
- F. School Board Committee Reports
- G-1. Lynchburg City School Board Student Discipline Policies and Regulations
- G-2. Lynchburg City School Board Policy Updates
- H-1. Shentel Internet Connection
- H-2. Resolution of Recognition: Dunbar High School
- H-3. Regional Alternative Education Program: 2016-17
- H-4. Individual Student Alternative Education Plan Grant: 2016-17
- H-5. LCS-Once Damage Report and ADP Recommendation
- I. Superintendent's Comments
- J. Board Comments
- K. Informational Items
- L. Adjournment

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

**A-1. Election of Chairman of the School Board: 2016-17**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2016-17 school year. The process of reorganization begins with the election of the chairman of the school board for 2016-17.

Dr. Dolan-Sewell nominated Dr. Nilles for chairman of the school board for the 2016-17 school year. There were no further nominations.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Carter, nominations for chairman of the school board were closed.

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

No Votes: None

Abstentions: None

Upon MOTION by Dr. Coleman, SECONDED by Mrs. Snyder, the school board elected Dr. Michael J. Nilles as chairman of the school for board the 2016-17 school year in accordance with Section 22.1-76 of the Code of Virginia.

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

No Votes: None

Abstentions: None

Mrs. Sullivan gave Dr. Nilles the floor.

**A-2. Election of the Vice Chairman of the School Board: 2016-17**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2016-17 school year. The process of reorganization requires the election of the vice chairman of the school board for 2016-17.

Ms. Poore nominated Dr. Dolan-Sewell for vice chairman of the school board for the 2016-17 school year. There were no further nominations.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Poore, nominations for vice chairman of the school board were closed.

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

No Votes: None

Abstentions: None

Upon MOTION by Ms. Poore, SECONDED by Ms. Carter, Dr. Regina T. Dolan-Sewell was elected vice chairman of the school board for the 2016-17 school year in accordance with Section 22.1-76 of the Code of Virginia.

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

No Votes: None

Abstentions: None

**A-3. Appointment of the Clerk and Deputy Clerk: 2016-17**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2016-17 school year. The process of reorganization requires that the school board appoint a clerk and may appoint a deputy clerk for terms of one year.

The superintendent recommended the following appointments:

**Clerk of the School Board**

Wendie L. Sullivan

Deputy Clerk of the School Board

Barbara W. Saunders

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Coleman, the school board appointed Mrs. Wendie L. Sullivan as clerk of the school board and Mrs. Barbara W. Saunders as deputy clerk of the school board for the 2016-17 school year.

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

No Votes: None

Abstentions: None

**A-4. Appointment of the Agent and Deputy Agent: 2016-17**

In accordance with Section 22.1-122 (B) of the Code of Virginia, it is necessary that the school board reorganize for the 2016-17 school year. The process of reorganization requires that the school board appoint an agent and may appoint deputy agent for terms of one year.

The superintendent recommended the following appointments:

Agent for the School Board

Anthony E. Beckles, Sr.

Deputy Agent for the School Board

Kimberly D. Lukanich

Upon MOTION by Ms. Snyder, SECONDED by Ms. Carter, the school board appointed Mr. Anthony E. Beckles, Sr., as the agent and Mrs. Kimberly D. Lukanich as deputy agent for the school board for the 2016-17 school year.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 12, 2016, EXHIBIT "A," FOR A COPY OF THE CODE OF VIRGINIA §22.1-122.)

**A-5. Appointment of the Designee of the Division Superintendent: 2016-17**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2016-17 school year. The process of reorganization requires that the school board approve a designee for the division superintendent to attend meetings of the school board in the absence or inability to attend by the superintendent.

The superintendent recommended Ben W. Copeland, assistant superintendent for operations and administration, as the designee.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mr. Polley, the school board appointed Mr. Ben W. Copeland as designee of the division superintendent for the 2016-17 school year.

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

No Votes: None

Abstentions: None

**A-6. Dates, Meeting Time, and Location for the School Board Meetings: 2016-17**

Annually, the school board establishes the meeting dates, time, and location for the regular school board meetings. During the 2015-16 school year, the school board conducted its meetings on the first and third Tuesday of each month, beginning at 5:30 p.m. in the Board Room at the School Administration Building. With school board approval, meetings for 2016-17 will follow the 2015-16 schedule with the exception of October 18, 2016.

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Upon MOTION by Ms. Carter, SECONDED by Ms. Poore, the school board established the meeting dates as the first and third Tuesday of each month and established the meeting time at 5:30 p.m. in the Board Room at the School Administration Building with the exception of October 18, 2016, for the 2016-17 school year.

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

No Votes: None

Abstentions: None

**A-7. Election of School Board Representative: LAUREL School Board**

Each school year the school board elects a school board member to represent the Lynchburg City Schools on the LAUREL School Board. In addition, the school board elects an alternate member to represent the school division as necessary.

Upon MOTION by Mrs. Snyder, SECONDED by Ms. Poore, the school board elected Ms. Sharon Y Carter to represent the Lynchburg City School Board on the LAUREL School Board, and Mrs. Susan D. Morrison, as alternate representative.

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

No Votes: None

Abstentions: None

**A-8. Election of the School Board Representative: Central Virginia Governor's School for Science and Technology governing Board**

The school board elects a school board member to represent the Lynchburg City Schools on the Central Virginia Governor's School for Science and Technology Governing Board each year. In addition, the school board elects an alternate to represent the school division as necessary.

Upon MOTION by Ms. Carter, SECONDED by Mrs. Snyder, the school board elected Ms. Jennifer R. Poore to represent the Lynchburg City School Board on the Central Virginia Governor's School Board, and Ms. Charleta F. Mason as alternate representative.

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

No Votes: None

Abstentions: None

**A-9. Election of School Board Representative: Governor's Regional XLR8 STEM Academy**

The school board elects a school board member to represent the Lynchburg City Schools on the Governor's Regional XLR8 STEM Academy Governing Board each year. In addition, the school board elects an alternate to represent the school division as necessary.

Upon MOTION by Mr. Polley, SECONDED by Ms. Carter, the school board elected Dr. Regina T. Dolan-Sewell to represent the Lynchburg City School Board on the Governor's Regional XLR8 STEM Academy, and Mrs. Katie K. Snyder as alternate representative.

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

No Votes: None

Abstentions: None

**A-10. School Board Governance Norms and Protocols**

The Lynchburg City School Board, through a professional development activity conducted by the Virginia School Boards Association, developed Governance Norms and Protocols, which were approved on May 3, 2016. This document, which appears as an attachment to this agenda report, provides clear guidelines and procedures for all aspects of board communication, school board meeting agenda development, interactions with the school community, professional development, and the evaluation of the superintendent and itself.

The school board reviewed the Governance Norms and Protocols so that new school board members could become familiar with this document, and it provided them with an opportunity to ask questions about this information.

This item will be considered for action at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 12, 2016, EXHIBIT "B," FOR A COPY OF THE SCHOOL BOARD GOVERNANCE NORMS AND PROTOCOLS.)

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Carter, the school board approved the addition of an addendum to item E-2. Personnel Report and the addition of an attachment to item H-1. Shentel Internet Contract.

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

No Votes: None

Abstentions: None

### **B-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.

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

### **C-1. Lynchburg City Schools Education Foundation, Inc.: Update**

Mrs. Jodi K. Gillette, executive director of the Lynchburg City Schools Education Foundation, Inc., provided information about the history of the Foundation and the events and activities sponsored by its members during the past school year. That presentation is as follows:

*The LCS Education Foundation, Inc. was founded in 1985 with the mission of encouraging innovation in the classroom and to raise public funds above and beyond public revenues. We work to secure financial support from individuals and businesses for selected projects and programs which are consistent with the goals and priorities of the Lynchburg City School Board. We have just celebrated 30 years of advancing the Lynchburg City Schools, and we are happy to report that we have once again had a very successful year and are proud to share the following accomplishments with you: During the 2015-2016 school year, the LCS Education Foundation:*

- *Awarded 53 Classroom Innovation Grants totaling \$78, 045.60 bringing our grant total since the start of this program to \$633,523. Funding for our 2015-2016 grants came from individual donors as well as 58 corporate sponsors, including 7 new sponsors.*
- *We awarded 46 Classroom Innovation Grants at funding levels between \$500 and \$2,000, and 7 Master Classroom Innovation Grants with funding up to \$5,000 each.*
- *As new financial practices within LCS develop, grant funds are now issued to the finance department and an account is established for each grant. As with the implementation of most new practices, there were a few bumps in the road, but we've worked closely with the finance department to identify ways to ensure that proper accounting practices are followed while maintaining a path of manageable fund access for each grant.*
- *Our Annual Classroom Innovation Grants Reception was held at E.C. Glass High School on Wednesday May 11th to recognize our grant recipients, showcase their projects, and thank our grant supporters. Teachers, sponsors, principals, school administrators, DARTS, school board members, city leadership, and Foundation Trustees were invited to see the impressive projects developed with these funds.*
- *E.C. Glass National Honor Society Students were on hand to help teachers with the transport of their displays, and the grants reception was once again catered by the culinary arts students at E. C. Glass High School which provided another platform for the division to showcase one of the many wonderful career tech programs.*
- *Over the course of the past year, a committee of Ed Foundation and LCS representatives worked to ensure that the design of the Classroom Innovation Grant program was continuing to support a culture of innovation in the Lynchburg City schools. The committee's charge was to review the Lynchburg City Schools Education Foundation's Classroom Innovation Grant Program to ensure that it effectively promotes, supports, and cultivates innovation and creativity in the classrooms of the Lynchburg City Schools. Participants in this effort were LCS Education Foundation Trustees: John Capps, Sally Selden, Kevin Smith, Shannon Valentine, and Jodi Gillette and Lynchburg City Schools Representatives: Jay McClain and Twanna Hancock. I want to thank all of them for the time and expertise they committed to this effort.*
- *Outcomes of this effort that have been implemented beginning with the 2016-2017 grant cycle include:*
  - *Two notification dates: a spring notification date for grant approval so teachers can start the school year knowing they have funding to implement a program from the first day of school and a second end of September/early October deadline to allow teachers who identify a problem or opportunity in the first month of school to have an avenue for funding that school year. This spring cycle resulted in 25 grant applications for the 2016-2017 school year resulting in 7 grant awards: 3 Master Grants and 4 Classroom Innovation Grants totaling just over \$20,000. The fall application process opened in June and will close October 2, 2016.*
  - *The grant application has been modified to make it more user-friendly.*
  - *LCS Principals, Academic Coaches, and Data and Technology Support Experts will continue to cultivate a culture of innovation and support grant development.*

- *The LCS Education Foundation has funded many effective grants over the years and we want to ensure that we capture the data we need to know when an exceptional grant should be replicated. Therefore each funded grant is now being assigned a 'Launch Liaison' to make sure that each applicant has the information they need at the start of their grant, the metrics they need to properly evaluate their results, and that someone with a link outside of the teacher's classroom has a good understanding of the grant for future implementation.*
- *We thank our grant review teams of Anne Berry, Al Coleman, Jack Freeman, Twanna Hancock, Yvette Miller, Jay Proffitt, Rob Quel, Ethel Reeves, Wyllys Vanderwerker, and our chairman Dr. Jay McClain, who committed time and offered their expertise to our grant review process.*
- *Our Tools4Schools Warehouse continues to grow.*
  - *We were able to leverage \$17,000 into more than \$152,000 worth of materials for our teachers and students.*
  - *Through several on-site shopping days at the start of the school year and the continuation of our online ordering system so teachers do not have to leave the classroom to get the supplies they need, we completed 935 teacher orders during this past school year. All of this is made possible due to the hard work and dedication of Tracy Baker who diligently volunteers uncountable hours at the warehouse and is committed to making these resources more accessible to a greater number of teachers. We are so happy that Ms. Baker's efforts and commitment to LCS and the Ed Foundation was recognized this year by the City of Lynchburg when she received the Mayor's Award of Excellence.*
  - *For the 2015-2016 school year, the Ed Foundation delivered 879 school supply kits and 300 backpacks before the start of school for our elementary school students in need.*
  - *For the 2016-2017 school year, grants from CSX, Norfolk Southern and the Junior League of Lynchburg, individual donations designated for school supplies, and Ed Foundation funds, are allowing us to distribute 936 school supply sets and 413 backpacks to satisfy the full anticipated demand of elementary students in need to before the first day of school.*
  - *Secondary school supply needs are being addressed through school supply drives. As our school supply effort gains visibility, we continue to receive more offers for school supply drives from businesses, organizations, and churches. In order to make the distribution of supplies manageable from a staff perspective, the following entities are working together in a joint effort: The Education Foundation funding has allowed for the contribution of 192 3 ring binders, and the full quantity of pencils, pens and highlighters along with 135 backpacks. School supply drives are being coordinated through Partners In Education, LCS Public Information, the Department of Engagement, Equity, and Opportunity, and volunteer Michelle White. The Bank of the James has very graciously agreed to help sort donated school supplies. Thank you to Vickie Spencer from the Bank of the James, who saw this effort and a grant way for the bank to help our students in greatest need.*
  - *All distribution at the school level to students is handled through principals and guidance counselors to ensure true needs are being met.*
- *In March, our 10th Annual 'Breakfast with the Superintendent' was held at Lynchburg College with an audience of 416 business and community leaders. Dr. Brabrand provided introductory remarks to this year's program entitled, 'The New Heritage High School: Pioneers in the Future of Education' and Mr. Ben Copeland's keynote presentation provided a comprehensive review of the new Heritage High School. Attendees enjoyed a patriotic start to the event with the Presentation of Colors by the E. C. Glass High School Airforce Junior ROTC color Guard and an outstanding rendition of the National Anthem by the New Heritage Singers from Heritage High School. In addition to the breakfast program, sponsors of the event were invited to take a tour of the new high school over the two Fridays following the breakfast.*
- *On Sunday, May 1st, the Foundation hosted our 12th annual Senior Honors Recognition program. This event is our opportunity to recognize the top 15 graduating seniors from each high school. Each honored student can invite two family guests along with a special teacher from their K-12 LCS experience. We congratulate those teachers who were selected this year for being outstanding in their students' lives. Geoff Kershner, a local graduate and current Executive Director of the Academy Center of the Arts, served as keynote speaker. Mr. Kershner's remarks, both entertaining and insightful, helped to prepare these students for what to expect as they face the next phase of their education and beyond. This program was sponsored by all of Lynchburg's area colleges: Centra College of Nursing, Central Virginia Community College, Liberty University, Lynchburg College, Randolph College, Sweet Briar College, and the Virginia University of Lynchburg and we thank each of them for honoring these students' accomplishments and making this special recognition possible.*

*The Education Foundation awarded \$44,600 in scholarships to graduating seniors thanks to the ongoing support of Technical Management Resources, Taylor Brothers of Lynchburg, Belvac Production Machinery, and the Greater Lynchburg Community Trust. We also continue to serve as the fiscal agent for the Charlie and Mary Jane Pryor Excellence In Science Scholarship for \$25,000 awarded to one student who received an advanced studies high school diploma, possessed a GPA of 3.8 or higher, and will study in an engineering program. This is the 3rd of four years for this scholarship. The Fees Engineering Scholarship awards tuition, books and fees to an E.C. Glass student who will attend the two year CVCC Engineering Technology Program and this scholarship is for both years of this program. Our scholarship program also benefited tremendously from the Al Stroobants Foundation which awards two \$1,000 scholarships to students who are pursuing their education in a field of the trades. The James Howard Scholarship awarded one \$500 scholarship to a Heritage High School college bound football player as selected by his coach, and the Orthodontic Arts Scholarship awarded one \$500 scholarship to a Heritage student who plans to advance their education*

*in a field of nursing, dentistry, or medicine. In addition, the Education Foundation facilitated two \$1,000 scholarships with the Lynchburg Junior Woman's Club for the first time this year to students who demonstrated significant commitment to community services.*

*We continue to offer funding assistance through our James K. Candler Opportunity Fund for students with identified fiscal need who are capable of academic excellence but experience funding as a barrier to educational opportunities while still in the public school learning environment. Students who are considering advanced academic programs, have qualified for national academic competitions, or have otherwise earned scholastic opportunities will be eligible for support from this fund. We have just awarded our second set of Early College scholarships through this fund totaling \$4,453.00 for 7 scholarships awarded for the 2016-2017 academic year. This figure represents 5 scholarships that brought student tuition to zero when combined with LCS funding and 2 scholarships that provided 25% of the tuition due to the students.*

- The Foundation continues to work as advocates for the Lynchburg City Schools. We helped to fund marketing for 'Get to Know Your Schools,' an open house event showcasing our schools across the division that was held during National Education Week in November of 2015. We also helped to fund a prominent ad for the Lynchburg City Schools in the Lynchburg Regional Business Alliance's 'Lynchburg Life' publication.*
- We helped build camaraderie and team spirit by purchasing the T-shirts for the LCS participants of the 10-miler which gave LCS and the Ed Foundation a little extra visibility.*
- The Foundation also coordinated support for the Lynchburg City Schools during the city's budget season by arranging for speakers from various sectors of the community to speak to city council in support of the division's increased request for funding.*
- As I've reported in the past, LCS has had a growing relationship with NASA and we are proud of the role that the Education Foundation played in bringing these two entities together for high quality professional development. LCS was well on track to include NASA in their professional development plan for this school year. Unfortunately, NASA announced late in the game that funding had been cut and this plan needed to be cancelled. I commend the Department of Student Learning and success for seizing this opportunity, and hope that NASA funding is restored and that LCS will be able to resume this beneficial relationship.*

*In addition to the above mentioned 'scheduled' events and programs, the Foundation stands ready to assist the school division however we can when needed.*

*For example, we served as the fiscal agent for R.S. Payne Elementary School to receive a special event grant & volunteer team from Kohls, the Virginia STAR Program for computers for LCS, and completed the fund raising support for the Pauline F. Weeden Maloney Historic Marker. We are currently working with Jane White with the fundraising effort for another Historic Marker to honor Ms. Lucille Kent who taught meteorology, navigation, and civil air regulations at E. C. Glass High School. Perhaps most notable is that Ms. Kent was among the first Virginia women to earn an instructor's rating in aeronautics. Ms. Kent had a fascinating past and we are honored to be a part of the effort to keep this piece of history alive. We also supported the LCS/CVCC Workforce Summit last October, and the Education Foundation Board recently approved up \$15,000 for the Superintendent to use for a special professional development speaker at his discretion.*

- Finally, as announced in past years, I want to keep the 'HIPE' housing incentive in the minds of this school board. The LCS Education Foundation worked with the City of Lynchburg and the Lynchburg Economic Development Authority (LEDA) to design an incentive program to attract great new math and science secondary educators to the Lynchburg City Schools. LEDA has committed approximately \$25,000 this program each year which results in an \$8,000 benefit to each qualifying recipient.*
- We continue to work closely with the school division to advance the LCS mission. We also work with Partners in Education, Beacon of Hope, and the LCS/CVCC grant writer to maximize effectiveness of assistance to Lynchburg City Schools.*
- The Education Foundation continues to work to grow all of our programs. We thank both the Lynchburg City School Board and the Lynchburg City Schools for the outstanding working relationship they offer. Thank you for all that you do for the students of Lynchburg and for allowing the Education Foundation to be part of your team.*

Members of the school board thanked Mrs. Gillette for her hard work and commitment to the Foundation and the teachers and students who benefit from this program.

#### **D-1. Finance Report**

The school administration, in accordance with the FY2015-16 school operating budget, authorized, approved, and processed the necessary payments through June 30, 2016. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through June 30, 2016, for the operating fund.

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Total Operating Fund Budget	\$ 90,820,024.00
Prior Year End Encumbrances	\$ 90,304.40
Insurance Proceeds	\$ 131,105.84
School Bus Funding	\$ 950,000.00
Fund Balance Return	\$ 2,316,449.00
Additional Erate funding	\$ 884,646.53
Health Insurance Reserve	\$ 600,000.00
Restricted Donations	\$ 675.00
Adjusted Budget	\$ 95,793,204.77

Through June 30, 2016

Actual Revenue Received	\$ 92,725,280.32
Actual Expenditures	\$ 93,047,830.77
Actual Encumbered	\$ 457,412.71

Percent of Budget Received	96.80%
Percent of Budget Used, excluding encumbrances	97.13%

As of 6/30/16 – 12 months 100.00%

The revenue report detailed the transactions recorded through June 30, 2016. All reports appeared as attachments to the agenda report.

**Please note these are preliminary numbers only and do not reflect final year end amounts. At this time, total revenue is not reflected. The expenditure total is not finalized at this time as there are pending adjustments to be entered, such as the June purchasing card expenses, the adjustment to the health insurance expense, adjusting for prepaid expenses, the recording of transactions between the City and Schools and year end accruals.**

Mr. Beckles explained that the finance report does not reflect all of the closing entries for the 2015-16 school year. An expenditure report was not generated because of corrupted data that was entered into the system. A revised finance report for May will be presented to the school board at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 12, 2016, EXHIBIT "C," FOR A COPY OF THE FINANCE REPORT.)

**E. Consent Agenda**

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Poore, the school board approved the school board meeting minutes for June 7, 2016 (Regular Meeting); June 16, 2016 (Student Discipline Committee Meeting); June 21, 2016 (Regular Meeting); and June 29, 2016 (Student Discipline Committee Meeting); and the personnel report and addendum for the period June 7 – 21, 2016.

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

No Votes: None

Abstentions: None

Dr. Brabrand announced that with the approval of the consent agenda, Chris Glover was appointed

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 7, 2015, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**F. School Board Committee Reports**

None

**G-1. Lynchburg City School Board Student Discipline Policies and Regulations**

Converting the Lynchburg City School Board policies and administrative regulations to the Virginia School Board Association policies is an ongoing process. The first part of Section 7 - Students that pertains to discipline was reviewed by school board members during work sessions that occurred on April 14, May 4, and May 9, 2016. As a result of school board review, revisions have been made to existing policies and regulations that conform to current state and federal laws and regulations. These policies also include those developed by the Virginia School Boards Association, and they have been reviewed by legal counsel. A copy of the revised policies and regulations have been provided to school board members.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Carter, the school board approved the Lynchburg City School Board Student Discipline Policies.



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

No Votes: None

Abstentions: None

**G-2. Lynchburg City School Board Policy Updates**

Several policy revisions and one new policy were recently received from the Virginia School Boards Association (VSBA). Policy JRCA School Service Providers' Use of Student Personal Information is a brand new VSBA policy which went into effect May 2016. These policies have been reviewed by legal counsel and reflect the latest changes in state and federal law. These policy revisions from the VSBA May 2016 update appeared as attachments to the agenda report.

BBFA	Conflict of Interests and Disclosure of Economic Interests
BDC	Closed Meetings
EBB	Threat Assessment Teams
JJAC	Student-Athlete Concussions During Extracurricular Activities
JRCA	School Service Providers' Use of Student Personal Information (NEW)

Mr. Copeland stated that there had been discussion about changing the name of JJAC to Student Concussions because this policy applies to all students whether they are involved in an accident in a car or injured as a result of an athletic event.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Poore, the school board approved the changes to the school board policies BBFA, BDC, EBB, JRCA, and JJAC and approved the change of the name for JJAC to Student Concussions.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 12, 2016, EXHIBIT "D," FOR A COPY OF SCHOOL BOARD POLICY BBFA CONFLICT OF INTERESTS AND DISCLOSURE OF ECONOMIC INTERESTS, BDC CLOSED MEETINGS, EBB THREAT ASSESSMENT TEAMS, JJAC STUDENT CONCUSSIONS, AND JRCA SCHOOL SERVICE PROVIDERS' USE OF STUDENT PERSONAL INFORMATION (NEW)).

**H-1. Shentel Internet Connection**

As Lynchburg City Schools continues to expand its one-to-one initiative, LCS-ONE, there is a need for addition Internet bandwidth. Lynchburg City Schools selected Shentel as the additional Internet Service Provider through the annual e-rate process. Lynchburg City Schools will enter into a five-year contract with Shentel to provide a 5Gbps Internet connection at 3020 Wards Ferry Road, Lynchburg Virginia, 24502.

Through this contract, the school division will receive an addition five gigabytes of bandwidth which will help with the speed of downloading and accessing information for students while using Chromebooks. This is a five-year contract which will be funded you federal e-rate dollars. The funding received is based on free and reduced lunch percentages for the school division.

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

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 12, 2016, EXHIBIT "E," FOR A COPY OF THE CONTRACT.)

**H-2. Resolution of Recognition: Dunbar High School Reunion Participants**

Each year teachers and members of the 1923 through 1970 classes of Dunbar High School gather for a three-day reunion. The following school board resolution recognizes the participants in that reunion:  
A Resolution of Recognition

To

DUNBAR HIGH SCHOOL REUNION PARTICIPANTS

Classes of 1923 Through 1970 – Students and Faculty

Presented by the Lynchburg City School Board

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On the weekend of August 6-7, 2016, members of the DUNBAR HIGH SCHOOL family will gather for a student and faculty reunion in Lynchburg, Virginia. To attend this event, teachers and members of the 1923 through 1970 classes will come from near and far. Among them will be individuals who have achieved prominence in a wide variety of career fields. They will reflect on the institution of learning where their quest for commitment to achievement began.

WHEREAS, DUNBAR HIGH SCHOOL students and faculty members will come together in August 2016 as a community of individuals with a common cultural and historic heritage for this celebration; and

WHEREAS, DUNBAR HIGH SCHOOL students and faculty members will assemble from across the United States; and

WHEREAS, DUNBAR HIGH SCHOOL students have distinguished themselves locally, statewide, and nationally in a variety of endeavors and have credited these achievements, in part or in whole, to a Dunbar-taught confidence in abilities and courage in difficulties; and

WHEREAS, THE DUNBAR HIGH SCHOOL reunion committee will present a program at Paul Laurence Dunbar Middle School for Innovation; now, therefore,

BE IT RESOLVED that the Lynchburg City School Board of Lynchburg, Virginia, commends the DUNBAR HIGH SCHOOL Reunion Committee for the hours of work and planning that have gone into making this effort a success; and,

BE IT RESOLVED that the Lynchburg City School Board of Lynchburg, Virginia, takes immense pride in the extraordinary honor which has been brought to the Lynchburg City Schools as a result of the accomplishments of DUNBAR HIGH SCHOOL graduates; and,

BE IT RESOLVED that the Lynchburg City School Board expresses appreciation to all DUNBAR HIGH SCHOOL reunion participants who have taken the time and have come so far to show gratitude for an education that laid a strong foundation for success in a complex and ever changing world.

THE LYNCHBURG CITY SCHOOL BOARD

\_\_\_\_\_  
 School Board Chairman

\_\_\_\_\_  
 Superintendent of Schools

July 12, 2016

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Carter, the school board adopted the resolution or recognition of the Dunbar High School reunion participants.

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

No Votes: None

Abstentions: None

**H-3. Regional Alternative Education Program: 2016-17**

The Regional Alternative Education Program will provide an alternative educational setting for up to 67 middle school students and 180 high school students from Lynchburg City, Amherst, Appomattox, Bedford and Nelson counties at the Fort Hill Community School. Utilizing intervention strategies to help students improve their academic performance as well as their behavioral challenges, the Regional Alternative Education Program promotes collaboration between families, schools, public agencies, and the juvenile judicial system in an effort to foster students' success. The instructional staff uses individualized and small group instruction, as well as blended or hybrid instruction utilizing technology, to meet the academic needs of a diverse population of students.

**Budget for the Regional Alternative Education Program**

Expenditure Categories	State Funds
1000 - Personnel Services	\$223,028.33
2000 – Employee Benefits	\$85,642.67
3000 – Purchased Services	\$0
4000 – Internal Services	\$0
5000 – Other Charges Travel, Postage	\$4,000.00
6000 – Materials & Supplies	\$0
8000 – Equipment Laptops/calculators	\$0
Total Requested	\$312,671.00

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

**H-4. Individual Student Alternative Education Plan Grant: 2016-17**

Lynchburg City Schools received \$23,576.00 in Individual Student Alternative Education Plan (ISAEP) state grant funds. The ISAEP funds will be used to meet the needs of students enrolled in the Lynchburg City Schools Adult Learning Center/Reach Out and Develop Education Opportunities (RODEO) instructional program. The ISAEP program provides an opportunity for students who meet and complete the ISAEP requirements assistance in preparing for the General Education Development (GED®) tests while enrolled in public high school. Lynchburg City Schools graduated 11 students with their GED® during the 2015-2016 school year.

**Budget for ISAEP Grant**

Expenditure Categories	State Funds
1000 - Personnel Services	\$14,000.00
2000 – Employee Benefits	\$6,000.00
3000 – Purchased Services	\$0
4000 – Internal Services	\$250.00
5000 – Other Charges Travel, Postage	\$750.00
6000 – Materials & Supplies	\$2,576.00
8000 – Equipment Laptops/calculators	\$0
Total Requested	\$23,576.00

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

**H-5. LCS-One Damage Report ADP Recommendation**

Damage rates for the end of the 2015-2016 school year are now available, as well as Accidental Protection Plan participation information. Due to the damage numbers and lower-than-hoped-for ADP participation numbers, the school administrating is proposing a change to the ADP from \$75 for four years to \$20 per student per year. This voluntary payment would not create an extra fee for students but rather give parents an opportunity to purchase insurance should they choose to do so.

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

**I. Superintendent’s Comments**

Dr. Brabrand congratulated Dr. Nilles and Dr. Dolan-Sewell upon their appointments in their new leadership roles. He also welcomed Ms. Mason and Mrs. Morrison to the school board.

The administrative team for Heritage High School will be moving into their new suite on Monday.

Summer school and the PETAL program are up and running. Dr. Brabrand is glad that families are taking advantage of these opportunities.

Dr. Brabrand along with several members of the school board will attend the VSBA Conference on Education on June 19.

The Summer Leadership Conference will occur on July 28 and 29 at Linkhorne Middle School. School board members were invited to stop by.

The Pack the Bus event will occur on August 5, 2016, from 10:00 a.m. until 2:00 p.m. at the Wal-Marts located on Wards Road and Old Forest Road.

**J. Board Comments**

Dr. Nilles read Dr. Coleman’s email expressing his regret for being unable to attend the school board meeting this evening and welcoming the two new school board members.

Ms. Carter commended the efforts to recognize the Dunbar High School alumni through the resolution of recognition.

Mrs. Morrison expressed her appreciation for having the opportunity to serve on the school board.

**K. Informational Items**

Next School Board Meeting: Tuesday, August 2, 2016, 5:30 p.m., Board Room, School Administration Building

**L. Adjournment**

The meeting adjourned at 7:02 p.m.

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Michael J. Nilles, 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.)