

**Lynchburg City School Board
Regular Meeting
August 6, 2019**

**BOARD
MEMBERS
PRESENT:**

Robert O. Brennan
Sharon Y. Carter
James E. Coleman, Jr.
Belle H. Evans
Atul Gupta
Gary E. Harvey
Susan D. Morrison
Michael J. Nilles
Kimberly A. Sinha

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Crystal M. Edwards, Superintendent
Ben W. Copeland, Deputy Superintendent
Dashia Womack, Secondary Supervisor of Student Services
Marie F. Gee, Director of Personnel
Wyllys D. VanDerwerker, Director of Special Education
Amy Pugh, Director of Information Technology
R. Denise Spinner, Recording Secretary
Christi Meservy, Clerk

**MEDIA
PRESENT:**

News & Advance
WSET

Agenda Items:

- A-1. Agenda Approval
- B-1. Closed Meeting
- B-2. Certification of Closed Meeting
- C-1. Special Presentation
- D-1. Public Comments
- E-1. Finance Report
- F-1. Consent Agenda
- F-2. Personnel Report

- G-1. School Board Committees
- G-2. Advisory Committees to the School Board
- H-1. Strategic Plan Discussion
- I-1. Student Policies and Regulation
- I-2. Governance Policy Review
- J-1. Appointment of the Clerk
- J-2. Capital Improvement Plan
- J-3. School Board Retreat
- J-4. School Board Work Sessions
- K. Superintendent's Comments
- L. Board Comments
- M. Information Items
- N. Adjournment

A-1 Agenda Approval

Upon MOTION Ms. Carter, SECONDED by Dr. Coleman, the school board approved the August 6, 2019 Board Meeting Agenda.

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

No Votes: None

Abstentions: None

Upon MOTION Dr. Nilles, SECONDED by Ms. Carter, the school board approved the Amended Agenda to include the F-2 Personnel Report to Tuesday.

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

No Votes: None

Abstentions: None

B-1. Notice of Closed Meeting

Upon MOTION by Dr. Nilles, SECONDED by Ms. Carter, the school board convened to a closed meeting at 5:06 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1), appointment or promotion of particular officers, appointees or employees.

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

No Votes: None

Abstentions: None

B-2. Certification of Closed Meeting

Upon MOTION by Dr. Sinha, SECONDED by Ms. Carter, the school board reconvened in open session at 5:56 p.m.

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

No Votes: None

Abstentions: None

Upon MOTION by Ms. Carter, SECONDED by Dr. Brennan, 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. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Mr. Harvey, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

C-1. Special Presentation

During this presentation, Mrs. Dashia Womack recognized students in attendance from Heritage High School and E.C. Glass High School who have participated in the Gear Up Program. These students gave the board members informational handouts to update them with their plans and goals for the 2019-2020 school year.

D-1. Public Comment

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.

Mrs. Fitzgerald spoke about the volunteer program.

Mr. Flood spoke about the volunteer program.

E-1. Finance Report

The school administration, in accordance with the FY2018-19 school's operating budget, authorized, approved, and processed the necessary payments through June 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 June 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
Textbook Reserve Withdrawal	\$ 736,573.00
Adjusted Operating Budget	<u>\$ 98,956,419.50</u>

Through June 30, 2019

Actual Revenue Received	\$ 98,491,956.90
Actual Expenditures	\$ 94,883,158.19
Actual Encumbered	\$ 1,124,836.23

Percent of Budget Received	99.53%
Percent of Budget Used, excluding encumbrances	95.88%

As of 06/30/2019 - 12 months	100.00%
------------------------------	---------

Health Insurance Administrative Fees and Claims paid in June 2019	\$ 764,584.45
Health Insurance Payable Balance at June 30, 2019	\$ 2,551,732.01

The revenue and expenditure reports detail the transactions recorded through June 30, 2019. All reports appear 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 has not been reflected. The expenditure total is not finalized at this time as there are pending items yet to be posted, such as the June purchasing card charges, the adjustment to the health insurance expense, adjustment for year-end accruals, adjustment for prepayments and the recording of transactions between the City and Schools.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 6, 2019, FOR A COPY OF THE AGENDA AND ALL ATTACHMENTS.)

F-2. Consent Agenda

Upon MOTION Ms. Carter, SECONDED by Dr. Brennan, the school board moved the minutes for July 16, 2019 (Regular Meeting) and the personnel recommendations for July 16, 2019 - August 06, 2019 were approved.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Mr. Harvey, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: Dr. Gupta

G-1. School Board Committee Report

- 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-No information to report at this time.
 - Legislative Advocacy Committee-No information to report at this time.
- Advisory Committees to the School Board:
 - General Career Technical Advisory Committee-Open enrollment is open in August on

the website.

Equity Task Force Committee-the Equity Task Force will be presenting to the board at the August 20th Work Session.

Health Advisory Board Committee-No information to report at this time.

Special Education Advisory Committee-No information to report at this time.

Dr. Coleman requested an Athletic Advisory Committee to be started.

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 the discussion was on the connection between the board Strategic Plan and School Improvement Plans.

I-1. Lynchburg City School Board Policies Section 7

Upon MOTION Dr. Coleman, SECONDED by Ms. Carter, the school board approved the policies and regulations from the third part of Section 7 - Students for conversion to the Virginia School Board Association (VSBA). Formatted policies were reviewed by the Instruction and Program policy work group. As a result of this review, some revisions have been made to the VSBA policies and regulations that conform to current state and federal laws and regulations. Legal counsel has also reviewed these policies and regulations. The school administration will provide an overview of those changes and respond to questions during this presentation.

The Instruction and Program work group met on May 4, 2019.

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

No Votes: None

Abstentions: None

I-2. Lynchburg City School Board Governance Policy Review

Upon MOTION by Dr. Brennan, SECONDED by Ms. Carter, the school board accepted the changes proposed by VSBA for the following policies:

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

No Votes: None

Abstentions: None

BBFD - Conflict of Interest and Disclosure of Economic Interests

BDCA - Calling and Certification of Closed Meetings

JFB - Student Involvement in Decision Making

The Governance Policy workgroup met on June 3, 2019

J-1. Appointment of the Clerk: 2019-2020

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board

reorganize for the 2019-20 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.

Upon MOTION by Dr. Coleman, SECONDED by Dr. Nilles, the school board appointed Christi Meservy as the Clerk of the School Board for 2019-2020 school year.

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

No Votes: None

Abstentions: None

J-2. Capital Improvement Plan: School Gymnasium Addition

The FY20 capital improvement plan include \$1,000,000 in additional funding.

The school administration recommended Perrymont for the location of the third gym.

J-3. School Board Retreat: 2019-2020

Each year, the Lynchburg City School Board conducts an annual retreat. The board has decided on October 11, 2019 at University of Lynchburg. Some possible topics: Budget; Governance; Strategic Plan; Adopt A School.

A tentative date for the VSBA Retreat is August 27th in Charlottesville.

J-4. School Board Work Sessions: 2019-2020

Upon MOTION Dr. Nilles, SECONDED by Dr. Sinha, the school board approved the School Board Work Session schedule adding a session on December 17, 2019.

Yes Votes: Dr. Brennan, Mrs. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Mr. Harvey, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

K-1. Superintendent's Comments

Dr. Edwards shared that the 'Back To School' event would be on Saturday, August 10, 2019 at 10:00 a.m. to 2:00 p.m. She encouraged everyone to come and support the event.

The Superintendent thanked all staff for their hard work over the summer.

Dr. Edwards mentioned she joined the reunion celebration at Dunbar on August 3, 2019. Everyone had a great time.

Dr. Edwards informed everyone that the Lynchburg Regional Detention Center Educational Program is undergoing a name change. Moving forward the program will be called Turning Point Academy.

L-1. Board Comments

Mrs. Morrison shared that the Dunbar students are performing "Frozen" during the first week of school. She encouraged everyone to attend the performance.

Mrs. Morrison also commented on the 'Fill The Bus' event and how successful it was. She said it really warmed her heart to see the public support.

Dr. Coleman wanted to make sure that everyone knew that the Men 2 School Club welcomes everyone.


M-1. Informational Items

A School Board Work Session will be held on Tuesday, August 20, 2019 at 5:00 p.m. in the board room at the Administration Building.

The next School Board Meeting will be held on Tuesday, September 3, 2019 at 5:30 p.m. in the board room at the Administration Building.

N-1. Adjournment

The meeting adjourned at 7:55 p.m.



Susan D. Morrison, Chair



Christi Meservy, Clerk