

**Lynchburg City School Board
Regular Meeting
September 4, 2012**

**BOARD
MEMBERS
PRESENT:**

Charles B. White, Chairman
Trenay L. Tweedy, Vice Chairman
Mary Ann H. Barker
Albert L. Billingsly
Regina T. Dolan-Sewell
Jennifer R. Poore
Katie K. Snyder
J. Marie Waller
Thomas H. Webb

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction
Ben W. Copeland, Assistant Superintendent of Operations and Administration
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director of Testing, Gifted, and Guidance
Steven L. Gatzke, Director of Facilities and Maintenance
Marie F. Gee, Director of Personnel
Kevin M. Latham, Director of Secondary Education
Gloria C. Preston, Director of Student Services and Alternative Education
Michael K. Rudder, Director of Elementary School
Gregory P. Sullivan, Director of Information Technology
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B. Consent Agenda
- C. Student Representative Comments
- D-1. Superintendent's Evaluation: 2012-12
- E-1. R2K-CTE STEM Academy
- E-2. Early College Scholars
- E-3. Crisis Plans
- E-4. School Board Policy 7-11.2: Compulsory Attendance/Exemptions: Home Instruction
- E-5. Administrative Regulation 7-11.2: Compulsory Attendance/Exemptions: Home Instruction
- E-6. Special Education Advisory Committee: 2012-13
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. 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. Mr. White opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

A-1. Public Comments

In accordance with School Board Policy 1-41: Public Participation, the school board welcomes requests and comments as established in the guidelines within that policy. Individuals who wish to speak before the school board shall have an opportunity to do so at this time.

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

B. Consent Agenda

Upon MOTION by Mrs. Barker, SECONDED by Ms. Waller, the school board approved the personnel report and addendum for the period August 21 – September 4, 2012 and a request for religious exemption.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 4, 2012, "EXHIBIT A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

C. Student Representative Comments

None

D-1. Superintendent's Evaluation: 2012

On June 5, 2012, the school board approved the new Superintendent's Evaluation Instrument. The instrument contains a timeline by which goals are set for the coming year, solidifying long-range plans for the school division, when interim progress reports are given to the school board, and when the evaluation occurs. During the school board retreat, discussion about the goals and objectives on which the superintendent would focus this year were tied to the school division's comprehensive plan. Dr. Brabrand stated that his goals specific to Achievement, Behavior, and Culture are as follows:

1. Decrease the percentage of students not graduating on time by 10 percent each year while narrowing the gap between whites, minorities, economically disadvantaged, and students with disabilities.
2. Increase by 10 percent the number of students taking at least one Advanced, Advanced Placement, Accelerated Math, or Dual Enrollment class.
3. By the end of second grade, reduce the failure rate on the PALS by 10 percent and decrease by 10 percent the failure rates on the SOL reading assessments.
4. All schools will be fully accredited and all subgroups will show positive progress toward meeting the Annual Measureable Objectives (AMO) on SOLs as determined by the Virginia Department of Education.
5. Review grading practices and develop instructional strategies that encourage students to accurately demonstrate what they have learned.

Dr. Brabrand will also focus on professional development through attendance at conferences and workshop, mentorship offered through the Virginia Association of School Superintendents, and periodicals and materials that will help keep him abreast of curricula and instructional developments. Further, Dr. Brabrand indicated that he will continue to expand school/community engagement through attendance at various school functions and other community activities that occur throughout the year.

During the 2011-12 school year, the Superintendent's Evaluation Instrument Committee designed a new evaluation document that would help align the superintendent's evaluation with the goals contained in the comprehensive plan. While the school board recognizes that there are some goals that cannot be attained within a school year, the school board will revise some goals so that they can be reasonably evaluated in a one-year period.

The school board will approve these goals along with the portions of the comprehensive plan for Operations and Personnel once they have been presented to the school board.

E-1. R2K-CTE STEM Academy

Virginia's Region 2000 concept for a Governor's Career-Technical Education - Science, Technology, Engineering and Mathematics (R2K – CTE STEM) Academy is the result of a planning partnership consisting of Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, Lynchburg City Schools, Central Virginia Community College, Region 2000 Technology Council, Region 2000 Workforce Investment Board, and a host of business partners including Areva, Babcock & Wilcox, and Centra Health. All entities involved represent the educational and economic interests of Region 2000 with consideration for program expansion within and possibly outside the boundaries of the region.

Virginia has targeted its proposal to the National Governors Association "toward development of model programs in career and technical education to raise the quality of programs and to improve alignment with

postsecondary expectations in education and the workplace.” In support of this initiative, the planners believe the R2K – CTE STEM Academy will cultivate options for all students to acquire the knowledge and skills that will prepare them for multiple postsecondary pathways, especially for training toward high-wage, high-skill occupations in growing local and state industries.

The proposed R2K – CTE STEM Academy will target pathways in two career clusters: healthcare and mechatronics. The planning committee will be charged with developing and implementing sequential STEM course offerings in these areas that lead to entry-level employment and/or transition to postsecondary education at Central Virginia Community College or a four-year institution of higher learning. These healthcare and mechatronics courses will carry dual-enrollment college credit and will be available for selected students to enroll in by the fall 2013. The finalized courses will be new offerings that will be unavailable to students in the surrounding public schools. One of the many benefits of the academy, defined through the planning process, is a shared cost to local school divisions that would ordinarily be unable to fund the high-tech curriculum and laboratory facilities needed to deliver the content of the proposed CTE – STEM instructional program.

Mr. Jonathan Whitt, executive director of the Region 2000 Technology Council, Mrs. Elizabeth Narehood, managing director of the Future Focus Foundation, and Dr. John Capps, president of Central Virginia Community College, presented highlights of the R2K – CTE STEM Academy application submitted to the Virginia State Board of Education for approval. A presentation will be given to the Virginia Board of Education on September 25, 2012.

E-2. Early College Scholars

One of the actions of the Virginia General Assembly during the 2012 session was the passage of House Bill 1184. This bill amends Standard One of the Standards of Quality (§ [22.1-253.13:1](#)) by requiring local school boards and community colleges to develop agreements allowing high school students to complete an associate’s degree or a one-year Uniform Certificate of General Studies from a community college concurrent with a high school diploma. *Each institution within the Virginia Community College System shall develop written articulation agreements for postsecondary degree attainment with the public high schools in the school divisions that they serve, specifying the options for students to complete an associate’s degree or a one-year Uniform Certificate of General Studies concurrent with a high school diploma.*

Even prior to General Assembly action, representatives from Central Virginia Community College (CVCC) and Lynchburg City Schools met to discuss a partnership agreement that would allow qualified high school juniors to enroll in Early College through CVCC. During this presentation, Dr. Muriel B. Mickles, dean of humanities and social sciences for CVCC, and Dr. John S. Capps, president of CVCC, and members of the school administration provided details to a proposal that will allow qualified juniors to enroll in Early College in fall semester 2013. The presentation included information about the following:

- Admission requirements and selection procedures
- Student daily schedules and school calendar
- Course offerings
- Grades
- Tuition
- Transportation
- Textbooks

The academically accelerated program is designed for students planning to enter a four-year college. Qualified juniors will complete their last two years of high school at CVCC. Students earn an advanced studies high school diploma and a two-year Associates degree in general studies at the same. Classes are small in size, the largest being 24 students. A sample curriculum for the junior year would include English, history, mathematics, foreign language, public speaking, and orientation. Credits received are designed to transfer to four-year schools, and student may enter as a third year student. Early College students should acquaint themselves with the requirements of the four-year school to which transfer is planned.

Applications for Early College are made available at the high school guidance office and the CVCC Center. Applicants must have completed Algebra I, Algebra II, Geometry, and have strong math skills. Students are selected by school division staff or a CVCC selection panel, depending upon how the school division wants to proceed.

Tuition is set by the State Board for Community Colleges, and is approximately 40 percent of the cost of a state four-year school. Textbooks range from \$900 - \$1,000 per year. School divisions currently participating in the program provide tuition assistance in a variety of ways, and options associated for tuition assistance are developed by the participating school division.

Students who participate in the Early College program remain on the school division’s roles and are counted in the ADM. Students will also be able to participate in athletics at their base school and are allowed to take elective classes.

It was suggested that the school board consider the concept of this program when it is presented to the school board for approval.

E-3. Crisis Plans

Pursuant to the Code of Virginia §22.1-279.8, each school board shall ensure that every school develops a written school crisis, emergency management, and medical emergency response plan. The school must also review the plans on an annual basis.

The school division works collaboratively with the Lynchburg Police Department to develop those plans, and a copy of the plans have been forwarded to each school board member for review.

Mr. Copeland indicated that the plans had been updated to include new personnel and contact information and that the removal of the middle school SRO position was updated.

E-4. School Board Policy 7-11.2: Compulsory Attendance/Exemptions: Home Instruction

The Virginia General Assembly revised the requirements for parents who wish to homeschool their children. Code of Virginia §22.1-254.1, which is part of School Board Policy 7-11.2: Compulsory Attendance/Exemption: Home Instruction is now reflected in the policy.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 4, 2012, EXHIBIT "B," FOR A COPY OF SCHOOL BOARD POLICY 7-11.2: COMPULSORY ATTENDANCE/EXEMPTIONS: HOME INSTRUCTION)

E-5. Administrative Regulation 7-11.2: Compulsory Attendance/Exemptions: Home Instruction

The Virginia General Assembly revised the requirements for parents who wish to homeschool their children. The Code now requires parents to notify the division superintendent by August 15 if they intend to homeschool and provide a description of the curriculum. Administrative Regulation 7-11.2: Compulsory Attendance/Exemptions: Home Instruction has been revised to reflect that change.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 4, 2012, EXHIBIT "C," FOR A COPY OF ADMINISTRATIVE REGULATION 7-11.2: COMPULSORY ATTENDANCE/EXEMPTIONS: HOME INSTRUCTION.)

E-6. Special Education Advisory Committee: 2012-13

State regulations governing the education of students with disabilities require the Lynchburg City School Board to appoint a Special Education Advisory Committee annually. This committee comprised of a parent from each school and members of the school administration, meets a minimum of four times per year. Members serve two-year terms.

The Virginia Department of Education guidelines define the role of the Special Education Advisory Committee as follows:

- To advise the school division of unmet needs in the education of students with disabilities;
- To assist the school division in the formulation and development of long-range plans designed to provide needed educational services for students with disabilities;
- To participate in the development of priorities and strategies for meeting the identified needs of students with disabilities;
- To submit periodic reports and recommendations regarding the education of students with disabilities to the division superintendent for transmission to the school board; and
- To assist the school division in interpreting plans to the community for meeting the special needs of students with disabilities.

The proposed membership appeared as an attachment to the agenda report. New members are noted in bold.

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Webb, the school board approved the membership of the Special Education Advisory Committee for 2012-13.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 4, 2012, EXHIBIT "D," FOR A COPY OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEMBERSHIP FOR 2012-13.)

G. Superintendent's Comments

Dr. Brabrand stated that he hoped everyone had a nice break for Labor Day after having two full weeks of school. School board members have received a copy of the calendar of school events for September. Open houses for schools are underway, and Dr. Brabrand has been able to attend all of them thus far. During the open houses, the Give Me 5 strategy was rolled out with handouts and refrigerator magnets being distributed to parents. Dr. Brabrand announced that he would be spending Thursdays at schools to visit with teachers and principals to monitor progress of instruction.

The school operating budget for 2012-13 was based on a student enrollment of 8,202. As of today, the enrollment is 8,197, which is five students short of the budgeted enrollment.

Dr. Brabrand announced that the E. C. Glass High School – Heritage High School football game would occur on Friday. He encouraged parents of middle school children to accompany them to the game. These are high school events, and for safety's sake, he asks that younger students to be supervised by parents. A message regarding matter this will be shared with parents on Wednesday.

This year, the school administration will host community budget meetings at E. C. Glass High School on October 9, 2012, and at Heritage High School on October 18, 2012. The school administration will share information with the community about what goes into the budget process and receive input from community members about what they think should be placed in or taken out of the operating budget.

H. Board Comments

Mr. Billingsly stated that he is hopeful that the new programs, Early College and the R2K-CTE STEM Academy, being developed for implementation in fall 2013 will help high school students want to remain in school.

Mr. Webb provided information about the school events and activities that he attended during the past few weeks. He stated that the schools are looking beautiful inside and out.

Mr. White went to the Paul Munro Elementary School open house and commented that Dr. Brabrand's efforts to attend each of the open houses, sets the tone for the school year.

Mrs. Barker announced the next Finance Committee meeting will occur on September 12, 2012, at 12:00 noon at the School Administration Building.

I. Informational Items

Next School Board Meeting: Tuesday, September 18, 2012, 5:30 p.m., Board Room, School Administration Building.

J. Adjournment

The meeting adjourned at 7:26 p.m.

Charles B. White, Chairman

Wendie L. Sullivan, Clerk

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