

**Lynchburg City School Board
Regular Meeting
November 17, 2015**

**BOARD
MEMBERS
PRESENT:**

Mary Ann Hoss, Chairman
J. Marie Waller, Vice Chairman
Sharon Y. Carter
James E. Coleman
Derek L. Polley
Katie K. Snyder
Regina T. Dolan-Sewell
Michael J. Nilles
Jennifer R. Poore
Diamond L. Rosser, Student Representative, Heritage High School
Sanuel G. LeFew, Student Representative Pro Tem, E. C. Glass High School

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success
Ben W. Copeland, Assistant Superintendent for 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
Steven L. Gatzke, Director for Facilities and Maintenance
Marie F. Gee, Director for Personnel
Ethel R. Reeves, Director for Engagement, Equity, Opportunity, and Support
Michael K. Rudder, Director of School Improvement and Grants
Wyllys D. VanDerwerker, Director for Exceptional Learners
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda
Items:**

- A. Public Comments
- B-1. Student Recognition
- B-2. Student Recognition
- C-1. Finance Report
- D. Consent Agenda
- E. Student Representative Comments
- F-1. Standards of Learning, Federal Designations, and State Accreditation Results
- F-2. Special Education Advisory Committee: 2015-16
- G-1. Special Education Advisory Committee: Report
- G-2. Promise Plan: Professional Development in Lynchburg City Schools
- G-3. Capital Improvement Plan: Heritage Elementary School
- G-4. LAUREL Regional School Budget: 2015-16
- G-5. Central Virginia Governor's School for Science and Technology Budget: 2015-16
- G-6. XLR8 STEM Academy Budget: 2015-16
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. Adjournment

A. Opening Comments

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Ms. Hoss opened the meeting and asked those in attendance to rise and recite the *Pledge of Allegiance*.

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Upon MOTION by Dr. Coleman, SECONDED by Mr. Polley, the school board added item B-2. Student Recognition to its school board meeting agenda and added an addendum to item D-2. Personnel Report.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

A-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.

B-1. Student Recognition

Seven students from E. C. Glass High School and Heritage High School were selected to perform at the South Central Senior Regional Orchestra in November. The event took place at Glen Allen High School in Henrico County on November 13-14, 2015. Students selected to perform are as follows:

<u>E. C. Glass High School</u>	<u>Heritage High School</u>
Violin: Andrew Yi	
Viola: Kurt Cox	T. J. Cass and Andrew Patterson
Cello: Asher Sizemore	Jake Sandvig
Bass: Sydney Walker	

Students received a certificate and were recognized by the school board during this presentation.

B-2. Student Recognition

William Lankford, a seventh grade student at Paul Laurence Dunbar Middle School for Innovation, was named as a semifinalist in the Broadcam Masters Competition. The competition included middle school students from 39 different states and American Samoa. Semifinalists were selected from more than 2,230 applicants after each application received three independent readings and evaluations by distinguished scientists, engineers, and educators. Nominees qualified to enter the Broadcom Masters by being among the top 10 percent of the participants at their SSP (Society for Science and the Public) science fairs.

As a sixth-grader, William won 1st place in Physics, the Grand Physical Award, the Naval Award, the U. S. Air Force Award, and the Broadcom Award in the Regional Science Fair during the 2014-15 school year with his project titled "The Competitive Advantage of Corked Bats."

C-1. Finance Report

The school administration, in accordance with the FY2015-16 school operating budget, authorized, approved, and processed the necessary payments through October 31, 2015. The school administration certified that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through October 31, 2015, for the operating fund.

Total Operating Fund Budget	\$ 90,820,024.00
Insurance Proceeds	\$ 47,617.22
School Bus Funding	\$ 977,000.00
Restricted Donations	\$ 1,105.00
Adjusted Budget	<u>\$ 91,845,746.22</u>

Through October 31, 2015		
Actual Revenue Received	\$	19,941,431.74
Actual Expenditures	\$	24,886,198.10
Actual Encumbered	\$	55,974,259.69

Percent of Budget Received	21.71%
Percent of Budget Used, excluding encumbrances	27.10%

As of 10/31/15 – 4 months	33.34%
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The revenue and expenditure reports detailed the transactions recorded through October 31, 2015. All reports appeared as attachments to the agenda report.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 17, 2015, EXHIBIT “A,” FOR A COPY OF THE FINANCE REPORT.)

D. Consent Agenda

Upon MOTION by Mrs. Snyder, SECONDED by Ms. Poore, the school board approved the school board meeting minutes of November 2, 2015 (Regular Meeting), and November 2, 2015 (Joint Meeting), and the personnel report and addendum for the period November 2 – 17, 2015.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 17, 2015, EXHIBIT “B,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

E. Student Representative Comments

Mr. Samuel G. LeFew, student representative pro tem for E. C. Glass High School, and Miss Diamond L. Rosser, student representative for Heritage High School, provided comments about the events and activities occurring at their schools.

F-1. Standards of Learning, Federal Designations, and State Accreditation Results

Each year the school division administers Standards of Learning (SOL) tests in grades three through eight as well as 12 high school end-of-course tests. On October 27, 2015, the Virginia Department of Education released official federal designations for schools and accreditation results based on Standards of Learning tests.

Information regarding state accreditation and the changes to designations voted on by the State Board of Education at its October 22, 2015, meeting was provided to school board members. The changes to these designations provide a better understanding of the progress schools are making towards reaching accreditation goals. As a result of the introduction of new, more rigorous tests, hundreds of schools across the Commonwealth failed to meet accreditation. Consequently, new state-wide categories were put in place to indicate progress.

Three schools, Bedford Hills Elementary School, Paul Munro Elementary School, and Sandusky Elementary School, are fully accredited. The remaining elementary schools are partially accredited with either warning, approaching, or improved designations, with the exception of Heritage Elementary School, which is yet to be determined. Paul Laurence Dunbar Middle School for Innovation and Sandusky Middle School are also designated as to be determined, with Linkhorne Middle School partially accredited with warning. Both high schools are partially accredited with warning.

F-2. Special Education Advisory Committee: 2015-16

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 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 were noted in bold.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Carter, the school board approved the membership of the Special Education Advisory Committee for 2015-16.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 17, 2015, EXHIBIT “C,” FOR A COPY OF THE MEMBERSHIP.)

G-1. Special Education Advisory Committee: Report

The Special Education Advisory Committee (SEAC) requested to present to the Lynchburg City Schools Board in order to share the committee's accomplishments and recommendations for the coming school year.

The purpose of the Special Education Advisory Committee is to provide an opportunity for parents and community members to have input in the way school divisions provide services to students who have disabilities and receive special education services. Some of the recommendations provided by the SEAC included the implementation of division-wide programs at all three middle schools for students with moderate to severe disabilities so that students do not have to attend programs outside of their school attendance zone; utilization of post-secondary programs for students who graduate; continue to evaluate inclusive practices; increase funding for professional development in the areas of inclusive practices, co-teaching, differentiated instruction, and use of assistive technology; and continuation of the school division's PBIS program.

G-2. Promise Plan: Professional Development in Lynchburg City Schools

Professional development for instructional staff is a key component of the LCS Promise Plan (particularly actions in Strategy Cluster #6) to increase student achievement as well as student engagement and behavior. During this presentation, the school administration summarized the approach to professional development in LCS this year, shared data on division-wide professional development that has occurred this fall, and identified plans going forward. The school administration has conducted surveys to assess the professional development activities that have been offered thus far to gauge the interest and usefulness of those activities. Surveys will continue to be conducted to monitor the level of engagement and usefulness of activities and to receive feedback and recommendations for future opportunities.

G-3. Capital Improvement Plan: Heritage Elementary School

The 2015-16 capital improvement plan includes \$200,000 in construction funding for replacement of the main electrical service at Heritage Elementary School. This work involves the removal of the existing and installation of the new main electrical switch gear including the current transformer cabinet, main distribution panel, transformer, breakers, feeders, wiring, and conduit necessary to complete the electrical service upgrade for this school. AEP installed a new pad mounted transformer last summer as part of an electrical upgrade for both Heritage Elementary School and the new Heritage High School. The existing sub panels and their breakers and circuits are not part of this work.

The City of Lynchburg Office of Procurement and Purchasing has received a total of five bids for the main electrical service replacement project. The school administration recommends A & L Electrical based on their bid of \$74,373, which was the lowest bid. All bids received are listed below.

BIDDER	A & L Electrical, Inc.	Unlimited Electrical Contracting, Inc.	J. B. Moore Electrical Contractor, Inc.	Southern Air, Inc.	IES Commercial, Inc.
BASE BID	\$74,373	\$88,500	\$93,544	\$101,500	\$205,862

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

G-4. LAUREL Regional School Budget: 2015-16

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2015-16 operating budget in the amount of \$5,391,942.00, which represents an increase of \$111,761.00 from the 2014-15 approved budget.

Funds expended at the LAUREL Regional School are totally reimbursable from participating school divisions and the Commonwealth of Virginia. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools. The LAUREL Regional School provides services for students with severe disabilities. The following services are also provided by staff employed through LAUREL Regional School to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Poore, the school board authorized the school administration to act as fiscal agent for the LAUREL Regional School and to administer their 2015-16 budget in the amount of \$5,391,942.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 17, 2015, EXHIBIT “D,” FOR A COPY OF THE LAUREL REGIONAL SCHOOL BUDGET FOR 2015-16.)

G-5. Central Virginia Governor’s School for Science and Technology Budget: 2015-15

The Lynchburg City School Board serves as fiscal agent for the Central Virginia Governor’s School for Science and Technology. The governing board of the school has approved its 2015-16 operating budget in the amount of \$1,051,077, which represents an increase of \$25,485 over the prior year budget of \$1,025,592. All funds expended at the school are totally reimbursable from participating school divisions and state funds as listed on the attached budget. School divisions supporting this program are Amherst County Schools, Appomattox County Schools, Bedford County Schools, Campbell County Schools and Lynchburg City Schools.

Provided below is the financial impact summary for the Lynchburg City Schools:

	2014-15	2015-16
Student Tuition	\$4,700	\$4,700
Number of Students	33	32
Total Tuition	\$155,100	\$150,400

Lynchburg City Schools has a total of 44 slots available for students to attend the Central Virginia Governor’s School. In addition to the 32 students listed above, we have an additional 2 non-resident students attending that pay their own tuition. We also receive 10 students attending at no charge as a result of the Heritage High School rental agreement that was entered into on September 24, 2014.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Poore, the school board authorized the school administration to act as fiscal agent for the Central Virginia Governor’s School for Science and Technology and to administer its 2015-16 budget in the amount of \$1,051,077.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 17, 2015, EXHIBIT “E,” FOR A COPY OF THE CENTRAL VIRGINIA GOVERNOR’S SCHOOL FOR SCIENCE AND TECHNOLOGY 2015-16 BUDGET.)

G-6. XLR8 STEM Academy Budget: 2015-16

The Lynchburg City School Board serves as the fiscal agent for the XLR8 STEM Academy. The governing board of the school has approved its 2015-16 operating budget in the amount of \$277,250, which represents an increase of \$ 500 from the 2014-15 approved budget.

Funds expended at the XLR8 STEM Academy are totally reimbursable from participating school divisions and through grants or donations. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board authorized the school administration to act as fiscal agent for the XLR8 STEM Academy and to administer their 2015-16 budget in the amount of \$277,250.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 17, 2015, EXHIBIT “F,” FOR A COPY OF THE XLR8 STEM ACADEMY BUDGET FOR 2015-16.)

H. Superintendent’s Comments

Dr. Brabrand announced that several board members had received certificates through the VSBA Academy. They are Ms. Waller, the Award of Distinction (84 Credits in two years), and Dr. Coleman, Dr. Dolan-Sewell, Ms. Hoss, and Mrs. Snyder received the Award of Recognition (15 Credits per year).

Dr. Brabrand announced that the Partners in Education Breakfast will occur on November 23, 2015, at 7:30 a.m. at Lynchburg College.

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Dr. Brabrand announced that the Virginia School Boards Association Annual Convention will occur November 18-20, 2015. Many school board members and he will attend the convention.

Dr. Brabrand thanked everyone who attend the community meetings. As a result of the discussions that occurred at the meetings, the school administration was able to gain a wealth of information.

I. Board Comments

Ms. Waller provided information about the activities in which she participated during the past two weeks. Of particular note were the E. C. Glass High School Academic Awards Ceremony and the professional development activity where Dr. Adolph Brown was the keynote speaker.

Dr. Coleman expressed his appreciation to everyone who attended the community meetings. He also provided information about the work the Equity Task Force is doing.

Mrs. Snyder also provided comments about the community meetings acknowledging that these were engaging and inclusive activities.

J. Informational Items

Next School Board Meeting: Tuesday, December 1, 2015, 5:30 p.m., Board Room, School Administration Building

K. Adjournment

The meeting adjourned at 7:40 p.m.

Mary Ann Hoss, Chairman

Wendie L. Sullivan, Clerk

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