

**Lynchburg City School Board  
Regular Meeting  
December 15, 2009**

**BOARD  
MEMBERS  
PRESENT:**

Mary Ann H. Barker, Chairman  
Thomas H. Webb, Vice Chairman  
Keith R. Anderson  
Regina T. Dolan-Sewell  
Ingrid M. Hamlett  
Trenay L. Tweedy  
Charles B. White  
Robert W. Jones, Student Representative, Heritage High School

**BOARD  
MEMBERS  
ABSENT:**

Albert L. Billingsly  
Darin L. Gerdes

**ADMINISTRATION  
PRESENT:**

Paul McKendrick, Superintendent  
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction  
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration  
Beverly A. Padgett, Chief Financial Officer  
William A. Coleman, Jr., Director of Secondary Education  
Leigh F. Farmer, Public Information Officer  
Steven L. Gatzke, Director of Facilities and Transportation  
Merle P. Herndon, Director of Professional Development and School Business Partnerships  
Douglas L. Wickham, Acting Director of Information Technology  
Billie Kay Wingfield, Director of Personnel  
Wendie L. Sullivan, Recording Secretary/Clerk

**MEDIA  
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda  
Items:**

- A-1. Public Comments
- B-1. Finance Report
- C. Consent Agenda
- D. Student Representative Comments
- F-2. Race to the Top: Memorandum of Understanding
- E-1. High School Program of Studies: 2010-11
- E-2. Lynchburg City Schools' Comprehensive Plan
- F-1. Capital Improvement Plan: 2011-15
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:35 p.m. in the Board Room at the School Administration Building. Mrs. Barker opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

Upon MOTION by Rev. Anderson, SECONDED by Mr. Webb, the school board approved moving item F-2. Race to the Top: Memorandum of Understanding to be presented before item E-1. High School Program of Studies: 2010-11.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

**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. Finance Report**

The school administration, in accordance with the 2009-10 school operating budget, authorized, approved, and processed the necessary payments through November 30, 2009. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through November 30, 2009, for the operating fund (unaudited).

Total Operating Fund Budget	\$86,792,304.77
Expenditures through 11/30/09	(\$25,612,982.15)
Outstanding Encumbrances	(\$2,935,977.64)
Available Balance per Finance Report	\$58,243,344.98
Percent of Budget Used as of 11/30/09	32.89%
Percent of Budget Used as of 11/30/08	30.58%
As of 11/30/09 – 12 months	41.67%

The operating fund revenue report detailed the revenue received through November 30, 2009. The expenditure summary report summarized the payments made through November 30, 2009, for all funds. Both reports appeared as attachments to the agenda report.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 15, 2009, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

**C. Consent Agenda**

Upon MOTION by Mrs. Tweedy, SECONDED by Mr. Webb, the school board approved the school board meeting minutes for November 17, 2009 (Joint Meeting); November 17, 2009 (Regular Meeting); and December 1, 2009 (Regular Meeting); and the personnel report and addendum for the period November 17 – December 15, 2009.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 15, 2009, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**D. Student Representative Comments**

Mr. Robert W. Jones, student representative for Heritage High School, provided information about events and activities occurring at his school.

**F-2. Race to the Top: Memorandum of Understanding**

Race to the Top (RTTT) is competitive grant, offered by the US Department of Education (USDOE), to encourage and to support states and school divisions that have offered innovative school reform initiatives. The Commonwealth of Virginia, through the Virginia Department of Education (VDOE), is one of several states competing for those funds. If the VDOE is successful in efforts to obtain funds from the grant, eligible school divisions will have access to funds that will support initiatives that have and/or will improve student achievement, graduation rates, professional development, and building data systems. However, in order for any school division to be eligible for those funds, the local school division must sign a Memorandum of Understanding (MOU) with the state. That process, of course, involves the local school division receiving its school board's approval to participate in RTTT and thus submitting the MOU.

The school administration presented the Department of Education's MOU to the school board and then requested the school board's approval to participate in RTTT, through the signing of the MOU.

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Upon MOTION by Rev. Anderson, SECONDED by Mrs. Tweedy, the school board approved the Memorandum of Understanding and authorized the school administration to participate in the Race to the Top through the signing of the MOU.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 15, 2009, EXHIBIT "C," FOR A COPY OF THE RACE TO THE TOP MEMORANDUM OF UNDERSTANDING.)

**E-1. High School Program of Studies: 2010**

Each year modifications are made to the high school program of studies to reflect changes at the federal, state, or local levels. One group of major changes for 2010-11 comes from the changes being made at the state level to the *Regulations Establishing Standards for Accrediting Public Schools in Virginia* (8 VAC 20-131-5 et seq.) (Standards of Accreditation or SOA). These changes to the SOA became final in July 2009, and these changes, all affecting first-time ninth grade students in 2010-11, include the following:

1. There are two new diploma options (the Standard Technical and Advanced Technical diplomas);
2. The Advanced Diploma requirements are increased from 24 to 26 credits.
3. A credit in economics and personal finance is a graduation requirement for all diplomas except the Modified Standard Diploma;
4. The option to earn two standard credits in mathematics for completing Algebra I in a two-course sequence has been removed;
5. Math credit for the computer math course will only be granted if the student is also a Career-Technical Education program completer.

Many of these changes were anticipated, and the school board approved several related changes to the high school program of studies last year. These changes include the addition of the proposed graduation requirements, the addition of an advanced level economics and personal finance course, and the extension of the Career-Technical Education economics and personal finance course from a semester to a full-year course.

However, some of the changes to the SOA are yet to be reflected in the 2010-11 document, and these include the following:

1. Algebra I Part I will be removed;
2. The typical math course sequences chart will be changed to reflect changes in math course offerings; and
3. A notation will be added indicating that math credit for the computer math course will only be granted if the student is also a Career-Technical Education program completer.

In addition to the changes listed above, there are a number of proposed modifications related to state and local initiatives. These changes include the following:

1. Adding Advanced Placement Economics (Micro and Macro) as a one-credit, full-year course;
2. Adding a semester-long Arts Appreciation course which will be an exploratory rotation to include six weeks of art, six weeks of drama, and six weeks of vocal music;
3. Adding a year-long math support course, called Math Lab, for students who would have been scheduled into Algebra I Part I for 2010-11 but who will be scheduled into Algebra I instead;
4. Removing the option for work/study credit for Marketing I—that opportunity will still be available for Marketing II students;
5. Removing the Digital Imaging I and II courses—that program was lost to budget cuts for 2009-10.
6. Making two required name changes in Career-Technical Education courses—the former Advertising Design course is now referred to as Communications Systems, and the former Computer Maintenance course is now Introduction to Information Technology;
7. Moving from a two-period blocked format to a single-period format for both the first and second year courses in the Computer Systems Technology program;
8. Adding two single-period courses in the area of Computer Networking and Hardware;
9. Making a number of minor editorial changes and clarifications.

A draft copy of the proposed 2010-11 High School Program of Studies was distributed to members of the school board prior to the school board meeting.

Upon MOTION by Mr. Webb, SECONDED by Rev. Anderson, the school board approved the High School Program of Studies for 2010.11

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

### **E-2. Lynchburg City Schools' Comprehensive Plan**

The *Standards of Quality* require local school boards to adopt a division-wide comprehensive plan to improve classroom instruction and student achievement. The Lynchburg City Schools' proposed comprehensive plan is built around the six school board *Vision for Education* foci: Academic Eminence; Sound, Honorable Character; Exemplary Personnel; Parental Involvement and Community Investment; Respect for Diversity; and Model Facilities. Each vision focus area includes goals followed by strategies for meeting the goals. Each strategy is followed by columns providing the titles of those responsible, the timeline for completion, and the method of evaluation or evidence of completion.

As required by the *Standards of Quality*, the proposed comprehensive plan also includes a description of regional services, a forecast of anticipated enrollment changes, a technology plan, and evidence of community involvement in the development of the plan.

During this presentation, the school administration summarized key elements of the plan and answered preliminary questions regarding the goals, strategies, and other information included in the most recent draft provided to school board members.

Public comments will be received at the meeting on January 19, 2010. Online comments will also be accepted through this date and reviewed by school board members during that meeting. This document will be considered for action on February 2, 2010.

School board members suggested that the timelines be updated to reflect new dates rather than ongoing.

Dr. Dolan-Sewell left at 6:37 p.m.

### **F-1. Capital Improvement Plan: 2011-15**

The school division prepares a five year plan each year requesting funds for capital improvements needed at sites within the school division. After approval by the school board, the plan is forwarded to the Lynchburg City Council as a request for funding.

The CIP plan classifies capital projects into two categories:

1. Capital projects required to renovate or construct school facilities
2. Capital maintenance and equipment replacement projects required to maintain school facilities and grounds, and to replace capital equipment

The majority of funds required for the first category are normally provided by the City of Lynchburg through capital bonds. The school board assists the city with the funding of these projects through the allocation of State Lottery and School Construction funds. The second category of capital projects are funded through year-end funds or funds included in the annual operating budget for capital outlay purposes.

A draft summary of the FY 2011-2015 Capital Improvement Plan appeared as an attachment to the agenda report.

School board members discussed the possibility of moving funding from other projects, such as paving and the auditorium at Thomas C. Miller Elementary School to the Heritage High School roof project. Dr. McKendrick stated that once the school administration determines if there is other funding available, that information will be presented to the school board. Dr. McKendrick suggested that if there is no funding available for the roof at Heritage High School, the school board could make an appeal to the city council for additional funding. At this time, the school administration does not have accurate estimates regarding the roof, flashing, and window wall reparation for the Heritage High School roof. The school administration plans to review funding avenues for the project in January.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 15, 2009, EXHIBIT "D," FOR A COPY OF THE CAPITAL IMPROVEMENT PLAN FOR 2011-15.)

### **G. Superintendent's Comments**

Dr. McKendrick provided information to the school board about a fire that occurred in a closet in the fifth grade wing at Thomas C. Miller Elementary School. The fire was quickly extinguished; however, students were evacuated until the fire department had indicated that it was safe for students to re-enter the school. Fifth grade students were relocated to another area of the building for the remainder of the school day.

Renovations to the Fort Hill Community School have been completed. The school administration will conduct a walk-through with the contractor on Monday, and an open house for the school will be held on January 9, 2010.

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The School Administration Building will be closed on December 21-22, 2009, due to the need to cut power to the building those days and connect power to the new Juvenile and Domestic Court building. AEP indicated that the power should be restored to the School Administration Building by December 23, 2009.

The governor's proposed budget will be distributed by the Virginia Department of Education to all school divisions on December 18, 2009. On December 22, 2009, members of the Virginia Association of School Superintendents will gather in Richmond to discuss that proposed budget.

The holiday luncheon for school board members will occur on December 18, 2009, at 12 noon at Robin Alexander Restaurant.

**H. Board Comments**

Mrs. Barker announced that two school board members were not in attendance due to family illness.

Ms. Hamlett announced that she had attended the recent career-technical education event and was astounded and amazed by the programs offered to students in the school division. She plans to work with parents in providing information about the options available to their children.

Mr. Webb also commented on the career-technical education event and other events and activities he attended during the past two weeks.

**I. Informational Items**

Public Budget Hearing and Next School Board Meeting: Tuesday, January 5, 2010, 5:30 p.m., Board Room, School Administration Building

**J. Adjournment**

The meeting adjourned at 7:18 p.m.

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Mary Ann H. Barker, 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.)