



Lynchburg City School Board

Sharon Y. Carter  
School Board District 2

James E. Coleman  
School Board District 3

Regina T. Dolan-Sewell  
School Board District 1

Mary Ann Hoss  
School Board District 1

Michael J. Nilles  
School Board District 3

Derek L. Polley  
School Board District 1

Jennifer R. Poore  
School Board District 2

Katie Snyder  
School Board District 3

J. Marie Waller  
School Board District 2

School Administration

Scott S. Brabrand  
Superintendent

John C. McClain  
Assistant Superintendent of  
Student Learning and Success

Ben W. Copeland  
Assistant Superintendent of  
Operations and Administration

Anthony E. Beckles, Sr.  
Chief Financial Officer

Wendie L. Sullivan  
Clerk

**SCHOOL BOARD MEETING**  
**September 15, 2015 5:30 p.m.**  
**School Administration Building**  
**Board Room**

**A. CLOSED MEETING**

- 1. Notice of Closed Meeting  
Scott S. Brabrand. . . . . Page 1  
Discussion/Action
- 2. Certification of Closed Meeting  
Scott S. Brabrand. . . . . Page 2

**B. PUBLIC COMMENTS**

- 1. Public Comments  
Scott S. Brabrand. . . . . Page 3  
Discussion (30 Minutes)

**C. FINANCE REPORT**

- 1. Finance Report  
Anthony E. Beckles, Sr. . . . . Page 4  
Discussion

**D. CONSENT AGENDA**

- 1. School Board Meeting Minutes: September 1, 2015 (Regular Meeting)
- 2. Personnel Report  
Marie F. Gee. . . . . Page 9  
Discussion/Action

**E. STUDENT REPRESENTATIVE COMMENTS**

**F. UNFINISHED BUSINESS**

- 1. School Board Retreat  
Scott S. Brabrand. . . . . Page 11  
Discussion

**G. NEW BUSINESS**

- 1. Request for Fund Balance FY 2015  
 Anthony E. Beckles, Sr. . . . . Page 15  
 Discussion

**H. SUPERINTENDENT’S COMMENTS**

**I. BOARD COMMENTS**

**J. INFORMATIONAL ITEMS**

Next School Board Meeting: Tuesday, October 6, 2015, 5:30 p.m., Board Room, School Administration Building

**K. ADJOURNMENT**

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** A-1

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent

**Subject:** Notice of Closed Meeting

**Summary/Description:**

Pursuant to the Code of Virginia §2.2-3711 (A) (1), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters:

Employee Appointment

**Disposition:**  **Action**  
 **Information**  
 **Action at Meeting on:**

**Recommendation:**

The superintendent recommends that the school board approve a motion to enter into Closed Meeting in accordance with the Code of Virginia §2.2-3711 (A) (1) to discuss an employee appointment.

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** A-2

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent

**Subject:** Certification of Closed Meeting

**Summary/Description:**

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.

**Disposition:**  **Action**  
 **Information**  
 **Action at Meeting on:**

**Recommendation:**

The superintendent recommends that the school board approve the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** A-1

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent

**Subject:** Public Comments

**Summary/Description:**

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.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

**Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item.

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** C-1

**Attachments:**

**From:** Scott S. Brabrand, Superintendent  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** Finance Report

## Summary/Description:

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

The operating fund expenditure report summarizes the payments made through August 31, 2015, for the operating fund.

Total Operating Fund Budget	\$ 90,820,024.00
Insurance Proceeds	\$ 47,617.22
Restricted Donations	<u>\$ 180.00</u>
Adjusted Budget	\$ 90,867,821.22

### Through August 31, 2015

Actual Revenue Received	\$ 6,470,855.19
Actual Expenditures	\$ 10,126,254.43
Actual Encumbered	\$ 15,956,552.82

Percent of Budget Received	7.12%
Percent of Budget Used, excluding encumbrances	11.14%

As of 08/31/15 – 2 months	16.67%
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The revenue and expenditure reports detail the transactions recorded through August 31, 2015. All reports appear as attachments to the agenda report.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

## Recommendation:

The superintendent recommends that the school board receive the agenda report as an informational item.

Lynchburg City Schools  
 Operating Fund - Statement of Expenditures  
 For the Month Ending  
 August 31, 2015

	Fiscal Year 2015-16					BUDGET AVAILABLE	BUDGET % USED
	BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES			
<b>INSTRUCTION</b>							
FUNCTION 1100 CLASSROOM INSTRUCTION							
Personnel	49,097,831.21	4,239,358.69	8.63%	7,033,631.88	37,824,840.64		
Other	3,955,637.00	564,022.38	14.26%	295,629.36	3,095,985.26		
FUNCTION 1200 INST SUPPORT-STUDENT							
Personnel	3,448,060.90	312,648.80	9.07%	695,106.54	2,440,305.56		
Other	177,094.00	4,578.40	2.59%	4,257.76	168,257.84		
FUNCTION 1300 INST SUPPORT-STAFF							
Personnel	3,740,033.72	529,311.74	14.15%	551,642.82	2,659,079.16		
Other	1,555,897.30	56,197.00	3.61%	155,476.31	1,344,223.99		
FUNCTION 1400 INST SUPPORT-SCHOOL ADMN							
Personnel	5,252,359.04	772,040.93	14.70%	1,034,266.42	3,446,051.69		
Other	146,475.00	5,532.21	3.78%	18,069.66	122,873.13		
<b>TOTAL INSTRUCTION</b>	<b>67,373,388.17</b>	<b>6,483,690.15</b>	<b>9.62%</b>	<b>9,788,080.75</b>	<b>51,101,617.27</b>		<b>24.15%</b>
<b>ADMINISTRATION</b>							
FUNCTION 2100 ADMINISTRATION							
Personnel	2,416,531.68	416,654.76	17.24%	396,077.60	1,603,799.32		
Other	1,341,920.97	123,672.22	9.22%	599,517.33	618,731.42		
FUNCTION 2200 ATTENDANCE & HEALTH SERV							
Personnel	1,379,892.92	121,997.20	8.84%	183,175.32	1,074,720.40		
Other	52,225.00	5,214.78	9.99%	146,915.15	-99,904.93		
<b>TOTAL ADMINISTRATION</b>	<b>5,190,570.57</b>	<b>667,538.96</b>	<b>12.86%</b>	<b>1,325,685.40</b>	<b>3,197,346.21</b>		<b>38.40%</b>
<b>PUPIL TRANSPORTATION</b>							
FUNCTION 3100 MANAGEMENT & DIRECTION							
Personnel	339,286.50	53,492.01	15.77%	67,190.80	218,603.69		
Other	23,276.00	3,139.56	13.49%	6,235.10	13,901.34		
FUNCTION 3200 VEHICLE OPERATION SERVICE							
Personnel	2,479,454.66	262,406.18	10.58%	260,092.11	1,956,956.37		
Other	965,210.00	242,334.87	25.11%	569,535.44	153,339.69		
FUNCTION 3300 MONITORING SERVICE							
Personnel	420,630.43	33,432.62	7.95%	0.00	387,197.81		
Other	0.00	0.00	0.00%	0.00	0.00		
FUNCTION 3400 VEHICLE MAINT SERVICE							
Personnel	351,419.67	58,960.21	16.78%	0.00	292,459.46		
Other	381,750.00	97,855.65	25.63%	183,740.63	100,153.72		
FUNCTION 3500 BUS PURCHASE - REGULAR							
Other	0.00	0.00	0.00%	0.00	0.00		
<b>TOTAL PUPIL TRANSPORTATION</b>	<b>4,961,027.26</b>	<b>751,621.10</b>	<b>15.15%</b>	<b>1,086,794.08</b>	<b>3,122,612.08</b>		<b>37.06%</b>
<b>OPERATIONS &amp; MAINTENANCE</b>							
FUNCTION 4100 MANAGEMENT & DIRECTION							
Personnel	274,470.20	33,745.88	12.29%	0.00	240,724.32		
Other	84,000.00	10,636.35	12.66%	59,963.00	13,400.65		

Lynchburg City Schools  
 Operating Fund - Statement of Expenditures  
 For the Month Ending  
 August 31, 2015

<b>FUNCTION 4200 BUILDING SERVICES</b>							
	Personnel	4,329,592.53	786,736.53	18.17%	174,285.00	3,368,571.00	
	Other	4,983,392.22	830,378.99	16.66%	2,897,135.43	1,255,877.80	
<b>FUNCTION 4300 GROUNDS SERVICES</b>							
	Personnel	237,869.76	36,754.89	15.45%	20,233.80	180,881.07	
	Other	35,000.00	4,229.49	12.08%	871.00	29,899.51	
<b>FUNCTION 4400 EQUIPMENT SERVICES</b>							
	Personnel	0.00	0.00	0.00%	0.00	0.00	
	Other	80,000.00	12,030.93	15.04%	35,193.47	32,775.60	
<b>FUNCTION 4500 VEHICLE SERVICES</b>							
	Personnel	0.00	0.00	0.00%	0.00	0.00	
	Other	62,500.00	6,046.21	9.67%	21,359.11	35,094.68	
<b>FUNCTION 4600 SECURITY SERVICES</b>							
	Personnel	30,257.65	1,314.62	4.34%	6,047.16	22,895.87	
	Other	334,002.00	0.00	0.00%	145,450.00	188,552.00	
<b>FUNCTION 4700 WAREHOUSING SERVICES</b>							
	Personnel	8,651.93	3,884.00	44.89%	0.00	4,767.93	
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>		<b>10,459,736.29</b>	<b>1,725,757.89</b>	<b>16.50%</b>	<b>3,360,537.97</b>	<b>5,373,440.43</b>	<b>48.63%</b>
<b>Other Non-Instructional Operations</b>							
FUNCTION 5000 Non-Instructional Operations - Other		28,614.73	379.67	1.33%	375.00	27,860.06	
<b>TOTAL Non-Instructional Operations</b>		<b>28,614.73</b>	<b>379.67</b>	<b>1.33%</b>	<b>375.00</b>	<b>27,860.06</b>	<b>2.64%</b>
<b>FACILITIES</b>							
FUNCTION 6200 SITE IMPROVEMENTS		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 6600 BLDG ADD & IMP SERVICES							
	Personnel	22,178.34	398.75	1.80%	0.00	21,779.59	
	Other	20,000.00	0.00	0.00%	0.00	20,000.00	
<b>TOTAL FACILITIES</b>		<b>42,178.34</b>	<b>398.75</b>	<b>0.95%</b>	<b>0.00</b>	<b>41,779.59</b>	<b>0.95%</b>
<b>DEBT SERVICE</b>							
FUNCTION 7100 DEBT SERVICE - Other		0.00	0.00	0.00%	0.00	0.00	
<b>TOTAL DEBT SERVICE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>TECHNOLOGY</b>							
FUNCTION 8100 CLASSROOM INSTRUCTION							
	Personnel	1,636,678.74	243,969.84	14.91%	251,071.62	1,141,637.28	
	Other	212,505.49	59,556.75	28.03%	36,923.45	116,025.29	
FUNCTION 8200 INSTRUCTIONAL SUPPORT							
	Personnel	305,457.12	68,600.96	22.46%	66,507.80	170,348.36	
	Other	657,664.51	124,740.36	18.97%	40,576.75	492,347.40	
<b>TOTAL TECHNOLOGY</b>		<b>2,812,305.86</b>	<b>496,867.91</b>	<b>17.67%</b>	<b>395,079.62</b>	<b>1,920,358.33</b>	<b>31.72%</b>
<b>CONTINGENCY RESERVES</b>							
FUNCTION 9100 CLASSROOM INSTRUCTION		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 9300 ADMINISTRATION		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 9500 PUPIL TRANSPORTATION		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 9600 OPERATIONS & MAINTENANCE		0.00	0.00	0.00%	0.00	0.00	
<b>TOTAL CONTINGENCY RESERVES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>TOTAL OPERATING BUDGET</b>		<b>90,867,821.22</b>	<b>10,126,254.43</b>	<b>11.14%</b>	<b>15,956,552.82</b>	<b>64,785,013.97</b>	<b>28.70%</b>

Lynchburg City Schools  
 Operating Fund - Statement of Revenue  
 For the Month Ending  
 August 31, 2015

ACCOUNT TITLE	FY 2014-15				FY 2015-16			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(9,950,157.00)	(9,126,637.48)	(823,519.52)	91.72%	(10,248,262.00)	(973,476.06)	(9,274,785.94)	9.50%
240202 BASIC SCHOOL AID	(21,651,824.00)	(22,176,759.37)	524,935.37	102.42%	(22,130,823.00)	(3,688,470.50)	(18,442,352.50)	16.67%
240207 GIFTED & TALENTED	(240,997.00)	(245,765.00)	4,768.00	101.98%	(246,845.00)	(41,140.84)	(205,704.16)	16.67%
240208 REMEDIAL EDUCATION	(1,292,157.00)	(1,317,718.00)	25,561.00	101.98%	(1,323,508.00)	(220,584.68)	(1,102,923.32)	16.67%
240208 REMEDIAL EDUCATION COMPENSATION SUPPLEMENT	(123,629.00) 0.00	(107,296.63) 0.00	(16,332.37) 0.00	86.79% 0.00%	(105,619.00) (399,315.00)	0.00 0.00	(105,619.00) (399,315.00)	0.00% 0.00%
240212 SPECIAL ED SOQ	(2,794,545.00)	(2,880,857.56)	86,312.56	103.09%	(2,862,348.00)	(477,058.00)	(2,385,290.00)	16.67%
240217 VOCATIONAL ED SOQ	(225,615.00)	(230,078.00)	4,463.00	101.98%	(231,089.00)	(38,514.84)	(192,574.16)	16.67%
240221 SOC SEC-INSTR	(1,404,964.00)	(1,432,757.00)	27,793.00	101.98%	(1,439,052.00)	(239,842.00)	(1,199,210.00)	16.67%
240223 VRS INSTRUCTIONAL	(2,861,204.00)	(2,917,805.00)	56,601.00	101.98%	(2,846,592.00)	(474,432.00)	(2,372,160.00)	16.67%
240241 GROUP LIFE INST	(87,169.00)	(88,894.00)	1,725.00	101.98%	(89,284.00)	(14,880.68)	(74,403.32)	16.67%
240228 READING INTERVENTN	(168,326.00)	(170,830.92)	2,504.92	101.49%	(188,365.00)	0.00	(188,365.00)	0.00%
240205 CAT-REG FOSTER	(71,041.00)	(134,715.00)	63,674.00	189.63%	(132,031.00)	0.00	(132,031.00)	0.00%
240246 CAT-HOMEBOUND	(208,242.00)	(100,051.45)	(108,190.55)	48.05%	(102,053.00)	0.00	(102,053.00)	0.00%
240248 REGIONAL TUITION	(766,658.00)	(716,395.02)	(50,262.98)	93.44%	(739,236.00)	0.00	(739,236.00)	0.00%
240265 AT RISK SOQ	(1,439,822.00)	(1,468,098.00)	28,276.00	101.96%	(1,474,228.00)	0.00	(1,474,228.00)	0.00%
240309 ESL	(117,708.00)	(129,125.00)	11,417.00	109.70%	(148,706.00)	0.00	(148,706.00)	0.00%
240281 AT RISK 4 YR OLDS	(1,059,219.00)	(1,057,968.00)	(1,251.00)	99.88%	(1,221,024.00)	0.00	(1,221,024.00)	0.00%
240218 CTE - ADULT ED	(19,175.00)	0.00	(19,175.00)	0.00%	0.00	0.00	0.00	0.00%
240252 CTE EQUIPMENT	0.00	(13,266.87)	13,266.87	100.00%	0.00	0.00	0.00	100.00%
240253 CTE OCC PREP	(42,990.00)	(39,387.00)	(3,603.00)	91.62%	(48,230.00)	0.00	(48,230.00)	0.00%
MATH/READING INSTR SPECIALISTS	(40,267.00)	(40,267.00)	0.00	100.00%	(40,624.00)	0.00	(40,624.00)	0.00%
EARLY READING SPECIALISTS INIT	0.00	0.00	0.00	0.00%	(38,807.00)	0.00	(38,807.00)	0.00%
240275 PRIMARY CLASS SIZE	(1,707,979.00)	(1,693,633.00)	(14,346.00)	99.16%	(1,705,555.00)	0.00	(1,705,555.00)	0.00%
240214 TEXTBOOKS	(493,378.00)	(518,668.08)	25,290.08	105.13%	(505,349.00)	(84,224.84)	(421,124.16)	16.67%
240405 ALGEBRA READINESS	(139,687.00)	(137,583.00)	(2,104.00)	98.49%	(137,583.00)	0.00	(137,583.00)	0.00%
<b>COMMONWEALTH OF VA</b>	<b>(46,906,753.00)</b>	<b>(46,744,556.38)</b>	<b>(162,196.62)</b>	<b>99.65%</b>	<b>(48,404,528.00)</b>	<b>(6,252,624.44)</b>	<b>(42,151,903.56)</b>	<b>12.92%</b>
330212 IMPACT AIDPL81-874	(6,000.00)	(9,173.69)	3,173.69	152.89%	(6,000.00)	(435.81)	(5,564.19)	7.26%
180303 MEDICAID REIMBURSE	(300,000.00)	(397,969.97)	97,969.97	132.66%	(300,000.00)	(5,757.75)	(294,242.25)	1.92%
JR ROTC	(120,000.00)	(100,170.96)	(19,829.04)	83.48%	(120,000.00)	(2,377.36)	(117,622.64)	1.98%
<b>FEDERAL</b>	<b>(426,000.00)</b>	<b>(507,314.62)</b>	<b>81,314.62</b>	<b>119.09%</b>	<b>(426,000.00)</b>	<b>(8,570.92)</b>	<b>(417,429.08)</b>	<b>2.01%</b>

Lynchburg City Schools  
 Operating Fund - Statement of Revenue  
 For the Month Ending  
 August 31, 2015

	FY 2014-2015				FY 2015-16			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
510500 CITY OPER APPR	(38,924,147.00)	(38,924,147.00)	0.00	100.00%	(40,114,276.00)	0.00	(40,114,276.00)	0.00%
510500 FUND BALANCE RETURN	(907,000.00)	(907,000.00)	0.00	100.00%	0.00	0.00	0.00	#DIV/0!
510500 USE OF CIP FUNDS	(75,000.00)	(75,000.00)	0.00	0.00%	0.00	0.00	0.00	0.00%
<b>CITY</b>	<b>(39,906,147.00)</b>	<b>(39,906,147.00)</b>	<b>0.00</b>	<b>100.00%</b>	<b>(40,114,276.00)</b>	<b>0.00</b>	<b>(40,114,276.00)</b>	<b>0.00%</b>
189912 MISC REV/OTH FUNDS	(238.75)	(78,106.70)	77,867.95	100.00%	(100,000.00)	(156.48)	(99,843.52)	0.00%
180303 REBATES & REFUNDS	(30,000.00)	(30,237.78)	237.78	100.79%	(30,000.00)	(3,537.50)	(26,462.50)	11.79%
189903 DONATIONS & SP GF	(7,075.00)	(7,075.00)	0.00	100.00%	(180.00)	(180.00)	0.00	100.00%
189909 SALE OTHER EQUIP	(3,500.00)	(30,295.02)	26,795.02	865.57%	(3,000.00)	(6,093.50)	3,093.50	203.12%
189910 INSURANCE ADJUST	(127,289.54)	(141,384.78)	14,095.24	111.07%	(50,617.22)	(47,617.22)	(3,000.00)	94.07%
E RATE REIMBURSEMENT	(120,000.00)	(149,288.83)	29,288.83	124.41%	(115,500.00)	0.00	(115,500.00)	0.00%
TRANSFER IN/OUT	0.00	0.00	0.00	0.00%			0.00	0.00%
<b>MISCELLANEOUS</b>	<b>(288,103.29)</b>	<b>(436,388.11)</b>	<b>148,284.82</b>	<b>151.47%</b>	<b>(299,297.22)</b>	<b>(57,584.70)</b>	<b>(241,712.52)</b>	<b>19.24%</b>
150201 RENTS	(118,000.00)	(123,000.00)	5,000.00	104.24%	(123,000.00)	0.00	(123,000.00)	0.00%
161201 TUITION DAY SCHOOL	(110,000.00)	(84,781.17)	(25,218.83)	77.07%	(110,000.00)	(20,551.12)	(89,448.88)	18.68%
161206 TUITION ADULT	(18,000.00)	(33,115.78)	15,115.78	183.98%	(11,000.00)	(1,042.50)	(9,957.50)	9.48%
161207 TUITION SUMMER SCH	(25,000.00)	(150.00)	(24,850.00)	0.60%	(25,000.00)	0.00	(25,000.00)	0.00%
161202 SPEC PUPIL FEES	(40,000.00)	(31,816.32)	(8,183.68)	79.54%	(40,000.00)	(388.73)	(39,611.27)	0.97%
161205 BUS RENTAL	(400,000.00)	(322,611.46)	(77,388.54)	80.65%	(325,000.00)	(88,707.19)	(236,292.81)	27.29%
190101 TUIT FM OTH CO/CY	(634,620.00)	(29,227.68)	(605,392.32)	4.61%	(634,620.00)	0.00	(634,620.00)	0.00%
161201 DUAL ENROLLMENT	(85,000.00)	(128,214.00)	43,214.00	150.84%	(125,000.00)	0.00	(125,000.00)	0.00%
PRINT SHOP	(100,000.00)	(62,165.39)	(37,834.61)	62.17%	(75,000.00)	(32,832.27)	(42,167.73)	43.78%
SCHOOL NUT UTILITIES	(98,500.00)	(95,131.14)	(3,368.86)	96.58%	(95,000.00)	(3,167.07)	(91,832.93)	3.33%
FACILITY RENTALS	(75,000.00)	(46,735.00)	(28,265.00)	62.31%	(60,000.00)	(5,386.25)	(54,613.75)	8.98%
<b>CHARGES FOR SERVICES</b>	<b>(1,704,120.00)</b>	<b>(956,947.94)</b>	<b>(747,172.06)</b>	<b>56.15%</b>	<b>(1,623,620.00)</b>	<b>(152,075.13)</b>	<b>(1,471,544.87)</b>	<b>9.37%</b>
150101 INTEREST-BNK DPST USE OF MONEY	<b>(100.00)</b>	<b>0.00</b>	<b>(100.00)</b>	<b>100.00%</b>	<b>(100.00)</b>	<b>0.00</b>	<b>(100.00)</b>	<b>100.00%</b>
LEASE PURCHASE PROCEEDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
DESIGNATION - ENCUMBRANCES	(500,478.90)	0.00	(500,478.90)	0.00%	0.00	0.00	0.00	0.00%
<b>TOTAL OPERATING FUND</b>	<b>(89,731,702.19)</b>	<b>(88,551,354.05)</b>	<b>(679,869.24)</b>	<b>98.68%</b>	<b>(90,867,821.22)</b>	<b>(6,470,855.19)</b>	<b>(84,396,966.03)</b>	<b>7.12%</b>

Original budget	\$ 88,114,120.00
Fund Balance Return/Textbooks/CIP	\$ 982,000.00
Restricted Donation Received	\$ 7,075.00
Insurance proceeds allocated	\$ 124,289.54
Restricted Sale of Assets (CTE)	\$ 3,500.00
Miscellaneous Revenue	\$ 238.75
Designation - Prior Year Encumb	\$ 500,478.90
Adjusted Budget	\$ 89,731,702.19

Original budget	\$ 90,820,024.00
Restricted Donation Received	\$ 180.00
Insurance Proceeds	\$ 47,617.22
Adjusted Budget	\$ 90,867,821.22

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** D-2

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent  
Marie F. Gee, Director of Personnel

**Subject:** Personnel Report

## **Summary/Description:**

The personnel recommendations for September 1 – 15, 2015, appear as an attachment to this agenda report.

**Disposition:**  **Action**  
 **Information**  
 **Action at Meeting on:**

## **Recommendation:**

The superintendent recommends that the school board approve the personnel recommendations for September 1 – 15, 2015.

<b>NAME</b>	<b>COLLEGE</b>	<b>DEGREE/ EXPERIENCE</b>	<b>SCHOOL/ ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
<b>NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2015-2016:</b>				
Einreinhof, Robin	University of Virginia	M.A./25 yrs. (Lv. 25 3)	Perrymont Elementary Kindergarten	8-27-15

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** F-1

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent

**Subject:** School Board Retreat

**Summary/Description:**

The Lynchburg City School Board will conduct its annual retreat on October 15, 2015, in the Board Room at the School Administration Building. The agenda for the retreat appears as an attachment to the agenda report. This presentation will provide the school board with an opportunity for a final review of the agenda.

**Disposition:**  Action  
 Information  
 Action at Meeting on:

**Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item.

Draft



**SCHOOL BOARD RETREAT**  
**October 15, 2015**  
**Board Room**  
**School Administration Building**

7:30 a.m. – 8:00 a.m. Continental Breakfast

8:00 a.m. – 10:00 a.m. Promise Plan

Part of the school division's agreement with the OCR involves working with a consultant to develop specific strategies to address inequities among students. The result of that work has evolved into a *Promise Plan*. This plan concentrates on three of the topics suggested by board members for discussion during the retreat. They are Equity: From Rhetoric to Rigor to Results (Narrowing the Achievement Gap), Failure to meet Graduation Requirements, Office of Civil Rights Update.

10:00 a.m. – 10:15 a.m. Break

10:15 a.m. – 10:45 a.m. Data for Economically Disadvantaged Students

The Community Eligibility Provision (CEP) was established by the Healthy, Hunger-Free Kids Act of 2010 and allows high poverty schools and school divisions to offer breakfast and lunch to students at no charge and without applications for free and reduced lunch. Schools with student populations of 40 percent or more who receive free or reduced lunch the previous school year are eligible to participate in this program. Those certified without application for free and reduced meals are those in foster care, Head Start, homeless, Migrant or living in households that receive SNAP/food stamps, or those who receive TANF. The school administration will provide information about how schools will continue to receive Title I funding based on students who are eligible to receive free and reduced meals without going through the application process to certify eligibility.

10:45 a.m. – 11:30 a.m. Greater Awareness of Lynchburg City

The school division provides a vast array of programs and extra-curricular opportunities for students, and many of these programs are supported through the efforts of the Partners In Education program. The school administration will provide an overview of Partners In Education and information about how community groups and individuals can become a part of this program.

11:30 a.m. – 12:00 p.m. School Safety

The Lynchburg City Schools works with the city's police and fire departments to ensure that school buildings and grounds are safe for students. Some of the schools are located in areas where a number of businesses and establishments generate a lot of traffic, both motorized and pedestrian. The school administration will update the school board on safety and security upgrades of the past several years.

12:00 p.m. – 1:00 p.m. Lunch

1:00 p.m. – 1:45 p.m. Inequity between the Two High Schools

E. C. Glass High School and Heritage High School enroll students who are unique to their specific attendance zones; however, they are able to participate in the curricular programs offered through the school division even though the program might not be available at their base school. Extra-curricular activities also vary at each school; but again, students are able to participate in the activity through superintendent's dispensation. While advanced courses are available to students at both schools, it appears that students at E. C. Glass High School tend to take advantage of those courses at a higher rate than those at Heritage High School. Likewise, students' enrollment in institutions of higher learning tend to be greater for those graduating from E. C. Glass High School.

The school administration will offer information about the similarities and differences between the two high schools and solicit input from school board members about their perceptions of each high school community.

1:45 p.m. – 2:15 p.m. Teacher and Personnel Retention

The school administration employs the highly qualified teachers and staff. In order to retain those individuals, the school administration has recommended pay increases and adjusted compensation for specific employee groups. Further, professional development activities for teachers have increased over the past two years, and leadership institutes have been created for those who wish to become leaders in the school division. Additional information regarding retention strategies will be offered during this presentation.

2:15 p.m. – 2:30 p.m. Break

2:30 p.m. – 3:00 p.m. AP Test Scores

Test scores for Advanced Placement courses will be reviewed with school board members.

3:00 p.m. – 3:45 p.m. Brainstorming

The school board and the school administration will offer observations on the day's discussions as well as provide any suggestions to enhance and amplify the school division's mission.

3:45 p.m. – 4:30 p.m. Wrap Up

# Agenda Report

**Date:** 09/15/15

**Agenda Number:** G-1

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** Request for Fund Balance FY 2015

**Summary/Description:**

The fund balance for FY2015 is \$3,566,888. The school administration would like to use those funds for the purposes listed below:

**PROPOSED USE OF FUNDS**

Purchase of IT equipment (650 Chromebooks, 300 teacher laptops and accessories)	(500,000)
Textbook reserve	(155,439)
Purchase of new HR/Finance software	(400,000)
Refurbishment of Dunbar Middle School Gym Floor	(125,000)
Replenishment of Maintenance Emergency Fund	(50,000)
Updating of educational tests used in comprehensive evaluations	(30,000)
Purchase of instructional equipment for music and movement education classes	(49,000)
Purchase of musical instruments for secondary schools band, orchestra and chorus	(270,000)
Funding to create Credit Recovery Program (Boys & Girls Club) facility needs	(250,000)
Purchase of Special Education bus	(100,000)
Student furniture replacement in middle and high schools	(425,000)
Other maintenance needs TBD	(62,449)
Capital and Maintenance Projects (List attached)	(1,150,000)
	<hr/>
	(3,566,888)

**Remaining FY2015 Fund Balance**

**Disposition:**  Action  
 Information  
 Action at Meeting on: 10/06/15

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**Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on October 6, 2015.