



Lynchburg City Schools • 915 Court Street • Lynchburg, Virginia 24504

**Lynchburg City School Board**

Keith R. Anderson  
School Board District 2

Mary Ann H. Barker  
School Board District 1

Albert L. Billingsly  
School Board District 3

Regina T. Dolan-Sewell  
School Board District 1

Troy L. McHenry  
School Board District 3

Treney L. Tweedy  
School Board District 3

J. Marie Waller  
School Board District 2

Thomas H. Webb  
School Board District 2

Charles B. White  
School Board District 1

**SCHOOL BOARD MEETING  
November 2, 2010 5:30 p.m.  
School Administration Building  
Board Room**

**A. PUBLIC COMMENTS**

- 1. Public Comments  
Paul McKendrick. . . . .Page 1  
Discussion/Action (30 Minutes)

**B. SPECIAL PRESENTATION**

- 1. iPod Demonstration  
William A. Coleman, Jr. . . . . Page 2  
Discussion
- 2. American Education Week: November 15-19, 2010  
Paul McKendrick. . . . . Page 3  
Discussion

**C. CONSENT AGENDA**

- 1. School Board Meeting Minutes: October 5, 2010 (Regular Meeting)  
October 6-7, 2010 (School Board  
Retreat)  
October 14, 2010 (Joint Session)
- 2. Administrative Regulation 5-3.2: Grievances and  
Grievance Procedures: Procedure for Compliance –  
Classified Employees  
Paul McKendrick. . . . . Page 4  
Discussion/Action
- 3. Religious Exemption  
Paul McKendrick. . . . . Page 8  
Discussion/Action

**D. STUDENT REPRESENTATIVE COMMENTS**

**School Administration**

Paul McKendrick  
Superintendent

William A. Coleman, Jr.  
Assistant Superintendent of  
Curriculum and Instruction

Edward R. Witt, Jr.  
Assistant Superintendent of  
Operations and Administration

Beverly A. Padgett  
Chief Financial Officer

Wendie L. Sullivan  
Clerk

**E. UNFINISHED BUSINESS**

- 1. Heritage High School: Scholarship Donation  
Paul McKendrick. . . . . Page 10  
Discussion/Action

**F. NEW BUSINESS**

- 1. Partners In Education: Board of Directors  
William A. Coleman, Jr. . . . . Page 11  
Discussion/Action
- 2. Legislative Positions: 2010-11  
Paul McKendrick. . . . . Page 13  
Discussion/Action
- 3. School Operating Budget: Calendar 2010-11  
Paul McKendrick. . . . . Page 17  
Discussion/Action

**G. SUPERINTENDENT’S COMMENTS**

**H. BOARD COMMENTS**

**I. CLOSED MEETING**

- 1. Notice of Closed Meeting  
Paul McKendrick. . . . . Page 19  
Discussion/Action
- 2. Certification of Closed Meeting  
Paul McKendrick. . . . . Page 20  
Discussion/Action

**J. INFORMATIONAL ITEMS**

Study Session: Tuesday, November 2, 2010, 4:00 p.m.  
Board Room, School Administration Building

Next School Board Meeting: Tuesday, November 16, 2010, 5:30 p.m.  
Board Room, School Administration Building

**K. ADJOURNMENT**

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** A-1

**Attachments:** No

**From:** Paul McKendrick, 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:** 11/02/10

**Agenda Number:** B-1

**Attachments:** No

**From:** Paul McKendrick, Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** iPod Demonstration

## **Summary/Description:**

The Lynchburg City Schools, Roanoke City Schools, New Vistas School, and Roanoke Catholic School applied for and received the competitive grant, Enhancing Education Through Technology, which is offered through Title II, Part D. Funding from the grant enabled the Lynchburg City Schools to purchase more than 1,000 iPod Touch personal computing devices. These devices are used by students in grades kindergarten through twelve to increase achievement in English and math and to give students hands-on experiences with small personal technology devices.

During this presentation, the school administration will provide the school board with a demonstration of how teachers use the iPod Touch in the classroom.

**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:** 11/02/10

**Agenda Number:** B-2

**Attachments:** No

**From:** Paul McKendrick, Superintendent

**Subject:** American Education Week: November 15-19, 2010

## Summary/Description:

The National Education Foundation Association's 89<sup>th</sup> Annual American Education Week (AEW) spotlights the importance of providing every child in the United States with a quality education from kindergarten through college and the need for everyone to do his or her part in making public schools great. This year, AEW will be celebrated November 15-19, 2010. The weeklong celebration spotlights the different people who are critical in building great public schools for the nation's K-12 students. Celebration days include:

- November 15, 2010: Open House Day
- November 16, 2010: Parents Day
- November 17, 2010: Education Support Professionals Day
- November 18, 2010: Educator for a Day
- November 19, 2010: Substitute Educators Day

The year's theme, "Great Public Schools: A Basic Right and Our Responsibility," reflects the National Education Association's calling upon America to provide students with quality schools so that they can grow, prosper, and achieve in the 21<sup>st</sup> Century.

**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:** 11/02/10

**Agenda Number:** C-2

**Attachments:** Yes

**From:** Paul McKendrick, Superintendent

**Subject:** Administrative Regulation 5-3.2: Grievances and Grievance Procedures: Procedures for Compliance – Classified Employees

## **Summary/Description:**

Following a review of the Lynchburg City School Board's Administrative Regulation 5-3/2: Grievances and Grievance Procedures: Procedures for Compliance – Classified Employees, Mr. D. Patrick Lacy, an attorney for Reed Smith, recommended revisions to the regulation. Those changes appear as an attachment to this agenda report.

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

## **Recommendation:**

The superintendent recommends that the school board approved Administrative Regulation 5-3.2: Grievances and Grievance Procedures: Procedure for Compliance Classified Employees.

PERSONNEL

**Grievances and Grievance Procedures: Procedure for Compliance- Classified Employees R 5-3.2**

Employees may submit grievances in the following manner:

Step 1

~~Employees are requested to first discuss their concern with their administrative supervisor in order to reach an informal resolution of the matter. If this attempt is not successful, the employee shall present the grievance in writing to the director of personnel within five (5) working days of the date of the occurrence of the matter being grieved. The director of personnel or the director's designee shall attempt to resolve the matter and reply to the employee in writing within ten (10) working days of the presentation of the grievance.~~

Step 2

~~In the event that the decision of the director of personnel is not satisfactory to the employee, the employee may, within five (5) working days of the receipt of the answer, present the grievance in writing to the superintendent or the superintendent's designee. The parties to the dispute will meet with the superintendent or his/her designee and any witnesses called by either party for the hearing within ten (10) working days of the receipt of the written grievance. The superintendent or his/her designee shall review all testimony and materials pertinent to the grievance and issue a written decision to the employee within ten (10) working days after the hearing. The decision of the superintendent shall be considered final.~~

Timelines

~~The right of any party to proceed at any step of this grievance procedure shall be conditioned upon compliance with the time limitations and other requirements set forth in this procedure.~~

**{The school board adopts the following procedure in accordance with §22.1-79(6) of the Code of Virginia. Nothing in this procedure is intended to create, nor shall it be construed as creating, a property right in employment, nor shall this procedure be interpreted to limit in any way whatsoever the school board's exclusive final authority over the management and operation of the school division.**

**A. Definitions**

**The following words and terms have the following meanings when used in this procedure, unless the context clearly indicates otherwise.**

## PERSONNEL

**Grievances and Grievance Procedures: Procedure for Compliance- Classified Employees R 5-3.2**

1. "Days" means calendar days unless a different meaning is clearly expressed in this procedure. Whenever any period of time fixed by this procedure shall expire on a Saturday, Sunday, or legal holiday, the period of time for taking action under this procedure shall be extended to the next day that is not a Saturday, Sunday or legal holiday. "Working days" means those days that the central office is open for business.
2. "Dismissal" means the dismissal of an employee for disciplinary reasons during the term of such employee's contract.
3. "Demotion" means the involuntary assignment of an employee to a lower paying position for disciplinary reasons during the term of such employee's contract.
4. "Grievance" means a complaint or dispute involving the dismissal or demotion of an employee. "Grievance" shall not mean a complaint or dispute regarding the suspension of an employee, the nonrenewal or layoff of an employee, or reprimands or other forms of disciplinary action other than a dismissal or demotion. The procedure for the suspension of classified employees will be that as set forth in §22.1-315 of the Code of Virginia.
5. "Employee" or "employees" means all full-time employees of the school division, who have completed the required probationary period, except the Division Superintendent and those employees covered under Part III of the Procedure for Adjusting Grievances. "Employee" does not mean a part-time or temporary employee.

**B. Procedure**

1. Written notice of the proposed action, along with a statement of the reasons for the action, shall be given to the employee by his or her supervisor or appropriate administrator. Such notice shall also advise the employee that he may file a written request for a hearing with the superintendent within five days of the written notice, and that the failure to make a written request within the prescribed time will constitute a waiver of the right to a hearing and the action will become final without a hearing or further notice.
2. Upon a timely request, the superintendent or his designee shall hold a hearing within ten working days of receipt of the employee's request. Notice of the

## PERSONNEL

**Grievances and Grievance Procedures: Procedure for Compliance- Classified Employees R 5-3.2**

hearing shall be given orally or in writing to the employee at least five calendar days before the hearing.

3. The employee and his supervisor may be represented by legal counsel at the hearing. The hearing shall be private and the superintendent or his designee shall have full discretion over the conduct of the hearing. However, the employee and the supervisor may make opening statements, may present all material and relevant evidence, including the testimony of witnesses, and may cross-examine witnesses. Witnesses may be questioned by the superintendent or his designee.
4. The superintendent or designee shall give the employee a written decision within five working days after the completion of the hearing. The decision shall be based on the evidence relevant to the issues produced at the hearing in the presence of each party. If the Superintendent/designee decides to accept the recommendation of dismissal or demotion, the decision shall specify the effective date of the action, which may be immediate.
5. The school board shall conduct a hearing regarding the recommended dismissal or demotion only when such action is initiated by the Superintendent. In all other cases, the Superintendent or designee shall provide the hearing. A hearing before the school board, when applicable, must be requested in the manner and within the time, and will be conducted, as set forth above.
6. In cases in which the Superintendent or designee has provided the hearing, the employee may appeal the decision to the school board by providing written notice of appeal to the Superintendent within five (5) days of the decision of Superintendent or designee. Upon timely appeal, the school board shall decide the appeal on the record and render its decision within 30 days of the appeal.}

Approved by School Board: May 19, 1992

Revised by School Board: May 21, 1996

Revised by School Board:

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** C-3

**Attachments:** Yes

**From:** Paul McKendrick, Superintendent

**Subject:** Religious Exemption

## **Summary/Description:**

The school board, pursuant to the Code of Virginia 22.1-254 (B) (1) “shall excuse from attendance at school any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school.” The school board is in receipt of a Statement of Religious Beliefs from a parent.

The Statement of Religious Beliefs is confidential and is shared with members of the school board only.

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

## **Recommendation:**

The superintendent recommends that the school board excuse the student(s) from public school attendance by reason of bona fide religious training or belief of both the parent(s) and the student(s).

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** E-1

**Attachments:** No

**From:** Paul McKendrick, Superintendent

**Subject:** Heritage High School: Scholarship Donation

## **Summary/Description:**

The law firm of Marler Clark, a Seattle, Washington-based firm, recently notified Heritage High School (HHS) that the law firm had decided to donate \$25,000 to the school. Marler Clark, which often acts on behalf of victims of food borne illnesses, represented clients in the litigation against the Peanut Corporation of America (PCA), whose headquarters is in Lynchburg. PCA was suspected of contributing to illnesses nationwide due to suspected incidences of botulism. In making the contribution to HHS, a Marler Clark spokesperson stated that the firm often makes contributions to an agency or an institution that is located in the city where the corporation or institution that it is challenging is headquartered.

HHS' staff and administration have indicated that the school will use the funds to provide scholarships for graduating seniors. Heritage High School's principal, Dr. Mark L. Mear, will be present to answer questions school board members might have.

**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:** 11/02/10

**Agenda Number:** F-1

**Attachments:** Yes

**From:** Paul McKendrick, Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Partners In Education: Board of Directors

## **Summary/Description:**

The Partners In Education board of directors is comprised of one representative each from the Lynchburg City School Board and from the Lynchburg Regional Chamber of Commerce board of directors along with community leaders who represent education, business, professional, and organizational sectors of the community. Each representative serves a term of three years and attends semi-annual meetings. Members are appointed jointly by the Lynchburg City School Board and the Lynchburg Regional Chamber of Commerce Board. Board members provide general leadership in the community for the partnership program and serve as policy makers under the overall jurisdiction of the school board and the chamber board.

The proposed membership for the Partners In Education board of directors appears as an attachment to this agenda report.

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

## **Recommendation:**

The superintendent recommends that the school board select a school board representative to serve on the Partners In Education board of directors and approve the proposed membership for the Partners In Education board of directors.

2010-2011 Partners In Education Board of Directors

Mr. Nathaniel X. Marshall, Chairman  
Senior Human Resource Specialist  
The Babcock & Wilcox Company  
P.O. Box 785  
Lynchburg, VA 24505-0785  
(2)

Mr. Paul Sunwall, Vice-Chairman  
General Manager  
Lynchburg Hillcats  
P.O. Box 10213  
Lynchburg, VA 24506  
(2)

**Mr. Hylan “Hank” Hubbard**  
**Aetna (Retired)**  
**5456 Cottontown Road**  
**Forest, VA 24551**  
(1)

Mrs. Lynn Cunningham  
Vice-President  
Craddock Cunningham  
Architectural Partners PC  
10 Ninth Street  
Lynchburg, VA 24504  
(1)

Dr. Ken Garren  
President  
Lynchburg College  
1501 Lakeside Drive  
Lynchburg, VA 24501  
(2)

Mrs. Marjette Upshur  
Director of Economic Development  
City of Lynchburg  
828 Main Street 10<sup>th</sup> Floor  
Lynchburg, VA 24504  
(1)

Mr. Rex Hammond  
President & CEO  
Lynchburg Regional  
Chamber of Commerce  
2015 Memorial Avenue  
Lynchburg, VA 24501  
(1)

Dr. Merle Herndon  
Director of Professional  
Development/  
School Business Partnerships  
Lynchburg City Schools  
P.O. Box 2497  
Lynchburg, VA 24505

Mr. James Hornsby  
Store Manager  
Walmart #1350  
3900 Wards Road  
Lynchburg, VA 24502  
(1)

**Mr. Ronnie Gardner**  
**Manager**  
**Corporate Regulatory Affairs**  
**Areva**  
**PO Box 10935**  
**Lynchburg, VA 24506**  
(1)

Mr. Tom Prest  
CEO  
Alliance for Families & Children  
2600 Memorial Avenue Suite 201  
Lynchburg, VA 24501  
(1)

Mrs. Vickie D. Spencer  
Vice President of Marketing  
Bank of the James  
828 Main Street  
Lynchburg, VA 24504  
(1)

Mrs. Mary Ann Barker  
Chairman  
Lynchburg City School Board  
319 Hayfield Drive  
Lynchburg, VA 24503

New members are bolded.

(1) Indicates in first term of service.

(2) Indicates in second term of service.

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** F-2

**Attachments:** Yes

**From:** Paul McKendrick, Superintendent

**Subject:** Legislative Positions: 2010-11

## **Summary/Description:**

The Lynchburg City School Board reviewed and discussed its legislative positions for 2010-11 during its school board retreat, October 6-7, 2010. While the school board generally agreed with the topics and positions that they reviewed, the positions presented on the attachment, represent the school board's viewpoints and perspectives.

This item comes to the school board for its approval.

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

## **Recommendation:**

The superintendent recommends that the school board approve its legislative positions for 2010-11.

**Lynchburg City Schools**  
**2010-11 Legislative Positions**

**Compensation and Employee Relations**

- **The Lynchburg City School Board opposes legislation that would provide for binding arbitration, meet-and-confer requirements, and imposed grievance procedures thus restricting the authority of school boards.**

**Instruction**

- **The Lynchburg City School Board continues to urge legislators to request that the United States Department of Education allow the Commonwealth of Virginia to use the state's standards of accreditation system as the sole accountability system for public schools.**
  - The school board appreciates recent flexibility provided in the No Child Left Behind (NCLB) requirements; however, the school board believes that the Virginia Standard's of Learning assessments, which were in place before the No Child Left Behind legislation was enacted, is the appropriate program for measuring the academic progress of Virginia's students. The school board also supports modification of the Virginia's Standards of Accreditation to include provisions for monitoring the achievement of major subgroups of students and including specific goals for continuous academic improvement.
- **The Lynchburg City School Board supports passage of legislation to permit each local school board to set the school calendar and determine the opening of the school year.**
- **The Lynchburg City School Board supports modifications to the requirements for the General Achievement Diploma.**
  - The current requirements include actually withdrawing the student from school after completing the 20 required credits. The requirement that the student drop out of school may push the student further from needed resources and support. That requirement should be removed.

**Funding**

- **The Lynchburg City School Board supports legislation that would provide the necessary state funding for increased compensation for its teachers.**
  - Teachers throughout the Commonwealth deserve salaries commensurate with their duties and the average national salary for teachers.

- **The Lynchburg City School Board supports legislation establishing incentives to encourage students to consider teaching as a career and to keep teachers trained in Virginia colleges in the Commonwealth.**
  - As the pool of qualified teacher candidates decreases, teacher recruitment becomes increasingly challenging. Incentives such as those offered in North Carolina (see <http://www.ncpublicschools.org/scholarships/>) may encourage students to consider teaching as a career and may also encourage veteran teachers to remain in the profession and stay in Virginia. Efforts to increase the pool of qualified teachers would benefit all school divisions in the state.
- **The Lynchburg City School Board supports legislation which requires both public and private pre-kindergarten programs that use public tax dollars meet the same standards required of local school boards and school divisions.**
- **The Lynchburg City School Board urges the General Assembly to eliminate the Federal Revenue Deduction from the Basic Aid formula.**
- **The Lynchburg City School Board is appreciative of the Virginia General Assembly's support for many of the Standards of Quality (SOQ). The school board understands and is aware of the present financial downturn, but still believes that the SOQ are needed in order to meet the prescribed requirements for a quality education for each student in the school division. Thus the school board supports the legislation that funds the following:**
  - one principal at every elementary school,
  - an assistant principal for every 400 students in grades K-12
  - reduced caseloads for speech-language pathologist (from 68 to 60 students)
  - one full-time instructional position for each 1,000 students to serve as a reading specialist
  - In addition to supporting funding for these modifications, the Lynchburg City School Board requests funding for one testing coordinator for every 1,000 students.
- **The Lynchburg City School Board supports legislation that fully funds the educational costs of students with disabilities.**
- **The Lynchburg City School Board supports legislation to provide additional funds to maintain alternative education opportunities for students who would benefit from non-traditional programs housed in smaller, highly structured environments.**
- **The Lynchburg City School Board supports ~~continuation~~ of the Virginia General Assembly's efforts to provide funding for the improvement of aging schools through *School Construction Grants* thereby allowing for the implementation of instructional improvements. The School Board also**

**supports legislation which would increase the level of support provided through consistent funding sources.**

- **The Lynchburg City School Board supports legislation that would maintain the level of funding provided through the *Literary Fund* for the renovation and construction of public school buildings. The current funding application process must be shortened so that funds are available to localities more quickly.**

Lynchburg City School Board

Mary Ann H. Barker, Chairman

Thomas H. Webb, Vice Chairman

Keith R. Anderson

Albert L. Billingsly

Regina T. Dolan-Sewell

Troy L. McHenry

Treney L. Tweedy

J. Marie Waller

Charles B. White

School Administration

Paul McKendrick, Superintendent

William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** F-3

**Attachments:** Yes

**From:** Paul McKendrick, Superintendent

**Subject:** School Operating Budget: Calendar 2010 - 11

## **Summary/Description:**

The school administration proposes a schedule for the activities that support the development of the 2011-2012 school division's operating budget. Usually the chief financial officer develops this calendar, using dates and information provided to him/her from the city manager's office, from the governor's office, and from the Virginia Department of Education. However, currently, the school division is operating without the services of the chief financial officer. This influences, in a small way, the reasons why the calendar does not include specific dates, but months, as to when the proposed activities will occur. The school administration will present another iteration once the finance officer is on board and can then provide more specific input.

One should note that this proposed calendar includes a public forum in December as well as two forums after the winter break. This is a slight departure from previous calendars in that the school division usually scheduled forums after the winter break and typically after it had developed a great deal of the budget. The school administration thought that it might be beneficial if the public could provide input before the budget development starts.

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

## **Recommendation:**

The superintendent recommends that the school board approve the school operating budget calendar for 2010-11.

### School Operating Budget Calendar for 2010-11

Date	Budget Activity
September 2010	Administrative staff began budget discussions
November 2010	Administration meets with department heads to review current year budget and discuss 2011-12 budget
	Administration consolidates and summarizes budget requests for the superintendent and executive staff to review along with FTE staffing projections by program
	Superintendent and executive staff set priorities for staff budget requests
December 2010	Superintendent presents preliminary estimate of operating revenues and expenditures to the school board including employee compensation proposals
December 2010	School Board holds budget workshop to review revenue and expenditure information
December 2010	Governor's introduced budget scheduled for release
December 2010	Staff and community forums – Linkhorne Middle School
January 2011	Superintendent receives letter from city manager – local funding recommendation
January 2011	School board receives updates state revenue information based on governor's proposed budget and local revenue based on city manager's proposal
January 2011	Public Budget Forum – Heritage High School
January 2011	Public Budget Forum – E. C. Glass High School
February 2011	School board receives updated revenue and expenditure figures from administration
March 2011	School board meeting – budget work sessions
March 2011	City manager releases proposed budget for the city of Lynchburg, including the recommendation for school funding
March 2011	General Assembly approves final state budget
March 2011	Superintendent receives final state revenue projections from the Virginia Department of Education
March 2011	School board meeting – Public Budget Hearing School board approves budget and forwards to city council
April 2011	City council holds public budget hearing
April 2011	Superintendent provides updates on state revenue along with required budget adjustments and unfunded priorities to the school board for approval
April 2011	School board provides updated budget adjustments along with unfunded priorities to city council
May 2011	City council's first reading of budget for adoption
May 2011	City council's second reading of budget for adoption
July 2011	Superintendent implements approved budget

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** I-1

**Attachments:** No

**From:** Paul McKendrick, Superintendent

**Subject:** Notice of Closed Meeting

**Summary/Description:**

Pursuant to the Code of Virginia §2.2-3711 (A) (1) (7), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters:

Personnel Matters

Consultation

**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) (7) to discuss specific personnel matters and consultation with staff about probable litigation because consultation or briefing in open meeting would adversely affect the litigating posture of the school board.

# Agenda Report

**Date:** 11/02/10

**Agenda Number:** I-2

**Attachments:** No

**From:** Paul McKendrick, 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).