



SUPERINTENDENT'S PERSONNEL ADVISORY COMMITTEE  
FEBRUARY 4, 2016  
MEETING MINUTES

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Members Present: Ben Copeland, Assistant Superintendent for Operations and Administration; Traci Schmincke, William Marvin Bass Elementary School; Sherrie Wilson, Heritage Elementary School; Jacquelyn Waltmire, Dearington Elementary School for Innovation; Mark Farris, Sandusky Middle School; Adam Benyo, Paul Munro Elementary School; Rodney Allen, Paul Laurence Dunbar Middle School for Innovation; Lori Seipp, Sheffield Elementary School; Susan Wolk, Bedford Hills Elementary School; Connie Finney, Lynchburg Education Association; Hammer Bowling, E. C. Glass High School; Kathy Hudson, Thomas C. Miller Elementary School for Innovation; Paul Shaskan, Paul Laurence Dunbar Middle School for Innovation; Susan McCorkle, Perrymont Elementary School; Angela LaFon, Carl B. Hutcherson Building; Alex Richardson, Heritage High School; Kira Roberts, Robert S. Payne Elementary School; Marshall Saunders, Department of Maintenance; Debra Fitzgerald, Linkhorne Middle School; Jennifer Kerns, LAUREL Regional School/Nurses and Health Assistants; Anthony Beckles, Chief Financial Officer; Scott Brabrand, Superintendent; Wendie Sullivan, Recording Secretary

The Superintendent's Personnel Advisory Committee met at 3:50 p.m. Dr. Brabrand opened the meeting.

- Dr. Brabrand stated that the school board submitted its request of \$1.78 million to city council for next year's budget. The budget request includes a one percent salary increase for all employees, market adjustments for certain employee groups, and funding for the new Empowerment Academy. There has been no word on the governor's budget for next year.
- Questions were asked about the reinstatement of employee tuition assistance. Dr. Brabrand stated that this item does come up during budget discussions, but it has not yet made it to Tier I recommendations.
- It was stated that more funding is needed for new books. Dr. Brabrand explained that several schools are using Title I funding to build classroom sets. This might be option for schools throughout the division.
- Questions were raised about additional funds for field trips. Dr. Brabrand stated that there is some funding in the budget this year for Discover Lynchburg field trips but not enough to cover all field trips.
- Clarification was asked for a statement that was made in the minutes for the December 3, 2015, personnel advisory meeting about school bus

schedules and adjusting middle and elementary school start times. No decisions have been made regarding any changes. This is just discussion.

- A request was made for additional parking at Bedford Hills Elementary School. Mr. Copeland stated that the school administration is looking at parking issues for the entire school division.
- Information was provided about the special education case load for Bedford Hills Elementary School. Dr. Brabrand stated that the school administration is aware of the school's needs. The school administration will conduct staffing meetings with principals at each school, and this item will be discussed at that time.
- A request was made for an instructional technology teacher to help with building students' skills.
- Questions were raised about assigning projects for students during intersession. Dr. Brabrand stated that assignments are not to be given to students for completion during intersession.
- Teachers have asked when the step system for compensation will be resumed. Dr. Brabrand explained that the Department of Personnel has been reviewing pay scales and found that it would cost millions to implement the step system. At this point, the school administration is trying to ensure that compensation for specific employee groups is raised to market level and to secure an annual raise in compensation for all employees.
- Questions were raised about principal survey data. Dr. Brabrand explained that teachers will have access to the data and that principals have been instructed to share it with their faculty and staff.

The meeting adjourned at 5:03 p.m.

**Next Superintendent's Personnel Advisory Committee Meeting:  
Thursday, April 7, 2016, 3:45 p.m., Board Room, School Administration  
Building**