



SUPERINTENDENT'S PERSONNEL ADVISORY COMMITTEE
OCTOBER 5, 2017
MEETING MINUTES

Members Present: Marie Gee, Director for Personnel; Ted Finney, Linkhorne Elementary school; Adam Benyo, Paul Munro Elementary School; Wyndie Mayfield, Heritage High School; Lori Seipp, Sheffield Elementary School; Tina Oliver, Empowerment Academy; Kacey Crabbe, Empowerment Academy; Tara Fesler, Empowerment Academy; Karl Loos, Lynchburg Education Association; Jacquelyn Phillips, Dearington Elementary School for Innovation; Connie Finney, Instructional Assistants; Tate Culbreth, Bedford Hills Elementary School; Jane Ruehle, Hutcherson Early Learning Center; Kim Arnold, Hutcherson Early Learning Center; Toni Hill, School Nutrition; Marshall Saunders; Department for Maintenance; Kira Roberts, Robert S. Payne Elementary School; Jennifer Kerns, LAUREL Regional School/Health Assistants and Nurses; Audrey Gray, Linkhorne Middle School; Shirley Rucker, Custodians; Zebia Christian, Perrymont Elementary School; Ben Copeland, Assistant Superintendent for Operations and Administration; Wendie Sullivan, Recording Secretary

The Superintendent's Personnel Advisory Committee met at 3:45 p.m. Mr. Copeland opened the meeting.

The following is a summary of comments offered by each of the representatives.

- Empowerment Academy: Concern was expressed about student safety as they enter and leave the building on 12th Street. Mr. Copeland will look into having a crosswalk placed in front of the building as well as school zone signs to alert drivers to use caution when approaching the school.
- Lynchburg Education Association: Mr. Loos provided comments about teacher salary scales, student discipline, and the school calendar. The school administration is currently restructuring the teacher salary scales, and they will be presented to the school board at its annual retreat. These scales are in draft form and will not be considered for implementation until fully discussed by the school board.

Student discipline was a topic of discussion for many of the personnel advisory representatives present (Dearington/Bedford Hills/R. S. Payne/Perrymont/). Many stated that the behavior of students is making it difficult for teachers throughout the division to obtain and keep substitute teachers. Substitute teachers are also accepting jobs but are not showing up.

The school calendar for next year will be considered by the school board in January 2018. No discussion regarding the 2018-19 calendar has occurred.

- Bedford Hills Elementary School: Instructional Assistants did not feel that their time was well spent at the beginning of the school year (also expressed by Hutcherson Early Learning Center). If these days are going to be added to their contract, the professional development should be focused on duties that are performed by them. Further, an increase in compensation for Instructional Assistants was also an item of discussion.

Concern was expressed about buses being late to school in the morning and the afternoon. Mr. Copeland will address this with the director for transportation.

- Robert S. Payne Elementary School: Staff at this school have seen increased behaviors in students that require specialized assistance with regard to mental health issues. They are requesting additional assistance with and for these students.
- Discussion focused on alternative education options for students. The school administration is in the process of reviewing the alternative education program which will include options for all students, elementary through secondary.
- LAUREL Regional School: This school is experiencing many of the same issues relative to student behavior and the high turnover rate in staff.
- Linkhorne Middle School: There were a variety topics introduced by this school. They are as follows:
 - Staff would like to know which professional development days are division-directed or principal-directed.
 - Staff would like for school supplies to be given to the school for distribution. This way, students would have their supplies at school with them.
 - Staff would like to continue the partnership with Liberty University students who provided tutoring services for LCS students. Who should they contact in order to restore this partnership?
 - Staff members enjoy the initiative of the Men 2 School group who welcome students to school at the beginning of the school year. They would like for those individuals to volunteer on a more consistent basis.
 - Staff has concerns about students being pulled from core classes for restorative justice sessions. Students are missing 45-94 minutes of class, and instructional time for those students is lost.

Information to respond to these comments and questions will be provided directly to the staff at Linkhorne Middle School.

The meeting adjourned at 4:30 p.m.

The next meeting of the Superintendent Personnel Advisory Committee will occur on December 12, 2017, at 3:45 p.m. in the Board Room at the School Administration Building.