

**Lynchburg City School Board  
Regular Meeting  
January 5, 2016**

**BOARD  
MEMBERS  
PRESENT:**

Mary Ann Hoss, Chairman  
Sharon Y. Carter  
James E. Coleman  
Regina T. Dolan-Sewell  
Michael J. Nilles  
Derek L. Polley  
Katie K. Snyder  
Jennifer R. Poore  
Diamond L. Rosser, Student Representative, Heritage High School

**BOARD  
MEMBERS  
ABSENT:**

J. Marie Waller, Vice Chairman  
Stephen M. Farmer, Student Representative, E. C. Glass High School

**ADMINISTRATION  
PRESENT:**

Scott S. Brabrand, Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success  
Ben W. Copeland, Assistant Superintendent for Operations and Administration  
Anthony E. Beckles, Sr., Chief Financial Officer  
LaTonya D. Brown, Director for Student Support, Behavior, and Alternative Education  
April M. Bruce, Director for Data, Assessment, and Accountability  
David A. Childress, Director for Information Technology  
Jason J. Ferguson, Director for Transportation  
Steven L. Gatzke, Director for Facilities and Maintenance  
Marie F. Gee, Director for Personnel  
Michael K. Rudder, Director of School Improvement and Grants  
Wyllys D. VanDerwerker, Director for Exceptional Learners  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

J. Marie Waller, Vice Chairman  
Stephen M. Farmer, Student Representative, E. C. Glass High School

**Agenda  
Items:**

- A-1. Public Meeting
- B-1. Lynchburg City Schools Aspiring Administrators Recognition
- C. Consent Agenda
- D. Student Representative Comments
- E-1. School Operating Budget: 2016-17
- F-1. Capital Improvement Plan: Furniture Replacement
- F-2. Lynchburg Juvenile Detention Center Education Program Budget: 2015-16 Title I, Part D. Neglected Delinquent-Literacy Coach
- F-3. High School Program of Studies: 2016-17
- F-4. Lynchburg City Schools Intersession Update
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Ms. Hoss opened the meeting and asked those in attendance to rise and recite the *Pledge of Allegiance*.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Poore, the school board deleted item A. Closed Meeting, added item C. Consent Agenda, and replaced item F-1. Capital Improvement Plan: Furniture Replacement.

Yes Votes: Ms. Hoss, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Mrs. Snyder

No Votes: None

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Abstentions: None

**A-1. Public Comments**

In accordance with Policy BDDH Public Participation at School Board Meetings, 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-1. Student Recognition**

The LCS Aspiring Administrators program designed to support the professional learning and development of teacher leaders aspiring to become administrators and assistant principals aspiring to become principals finished up its final session on November 5, 2015. Twenty staff members participated in each of the six sessions completing all of the requirements.

During this presentation, the following staff members will be recognized by the school board.

Bedford Hills Elementary School

Donna D. Rinker

E. C. Glass High School

Melissa Harris  
Mary Marshall

Fort Hill Community School

George Hurt

Heritage High School

Traci Lipscomb Renee Anderson  
Michelle Wisskirchen

Carl B. Hutcherson Building

Gerin Martin

Sheffield Elementary School

Melissa Ferguson  
Dana Johnson

Special Education

Sallie Carson

Linkhorne Elementary School

Theodore Finney

Thomas C. Miller Elementary School for Innovation

Kelly Bivens  
Christina Crawford

Paul Munro Elementary School

Joel Dechant

Robert S. Payne Elementary School

Perrymont Elementary School

Jeffrey Guerin

Gifted and English Language Learners

Amanda Myers-Ramierz (Coordinator)

Gifted Resource

Heather Bolling  
Gwyneth Tatum

Instructional Coach

Joshua Boyd

Mr. Copeland explained that the program began with 26 participants. Six of those have been promoted to principals or assistant principals within the school division or surrounding counties.

**C. Consent Agenda**

Upon MOTION by Dr. Nilles, SECONDED by Mrs. Snyder, the school board approved the personnel report for the period December 15, 2015 – January 5, 2016.

Yes Votes: Ms. Hoss, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Mrs. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 5, 2016, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**D. Student Representative Comments**

Miss. Diamond L. Rosser, student representative for Heritage High School, provided comments about the events and activities occurring at her school.

**E-1. School Operating Budget: 2016-17**

During the school board meeting on December 1, 2015, the school administration shared information about budget requests received from all principals and department heads as well as the superintendent's Tier 1 recommendations, which was compiled from those budget requests. School board members had questions about specific items on the Tier 1 recommendations regarding the Empowerment Academy and instructional coaches, and those questions were addressed at the last school board meeting.

Since the last school board meeting, the school administration has received information relative to the governor's proposed budget. The school division will receive \$1,491,835 from the state, which does not include any additional compensation for employees. The superintendent is recommending that this funding be appropriated towards items in Tier 1. Remaining items in the amount of \$1,772,390 are the one percent salary increase for all staff, the salary market adjustment for all IA/TEAs, the salary adjustment for all bus drivers and bus assistants, the salary adjustment for custodians and some maintenance staff, and a portion (\$277,762) of the Empowerment Academy creation costs. Dr. Brabrand recommends that the school board request appropriation from the Lynchburg City Council to fund these items.

Questions were raised about some of the items not included in the Tier 1 requests, specifically, the coordinator for safety and security. A job description for this position will be forwarded to school board members prior to the next school board meeting.

**F-1. Capital Improvement Plan: Furniture Replacement**

The Heritage High School project includes funds set aside for the purchase of new furniture to replace the existing aged furniture. The City of Lynchburg Office of Procurement and Purchasing has received bids on the project. Further, bids were also received on the replacement of furniture for E. C. Glass High School and the middle schools.

A listing of all bids received appeared as an attachment to the agenda report. The school administration recommends the highlighted bids.

The bid was packaged so that the business community could bid by manufacturer. Mr. Copeland offered information about how the school division will remove the old furniture through donations to nonprofit organizations that are linked to the school division, nonprofits such as Gleaning for the World, and other school divisions. This will help the school division defray costs associated with the removal of the furniture.

This item will be considered for action at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 5, 2016, EXHIBIT "B," FOR A COPY OF THE SUPPORTING DOCUMENT.)

**F-2. Lynchburg Juvenile Detention Center Education Program Budget: 2015-16 Title I, Part D, Neglected, Delinquent – Literacy Coach**

The 2015-16 funding for the Lynchburg Regional Juvenile Detention Center Title I, Part D, Neglected, Delinquent-Literacy Coach in the amount of \$2,000.00 has been approved by the Virginia Department of Education. Lynchburg City Schools employs, one full-time teacher, who serves as the Title I, Part D, Neglected, Delinquent - Literacy Coach for the Lynchburg Regional Juvenile Detention Center. Thus, Lynchburg City Schools serves as the fiscal agent for this State Operated Programs (SOP) position. This State-Operated position provides assessments and delivers educational services to approximately 25 students. Please note that the salary for the Literacy Coach position will continue to be paid through the Lynchburg Regional Juvenile Detention Center Education Grant. The summary below outlines expenditures for the 2015-16 school year.

Budget:

Travel Expenses (State Conferences)	\$500.00
Instructional Supplies and Equipment	\$1,500.00
Sub-total Non-Personnel Expenses:	\$2,000.00
<b>Total</b>	<b>\$2,000.00</b>

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board approved the Lynchburg Regional Juvenile Detention Center Title I, Part D, Neglected, Delinquent Program Budget in the amount of \$2,000.00 for the 2015-16 school year.

Yes Votes: Ms. Hoss, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Mrs. Snyder

No Votes: None

Abstentions: None

**F-3. High School Program of Studies: 2016-17**

The school board annually reviews and approves the High School Program of Studies for the next school year. The updated version for 2016-2017 will be introduced, with the following changes recommended:

- Include letter from the Superintendent and information about the School Board (page )
- Update Dual Enrollment course information and CVCC placement test requirements
- Remove outdated diploma information and include new diploma naming and options
- Update Grade Point Average calculations to provide more clarity for 2016-2017 and new calculations starting in 2017-2018
- Provide distinctions between grade level, advanced, Advanced Placement, and dual enrollment courses
- Clarify course load, summer, and online requirements
- List LCS online courses planned for summer 2016
- Update NCAA/NAIA requirements
- Update sequential elective options
- Update the math instructional sequence options for high school
- Update English 10 and English 11 information to match writing curriculum changes
- Add new courses and descriptions, including:
  - Algebra I, Part I
  - Algebra I, Part II
  - Online PE/Health
  - Introduction to Psychology
  - Advanced Scientific Research
  - Introduction to Hospitality, Tourism, and Recreation
- Extend existing courses to another school
  - AP Computer Science Principles (added to Glass)
  - Culinary Arts classes (added to Heritage)
  - AP Seminar for AP Capstone Program (added to Heritage)
  - Video Production (added to Glass)
- Revise semester course system to become a year course system (for most courses)

The school administration reviewed changes with the school board. This item will be considered for action at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 5, 2016, EXHIBIT “C,” FOR A COPY OF THE HIGH SCHOOL PROGRAM OF STUDIES FOR 2016-17.)

**F-4. Lynchburg City Schools Intersession Update**

Lynchburg City Schools was awarded \$368,318 for a Start – Up Grant for an Extended School Year. The grant, Extending Opportunities for Success, supports six days of instruction during intersession outlined in 2015-2016 calendar. This presentation provided the school board a summary of October 2015 Intersession and plans to date for February 2016 Intersession.

The purpose of the 2015-16 academic calendar was to provide breaks for students and teachers in October and February, provide extra learning time for students during intersession, decrease summer learning loss, and expand opportunities for professional development.

In October 2015, 408 students in grades Kindergarten through five attended intersession with a primary focus on reading and math. At the secondary level, 160 students attended intersession with a primary focus on reading, math, and writing. Following the intersession, a survey was administered to employees who worked during intersession. Respondents commented that they enjoyed the small group instruction, working with students from their own building, and the positive and relaxed atmosphere. Those same employees also noted that there was a need to notify parents earlier, for money for teacher planning time, and for a different selection of food for meals.

In February 2016, schools will offer a 4-6 hour program with all schools serving breakfast and lunch at no cost to students and families. Transportation will be provided for students. The initial parent notification will occur no later than January 8, 2016, and compensation will be provided for teacher planning. At the secondary level, students will receive remediation for specialized verified credits, help in preparing for spring SOLs, and for those students who are taking AP classes, they will receive extra help. Middle school students will receive remediation in reading and math with an additional focus on writing and science.

Elementary students will receive remediation in reading, math, and science. Pre-Kindergarten students will have an opportunity to practice literacy and math skills through a grocery store theme program.

**G. Superintendent's Comments**

Dr. Brabrand announced that the state will offer CAT testing for third grade math SOL tests this year. This will reduce the length of time students will be involved taking the test as this test modifies itself to the level at which the student is capable of computing.

Dr. Brabrand will be the keynote speaker at White Rock Baptist Church on January 17, 2016, as part of the Martin Luther King, Jr., birthday celebrations that will occur that weekend.

The Martin Luther King, Jr., Oratorical Contest winner will be announced during the annual breakfast on January 18, 2016.

**H. Board Comments**

Ms. Hoss provided information about a proposal that was made by a school board member in a neighboring school division regarding gathering as a regional education group to discuss legislative and other items in which school boards have a mutual interest. It was suggested that two representatives from each school board participate in this regional group. Ms. Hoss will gather additional information about this item and provide an update to school board members.

Dr. Coleman encouraged members of the community to come speak during the public comment portion of the school board meeting.

**I. Informational Items**

Next School Board Meeting: Tuesday, January 19, 2016, 4:30 p.m., Board Room, School Administration Building

**J. Adjournment**

The meeting adjourned at 8:43 p.m.

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Mary Ann Hoss, 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.)