

**Lynchburg City School Board
Regular Meeting
January 14, 2014**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Chairman
Trenay L. Tweedy, Vice Chairman
Mary Ann Hoss
Michael J. Nilles
J. Marie Waller
Thomas H. Webb
Charles B. White
Sara B. Natour, Student Representative, E. C. Glass High School
Alexis T. Johnson, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Jennifer R. Poore
Katie K. Snyder

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration
Steven L. Gatzke, Director of Facilities
Marie F. Gee, Director of Personnel
Gloria C. Preston, Director of Student Services
Michael K. Rudder, Director of School Improvement
Brian S. Wray, Director of K-12 Instruction
Charles E. Dellinger, Supervisor of Instruction
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. Consent Agenda
- C. Student Representative Comments
- D-1. School Operating Budget: 2014-15
- D-2. Academic Calendar: 2014-15
- E-1. Student Enrollment Trends
- E-2. Lynchburg City School Board Policies and Administrative Regulations Conversion Process
- F. Superintendent's Comments
- G. Board Comments
- H-1. Notice of Closed Meeting
- H-2. Certification of Closed Meeting
- 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. Dr. Dolan-Sewell opened the meeting and asked those in attendance to stand and recite *The Pledge of Allegiance*.

A-1. Public Comments

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.

There were no individuals who wished to speak before the school board.

B. Consent Agenda

Upon MOTION by Mr. White, SECONDED by Mr. Webb, the school board approved the school board meetings minutes for December 17, 2013 (Regular Meeting); the personnel report and addendum for the period December 17, 2013 – January 14, 2014; and the requests for religious exemptions.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 14, 2014, EXHIBIT “A,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

C. Student Representative Comments

Ms. Sara B. Natour, student representative for E. C. Glass High School, and Ms. Alexis T. Johnson, student representative for Heritage High School, provided comments about the events and activities occurring at their high schools.

D-1. School Operating Budget: 2014-15

As part of the budget development process for FY2014-15, the school administration has conducted several community budget meetings in order to share information and receive comments about next year’s budget. As a result of those meetings, the school administration prepared a tiered budget proposal to present to the school board on December 3, 2013.

During the last school board meeting, the school administration shared information with the school board regarding the governor’s proposed budget which includes additional funding for schools. Since this information was received just prior to that school board meeting, the school administration asked for the opportunity to incorporate compensation scenarios for employees and other items into the tier options already presented to the school board.

The school administration proposed a two percent cost of living adjustment for all employees, strategic compensation for selected employee groups who would not get the additional two percent adjustment, and funding for all items in Tier I, which includes all mandates items. This would involve a consensus of the school board and a request of an additional 723,000 from the Lynchburg City Council.

The school board expressed interest in compensation for teachers at the upper end of the salary scale; the reinstatement of the precision machine teacher; tuition supplements for the Early College program; stipend increases for coaches; and information concerning cost savings efficiencies.

The school administration requested that school board members provide information about items to be moved to Tier I and any questions they had regarding the proposed budget. This information will be provided at the next school board meeting. School board members will need to come to a consensus regarding the budget at the next meeting as any request for additional funding needs to be submitted to the city manager’s office by the end of the month.

D-2. Academic Calendar: 2014-15

The proposed 2014-15 academic calendar reflects a continuation of the 2013-14 calendar with the following recommendations:

- First day of student attendance as August 25, 2014
- 180 student instructional days
- Last day of student attendance as June 5, 2015
- Eleven teacher professional development/planning dates
- Six early dismissal days to provide teachers with additional planning time
- Three orientation days for new teachers
- Seven pre-school workdays for all staff
- Election Day, November 4, 2014, as a holiday for all employees

The start date for this calendar assumes a pre-Labor Day waiver continuation as has occurred for the previous two years.

Upon MOTION by Mr. White, SECONDED by Ms. Hoss, the school board approved the academic calendar for 2014-15.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 14, 2014, EXHIBIT "B," FOR A COPY OF THE ACADEMIC CALENDAR FOR 2014-15.)

E-1. Student Enrollment Trends

During this presentation, Mr. Copeland provided the school board with an update of the enrollment trends for the school division. The data he uses comes from three sources: the Weldon Cooper Center for Public Service; the Virginia Department of Health; and the school division's Department of Information Technology. Student enrollment for grades Kindergarten through twelve beginning in 2009-10 and ending in November 2013-14 was shared with the school board. He noted that birth rate data beginning in provided to the Weldon Cooper Center from 2008 onward had been incorrect as it included children born in the county. Weldon Cooper is in the process of evaluating and recalculating the data and is providing updated information to school divisions.

Mr. Copeland also provided a five-year enrollment change for elementary, middle, and high schools as well as a five-year high school projection by grade.

E-2. Lynchburg City School Board Policies and Administrative Regulations Conversion Process

In May 2013, the school administration began the process of converting the Lynchburg City School Board Policies and Administrative Regulations to the Virginia School Boards Association's policies. As a member of the VSBA Policy Services, the school division receives regular updates to policies which coincide with changes to the Code of Virginia. Further, all policies developed by the VSBA are reviewed by legal counsel.

The first section in the conversion process was approved June 4, 2013. The second section regarding community relations was presented to the school board for discussion during this presentation. Revisions and substitutions to this section have been reviewed by the city attorney's office to ensure that they are legally sound.

Mr. Copeland reviewed several policies noting that there were eight original policies recommended for deletion, school division policies that have no corresponding VSBA policy will need to be assigned a VSBA regulation number, and school division policies and VSBA policies have been merged to create a new policy. The school administration requested that the school board review the policies and send recommendations for revisions, deletions, and edits to Mr. Copeland. This item will be considered for action at the February 4, 2014, school board meeting.

F. Superintendent's Comments

During a presentation to the Lynchburg City Council earlier this afternoon regarding the Heritage High School project, it was noted that the cost estimate continues to go down and the project continues to be on schedule.

Dr. Brabrand will meet with the school improvement teams at each school over the next several months for a mid-year review, and he will have the opportunity to have direct conversation with teachers and teacher leaders during these meetings.

G. Board Comments

Mr. Webb provided information about the events and activities in which he has participated over the past few weeks. Of particular note was the pedestrian improvements around Dearington Elementary School for Innovation associated with Safe Routes to School.

Ms. Hoss announced that the Finance Committee would meet next Wednesday at noon.

Dr. Dolan-Sewell thanked the school administration for its leadership around the variable weather situations and ensuring that our students are safe when traveling to and from school.

H-1. Notice of Closed Meeting

Upon MOTION by Ms. Hoss, SECONDED by Mrs. Tweedy, the school board convened a closed meeting at 7:36 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) to discuss personnel matters.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

H-2. Certification of Closed Meeting

Upon MOTION by Mr. Webb, SECONDED by Ms. Waller, the school board reconvened in open session at 8:17 p.m.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Waller, Mr. Webb, Mr. White

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No Votes: None

Abstentions: None

Upon MOTION by Mr. Webb, SECONDED by Ms. Waller, the school board approved by roll call vote the following Certification of Closed Meeting:

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.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

I. Informational Items

Next School Board Meeting: Tuesday, January 21, 2014, 5:30 p.m., Board Room, School Administration Building

J. Adjournment

The meeting adjourned at 8:18 p.m.

Regina T. Dolan-Sewell, Chairman

Wendie L. Sullivan, Clerk

(SCHOOL BOARD DOCUMENT FILES ARE LOCATED IN THE DEPARTMENT FOR FINANCE AT THE SCHOOL ADMINISTRATION BUILDING.)