

**Lynchburg City School Board
Regular Meeting
March 7, 2017**

**BOARD
MEMBERS
PRESENT:**

Michael J. Nilles, Chairman
Regina T. Dolan-Sewell, Vice Chairman
Sharon Y. Carter
James E. Coleman
Charleta F. Mason
Susan D. Morrison
Kimberly A. Sinha
Katie K. Snyder
Indya M. Page, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Derek L. Polley
Sidney M. Marshall, Student Representative, E. C. Glass High School

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration
John C. McClain, Assistant Superintendent of Student Learning and Success
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director for Data, Assessment, and Accountability
David A. Childress, Director for Information Technology
Steven L. Gatzke, Director for Facilities and Maintenance
Marie F. Gee, Director for Personnel
Ethel E. Reeves, Director for Engagement, Equity, and Opportunity
Michael K. Rudder, Director for School Improvement
Wyllys D. VanDerwerker, Director for Exceptional Learners
Maria T. Jaeger, Supervisor for Math and Science
Dixie B. Sears, Supervisor for Language Arts, History, Library, and Foreign Language
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Josh Moody, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. Finance Report
- C. Consent Agenda
- D. Student Representative Comments
- E. School Board Committee Reports
- F-1. Middle School Program of Studies: 2017-18
- G-1. Policy IICB-R/IICC-R Guidelines for Community Resources Persons/School Volunteers
- G-2. Capital Improvement Plan: William Marvin Bass Elementary School
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:48 p.m. in the Board Room at the School Administration Building. Dr. Nilles opened the meeting and asked those in attendance to rise and recite *The Pledge of Allegiance*.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board added an addendum to item C-2. Personnel Report and replaced the attachment to item G-1. Policy IICB-R/IICC-R. Guidelines for Community Resources Persons/School Volunteers.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

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Abstentions: None

A-1. Public Comments

In accordance with Policy BDDH 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.

Dr. Robert Brennan spoke as a member of the Equity Task Force and offered comments about the volunteer policy.

Mr. Robert Flood spoke on behalf of Lynchburg Organizing about individuals who are unable to volunteer in school because of felony convictions.

Mr. Vicente Gonzalez spoke about the recent guidelines Governor Kaine issued concerning immigrant students.

Mr. Gerard Hutcherson spoke about parents who have felony convictions who aren't allowed to participate in activities with their children at school.

B-1. Finance Report

The school administration, in accordance with the FY2016-17 school operating budget, authorized, approved, and processed the necessary payments through January 31, 2017. The school administration certified that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through January 31, 2017 for the operating fund.

Total Operating Fund Budget		\$ 93,056,175.00
Prior Year Encumbrances		\$ 121,556.00
Insurance Proceeds		
Adjusted Budget		<u>\$ 5,941.99</u>
		\$ 93,183,672.99
Through January 31, 2017		
Actual Revenue Received	\$ 48,242,205.77	
Actual Expenditures	\$ 48,245,033.97	
Actual Encumbered	\$ 39,200,186.14	
Percent of Budget Received		51.77%
Percent of Budget Used, excluding encumbrances		51.77%
As of 01/31/17 – 7 months		58.33%

The revenue and expenditure reports detailed the transactions recorded through January 31, 2017. All reports appeared as attachments to the agenda report.

Mr. Chris Banton of Brown Edwards and partner in charge of the audit for the city departments and the schools, stated that the audit was complete in December. An unmodified opinion, which is the highest level of opinion that can be issued, was given to the school division. There were no material weaknesses or findings with regard to internal controls.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 7, 2017, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

C. Consent Agenda

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board approved the school board meeting minutes of February 21, 2017 (Regular Meeting); the personnel report and addendum for the period February 21 – March 7, 2017; a request for religious exemption; and revisions to Policy EBCB Safety Drills.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 7, 2017, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

D. Student Representative Comments

Ms. Indya M. Page, student representative for Heritage High School, provided comments about the events and activities occurring at her school.

E. School Board Committee Reports

Dr. Coleman shared that the Equity Task Force recently met, and he thanked Dr. Brabrand and Dr. Nilles for being present at that meeting. He also thanked Ms. Cindy A. Babb, coordinator for public information, for sending out information about the activities that occurred during the month of February.

F-1. Middle School Program of Studies: 2017-18

The school board annually reviews and approves the Middle School Program of Studies for the next school year. The updated version for 2017-2018 was proposed with the new version only modified slightly from the 2016-2017. The updates for 2017-2018 are to incorporate changes in the recently approved High School Program of Studies.

Upon MOTION by Mr. Carter, SECONDED by Dr. Coleman, the school board approved the Middle School Program of Studies for 2017-18.

Yes Votes: Dr. Nilles, Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

G-1. Policy IICB-R/IICC-R Guidelines for Community Resources Persons/School Volunteers

At the request of the school board, the school administration has been reviewing Policy IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers. School divisions across the state have been contacted concerning existing policies, processes, and practices that are in place relative to background checks for volunteers and how the results of the background check affect the individuals' ability to volunteer. The Equity Task Force has also discussed this policy and provided feedback to the school administration.

During this presentation, Dr. Brabrand shared information about the data gathered during the review of this policy. He noted that currently, volunteer assistant athletic coaches and coaches paid by third party organizations need to be screened according to the procedures used for all Lynchburg City Schools employees. School volunteers must complete an application that includes a background check, which is also consistent with the procedures used to hire employees. If through the background check, it is discovered that the individual has a conviction of a felony offense, the individual is disqualified from being a school volunteer.

School divisions were contacted, and many revealed that they do not allow convicted felons to be school volunteers. Some school divisions allow applicants to self-report felony convictions while other school division perform background investigations for those volunteers who will be working unsupervised with students. No school division specifically endorses individuals with felony records to serve as volunteers. All agree that the main purpose of a volunteer policy is to ensure student safety.

Dr. Brabrand proposed the following language for addition to the current policy:

“However, anyone who would be disqualified as a volunteer by virtue of their criminal record may request that the superintendent make an exception, who may grant the exception under whatever conditions he sets, if the following conditions are met: (1) the disqualifying conviction occurred more than 15 years before the date the exception is sought and the criminal background check reflects no other significant convictions; (2) no conviction was for a "barrier crime" as that term is defined in Va. Code Section 63.2-1719; and (3) in the sole discretion of the superintendent the person does not present a threat to the safety or welfare of the students in the program or activity for which the exception is sought. In the event the superintendent denies the request for an exception, the individual may appeal in writing within 15 days to the school board, and the school board will review and make a final determination within 30 days of the written appeal, or as soon thereafter as possible.”

Dr. Brabrand also clarified that parents who have felony convictions are able to have lunch with their child, attend awards assemblies, attend school sponsored events, evening school events, and attend book fairs. They may attend field trips, but they are not allowed to supervise other children.

Following the presentation, many school board members expressed the desire to have input from the community in the form of listening sessions or surveys before a decision was made about the policy. The school administration will gather public input and present that information on April 4, 2017.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 7, 2017, EXHIBIT “C,” FOR A COPY OF POLICY IICC-R/IICB-R GUIDELINES FOR COMMUNITY RESOURCE PERSONS/SCHOOL VOLUNTEERS.)

G-2. Capital Improvement Plan: William Marvin Bass Elementary School

The capital improvement plan includes \$270,000 in construction funding for replacement of the William Marvin Bass Elementary School roof. The City of Lynchburg Office of Procurement and Purchasing has received bids on the project.

A total of six bids for the Bass roof replacement project was received. The school administration recommends AAR of North Carolina, Inc. based on their bid of \$189,900 which was the lowest bid. All bids received are listed below.

BIDDER	Roofing Solutions, Inc.	Craftsman Roofing, Inc.	AAR of North Carolina, Inc.	S.G. Young Contracting LLC	John T. Morgan Roofing & Sheet Metal Co., Inc.	Air Tech Solutions, Inc.
BID	\$195,500	\$199,500	\$189,900	\$199,987	\$209,600	\$308,000

This item will be considered as a consent agenda item at the next school board meeting.

H. Superintendent’s Comments

Dr. Brabrand announced that LCS secondary students will participate in the History Day event on March 18, 2017, at Central Virginia Community College.

Breakfast with the Superintendent will occur on March 16, 2017, at 7:30 a.m. at Lynchburg College. The topic of the presentation this year is *The LCS Classroom of 2017*.

Lynchburg City Schools intends to apply for TITLE IV Part B 21st Century Community Learning Centers Funds. These are competitive grant funds designed to provide academic and enrichment programming outside of the regular school day. The grant also supports family engagement and literacy programs with families of participating students.

Representatives from the Virginia Department of Education will visit next week to work with the schools denied accreditation and well as those short of accreditation.

The school division will host a parent engagement workshop on Saturday at 9:00 a.m. at the College Hill Community Center focusing on respect and disrespect from the parent’s perspective.

Dr. Brabrand asked that thoughts and prayers be with the family of Byron Davis, custodian at Sandusky Elementary School who passed away this week.

I. Board Comments

Ms. Mason had an opportunity to visit schools during intersession, and she was very excited to visit the Beacon of Hope Future Center and see staff working with students on their SATs.

Ms. Carter thanked Mr. Beckles for all of his efforts to ensure that our financial audit remains clean.

Dr. Coleman attended the State of the City Address on Monday evening.

J. Informational Items

Next School Board Meeting: Tuesday, March 21, 2017, 5:30 p.m., Board Room, School Administration Building

K. Adjournment

The meeting adjourned at 7:10 p.m.

Michael J. Nilles, Chairman

Wendie L. Sullivan, Clerk

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