

**Lynchburg City School Board  
Regular Meeting  
September 21, 2010**

**BOARD  
MEMBERS  
PRESENT:**

Mary Ann H. Barker, Chairman  
Thomas H. Webb, Vice Chairman  
Albert L. Billingsly  
Keith R. Anderson  
Regina T. Dolan-Sewell  
Trenay L. Tweedy  
J. Marie Waller  
Charles B. White

**BOARD  
MEMBERS  
ABSENT:**

None

**ADMINISTRATION  
PRESENT:**

Paul McKendrick, Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction  
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration  
Beverly A. Padgett, Chief Financial Officer  
Leigh F. Farmer, Public Information Officer  
Steven L. Gatzke, Director of Facilities and Transportation  
Merle P. Herndon, Director of Professional Development and School Business Partnerships  
Gregory P. Sullivan, Director of Information Technology  
Billie Kay Wingfield, Director of Personnel  
Wendie L. Sullivan, Recording Secretary/Clerk

**MEDIA  
PRESENT:**

Jesse Pounds, *The News & Advance*

**Agenda  
Items:**

- A-1. Public Comments
- B-1. Region V Teacher of the Year
- C-1. Finance Report
- D. Consent Agenda
- E. Student Representative Comments
- F-1. Central Virginia Governor's School for Science and Technology: Student Allotments for School Divisions
- F-2. Athletics Program Review
- G-1. Gifted Education Advisory Committee
- G-2. Educational Technology Series X (Spring 2010) Notes
- H. Superintendent's Comments
- I. Board Comments
- J-1. Notice of Closed Meeting
- J-2. Certification of Closed Meeting
- K. Informational Items
- L. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:35 p.m. in the Board Room at the School Administration Building. Mrs. Barker opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Rev. Anderson, the school board approved the addition of items G-3. City/Schools Collaborations: Update, J-1. Notice of Closed Meeting, and J-2. Certification of Closed Meeting.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

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Abstentions: None

**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-1. Region V Teacher of the Year**

On May 4, 2010, Ms. Jan Wiley, teacher at Hutcherson Early Learning Center, was announced as the school division's Teacher of the Year. As the next step in the process, Ms. Wiley submitted her application to the Virginia Department of Education for Region V Teacher of the Year. On September 15, 2010, Ms. Wiley was notified that she has been selected as the top teacher in Region V.

With there being eight regions in the state, Ms. Wiley is considered one of the top eight teachers in the Commonwealth. She is now eligible and in the running to become the state teacher of the year. This is quite a distinction as well as a significant accomplishment, for it speaks to her expertise, skills, passion, and commitment to the Lynchburg City Schools, but more importantly, to her children.

The school board and the school administration congratulated Ms. Wiley. It is an honor to have her as a teacher in this school division, and Hutcherson Early Learning Center is very fortunate to have her.

**C-1. Finance Report**

The school administration, in accordance with the 2009-10 school operating budget, authorized, approved, and processed the necessary payments through June 30, 2010. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through June 30, 2010, for the operating fund (**unaudited**). Additional year-end adjustments will be made which should reduce the available balance after payroll that is noted below; the available balance includes "stimulus" carryover funds of approximately \$1.2 million. The final data for available balance will be determined after the audit is complete. However, preliminary data are available.

Total Operating Fund Budget	\$89,460,750.84
Expenditures through 06/30/10	(\$83,596,620.75)
Outstanding Encumbrances	(\$0.00)
Available Balance	\$5,864,130.34
Outstanding Payroll Encumbrances	(\$0.00)
Available Balance after Payroll	\$5,864,130.34
Percent of Budget Used as of 06/30/10 with payroll encumbrances	93.45%
Percent of Budget Used as of 06/30/10 with payroll encumbrances	93.45%
As of 06/30/10 – 12 months	100.00%

The operating fund revenue report detailed the revenue received through June 30, 2010. The expenditure summary report summarized the payments made through June 30, 2010, for all funds. All reports appeared as attachments to the agenda report.

Following a review of the remaining expenditure balance, revenue funds not received, and grant carryover funds for this year, Mrs. Padgett provided the school board with information about the Education Jobs Fund program. Virginia's federal Education Jobs Fund application was approved by the US Department of Education which means that Virginia is now eligible to receive these funds. The school division's allocation of these funds is \$1,976,551 and are to be used to support educational and related services for the 2010-11 school year. They must be encumbered by September 30, 2012.

Specifically, school divisions may use these funds to pay salaries for teachers and employees who provide school-level educational and related services. This would include principals, academic coaches, teacher trainers, classroom aides, counselors, libraries, secretaries, maintenance workers, etc. Prohibited expenses are administrative expenditures related to the operation of the superintendent's office, including the salaries and benefits of division-level administrative employees. Additional prohibited expenses include the payment of expenditures for fiscal services, program planners and researchers, and human resource services.

Additional information will be provided to the school board about these funds at the next school board meeting.

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(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 21, 2010, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

**D. Consent Agenda**

Upon MOTION by Mr. White, SECONDED by Mr. Billingsly, the school board approved the school board meeting minutes for August 17, 2010 (Regular Meeting), the personnel report for the period September 7 – 21, 2010, and the request for religious exemption.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 21, 2010, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**E. Student Representative Comments**

Miss Natasha N. Chowdry, student representative for Heritage High School, and Mr. R. Addison Spinner, student representative for E. C. Glass High Schools, shared about the events and activities occurring at their schools.

**F-1. Central Virginia Governor's School for Science and Technology: Student Allotments for School Divisions**

At its September 7, 2010, meeting, the school board discussed whether to purchase two additional slots for Lynchburg City Schools' students at the Central Virginia Governor's School (CVGS) for Science and Technology. The slots are available because the superintendent and the school board of Appomattox County Public Schools have requested a permanent reallocation of two (2) fewer slots beginning with the 2011-12 school year. The CVGS board has also approved that request.

The additional slots would bring the Lynchburg City Schools' total enrollment in the Governor's School to 32 students. The current tuition per student is \$4,200. If the school board approves these additional allotments, it becomes effective in 2011-12.

Upon MOTION by Mr. Webb, SECONDED by Ms. Waller, the school board approved the purchase of two additional slots in the Central Virginia Governor's School for Science and Technology, beginning with the 2011-12 school year.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

**F-2. Athletics Program Review**

At its August 17, 2010, meeting, the school board requested that the school administration move forward in its review of athletics by creating an advisory committee comprised of interested parents and community members. The school administration anticipates that the advisory committee would solicit input from administrators, coaches, teachers, parents, and community members during its review. A final report of findings will be presented to the school board in spring 2011.

The proposed membership for the Athletics Advisory Committee appeared as an attachment to the agenda report.

Mr. Coleman provided the school board with information about the structure and model to be used to facilitate the discussion of athletics in the school division. The committee will strive to define what a great athletic program would like and identify areas to improve upon that help the school division get from good to great. Questions will be asked that will provide data to assist in formulating recommendations to present to the school board. Groups and organizations will present information to the committee, and ways in which to save money and making sure the school division is making the most effective use of its facilities will be addressed.

Many of the individuals who are on the proposed membership list volunteered for the committee, and the membership covers a broad spectrum of the community. Mr. Webb and Mrs. Tweedy have also offered to be members of this committee.

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Upon MOTION by Mr. White, SECONDED by Rev. Anderson, the school board approved the appointment of the Athletics Advisory Committee membership for 2010-11.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 21, 2010, EXHIBIT "C," FOR A COPY OF THE ATHLETICS ADVISORY COMMITTEE MEMBERSHIP.)

**G-1. Gifted Education Advisory Committee**

The Gifted Education Advisory Committee is a committee mandated by the Virginia Board of Education's Regulations Governing Educational Services for Gifted Students. The committee is composed of school personnel, parents, and other community members. The term of service is two years, after which committee members may decide to accept or decline further service as they choose. The terms of membership shall be staggered so as to maintain some continuity from year to year.

The Gifted Education Advisory Committee shall have two responsibilities: (1) to review annually the local plan for the education of gifted students, including revisions, and (2) to determine the extent to which the plan for the previous year was implemented. The local plan will be submitted annually to the superintendent, school board, and the Virginia Department of Education.

The team meets three times each school year at 3:45 p.m. in the conference room of the Information Technology Center. Meeting dates for 2010-2011 are as follows:

October 25, 2010

January 31, 2011

March 28, 2011

Upon MOTION by Mr. Webb, SECONDED by Mr. White, the school board approved the proposed membership for the Gifted Education Advisory Committee.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 21, 2010, EXHIBIT "D," FOR A COPY OF THE GIFTED EDUCATION ADVISORY COMMITTEE MEMBERSHIP.)

**G-2. Educational Technology Series X (Spring 2010) Notes**

The Virginia Department of Education has notified Lynchburg City Schools that its share of the Educational Technology Series X (Spring 2010) Grant Funds will be \$466,000. A twenty percent matching expenditure of \$93,200 is required. Grant funds may be expended on networking/infrastructure equipment, classroom multimedia network computers, instructional software, and local technology plan equipment. Purchases from these funds are financed by Virginia Public School Authority Bonds, which are sold in the spring of each year.

Ordinarily, these funds may not be spent more than 60 days prior to the date the bonds are sold. However, a school division may spend funds prior to that date and be reimbursed for those expenditures if the school board passes a resolution stating its intention to do so. A resolution stating the school board's intention to be reimbursed for expenditures is attached for school board consideration.

The Central Virginia Governor's School, the LAUREL Regional Special Education Program and the Middle School Learning Center are also eligible for \$26,000 grants per school. There is no local match required for these grants. The resolution attached to this agenda report refers to these funds as well.

Upon MOTION by Rev. Anderson, SECONDED by Dr. Dolan-Sewell, the school board approved the resolutions to permit reimbursement for expenditures under the Educational Technology Issue Series X Notes.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF SEPTEMBER 21, 2010, EXHIBIT “E,” FOR A COPY OF RESOLUTION FOR THE EDUCATIONAL TECHNOLOGY ISSUE SERIES X NOTES.)

**G-3. City/Schools Collaborations: Update**

The school administration and the Lynchburg City School Board have been in discussions with the City of Lynchburg regarding collaborations/consolidations of services between departments in the city and those within the school division. These discussions have been on-going and are continuing. Members of the school board requested time to discuss the status and the results of those discussions.

Dr. McKendrick provided the school board with an annotated version of notes that have been provided by the city. There are many collaborative efforts completed by the schools and the city, but those collaborative efforts have not been discussed in public.

During the City/Schools Leadership meeting on Monday, the city asked the schools to describe what would be success for the schools as a result of collaborative efforts. The city has not provided the schools with their description of what success would mean for them.

The city council and the school board will meet for a joint session on October 14, 2010, to further discuss collaborative efforts between the two organizations.

**H. Superintendent's Comments**

Student enrollment is 8,320, which is up from last year.

An incident occurred in the city today where a citizen made threats against a private business and then made threats against students. Because of the urgency of the matter, the police department asked schools to lock down. However, the school administration did not receive this information until 90 minutes after the schools had been locked down.

**I. Board Comments**

Mrs. Barker announced that the school board received a copy of city council's response to the school board's requests regarding the Heritage High School Task Force. There is one request in the letter that the council would like for the task force to meet for the joint session on October 14, 2010. Because the school board received the letter just before the school board meeting this evening, the school board will defer discussion of this matter until its meeting on October 5.

The school board and the school administration continue to prepare the agenda for the school board's retreat. A copy of the comprehensive plan and annual report have been provided to the school board in preparation for the meeting. Pat Lacy, an attorney with Reed Smith LLP, will present information to the school board about shared services. The retreat will occur at the Brewer House on the campus of Lynchburg College.

Mr. Webb announced that he would be serving as a representative on the VSBA Legislative Positions Statewide Committee.

Mr. Webb provided comments about the National Neighborhood Watch Night Out and the activities that occurred on the grounds of the Fort Hill Community School. He noted that the staff at the school went beyond the call of duty in assisting with the activities at the school.

**J-1. Notice of Closed Meeting**

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Webb, the school board convened a closed meeting at 7:16 p.m. pursuant to the Code of Virginia 2.2-3711 (A) (1) to discuss personnel matters.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

**J-2. Certification of Closed Meeting**

Upon MOTION by Rev. Anderson, SECONDED by Mr. Billingsly, the school board reconvened in open session at 8:54 p.m.

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Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

Upon MOTION by Rev. Anderson, SECONDED by Mr. Billingsly, 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: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

**K. Informational Items**

Next School Board Meeting: Tuesday, October 5, 2010, 5:30 p.m., Board Room, School Administration Building

School Board Retreat: October 6-7, 2010, Brewer Townhouses Conference Center, Lynchburg College

Lynchburg City School Board/Lynchburg City Council: Thursday, October 14, 2010, 5:00 p.m., Sandusky Middle School

**L. Adjournment**

The meeting adjourned at 8:56 p.m.

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Mary Ann H. Barker, 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.)