

**Lynchburg City School Board
Regular Meeting
November 18, 2014**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Chairman
Mary Ann Hoss, Vice Chairman
James E. Coleman
Michael J. Nilles
Katie K. Snyder
J. Marie Waller
Thomas H. Webb
Charles B. White
Jamison R. Spinner, Student Representative, E. C. Glass High School
Angelica M. Walker, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Jennifer R. Poore

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent of Curriculum and Instruction
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director of Testing, Gifted, and Guidance
David A. Childress, Director of Information Technology
Jason J. Ferguson, Director of Transportation
Steven L. Gatzke, Director of Facilities
Marie F. Gee, Director of Personnel
Ethel E. Reeves, Director of Culture and Engagement
Michael K. Rudder, Director of School Improvement
Marianne Turner, Director of Student Services
Wyllys D. VanDerwerker, Director of Special Education
Brian S. Wray, Director of K-12 Instruction
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. American Education Week: November 17-21, 2014
- C-1. Finance Report
- D. Consent Agenda
- E. Student Representative Comments
- F-1. E. C. Glass High School: Foreign Travel
- F-2. Legislative Positions: 2014-15
- G-1. Lynchburg Juvenile Detention Center Education Program Budget: 2014-15
- G-2. Capital Improvement Plan: Paul Laurence Dunbar Middle School for Innovation
- G-3. School Operating Budget Calendar
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. 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 rise and recite the *Pledge of Allegiance*.

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.

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Ms. Connie Finney, president of the Lynchburg Education Association, provided a short video honoring support professionals as part of the American Education Week celebration.

Mr Gerald Cheatham, representative of the NAACP, offered remarks regarding the policy associated with individuals who have a felony and their inability to volunteer for or be employed by the Lynchburg City Schools.

B-1. American Education Week: November 17-21, 2014

In 1921, the National Education Association representative assembly in Des Moines, Iowa, called for the designation of one week each year to be designated to public education awareness. The resolution called for an educational week to be observed in all communities once a year to inform the public of the accomplishments and needs of public schools and to secure the support of the public in meeting those needs. This resolution stemmed from the fact that in 1919, 25 percent of the country's World War I draftees were illiterate, and nine percent were physically unfit. The first observance of American Education Week occurred December 4-10, 1921, with the NEA and American Legion as cosponsors.

This year marks the 91st Annual American Education Week (AEW) spotlights the importance of providing every child in the United States with a quality public education from kindergarten through college and the need for everyone to do his or her part in making public schools great. This year, AEW will be celebrated November 17-21, 2014. The weeklong celebration spotlights the different people who are critical in building great public schools for the nation's K-12 students. Celebration days include:

- Monday – November 17, 2014: Kick Off Day
- Tuesday – November 18, 2014: Get to Know Your School Day
- Wednesday – November 19, 2014: Education Support Professionals Day
- Thursday – November 20, 2014: Educator for a Day
- Friday – November 21, 2014: Substitute Educators Day

event's theme, "Great Public Schools: A Basic Right and Our Responsibility." The tagline represents NEA's vision of calling upon all Americans to do their part in making public schools great for every child, so that they can grow and achieve in the 21st century.

Mikiyah Hamlett and Angelica Walker, both Lynchburg City Schools students, read essays about what education means to them.

C-1. Finance Report

The school administration, in accordance with the 2014-15 school's operating budget, authorized, approved, and processed the necessary payments through October 31, 2014. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through October 31, 2014, for the operating fund.

Total Operating Fund Budget	\$ 88,114,120.00
Restricted Donations	\$ 5,000.00
Sale of Assets, Restricted	<u>\$ 3,500.00</u>
Revised Budget	\$ 88,122,620.00

Through October 31, 2014	
Actual Revenue Received	\$ 16,401,858.62
Actual Expenditures	\$ 20,719,580.80
Actual Encumbered	\$ 56,982,314.32
Percent of Budget Received	18.61%
Percent of Budget Used, excluding encumbrances	23.51%
As of 10/31/14 – 4 months	33.33%

The revenue and expenditure reports detailed the transactions recorded through October 31, 2014. All reports appeared as attachments to the agenda report.

Mr. Beckles reported that the fund balance request submitted to the Lynchburg City Council should be approved by February.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 18 2014, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

D. Consent Agenda

Upon MOTION by Dr. Coleman, SECONDED by Mr. White, the school board approved the school board meeting minutes of November 4, 2014 (Regular Meeting), and November 4, 2014 (Joint Session), and the personnel report for the period November 4 – 18, 2014.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 18, 2014, EXHIBIT “B,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

E. Student Representative Comments

Mr. Jamison R. Spinner, student representative for E. C. Glass High School, and Miss Angelica M. Walker, student representative for Heritage High School, shared comments about events and activities occurring at their schools.

F-1. E. C. Glass High School: Foreign Travel

Ms. Deliece Blanchard is leading an effort to organize a trip for E. C. Glass High School band, orchestra, and Latin students to Florence and Rome during spring break 2015. The purpose of the trip is to enrich their learning experiences in an interdisciplinary manner and potentially provide opportunities for performing in an international setting.

School Board Policy 6-42: Field/Recreation/Class/Athletic Trips requires prior approval by the school board for student travel outside the continental United States.

During the last school board meeting, Ms. Blanchard’s provided an overview of materials concerning travel arrangements, dates, and costs.

Upon MOTION by Mr. White, SECONDED by Ms. Hoss, the school board approved the foreign travel for the E. C. Glass High School Band, orchestra, and Latin students to Florence and Rome during spring break 2015.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 18, 2014, EXHIBIT “C,” FOR A COPY OF THE SUPPORTING DOCUMENTS.)

F-2. Legislative Positions: 2014-15

Annually, the Lynchburg City School Board considers legislative positions to present to its state representatives. Attached are position statements for the school board to consider. As directed, the administration edited those listed in the attachment and presented revisions for approval.

Further, Mary Ann Hoss, school board vice chairman, will be the alternate delegate representing the school board at the Virginia School Boards Association Annual Convention on November 19-21, 2014, and she will be asked to vote on the legislative positions developed by the VSBA during that convention. Ms. Hoss asked for input from school board members regarding those legislative positions.

Upon MOTION by Mr. Webb, SECONDED by Mr. White, the school board approved its legislative positions for 2014-15.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 18, 2014, EXHIBIT “D,” FOR A COPY OF THE LEGISLATIVE POSITIONS FOR 2014-15.)

G-1. Lynchburg Juvenile Detention Center Education Program Budget: 2014-15

The 2014-15 funding for the Lynchburg Regional Juvenile Detention Center Education Program in the amount of \$835,061.93 has been approved by the Virginia Department of Education. Lynchburg City Schools serves as the fiscal agent for this state-operated program. Lynchburg City Schools employs nine teachers, a principal, and a full-time administrative secretary at the Lynchburg Regional Juvenile Detention Center where educational services are provided to approximately 25 students. The summary, which appeared as an attachment to the agenda report, outlined expenditures for the 2014-15 school year.

**Lynchburg Regional Detention Center Education Program
 Budget: 2014-15**

Personnel Salary Compensation	\$558,884.12
5% of Salaries Expanded-Indirect	\$27,944.21
Fringe Benefits and Fixed Charges	\$190,020.60
Substitutes	\$2,500.00
<u>Sub-total Personal Salary Compensation</u>	<u>\$779,348.93</u>
Travel Expenses	\$10,707.00
Instructional Supplies and Equipment	\$18,500.00
Tuition Reimbursement	\$1,600.00
Text	\$0.00
Music Materials	\$2,000.00
Related Services	\$8,006.00
Technology Replenish	\$2,700.00
Fax/ Copier	\$3,000.00
TABE On-Line	\$950.00
Student Recognition	\$600.00
PD Materials –OSHA Certification	\$900.00
Staff Development	\$3,000.00
Postage	\$750.00
Computer Support	\$3,000.00
<u>Sub-total Non-Personnel Expenses:</u>	<u>\$55,713.00</u>
Total	\$835,061.93

Upon MOTION by Ms. Waller, SECONDED by Mr. Webb, the school board approved the Lynchburg Regional Juvenile Detention Center Program budget in the amount of \$835,061.93 for the 2014-15 school year.

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

No Votes: None

Abstentions: None

G-2. Capital Improvement Plan: Paul Laurence Dunbar Middle School for Innovation

The 2013 – 14 fund balance recently approved by the school board includes \$150,000 for replacement of the boiler at Paul Laurence Dunbar Middle School for Innovation. Funds remain from the initial investigation and repair to cover the full balance needed. Steven L. Gatzke will be presenting to explain the project funding.

The City of Lynchburg Office of Procurement and Purchasing has received a total of four bids for the boiler replacement project. The school administration recommends Valley Boiler & Mechanical, Inc. based on their bid of \$189,350, which was the lowest bid. All bids received are listed below.

VENDOR/CONTRACTOR	Appalachian Steel & Stone, Inc	Moore's Electrical & Mechanical Const. Inc.	Southern Air, Inc	Valley Boiler & Mechanical, Inc
TOTAL BASE BID	\$255,680.00	\$195,500.00	\$211,618.00	\$189,350.00

Upon MOTION by Mr. Webb, SECONDED by Ms. Waller, the school board authorized the school administration to enter into a contract with Valley Boiler & Mechanical, Inc., in the amount of \$189,350 for the boiler replacement project at Paul Laurence Dunbar Middle School for Innovation.

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

No Votes: None

Abstentions: None

G-3. School Operating Budget Calendar: 2015-16

Each year, the school administration proposes a schedule for the activities that support the development of the 2015-16 school division's operating budget. The school administration reviewed the calendar with school board members during this presentation.

Upon MOTION by Dr. Coleman, SECONDED by Mrs. Snyder, the school board approved the operating budget calendar for 2015-16.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 18, 2014, EXHIBIT “E,” FOR A COPY OF THE SCHOOL OPERATING BUDGET CALENDAR FOR 2015-16.)

H. Superintendent’s Comments

Dr. Brabrand announced that the VSBA Annual Convention will occur November 19-21, 2014. He and several school board members will attend this convention.

Dr. Brabrand and several representatives from the Lynchburg City Schools attended the NAACP annual meeting.

Wednesday is the beginning of the school division’s Thanksgiving holiday. Dr. Brabrand expressed his hope that everyone would have a wonderful time with family and friends.

Dr. Brabrand extended congratulations to students who participated in the recent Regional Lego Robotics League event.

I. Board Comments

Mr. Webb provided comments about the school events and activities in which he participated during the past two weeks.

Ms. Waller announced that she had the opportunity to visit LAUREL Regional School today and read to several of the students.

Dr. Coleman stated that he was very impressed with the joint session and how our staff was so transparent. He noted that this transparency builds confidence in the community.

Mr. White provided information about Project Inclusion, which is sponsored by the Virginia Center for Inclusive Communities, and made possible through grants provided by the Greater Lynchburg Community Trust, the Lynchburg City Schools Education Foundation, Inc. and other nonprofit organizations. He applauds those organizations that provide meaningful enrichment opportunities for our students.

J. Informational Items

Next School Board Meeting: Tuesday, December 2, 2014, 5:30 p.m., Board Room, School Administration Building

K. Adjournment

The meeting adjourned at 6:36 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.)