

**Lynchburg City School Board  
Regular Meeting  
January 22, 2008**

**BOARD  
MEMBERS  
PRESENT:**

Julie P. Doyle, Chairman  
Sterling A. Wilder, Vice Chairman  
Keith R. Anderson  
Mary Ann Barker  
Albert L. Billingsly  
Leslie J. Faircloth  
Ellis M. Frankfort  
Darin L. Gerdes  
Alison A. Reynolds, Student Representative, Heritage High School  
Contessa A. Tracy, Student Representative, E. C. Glass High School

**BOARD  
MEMBERS  
ABSENT:**

Katherine K. Banks

**ADMINISTRATION  
PRESENT:**

Paul McKendrick, Superintendent  
Roger L. Roberts, Deputy Superintendent  
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction  
Beverly A. Padgett, Chief Financial Officer  
William A. Coleman, Jr., Director of Secondary Education  
Trenay L. Tweedy, Public Information Officer  
Wyllys D. VanDerwerker, Director of Special Education  
Wendie L. Summers, Recording Secretary/Clerk

**MEDIA  
PRESENT:**

Annie McCallum, *The News & Advance*

**Agenda  
Items:**

- A-1. Public Comments
- B-1. Finance Report
- C. Consent Agenda
- D. Student Representative Comments
- E-1. Capital Improvement Plan: Sandusky Middle School
- E-2. School Operating Budget: 2008-09
- F-1. Presentation: Truancy Reduction
- F-2. Activity Fund Audits: 2006-07
- F-3. Middle School Program of Study Revisions: 2008-09
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:33 p.m. in the Board Room at the School Administration Building. Ms. Doyle opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

**A. 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. Finance Report**

The administration, in accordance with the 2007-08 School Operating Budget, authorized, approved and processed the necessary payments through December 31, 2007. The administration certifies that the amounts approved are within budgetary limits and revenue.

The finance report summarizes the payments made through December 31, 2007.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 22, 2008, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

**C. Consent Agenda**

Upon MOTION by Rev. Anderson, SECONDED by Dr. Gerdes, the school board approved the school board meeting minutes for December 18, 2007 (Regular Meeting); January 15, 2008 (Study Session); and January 15, 2008 (Closed Meeting); and three requests for religious exemption from mandatory attendance in school.

Yes Votes: Ms. Doyle, Mr. Wilder, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Mr. Faircloth, Mr. Frankfort, Dr. Gerdes

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 22, 2008, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**D. Student Representative Comments**

Ms. Alison A. Reynolds, student representative for Heritage High School, and Ms. Contessa A. Tracy, student representative for E. C. Glass High School, provided the school board with information about the events and activities occurring at their schools.

**E-1. Capital Improvement Plan: Sandusky Middle School**

Staff from Dominion Seven Architects provided the Lynchburg City School Board with an update on the progress of the Sandusky Middle School (SMS) project. In particular, they discussed the bidding schedule for the athletic field and track and for the new school and their upcoming meeting with the SMS staff.

Mr. Blair Smith, principal at Dominion Seven Architects, stated that a Request for Proposals (RFP) had been advertised for the athletic field and track on January 20, 2008. Those proposals will be reviewed on February 12, 2008, and the construction should be completed by June 30, 2008. The RFP for the school will be advertised on April 6, 2008, and proposals for that project will be awarded on May 1, 2008. The contract will be presented to the school board at its first meeting in May. Prequalification of general contractors was advertised the second week of January. So far, 10 contractors have requested bid packages. The packages are to be returned by February 10, 2008, and they will be notified by February 29, 2008, of their qualification status.

Staff from Dominion Seven Architects will meet with the faculty and staff at Sandusky Middle School on January 30, 2008. A meeting will also be scheduled with the Sandusky Middle School community in the near future.

**E-2. School Operating Budget: 2008-09**

During this presentation, the school administration provided additional information to the school board regarding anticipated revenue and expenditures for the 2008-09 fiscal year. The chief financial officer also provided the information that the school board requested at its recent work session. Specifically, the school board requested information related to the following points:

- an overall comparison of the city's budget relative to possible increased funds;
- the school division's composite index since 2000;
- demographics of the school division's student population relative to the number of students in the free/reduced lunch program and the special education program;
- cost per student for the special education program; and
- cost per student in the regular education program.

Mr. VanDerwerker explained the various services received by special needs students and noted costs associated with those services. He also reviewed December 1 child count figures for 2006 and provided information about special education student placements.

**F-1. Presentation: Truancy Reduction**

Truancy reduction continues to be a focus for Lynchburg City Schools. The principals and truancy team are at the forefront in this endeavor. Anne Bond Gentry, who coordinates the truancy program, provided a brief overview of the truancy recovery process. This process includes meeting with parents at the school to determine why the student has been absent and to develop a plan that will help the student maintain good attendance. Should the student continue to be truant, a referral is made to the truancy staff, and the parents receive a letter from the city attorney's office that outlines what can happen if the student does not attend school. An interagency review meeting will occur prior to a petition being filed with the juvenile and domestic court. Once the matter goes to court, charges can be pressed against the parents and the student. In many cases, parents and students are ordered by the judge to participate in certain programs and activities. In some cases, parents can be fined and student can be removed from the home.

Ms. Diane S. Swain, principal at Sheffield Elementary School, provided the school board with information about how she and the staff at her school offer incentive programs and participate as mentors for students who experience problems with attendance. Mr. Brian S. Wray, principal at Paul Laurence Dunbar Middle School for Innovation, and Dr. Mark L. Mear, principal at Heritage High School, also provided information about the programs they have implemented at their schools to help their students with good attendance habits.

**F-2. Activity Fund Audits: 2006-07**

Each school is permitted to maintain activity funds in accordance with regulations of the Virginia Department of Education and School Board Policy 4-38: Recording and Administrative Regulation 4-38: Record Keeping. Activity funds are defined as all funds received from extracurricular school activities. These funds are subject to an annual audit by an independent certified public accountant.

R. J. Singleton, CPA, completed the audit for the year ended June 30, 2007. A copy of the audit report was provided to the school board members for their review. Copies are available in the Department of Finance.

**F-3. Middle School Program of Studies**

The Middle School Program of Studies provides information to the parents of rising and current middle school students about instructional programs and practices in the school division's middle schools. In addition, the Middle School Program of Studies includes excerpts from the first 10 pages of the High School Program of Studies.

There were several significant changes to the Middle School Program of Studies for the 2007-08 school year. These changes reflected the middle school reform program, and they included the following:

- 1) all non-advanced students were provided two periods of English instruction rather than one,
- 2) supplemental reading courses were added in grades six, seven, and eight for students who need that support, and
- 3) new course descriptions were written for these English and reading courses.

For the 2008-09 Middle School Program of Studies; however, the only changes are adjustments to several of the exploratory and elective offerings.

School board members were provided draft copies of the proposed 2008-09 Middle School Program of Studies prior to the school board meeting.

Upon MOTION by Mr. Wilder, SECONDED by Mr. Frankfort, the school board approved the 2008-09 Middle School Program of Studies.

Yes Votes: Ms. Doyle, Mr. Wilder, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Mr. Faircloth, Mr. Frankfort, Dr. Gerdes

No Votes: None

Abstentions: None

**G. Superintendent's Comments**

None

**H. Board Comments**

Mr. Frankfort commended *The News & Advance* on a recent article that was printed regarding the school division's truancy program.

Mr. Wilder stated that he would be attending the Federal Relations Network Conference in Washington D.C. on February 2, 2008. School board members should contact him with any comments they would like to him to share with legislators prior to that date.

**I. Informational Items**

Next School Board Meeting: Tuesday, February 5, 2008, 5:30 p.m., Board Room, School Administration Building

**J. Adjournment**

The meeting adjourned at 7:00 p.m.

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Julie P. Doyle, Chairman

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Wendie L. Summers, Clerk

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