

**Lynchburg City School Board  
Regular Meeting  
April 15, 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  
Melissa D. Johnson, Student Representative Pro Tem, Heritage High School

**BOARD  
MEMBERS  
ABSENT:**

Contessa A. Tracy, Student Representative, E. C. Glass High School

**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  
Yvette H. Miller, Director of Student Services  
Michael K. Rudder, Director of Elementary Education  
Fred W. Stanbery, Director of Personnel  
Gregory P. Sullivan, Director of Information Technology  
Wyllys D. VanDerwerker, Director of Special Education  
Edward R. Witt, Jr., Director of Facilities and Transportation  
Wendie L. Summers, Recording Secretary/Clerk

**MEDIA  
PRESENT:**

Annie McCallum, *The News & Advance*

**Agenda  
Items:**

- A-1. Notice of Closed Meeting
- A-2. Certification of Closed Meeting
- B-1. Public Comments
- C-1. Hutcherson Early Learning Center Preschool Program
- D-1. Finance Report
- E. Consent Agenda
- F. Student Representative Comments
- G-1. Special Education Annual Plan/Part B Flow-through Application and Section 619 Preschool Grant
- H-1. Building Capacity Study
- H-2. School Board Policy 7-12: School Attendance Zones
- H-3. William Marvin Bass Elementary School Calendar: 2008-09
- I. Superintendent's Comments
- J. Board Comments
- K. Informational Items
- L. 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. Ms. Doyle opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

Upon MOTION by Mr. Faircloth, SECONDED by Mrs. Barker, the school board added item C-1. Hutcherson Early Learning Center Preschool Program and item H-3. William Marvin Bass Elementary School Calendar: 2008-09.

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

No Votes: None

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Abstentions: None

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

Upon MOTION by Mr. Billingsly, SECONDED by Rev. Anderson, the school board convened a closed meeting at 5:31 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) (2) to discuss a personnel matter and a student disciplinary matter.

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

No Votes: None

Abstentions: None

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

Upon MOTION by Rev. Anderson, SECONDED by Dr. Gerdes, the school board reconvened in open session at 5:50 p.m.

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

No Votes: None

Abstentions: None

Upon MOTION by Mr. Billingsly, SECONDED by Dr. Gerdes, 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: Ms. Doyle, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Mr. Faircloth, Mr. Frankfort, Dr. Gerdes

No Votes: None

Abstentions: None

Mr. Wilder arrived at 5:51 p.m.

**B-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 wish to speak before the school board.

**C-1. Hutcherson Early Learning Center Preschool Program**

For the past 15 years, Hutcherson Early Learning Center has offered its preschool program at sites within the community. Currently, students who would have attended classes at HELC now receive services at Rivermont Avenue Baptist Church Preschool and at the First Presbyterian Preschool. For the 2008-09 school year, the school division and the Presbyterian Home and Family Services have agreed to collaborate in order to offer services to children who normally either would have attended HELC or would not have had the opportunity to participate in any preschool experience. Thus, Presbyterian Home's preschool program, called Little Wings Preschool, will provide placement for eight children with disabilities from the school division's Project REACH program.

Collaboration like this usually entails both parties assuming roles and working together in order to serve their audiences and to meet their stated goals and purposes. The Lynchburg City Schools will provide the salaries and benefits for a teacher and a teacher assistant and will training for all the preschool staff and will share materials and "best practices" information with preschool employees.. The Presbyterian Home will provide space and offer an active learning curriculum like that currently used at Hutcherson Early Learning Center. There will be two classrooms of 12 students each.

**D-1. Finance Report**

The school administration, in accordance with the 2007-08 school operating budget, authorized, approved and processed the necessary payments through March 31, 2008. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The finance report summarizes the payments made through March 31, 2008.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 15, 2008, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

**E. Consent Agenda**

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Wilder, the school board approved the school board meeting minutes of April 1, 2008, and the personnel report for the period March 4 – April 15, 2008.

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 APRIL 15, 2008, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**F. Student Representative Comments**

Melissa D. Johnson, student representative pro tem for Heritage High School, provided comments about the events and activities occurring at her school.

**G-1. Special Education Annual Plan/Part B Flow-through Application and Section 619 Preschool Grant Application: 2008-09**

The Special Education Annual Plan is a formal agreement between the local school board and the Virginia Board of Education for the implementation of state and federal laws and regulations related to services mandated for students with disabilities. Accordingly, the disbursement of funds to the school division is contingent upon school board approval of the plan.

For the 2008-09 school year, the Lynchburg City Schools will apply for \$2,060,614 in special education flow-through funds. The application for the funds must be approved by the school board and submitted to the Virginia Department of Education for plan approval and reimbursement.

Further, the school division will apply for \$64,037 in Section 619 Preschool funds for the 2008-09 school year. This funding will support special education and related services to preschool students (ages 2-5) at Hutcherson Early Learning Center who have been determined eligible for special education services. Those services include adaptive equipment, computers, diagnostic services, inclusion support, salaries, instructional materials, teacher stipends, and child-find activities.

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Wilder, the school board approved the Special Education Plan/Part B Flow-through Application and Section 619 Preschool Grant Application for 2008-09.

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 APRIL 15, 2008, EXHIBIT "C," FOR A COPY OF THE SUPPORTING DOCUMENTS.)

**H-1. Building Capacity Study**

The building capacity ratings for the Lynchburg City Schools have not been reviewed in more than 25 years. Since that time, many changes have taken place in Lynchburg City Schools. Classrooms that were previously used as regular education classrooms are now used as special education classrooms, prekindergarten classrooms, and computer labs.

Dr. Carl K. Chafin, educational consultant with Eperitus, which is located in Richmond, was contracted by the school division to rate the capacity of each school. During this presentation, Dr. Chafin provided the school board with the findings of the study and answered questions regarding the factors that were used to calculate building capacity. The results of this study will be forwarded to the Virginia Department of Education.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 15, 2008, EXHIBIT “D,” FOR A COPY OF THE SUPPORT DOCUMENT.)

### **H-2. School Board Policy 7-12: School Attendance Zones**

School Board Policy 7-12: School Attendance Zones, Section D. Elementary Child Care was updated in 2001. Most of the elementary schools now have before and after school child care provided through the YMCA of Central Virginia. The availability of this service allows some students who otherwise would have needed a reassignment due to a childcare hardship to remain in their zoned school. The school administration recommends that the portion of the policy regarding elementary school reassignment/babysitter hardship be revised for the reasons listed below.

- Students who are reassigned cannot participate in after school tutorial or enrichment activities because the school bus only transports students who live within the attendance zone.
- The school board policy allows students to remain at the reassigned school for their entire elementary school career even when the hardship occurred for only a portion of the school year.
- Some of the students who are reassigned and who are not transported by a school bus have higher rate of truancy and absenteeism.

It was also stated that some parents use the elementary school reassignment as a form of school choice.

In accordance with revisions to the policy, the school administration will ask all parents who have requested elementary school reassignments to re-apply. If it is found that the family's current circumstances no longer require an elementary school reassignment, the student will be transferred back to his base school. The exception to this is that if a student has attended a specific school for at least four consecutive years, he will be allowed to complete the school's program; however, transportation must be provided by the parent. The school board also requested that parent's who move into the city after November 30 be allowed to request an elementary school reassignment.

The school board will consider this item at the school board meeting on May 6, 2008.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 15, 2008, EXHIBIT “E,” FOR A COPY OF SCHOOL BOARD POLICY 7-12: SCHOOL ATTENDANCE ZONES.)

Dr. Gerdes left at 6:55 p.m.

### **H-3. William Marvin Bass Elementary School Calendar: 2008-09**

The Lynchburg City School Board approved the division-wide academic calendar for the 2008-09 school year on March 18, 2008. Given that information and the academic calendar for William Marvin Bass Elementary School for the current academic year, the school administration designed a draft calendar for William Marvin Bass Elementary School for 2008-09. This draft calendar was shared with the administration, faculty, and staff of William Marvin Bass Elementary School.

Keeping the academic needs of the students in mind, as well as considering the benefits of consistency from year to year, the school administration designed the attached recommended calendar. Important features of the recommended calendar include the following:

- 1) There are 180 instructional days.
- 2) The total number of working days for the standard teacher contract (195.5) is the same as it is for other teachers in the division.
- 3) Holidays are consistent with the division-wide calendar.
- 4) Professional development days and the Best Practices Conference day are consistent with the division calendar.
- 5) Intersessions are provided after the first, second, fourth, and fifth six-week periods.

Upon MOTION by Mr. Frankfort, SECONDED by Mr. Wilder, the school board approved the 2008-09 calendar for William Marvin Bass Elementary School.

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

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No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF APRIL 15, 2008, EXHIBIT "F," FOR A COPY OF THE 2008-09 SCHOOL CALENDAR FOR WILLIAM MARVIN BASS ELEMENTARY SCHOOL.)

**I. Superintendent's Comments**

The SCA at E. C. Glass High School will host a breakfast for school board members on April 17, 2008, at 7:30 a.m. in the teacher's cafeteria.

**J. Board Comments**

Mr. Billingsly attend the open house at the Juvenile Detention Center on April 4, 2008. He stated that the facility houses a wonderful educational program for student ages 10-17. He encouraged school board members to visit the facility.

Rev. Anderson stated that he had attended the National School Board Association's annual convention March 29-April 1, 2008. The main theme of the convention was reform of the No Child Left Behind Act, and a lot of information was provided about how school divisions are addressing the issues of lobbying congress to change the law. He also has materials that he gathered during the conference that he will share with the school board.

Mr. Wilder attended the program at Heritage High School given in honor of Leland Melvin. He stated that it was exciting to see a student from our school division who has accomplished so much. Mr. Melvin is supposed to visit again in fall 2008 for the E. C. Glass High School/Heritage High School football game.

**J. Informational Items**

Next School Board Meeting: Tuesday, May 6, 2008, 5:30 p.m., Board Room, School Administration Building

**K. Adjournment**

The meeting adjourned at 7:03 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.)