

**Lynchburg City School Board
Regular Meeting
August 4, 2009**

**BOARD
MEMBERS
PRESENT:**

Mary Ann H. Barker, Chairman
Thomas H. Webb, Vice Chairman
Keith R. Anderson
Albert L. Billingsly
Regina T. Dolan-Sewell
Darin L. Gerdes
Ingrid M. Hamlett
Trenay L. Tweedy
Charles B. White

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Paul McKendrick, Superintendent
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration
Beverly A. Padgett, Chief Financial Officer
Linda J. Cole, Director of Secondary Alternative and Adult Education
William A. Coleman, Jr., Director of Secondary Education
Leigh F. Farmer, Public Information Officer
Michael K. Rudder, Director of Elementary Education
Gregory P. Sullivan, Director of Information Technology
Pamela D. Smith-Johnson, Assistant Director of Personnel
Wendie L. Sullivan, Recording Secretary/Clerk

**MEDIA
PRESENT:**

Dave Thompson, *The News & Advance*

**Agenda
Items:**

- A-1. Notice of Closed Meeting
- A-2. Certification of Closed Meeting
- B-1. Public Comments
- C-1. Finance Report
- D. Consent Agenda
- E-1. Individuals with Disabilities Education Act (IDEA) Part B. Sub-Grant Awards Under the American Recovery and Reinvestment Act of 2009
- F-1. School Board Finance Committee
- F-2. Central Virginia Governor's School for Science and Technology: 2009-10 Budget
- F-3. LAUREL Regional School: 2009-10 Budget
- F-4. School Board Policy 5-47: Family and Medical Leave
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. 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 Rev. Anderson, SECONDED by Mr. Billingsly, the school board removed item E-1. Alternative Education Program Reorganization from its school board meeting agenda.

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

No Votes: None

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Abstentions: None

A-1. Notice of Closed Meeting

Upon MOTION by Rev. Anderson, SECONDED by Mrs. Tweedy, the school board convened a closed meeting at 5:36 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, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

Dr. Gerdes arrived at 5:37 p.m.

A-2. Certification of Closed Meeting

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board reconvened in open session at 6:05 p.m.

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

No Votes: None

Abstentions: None

Upon MOTION by Mr. Webb, 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, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

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.

Ms. Mary Payne expressed her views regarding child care for the Pregnant Teen program.

Mr. Kevin Doyle spoke before the school board as a former student regarding the need for a business education curriculum in the Lynchburg City Schools.

C-1. Finance Report

The school administration, in accordance with the 2008-09 school operating budget, authorized, approved and processed the necessary payments through June 30, 2009. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The attached operating fund expenditure report summarized the payments made through June 30, 2009, for the operating fund (unaudited).

Total Operating Fund Budget	\$89,306,987.22
Expenditures thru 06-30-09	(88,726,872.70)
Outstanding Encumbrances	(47.66)

Available Balance per finance report	\$ 580,066.86
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Percent of Budget Used at 06-30-09	99.35%
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As of June 30, 2009 - 12 months =	100.00%
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The operating fund revenue report details the revenue received through June 30, 2009, for the operating fund (unaudited). The expenditure summary report summarizes the payments made through June 30, 2009, for all funds (unaudited). Both reports appeared as attachments to the agenda report.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

D. Consent Agenda

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Rev. Anderson, the school board approved the school board meeting minutes for June 26, 2009 (Regular Meeting), and July 7, 2009 (Regular Meeting, the personnel report for the period July 7 – August 4, 2009, and the request for religious exemption.

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

No Votes: None

Abstentions: None

With the approval of the consent agenda, the following appointments were approved:

Ethel R. Coles, Coordinator for Equity and Accountability
Billie Kay Wingfield, Director of Personnel
April M. Bruce, Director of Testing
Gloria C. Preston, Director of Student Services
Dana L. Koenig, Director of the LAUREL Regional Program
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

E-1. Individuals with Disabilities Education Act (IDEA) Part B Sub-grant Awards Under the American Recovery and Reinvestment Act of 2009

Lynchburg City Schools received official notification from the Virginia Department of Education regarding the school division's first allocation of grants provided through the *American Recovery and Reinvestment Act of 2009* (ARRA): the Individuals with Disabilities Education Act (IDEA) Part B Section 611 and Part B Section 619 grants. The amounts listed for Lynchburg City Schools represent 50 percent of the total IDEA grant amount that the school division should receive. The Virginia Department of Education expects to receive the second half of the ARRA IDEA grant by September 30, 2009. The ARRA sub-grants are in addition to the regular Individuals with Disabilities Act (IDEA 2009) grant the school board approved on April 21, 2009.

IDEA Part B Sub-grant Award (50 percent of expected total)

Sub-grant received

Section 611	\$1,161,477.50
Section 619	\$ 39,111.00

IDEA Part B Sub-grant Award (50 percent of expected total)

Sub-grant expected in September 2009

Section 611	\$1,161,477.50
Section 619	\$ 39,111.00

Total Section 611 \$2,322,955.00

Total Section 619 \$ 78,222.00

In anticipation of these funds, the school administration solicited input from a variety of stakeholders including general and special education teachers involved as members of the High Expectations for Students with Disabilities teams, principals, special education related services staff, the Special Education Advisory Committee, central office administrators and the Special Education Management Team. The focus of the discussions centered on how the school could use the funds to improve the achievement of students with disabilities.

The discussions conducted reveal an interest in addressing student needs through the proposed expenditures for the Individuals with Disabilities Education Act (IDEA) Part B Sub-grant Awards under the *American Recovery and Reinvestment Act of 2009*.

Upon MOTION by Mr. Billingsly, SECONDED by Rev. Anderson, the school board approved the proposed expenditures for the Individuals with Disabilities Education Act (IDEA) Part B Sub-grant Awards under the American Recovery and Reinvestment Act of 2009 for the 2009-10 school year.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "C," FOR A COPY OF THE PROPOSED EXPENDITURES.)

F-1. School Board Finance Committee

In an effort to keep school board members more informed about the school division's operating budget, the school board formed and approved a finance committee. Membership is determined by the school board chairman and includes the superintendent, the chief financial officer, and three school board members. Membership also includes the chairman and an alternate school board member, but they serve as ex-officio members. The committee meets quarterly or as needed at noon at the School Administration Building. Specific dates will be determined.

This committee assumed the responsibilities of the school division's Internal Audit Committee. That committee's purpose was to review reports from the Office of Internal Audit and to make suggestions for areas to be audited. Further, internal audits assisted officials and management in carrying out their responsibilities by appraising the effectiveness, efficiency, and accurateness of activities and programs.

Proposed membership for the committee is as follows:

Keith R. Anderson
Albert L. Billingsly Charles B. White (Alternate)

Thomas H. Webb

These members will serve from August 4, 2009 – July 31, 2010.

A copy of the guidelines for the finance committee appeared as an attachment to the agenda report.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mr. Billingsly, the school board approved the membership of the School Board Finance Committee for the period August 4, 2009 – July 31, 2010.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "D," FOR A COPY OF THE GUIDELINES.)

F-2. Central Virginia Governor's School for Science and Technology: 2009-10 Budget

The Lynchburg City School Board serves as the fiscal agent for the Central Virginia Governor's School for Science and Technology. The governing board of the school has approved its 2009-10 operating budget in the amount of \$892,367.70, which represents a decrease of \$10,898.54 (1.21%) from the 2008-09 fiscal year. All funds expended at the school are totally reimbursable from participating school divisions and state funds as listed on budget. School divisions supporting this program are Amherst County Schools, Appomattox County Schools, Bedford County Schools, Campbell County Schools and Lynchburg City Schools.

Provided below is the financial impact summary for Lynchburg City Schools:

	2008-09	2009-10
Student Tuition	\$4,200	\$4,200
Number of students	30	30
Total Tuition	\$126,000	\$126,000

The tuition is budgeted to remain the same at \$4,200 per student.

Dr. Thomas D. Morgan, executive director for the Central Virginia Governor's School for Science and Technology, was present to answer any questions.

Upon MOTION by Dr. Gerdes, SECONDED by Rev. Anderson, the school board authorized the school administration to act as fiscal agent for the Central Virginia Governor's School for Science and Technology and to administer the 2009-10 budget in the amount of \$892,367.70.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "E," FOR A COPY OF THE 2009-10 BUDGET.)

F-3. LAUREL Regional Program: Budget 2009-10

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional Program. The governing board of the school has approved its 2009-10 operating budget in the amount of \$4,575,067, which represents a decrease of \$486,403 (9.61%) from the 2008-09 fiscal year.

Funds expended at the LAUREL Regional Program are totally reimbursable from participating school divisions and the Commonwealth of Virginia. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools. The LAUREL Regional Program provides services for students with severe disabilities and alternative education for pregnant teens. The following services are also provided by staff employed through LAUREL Regional Program to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

Provided below is the financial impact summary for Lynchburg City Schools:

Expenditures for 2008-09 (all programs and services)	\$ 1,231,312
Budget for 2009-10 (all programs and services)	\$ 1,223,854

Upon MOTION by Ms. Hamlett, SECONDED by Mrs. Tweedy, the school board authorized the school administration to act as fiscal agent for the LAUREL Regional Program and to administer the 2009-10 budget in the amount of \$4,575,067.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "F," FOR A COPY OF THE 2009-10 BUDGET.)

F-4. School Board Policy 5-47: Family and Medical Leave

School Board Policy 5-47: Family and Medical Leave is being revised in accordance with changes to federal regulations and compliance requirements. This school board policy is based on the Virginia School Boards Association policy update services along with information from the U. S. Department of Labor Fact Sheets #28 and #28A: The Family and Medical Leave Act of 1993 and The Family and Medical Leave Act Military Family Leave Entitlements.

Additionally, under advisement from legal counsel, School Board Policy 5-47: Family and Medical Leave has been reformatted to distinguish family and medical leave policy from regulations. Therefore, items deleted from School Board Policy 5-47 will be reflected in Administrative Regulation R 5-47: Family and Medical Leave, which is currently being revised.

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

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2009, EXHIBIT "G," FOR A COPY OF SCHOOL BOARD POLICY 5-47: FAMILY AND MEDICAL LEAVE.)

G. Superintendent's Comments

Dr. McKendrick invited school board members to visit during the Summer Leadership Conference on August 6-7, 2009, at the Information Technology Center. This two-day event is a professional development activity for all school administrators.

The New Teacher Orientation and Breakfast will occur on August 11, 2009, at 7:30 a.m. in the Burton Center at Lynchburg College.

The Welcome Back Breakfast will occur on August 22, 2009, at 8:00 a.m. in the Civic Auditorium at E. C. Glass High School.

As part of its discussion during its recent retreat, the Lynchburg City Council proposed assisting the school administration with a community dialogue regarding the Heritage High School renovation and construction project. It is anticipated that the process of dialogue will take approximately one year, and the school administration should spearhead associated activities.

H. Board Comments

By consensus, the school board cancelled its second meeting in August.

Mrs. Barker will not be at the September 1, 2009, school board meeting. Mr. Webb will preside over that meeting.

Mrs. Barker asked that the school board change its agenda item entitled “Old Business” to “Unfinished Business.”

The school board’s annual retreat is scheduled for October 8-9, 2009, in the faculty room of the Elliott and Rosel Schewell Lecture Hall. Two topics to be added to the list for discussion are the Heritage High School Dialogue and the Pregnant Teen program.

The VSBA Annual Convention will occur November 17 – 20, 2009. The organization requests that a delegate and an alternate delegate be selected to attend the meeting. Mrs. Barker agreed to act as delegate, and Mr. Webb will act as alternate delegate.

Mr. White stated that on July 27 – 31, 2009, the football coaching staff from E. C. Glass High School and Heritage High School joined forces with the Hill City Youth Football and Cheerleading Association to provide a free youth football clinic to over 300 children from ages seven to twelve. Mr. White visited E. C. Glass High School during the clinic and stated that there was a huge crowd with every segment of the community represented. He thanked Coach Trent and Coach Smith for their efforts in providing this opportunity to the city’s youth. He would love to see the middle school athletic programs become involved in this event.

Mr. Billingsly visited William Marvin Bass Elementary School on its second day of school and was quite impressed with the staff and the facility.

Rev. Anderson also visited William Marvin Bass Elementary School, and he spoke at the summer school graduation on July 31, 2009.

Mr. Webb recently attended the Governor’s Conference on Education and attended a seminar on cyber bullying and associated legal aspects. He would like to ensure that the school board has a policy in place that addresses that topic. He also accompanied city council during its recent tour of the new Sandusky Middle School and was encouraged to see that the facility is 60 percent complete.

Mr. Webb attended the parent meetings at Perrymont Elementary School in which information regarding school choice was offered. Dr. Smith, Mr. Rudder, and Karen S. Nelson, principal at the school, did an outstanding job talking with parents and explaining the various options available to them.

I. Informational Items

Next School Board Meeting: Tuesday, September 1, 2009, 5:30 p.m., Board Room, School Administration Building

J. Adjournment

The meeting adjourned at 7:33 p.m.

Mary Ann H. Barker, Chairman

Wendie L. Sullivan, Clerk

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