

**Lynchburg City School Board
Regular Meeting
October 20, 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
Trenay L. Tweedy
Charles B. White
Natasha N. Chowdry, Student Representative Pro Tem, Heritage High School
Joshua K. Graham, Student Representative, E. C. Glass High School

**BOARD
MEMBERS
ABSENT:**

Ingrid M. Hamlett

**ADMINISTRATION
PRESENT:**

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

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. Finance Report
- B-2. Revised Special Education Annual Plan/Part B Flow-through Budget and Section 619 Preschool Grant 2009-10
- C. Consent Agenda
- D. Student Representative Comments
- E-1. Capital Improvement Plan: Sandusky Middle School
- F-1. The Pauline F. Maloney STEP with Links Program: 2009-10 Budget
- F-2. Employee Profile: 2009-10
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:32 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 Mr. White, SECONDED by Mrs. Tweedy, the school board changed item E-2. Revised Special Education Annual Plan/Part B Flow-through Budget and Section 619 Preschool Grant 2009-10 to item B-2.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Dr. Gerdes, Mrs. Tweedy, 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. Finance Report

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

The operating fund expenditure report, which summarizes the payments made through September 30, 2009, for the operating fund (unaudited) appeared as an attachment to this agenda report.

Total Operating Fund Budget	\$86,476,567.39
Expenditures thru 09-30-09	(12,687,343.33)
Outstanding Encumbrances	(3,362,272.94)
Available Balance per finance report	\$70,426,951.12
Percent of Budget Used at 09-30-09	18.56%
As of September 30, 2009 - 12 months =	25.00%

The operating fund revenue report details the revenue received through September 30, 2009, for the operating fund. The expenditure summary report summarizes the payments made through September 30, 2009, for all funds. Both of these reports appeared as attachments to the agenda report.

The school board requested that last year's financial status be included with this year's financial status on future agenda reports.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 20, 2009, EXHIBIT "A," FOR A COPY OF THE FINANCE REPORT.)

B-2. Revised Special Education Annual Plan/part B Flow-through Budget and Section 619 Preschool Grant 2009-10

The Lynchburg City Schools submitted its Special Education Annual Plan/Part B Flow-through application and its Section 619 Preschool Grant application, both for 2009-10, to the Virginia Department of Education on April 7, 2009. Due to the established deadlines, both of these applications must be submitted with anticipated funding levels.

The Virginia Department of Education has notified the school administration that both applications were approved. However, the actual amounts funded differed from the anticipated amounts included in the applications. The Lynchburg City Schools is now required to resubmit the plans with the actual funded amounts.

For the Special Education Annual Plan/Part B Flow-through application, the amount funded was \$83,263 more than anticipated, and these funds were included in the personal services and purchased services/federal set-aside components of the application.

For the Section 619 Preschool Grant application, the amount funded was \$701 less than anticipated. Therefore, the school administration has adjusted the materials and supplies and purchased services/federal set-aside lines. Parts of the application that detail calculations of recommended expenditures of those funds appeared as an attachment to the agenda report.

This item will be considered by the school board at the November 3, 2009, school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 20, 2009, EXHIBIT "B," FOR A COPY OF THE SUPPORTING APPLICATIONS.)

C. Consent Agenda

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Rev. Anderson, the school board approved the school board meeting minutes for September 15, 2009 (Regular Meeting); September 23, 2009 (Student Discipline

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Committee Meeting); October 6, 2009 (Regular Meeting); and October 8-9, 2009 (School Board Retreat); and the personnel report for the period October 6 – 20, 2009.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 20, 2009, EXHIBIT "C," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

D. Student Representative Comments

Miss Natasha N. Chowdry, student representative pro tem for Heritage High School, and Mr. Joshua K. Graham, student representative for E. C. Glass High School, provided information about events and activities occurring at their schools.

E-1. Capital Improvement Plan: Sandusky Middle School

In a matter of months, the school division will take ownership of the newly constructed Sandusky Middle School (SMS). However, the project will not be complete until the contractors have demolished the current building and built a new set of parking lots. This final phase of the project will require detailed planning on several fronts, from assigning classrooms to moving materials and furniture to storing and/or selling surplus equipment. Dominion Seven, the architectural firm in charge of the project, has experience in this task and therefore will be in charge of closing/completing the project.

Tasks that will need to be planned include, but are not limited to, the following:

- Developing a timeline for the completion of the project
- Involving the community
- Developing a demolition timeline
- Warehousing equipment, materials, and furniture
- Planning for SOL testing schedules
- Moving staff
- Discussing an alternate schedule/closing of SMS
- Installing technology

The contractors in charge of the demolition project plan to begin on June 12, 2009, which is the day after school ends. Because of this, there are timing issues which must be addressed in order to have the old building empty by that date. Once the building has been demolished, the new school bus lane and parking area will be completed; however, the bus lane must be finished prior to the opening of school in the fall.

The school administration will bring additional information to the school board as it formulates strategies for the opening of the new building and the closing of the old building.

F-1. The Pauline F. Maloney STEP with Links

The Lynchburg City School Board serves as fiscal agent for the Pauline F. Maloney STEP with Links program. The organization's governing board has approved its 2009-10 operating budget in the amount of \$44,918, which represents a decrease of \$815 over the 2008-09 fiscal year.

The Pauline F. Maloney STEP with Links program enhances academic and cultural development of minority students in the sixth grade and is sponsored by the Links, Inc., a national organization of professional women. This program is funded entirely through donations.

It was noted that the school division contributes \$10,000 annually to this program.

The 2009-10 budget appeared as an attachment to the agenda report.

This item will be considered by the school board at the meeting on November 3, 2009.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 20, 2009, EXHIBIT "D," FOR A COPY OF THE BUDGET.)

F-2. Employee Profile: 2009-10

Miss Wingfield presented a profile of professional employees to the school board. The presentation summarized data related to professional employment for the school year 2009-10. The data included reasons

for turnover noting that 31 professional employees took the Early Retirement Incentive Plan. Additional information was provided on recruiting efforts, the placement of new teachers within the school division, educational degree level of new teachers, number of hires, new hires, teaching experience range and the ethnicity of new teachers. School board members requested that they be provided with demographics for all teachers within the school division in order to receive a better perspective of the overall ethnicity of teachers.

G. Superintendent's Comments

Following the school board's retreat, members of the school administration have met to discuss changes to the policy regarding reduction in force. Changes to that policy will be presented to the school board at the November 17, 2009, school board meeting.

The school administration will consider several models for the school calendar this year in light of the possibility that school will need to start after Labor Day in 2010-11. The school division needs six days of inclement weather this year in order to obtain a waiver to open before Labor Day.

Over the next several months, the school administration will discuss options associated with a seven period day for students. A proposal will be presented to the school board in March 2010.

The school administration will continue discussions regarding the Pregnant Teen program and bring a proposal to the school board regarding that program in spring 2010.

H. Board Comments

Mrs. Barker reviewed the priorities she had received following the retreat from school board members. At this point, priorities include achievement gap/graduation rates and mandated seven period day; alternative education reorganization/Pregnant Teen program; viable capital improvement plan focusing on the Heritage High School community dialogue; improving staff recruitment, retention, and development; and enhancing marketing and communications. The school board will again review priorities at the next school board meeting.

Mrs. Barker provided school board members with a copy of the Virginia School Board Association's proposed policies and resolutions. VSBA delegates will be reviewing this proposal during the annual convention.

Mr. Webb along with several other school board members attended the recent VSBA workshop regarding stimulus funds. Mr. Webb also attended a ceremony at Hutcherson Early Learning Center where Areva contributed educational materials to the school in memory of a former employee.

Mr. Webb noted that he had attended the city council meeting at which Heritage High School's MJROTC was honored for receipt of its recent national award. Further, on October 14, 2009, Wal-Mart presented 10 teachers from Perrymont Elementary School with a \$100 gift certificate. This presentation was made in lieu of conducting its annual Wal-Mart Teacher of the Year program.

Mr. Billingsly remarked on the passing of Richard Kelley and expressed his condolences to the family on behalf of the school board.

I. Informational Items

Next School Board Meeting: Tuesday, November 3, 2009, 5:30 p.m., Board Room, School Administration Building

J. Adjournment

The meeting adjourned at 7:03 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.)