



Lynchburg City Schools • 915 Court Street • Lynchburg, Virginia 24504

Lynchburg City School Board

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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

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
January 5, 2010 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

1. Public Comments
Paul McKendrick.Page 1
Discussion (30 minutes)

B. STUDENT REPRESENTATIVE COMMENTS

C. UNFINISHED BUSINESS

1. Lynchburg City Schools' Comprehensive Plan
Paul McKendrick.Page 2
Discussion/Action (15 Minutes)
2. Capital Improvement Plan: 2011-15
Beverly A. Padgett.Page 3
Discussion/Action (10 Minutes)

D. NEW BUSINESS

1. 2010 Summer Programs
Stephen C. Smith.Page 5
Discussion/Action (5 Minutes)
2. Middle School Program of Studies: 2010-11
Stephen C. Smith.Page 9
Discussion/Action (5 Minutes)
3. Lynchburg Juvenile Detention Center Educational Program
Budget: 2009-10 Title I Teacher
Stephen C. Smith.Page 10
Discussion/Action (5 Minutes)

- 4. Public School Activity Funds and Audit for Fiscal Year Ended
June 30, 2009
Beverly A. Padgett.Page 11
Discussion (10 Minutes)

E. SUPERINTENDENT’S COMMENTS

F. BOARD COMMENTS

G. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, January 19, 2010, 5:30 p.m.
Board Room, School Administration Building

H. ADJOURNMENT

Agenda Report

Date: 01/05/10

Agenda Number: A-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Public Comments

Summary/Description:

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.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

Agenda Report

Date: 01/05/10

Agenda Number: C-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Lynchburg City Schools' Comprehensive Plan

Summary/Description:

The *Standards of Quality* require local school boards to adopt a division-wide comprehensive plan to improve classroom instruction and student achievement. The Lynchburg City Schools' proposed comprehensive plan is built around the six school board *Vision for Education* foci: Academic Eminence; Sound, Honorable Character; Exemplary Personnel; Parental Involvement and Community Investment; Respect for Diversity; and Model Facilities. Each vision focus area includes goals followed by strategies for meeting the goals. Each strategy is followed by columns providing the titles of those responsible, the timeline for completion, and the method of evaluation or evidence of completion.

As required by the *Standards of Quality*, the proposed comprehensive plan also includes a description of regional services, a forecast of anticipated enrollment changes, a technology plan, and evidence of community involvement in the development of the plan.

During the meeting on December 15, 2009, the school administration summarized key elements of the plan and answered questions regarding the goals, strategies, and other information included in the most recent draft provided to school board members.

The plan has been posted on the school division's website, and comments from the public will be received at the school board meeting on January 19, 2010.

Disposition: Action
 Information
 Action at Meeting on: 02/05/10

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on February 5, 2010.

Agenda Report

Date: 01/05/10

Agenda Number: C-2

Attachments: Yes

From: Paul McKendrick, Superintendent
Beverly Padgett, Chief Financial Officer

Subject: Capital Improvement Plan: 2011-15

Summary/Description:

Each year the school division prepares a five year plan requesting funds for capital improvements needed at sites within the school division. After approval by the school board, the plan is forwarded to the Lynchburg City Council as a request for funding.

The CIP plan classifies capital projects into one of two categories:

1. Capital projects required to renovate or construct school facilities
2. Capital maintenance and equipment replacement projects required to maintain school facilities and grounds, and to replace capital equipment

The majority of funds required for the first category are normally provided by the City of Lynchburg through capital bonds. The school board assists the city with the funding of these projects through the allocation of State Lottery and School Construction funds. The second category of capital projects are funded through year-end funds or funds included in the annual operating budget for capital outlay purposes.

The attached document is a draft summary of the FY 2011-2015 Capital Improvement Plan.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the capital improvement plan for 2011-15.

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Total Cost
Renovations/Replacement Projects:							
Sandusky Middle School	\$ 9,750,000	\$ 1,876,530	\$ -	\$ -	\$ -	\$ -	\$ 11,626,530
Heritage High School	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 3,000,000	\$ 5,000,000
Heritage High School Gym Floor & Bleachers	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Heritage High School Repairs & Roof	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total Renovation Projects *	\$ 9,750,000	\$ 2,876,530	\$ -	\$ -	\$ 2,000,000	\$ 3,000,000	\$ 17,626,530
Capital Maintenance Projects:							
Mechanical/Electrical:							
Admn Bldg - Chiller/ADA	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
HES main elec service	\$ -	\$ -	\$ 193,536	\$ -	\$ -	\$ -	\$ 193,536
Paving	\$ 146,534	\$ 170,000	\$ 173,318	\$ 196,701	\$ 206,536	\$ 214,797	\$ 1,107,886
Secondary School Athletics - HHS track	\$ -	\$ 150,947	\$ -	\$ -	\$ -	\$ -	\$ 150,947
Roof Replacement/Repair:							
Paul Munro Annex	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TCM Auditorium	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
HELC ACDE	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Sheffield ABC	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
ECG Annex 5,6,12,13	\$ -	\$ -	\$ -	\$ 320,000	\$ -	\$ -	\$ 320,000
LES CEK	\$ -	\$ -	\$ -	\$ 99,000	\$ -	\$ -	\$ 99,000
DMS MOZEE	\$ -	\$ -	\$ -	\$ 52,000	\$ -	\$ -	\$ 52,000
LAUREL Round Section	\$ -	\$ -	\$ -	\$ 27,000	\$ -	\$ -	\$ 27,000
Sandusky Elem	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000
EC Glass	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000
HVAC Controls:							
HES	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Bedford Hills	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Sandusky Elem	\$ -	\$ -	\$ 159,000	\$ -	\$ -	\$ -	\$ 159,000
HELC	\$ -	\$ -	\$ 106,000	\$ -	\$ -	\$ -	\$ 106,000
Linkhorne Elem	\$ -	\$ -	\$ 159,000	\$ -	\$ -	\$ -	\$ 159,000
Paul Munro	\$ -	\$ -	\$ 159,000	\$ -	\$ -	\$ -	\$ 159,000
HELC Curtain Wall Replacement	\$ -	\$ 530,000	\$ -	\$ -	\$ -	\$ -	\$ 530,000
DESI Lighting Upgrade	\$ -	\$ -	\$ -	\$ 560,000	\$ -	\$ -	\$ 560,000
Contingency	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
Total Capital Maintenance Projects**	\$ 306,534	\$ 1,600,947	\$ 1,399,854	\$ 1,354,701	\$ 656,536	\$ 814,797	\$ 6,133,369
Grand Total All Projects	<u>\$ 10,056,534</u>	<u>\$ 4,477,477</u>	<u>\$ 1,399,854</u>	<u>\$ 1,354,701</u>	<u>\$ 2,656,536</u>	<u>\$ 3,814,797</u>	<u>\$ 23,759,899</u>

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* Funded by City - General Obligation Bonds

** Funded by LCS fund balance

Agenda Report

Date: 01/05/10

Agenda Number: D-1

Attachments: Yes

From: Paul McKendrick, Superintendent
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction

Subject: 2010 Summer Programs

Summary/Description:

Each summer the school division offers programs to provide enrichment, acceleration, and academic support opportunities for elementary, middle, and high school students. The attachment to this agenda report provides the name, description, student groups, dates, times, transportation needs, and funding sources for each of the proposed summer programs.

Disposition: Action
 Information
 Action at Meeting on: 01/19/10

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on January 19, 2010.

Lynchburg City Schools: Approved 2010 Summer Programs

Program	Students Served	Location	Dates & Hours	Cost to Student	Transp. Provided?
PETAL Elementary Accelerated Reading and Math Academies	Students rising into grades 2-6 recommended for acceleration in reading or math. Eligibility requirements will be communicated through the principal.	Dearington Elementary School	June 28-July 29 (M-Th) Students: 8:15 a.m. – 11:45 a.m. Monday – Thursday No Friday sessions Teachers: 8:00 a.m.- 12:30 p.m.	None	Yes
PETAL Middle School Accelerated Math Academy	Students rising into grades 7 & 8 recommended for acceleration in math. Eligibility requirements will be communicated through the principal.	E. C. Glass High School	June 28-July 29 (M-Th) Students: 8:30 a.m. - 12:00 noon Monday – Thursday No Friday sessions Teachers: 8:00 a.m. – 12:30 p.m.	None	Yes
PETAL High School Accelerated Math Bridge Academies	Current high school PETAL students needing a transitional course into their next accelerated math course	E. C. Glass High School	July 19-July 29 (M-Th) Students: 8:30 a.m. - 12:00 noon Monday – Thursday No Friday sessions Teachers: 8:00 a.m. – 12:30 p.m.	None	Yes

Lynchburg City Schools: Approved 2010 Summer Programs

Program	Students Served	Location	Dates & Hours	Cost to Student	Transp. Provided?
Elementary Enrichment (programs may be offered in art, science, and Spanish)	Students rising into grades 1-5	Linkhorne Elementary	July 12–16 (M-F) July 19–23 (M-F) July 26–30 (M-F) Students: 1 st class: 9:00-12:00 noon (M-F) 2 nd class: 1:00-4:00 p.m. (M-F) Teachers: 1 st class: 8:30 a.m. – 12:15 p.m. 2 nd class: 12:30 p.m. – 4:15 p.m.	\$50 city residents \$100 non-city residents \$90 (2 wks) city residents \$175 (2 wks) non-city residents	No
Summer Athletic Camps	Elementary, middle, and high school students interested in developing skills in particular sports	Heritage and E.C. Glass High Schools	Dates–TBA hours vary by camp	\$30 to \$50 per camp depending on camp	No
SOL Content Academies	Students who have passed a course but failed the associated SOL test	E. C. Glass High School	June 24-30 Reading Academy July 1-9 Writing/Chemistry/ World History 2/Earth Science July 12-16 World History 1/Algebra 2/ Geometry July 19-23 US History/Biology/Algebra 1 July 26 Tutoring for SOL Tests July 12-15 SOL Writing Testing July 27-30 SOL Testing Students: 8:30 a.m. – 12:00 noon Teachers: 8:00 a.m. – 12:15 p.m.	None	Yes

Lynchburg City Schools: Approved 2010 Summer Programs

Program	Students Served	Location	Dates & Hours	Cost to Student	Transp. Provided?
Elementary Remedial Summer School	Students currently in grades K-5 needing additional reading instruction	Linkhorne Elementary	June 30-July 30 (M-F) (off July 5) (Teacher Workday June 29) Students: 8:15 a.m. – 11:45 a.m. Teachers: 7:45 a.m. – 12:00 noon	None	Yes
Middle School Remedial Summer School	Students currently in grades 6-8 who are required to successfully complete a course in order to be promoted	E. C. Glass High School	Registration-Friday, June 18 8:30a.m. – 5:30p.m. <u>1st Session</u> June 30-July 15 (M-F) (off July 5) <u>2nd Session</u> July 16-July 30 (M-F) Students: 8:30 a.m. - 12:00 noon Teachers: 8:15 a.m. – 12:15 p.m.	None	Yes
High School Remedial Summer School	Current 9 th -12 th grade students needing to repeat courses for credit	E. C. Glass High School	Registration-Friday, June 19 8:30a.m. – 5:30p.m. <u>1st Session</u> (semester 1) June 24-July 9 (M-F) (off July 5) SOL Writing Test July 12-15 <u>2nd Session</u> (semester 2) July 12-July 26 (M-F) SOL Testing: July 28-July 31 Graduation: Friday, July 30 <u>Class Times (both sessions)</u> <u>Students:</u> 1 st class: 8:15 - 11:45 a.m. 2 nd class: 12:15 - 3:45 p.m. <u>Teachers:</u> 1 st class: 8:00 a.m. – 12:00 noon 2 nd class: 12:00 p.m. – 4:00 p.m.	\$75.00 per semester class for city residents \$150.00 per semester class for non-city residents.	No

Agenda Report

Date: 01/05/10

Agenda Number: d-2

Attachments: No

From: Paul McKendrick, Superintendent
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction

Subject: Middle School Program of Studies: 2010-11

Summary/Description:

The middle school program of studies provides information to the parents of rising and current middle school students about middle school programs and practices. In addition, the middle school program of studies includes excerpts, from pages two through 10, of the high school program of studies.

The recommended changes to the 2010-11 Middle School Program of Studies include the following:

- 1) For first-time ninth grade students in 2010-11 and beyond, there are new graduation requirements.
- 2) Eighth grade math offerings will reflect the higher math standards required at the high schools with the removal of Algebra I Part I and Part II. Eighth grade math offerings will include Advanced Algebra I, Standard Algebra I, and the non-high school credit course Foundations of Algebra.
- 3) Information will be provided on each school's enrichment/achievement period.
- 4) The other recommended changes to the middle school program of studies are adjustments to exploratory and elective offerings at specific middle schools. Examples include renaming a chorus rotation to Dunbar Glee; adding a course in geography and digital cartography (map making); offering beginning guitar; and Greek and Roman culture and mythology, among others.

Draft copies of the proposed 2010-2011 Middle School Program of Studies have been distributed to members of the school board.

Disposition: **Action**
 Information
 Action at Meeting on: 01/19/10

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on January 19, 2010.

Agenda Report

Date: 01/05/10

Agenda Number: D-3

Attachments: No

From: Paul McKendrick, Superintendent
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction

Subject: Lynchburg Juvenile Detention Center Educational Program Budget: 2009-10
Title I Teacher

Summary/Description:

The Virginia Department of Education has approved the 2009-10 funding for the Lynchburg Juvenile Detention Center Title I teacher in the amount of \$20,184.42. The Lynchburg City Schools serves as the fiscal agent for this state-operated position. The Lynchburg City Schools employs one part-time (20 hours per week) teacher who serves as the Title I teacher for the Lynchburg Juvenile Detention. This position administers assessments and delivers educational services monthly to approximately 30 students enrolled in the Lynchburg Juvenile Detention Center. The summary below outlines expenditures for the 2009-10 school year.

Budget

Personnel Salary Compensation	\$18,749.95
Fringe Benefits and Fixed Charges	\$1,434.47
Total	\$20,184.42

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the Juvenile Detention Center Program budget for a part-time Title I teacher in the amount of \$20,184.42 for the 2009-10 school year.

Agenda Report

Date: 01/05/10

Agenda Number: D-4

Attachments: No

From: Paul McKendrick, Superintendent
Beverly A. Padgett, Chief Financial Officer

Subject: Public School Activity Funds Audit for Fiscal Year Ended June 30, 2009

Summary/Description:

R.J. Singleton, CPA, has completed the financial audit of Lynchburg City Schools Activity Funds for the year ended June 30, 2009. Mr. R.J. Singleton, CPA, will present the audit and cash basis financial statements to the school board.

The school administration sent a copy of the City of Lynchburg, Virginia Public School Activity Funds Cash Basis Financial Statements to school board members. School board members and the general public may obtain additional copies of the report from the school division's Department of Finance.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.