



Lynchburg City School Board

James E. Coleman
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Mary Ann Hoss
School Board District 1

Michael J. Nilles
School Board District 3

Jennifer R. Poore
School Board District 2

Katie Snyder
School Board District 3

J. Marie Waller
School Board District 2

Thomas H. Webb
School Board District 2

Charles B. White
School Board District 1

School Administration

Scott S. Brabrand
Superintendent

John C. McClain
Assistant Superintendent of
Curriculum and Instruction

Ben W. Copeland
Assistant Superintendent of
Operations and Administration

Anthony E. Beckles, Sr.
Chief Financial Officer

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING

January 6, 2015 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

- 1. Public Comments
Scott S. Brabrand. Page 1
Discussion (30 Minutes)

B. CONSENT AGENDA

- 1. LAUREL Regional School Budget: 2014-15
Anthony E. Beckles, Sr. Page 2
Discussion/Action
- 2. Pauline F. Maloney STEP with Links Program
Budget: 2014-15
Anthony E. Beckles, Sr. Page 12
Discussion/Action

C. STUDENT REPRESENTATIVE COMMENTS

D. UNFINISHED BUSINESS

- 1. Lynchburg City Schools Comprehensive Plan: Achievement,
Behavior, and Culture
John C. McClain. Page 19
Discussion
- 2. School Operating Budget: 2015-16
Scott S. Brabrand. Page 20
Discussion

E. NEW BUSINESS

- 1. Cellular Antennas for Paul Laurence Dunbar Middle
School for Innovation
Ben W. Copeland. Page 21
Discussion

2. Partners In Education: Board of Directors
Scott S. Brabrand.Page 22
Discussion

F. SUPERINTENDENT’S COMMENTS

G. BOARD COMMENTS

H. INFORMATIONAL ITEMS

School Board Work Session: Thursday, January 15, 2015, 5:30 p.m.,
Board Room, School Administration Building

Next School Board Meeting: Tuesday, January 20, 2015, 5:30 p.m., Board
Room, School Administration Building

I. ADJOURNMENT

Agenda Report

Date: 01/06/15

Agenda Number: A-1

Attachments: No

From: Scott S. Brabrand, 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: 01/06/15

Agenda Number: B-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: LAUREL Regional School Budget: 2014-15

Summary/Description:

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2014-15 operating budget in the amount of \$5,280,181.00, which represents an increase of \$189,653.50 from the 2012-13 approved budget.

Funds expended at the LAUREL Regional School 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 School provides services for students with severe disabilities. The following services are also provided by staff employed through LAUREL Regional School to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the LAUREL Regional School and to administer their 2014-15 budget in the amount of \$5,280,181.00.

REVENUE

Account Number	Description	Budget	
		2013-14	2014-15
9.0000.000.0719.200.914	Tuition from other County/City - Center	\$3,177,180.00	\$3,257,913.00
9.0000.000.0393.200.914	Ed Technology	26,000.00	26,000.00
9.0000.000.0386.200.914	Other State Funds - Dept. of Blind	12,000.00	12,000.00
9.0000.000.0719.299.914	Tuition from other County/City • Non Center	1,875,347.50	1,984,268.00
TOTAL REVENUE		\$ 5,090,527.50	\$5,280,181.00

EXPENDITURES

SPH Services

Account Number	Description	Budget	
		2013-14	2014-15
9.1100.112.1121.200.914	Teachers	\$ 508,069.00	\$ 509,021.00
9.1100.112.1152.200.914	Therapeutic Ed Assts	336,216.00	346,209.00
9.1100.112.1154.200.914	Speech Therapists	71,052.00	72,473.00
9.1100.112.1156.200.914	Occupational Therapists	66,121.00	65,206.00
9.1100.112.1157.200.914	Physical Therapists	35,260.00	30,439.00
9.1100.112.1158.200.914	Vision Teachers	7,970.00	8,129.00
9.1100.112.1520.200.914	Substitute Teachers	20,000.00	22,000.00
9.1100.112.1621.200.914	Teacher Supplements	25,177.00	21,560.00
9.1100.112.2100.200.914	FICA	81,934.00	81,632.00
9.1100.112.2211.200.914	VRS	124,550.00	\$149,478.00
9.1100.112.2213.200.914	RHCC	11,855.00	12,433.00
9.1100.112.2310.200.914	Medical Insurance	180,030.00	175,950.00
9.1100.112.2330.200.914	Dental Insurance	0.00	0.00
9.1100.112.2340.200.914	Vision Insurance	0.00	0.00
9.1100.112.2411.200.914	Group Life Insurance	12,710.00	13,732.00
9.1100.112.2710.200.914	Workers Comp	3,321.00	3,273.00
9.1100.112.2820.200.914	Education Tuition Assist	0.00	0.00
9.1100.112.3000.200.914	Purchased Services	12,500.00	12,500.00
9.1100.112.4136.200.914	Legal Services	0.00	50,000.00
9.1100.112.3400.200.914	Transportation Services	4,000.00	4,000.00
9.1100.112.3700.200.914	Laundry	500.00	500.00
9.1100.112.4100.200.914	Technology Support	6,000.00	8,000.00
9.1100.112.5501.200.914	Travel Mileage	750.00	750.00
9.1100.112.5504.200.914	Mandt expense	5,000.00	5,000.00
9.1100.112.6002.200.914	Instructional Food Supplies	5,625.00	5,625.00
9.1100.112.6013.200.914	Instructional Supplies (FY 13-14 12,000	22,000.00	11,000.00
9.1100.112.8001.200.914	Machinery & Equipment	7,500.00	7,500.00
9.1100.112.1639.200.914	Stipend	4,000.00	4,000.00
9.1100.112.8207.200.914	Ed Tech Expenditures .	26,000.00	26,000.00
Total Budget SPH Services		\$ 1,580,140.00	\$ 1,646,410.00

Office of the Director

Account	Description	Budget	
		2013-14	2014-15
9.1310.920.1020.200.914	Salary .ERIP	\$13,000.00	\$0.00
9.1310.920.2100.200.914	FICA - ERIP	1,242.00	0.00
9.1310.920.2321.200.914	Health Insurance J ERIP	5,000.00	0.00
9.1310.920.2835.200.914	Terminal Pay - Sick	4,000.00	4,000.00
9.1320.112.5400.200.914	Copier Rental	15,000.00	15,000.00
9.1410.112.1126.200.914	Principals Salary	74,643.00	75,892.00
9.1410.112.1150.200.914	Office Clerical Salary	37,265.00	45,401.00
9.1410.112.2213.200.914	RHCC	1,242.00	1,431.00
9.1410.112.1639.200.914	Other Professional Supplements	1,200.00	1,200.00
9.1410.112.2100.200.914	FICA	9,895.00	9,371.00
9.1410.112.2211.200.914	VRS	13,048.00	17,587.00
9.1410.112.2310.200.914	Medical Insurance	12,750.00	15,300.00

		2014-15	
9.1410.112.2330.200.914	Dental Insurance	0.00	0.00
9.1410.112.2340.200.914	Vision Insurance	0.00	0.00
9.1410.112.2411.200.914	Group Life Insurance	1,332.00	1,613.00
9.1410.112.2710.200.914	Workers Comp	359.00	380.00
9.1410.112.2820.200.914	Education Tuition Assist	0.00	15,000.00
9.1410.112.6012.200.914	Books & Subscriptions	150.00	150.00
9.1410.112.3100.200.914	Professional Services (Auditors)	14,000.00	14,000.00
9.1410.112.3110.200.914	Health Services	2,500.00	2,500.00
9.1410.112.3500.200.914	Pr.Inting & Binding	750.00	750.00
9.1410.112.5200.200.914	Communications	150.00	150.00
9.1410.112.5201.200.914	Postal	1,250.00	1,250.00
9.1410.112.5308.200.914	General Liability	8,350.00	10,000.00
9.1410.112.5402.200.914	Building	123,000.00	123,000.00
9.1410.112.5801.200.914	Dues & Assoc Memberships	200.00	275.00
9.1410.112.6001.200.914	Office Supplies	5,000.00	5,000.00
9.1410.112.8001.200.914	Machinery & Equipment	5,000.00	16,000.00
9.1410.112.9400.200.914	Reserve for Contingency	67,000.00	0.00
Total Budget Office of the Director		\$417,326.00	\$375,250.00

Nursing Services

Account Number	Description	Budget	
		2013-14	2014-15
9.2224.112.1131.200.914	Nurses	\$71,828.00	\$79,264.00
9.2224.112.1621.200.914	Supplements	1,200.00	1,200.00
9.2224.112.2100.200.914	FICA	5,587.00	5,696.00
9.2224.112.2211.200.914	VRS	8,375.00	10,623.00
9.2224.112.2213.200.914	RHCC	797.00	865.00
9.2224.112.2310.200.914	Medical Insurance	10,200.00	10,200.00
9.2224.112.2330.200.914	Dental Insurance	0.00	0.00
9.2224.112.2340.200.914	Vision Insurance	0.00	0.00
9.2224.112.2411.200.914	Group Life Insurance	855.00	974.00
9.2224.112.2710.200.914	Workers Comp	226.00	231.00
9.2224.112.2820.200.914	Education Tuition Assist	0.00	0.00
Total Budget Nursing Services		\$99,068.00	\$103,053.00
TOTAL BUDGET SPH CENTER-BASED		\$2,096,534.00	\$2,124,713.00

Vision Services - Classroom Instruction

Account Number	Description	Budget	
		2013-14	2014-15
9.1100.112.1100.216.914	Salaries & Wages	\$271,387.00	\$261,190.00
9.1100.112.1821.216.914	Supplements	1,630,020.00	11,715.00
9.1100.112.2100.216.914	FICA	22,085.00	20,877.00
9.1100.112.2211.216.914	VRS	33,544.00	39,571.00
9.1100.112.2213.216.914	RHCC	3,193.00	3,220.00
9.1100.112.2310.216.914	Medical Insurance	25,500.00	24,480.00
9.1100.112.2330.216.914	Dental Insurance	0.00	0.00
9.1100.112.2340.216.914	Vision Insurance	0.00	0.00
9.1100.112.2411.216.914	Group Life Insurance	3,423.00	3,757.00
9.1100.112.2710.216.914	Workers Comp	1,530.00	1,446.00
9.1100.112.2820.216.914	Education Tuition Assist	0.00	0.00
9.1100.112.5201.216.914	Postal	200.00	200.00
9.1100.112.5501.216.914	Travel Mileage	10,500.00	10,500.00
9.1100.112.5504.216.914	Staff Development	0.00	0.00
9.1100.112.6013.216.914	Instructional Supplies	9,000.00	18,000.00
9.1100.112.8001.216.914	Machinery & Equipment	10,000.00	10,000.00

2014-15

Total Vision Services - Classroom Instructi \$406,662.00 \$404,956.00

Vision Services - Office of the Principal

Account Number	Description	Budget	
		2013-14	2014-15
9.1410.112.1150.216.914	Office Clerical	\$9,412.00	\$9,607.00
9.1410.112.2100.216.914	FICA	720.00	735.00
9.1410.112.2211-216.914	VRS	1,097.00	1,393.00
9.1410.112.2213.216.914	RHCC	104.00	113.00
9.1410.112.2310.216.914	Medical Insurance	2,550.00	2,550.00
9.1410.112.2330.216.914	Dental Insurance	0.00	0.00
9.1410.112.2340.216.914	Vision Insurance	0.00	0.00
9.1410.112.2411.218.914	Group Life Insurance	112.00	128.00
9.1410.112.2710.218.914	Workers Comp	29.00	51.00
Total Vision Services - Office of the		\$14,024.00	\$14,577.00
TOTAL VISION SERVICES		\$420,686.00	\$419,533.00

Autism Services

Account Number	Description	Budget	
		2013-14	2014-15
9.1100.112.1121.220.914	Teachers	\$70,312.00	\$71,718.00
9.1100.112.1621.220.914	Teacher Supplements	3,260.00	8,260.00
9.1100.112.2100.220.914	FICA	5,628.00	6,118.00
9.1100.112.2211.220.914	VRS	8,578.00	11,597.00
9.1100.112.2213.220.914	RHCC	817.00	944.00
9.1100.112.2310.220.914	Medical Insurance	5,100.00	5,100.00
9.1100.112.2340.220.914	Dental Insurance	0.00	0.00
9.1100.112.2330.220.914	Vision Insurance	0.00	0.00
9.1100.112.2411.220.914	Group Life Insurance	876.00	1,064.00
8.1100.112.2710.220.914	Workers Comp	228.00	248.00
9.1100.112.2820.220.914	Education Tuition Assist	0.00	0.00
9.1100.112.3500.220.914	Printing & Binding	750.00	750.00
9.1100.112.5201.220.914	Postal	100.00	100.00
9.1100.112.5501.220.914	Travel Mileage	3,750.00	3,750.00
9.1100.112.5504.220.914	Staff Development	0.00	0.00
9.1100.112.5801.220.914	Dues & Assoc Memberships	0.00	0.00
9.1100.112.6012.220.914	Books & Subscriptions	300.00	300.00
9.1100.112.6013.220.914	Instructional Supplies	1,000.00	1,000.00
9.1100.112.8001.220.914	Machinery & Equipment	\$500.00	\$500.00
Total Budget Autism Services		\$101,199.00	\$111,449.00

Occupational Therapy - Classroom Instruction

Account Number	Description	Budget	
		2013-14	2014-15
9.1100.112.1121.225.914	Teachers	\$356,958.00	\$352,062.00
9.1100.112.2100.225.914	FICA	27,307.00	26,933.00
9.1100.112.2211.225.914	VRS	41,621.00	51,049.00
9.1100.112.2213.225.914	RHCC	3,962.00	4,154.00
9.1100.112.2310.225.914	Medical Insurance	33,150.00	24,990.00
9.1100.112.2330.225.914	Dental Insurance	0.00	0.00
9.1100.112.2340.225.914	Vision Insurance	0.00	0.00
9.1100.112.2411.225.914	Group Life Insurance	4,248.00	4,682.00
9.1100.112.2710.225.914	Workers Comp	1,107.00	1,091.00
9.1100.112.5501.225.914	Travel Mileage	8,000.00	8,000.00

9.1100.112.5504.225.914	Staff Development	2014-15	0.00	0.00
9.1100.112.6013.225.914	Instructional Supplies		4,000.00	4,000.00
9.1100.112.8001.225.914	Machinery & Equipment		5,000.00	5,000.00
Total Budget Occupational Therapy - Classroom Instruction			\$485,353.00	\$481,961.00

Occupational Therapy - Office of the

Account Number	Description	Budget		
		2013-14	2014-15	
9.1410.112.1150.225.914	Office Clerical	\$9,412.00	\$9,607.00	
9.1410.112.2100.225.914	FICA	720.00	735.00	
1.1410.112.2211.225.914	VRS	1,092.00	1,393.00	
9.1410.112.2213.225.914	RHCC	104.00	113.00	
9.1410.112.2310.225.914	Medical Insurance	2,550.00	2,550.00	
9.1410.112.2330.225.914	Dental Insurance	0.00	0.00	
9.1410.112.2340.225.914	Vision Insurance	0.00	0.00	
9.1410.112.2411.225.914	Group Life Insurance	112.00	128.00	
9.1410.112.2710.225.914	Workers Comp	48.00	51.00	
Total Budget Occupational Therapy - Office of the Principal			\$14,038.00	\$14,577.00
TOTAL BUDGET OCCUPATIONAL THERAPY SERVICES			\$499,391.00	\$496,538.00

Physical Therapy Services

Account Number	Description	Budget		
		2013-14	2014-15	
9.1100.112.1121.226.914	Teachers	\$68,704.00	\$77,275.00	
9.1100.112.2100.226.914	FICA	5,256.00	5,912.00	
9.1100.112.2211.226.914	CRS	8,011.00	9,422.00	
9.1100.112.2213.226.914	RHCC	763.00	912.00	
9.1100.112.2310.226.914	Medical Insurance	6,630.00	4,080.00	
9.1100.112.2330.226.914	Dental Insurance	0.00	0.00	
9.1100.112.2340.226.914	Vision Insurance	0.00	0.00	
9.1100.112.2411.226.914	Group Life Insurance	818.00	864.00	
9.1100.112.2710.226.914	Workers Comp	213.00	240.00	
9.1100.112.5501.226.914	Travel Mileage	4,250.00	4,250.00	
9.1100.112.5504.226.914	Staff Development	0.00	0.00	
9.1100.112.6013.226.914	Instructional Supplies	725.00	725.00	
9.1100.112.8001.226.914	Machinery & Equipment	2,000.00	2,000.00	
Total Budget Physical Therapy Services			\$97,370.00	\$105,680.00

Non Center-Based

Account Number	Description	Budget	
		2013-14	2014-15
9.1100.112.1121.299.914	Teachers	\$748,884.00	\$763,862.00
9.1100.112.1151.299.914	Teacher Assistants	446,082.00	455,004.00
9.1100.112.1139.299.914	Other Benefits	53,503.00	54,573.00
9.1100.112.1520.299.914	Substitutes	6,289.00	6,415.00
9.1100.112.1154.299.914	Speech Therapists	81,573.00	83,204.00
9.1100.112.1157.299.914	Physical Therapists	1,811.00	1,847.00
9.1100.112.1156.299.914	Occupational Therapists	54,566.00	55,657.00
9.1100.112.1100.299.914	Other Staff (Autism)	49,898.00	50,896.00
9.1100.112.1159.299.914	Other Staff (Interpreter)	7,353.00	7,500.00
9.1100.112.2100.299.914	FICA	93,098.00	94,243.00
9.1100.112.2211.299.914	VRS	153,457.00	213,518.00
9.1100.112.2411.299.914	Group Life Insurance	11,754.00	19,585.00
9.1100.112.2213.299.914	RHCC	7,337.00	17,376.00
9.1100.112.2310.299.914	Medical Insurance	140,784.00	140,784.00
9.1100.112.2330.299.914	Dental Insurance	3,687.00	3,687.00

Agenda Report Attachment LAUREL REGIONAL PROGRAM
 PROPOSED BUDGET

Item: B-1

9.1100.112.2340.299.914	Vision Insurance	2014-15	408.00	408.00
9.1100.112.2710.299.914	Workers Comp Insurance		3,718.00	4,564.00
9.2224.112.2820.299.914	Educational Tuition Assistance		0.00	0.00
9.1100.112.3100.299.914	Staff Development		0.00	0.00
9.1100.112.6013.299.914	Materials and Supplies		2,520.00	2,520.00
9.1100.112.5501.299.914	Travel Mileage		0.00	0.00
9.1100.112.5402.299.914	Facilities		0.00	0.00
9.1100.112.8001.299.914	Machinery & Equipment		8,625.50	8,625.00
Total Budget Non-Center Based			\$1,875,347.50	\$1,984,268.00
TOTAL BUDGET EXPENDITURE			\$5,090,527.50	\$5,280,181.00

LAUREL Regional Program
Meeting

May 14, 2014

Board Members Present: Ms. Priscilla Liggon, Rev. J. Wesley Williams, Ms. Susan Hogg,
Ms. Jennifer Poore

Administrators Present: Dr. Robert Johnson II, Dr. Nick Pontius, Ms. Sharron Gunter

Others Present: Ms. Susan Landis

I. Call To Order: Ms. Susan Hogg, Campbell County

On May 14, 2014 at 10:00 a.m. the LAUREL Regional Program Board met for their
board meeting. A quorum was present.

Ms. Jennifer Poore, alternate for Marie Waller, was introduced to the Board.

I. Motion to approve or amend the Agenda

MOTION to approve or amend the agenda for the May 14, 2014 meeting was made by
Ms. Priscilla Liggon and SECONDED by Ms. Jennifer Poore.

Yes Votes: Rev. J. Wesley Williams, Ms. Susan Hogg

No Votes: None

Abstentions: None

III. ACTION ITEMS:

A. Approval of Minutes from the February 5, 2014 Board Meeting

MOTION to approve the LAUREL Program Minutes from the February 5, 2014 meeting
was made by Ms. Priscilla Liggon and SECONDED by Ms. Jennifer Poore.

Yes Votes: Rev. J. Wesley Williams, Ms. Susan Hogg

No Votes: None

Abstentions: None

B. Consideration of Approving Payment of Accounts by Fiscal Agent

MOTION to approve Payment of Accounts by Fiscal Agent was made by Rev. J. Wesley
Williams and SECONDED by Ms. Priscilla Uggon.

Yes Votes: Ms. Susan Hogg, Ms. Jennifer Poore

No Votes: None

Abstentions: None

Ms. Gunter met with Kimberly Lukanich, Assistant Director of Finance for LCS. The meeting went well and Ms. Gunter was informed LAUREL is on target and there are no red flags or concerns on the financials. The encumbered monies that were entered incorrectly have all been corrected except for Vision and Nurses. Ms. Lukanich will make those corrections which will be reflected ON the August financials.

C. Consideration of Personnel Report

Each Board Member was given a Personnel Report that reflects the staff changes as of April 28, 2014.

MOTION to approve the Personnel Report made by Ms. Priscilla Liggon and SECONDED by Ms. Jennifer Poore.

Yes Votes: Ms. Susan Hogg, Rev. J. Wesley Williams

No Votes: None

Abstentions: None

D. Approval of the 2014-2015 Budget

The Board would like to look at reducing the budget at the August 2014 Board Meeting. Ms. Gunter shared the following that will have an impact on the budget:

- Not all Divisions have completed their IEP's and placements.
- The rate setting package is due to Richmond at the end of August 2014.
- The number of students that will be attending LAUREL will determine the personnel to be hired...
- Ms. Gunter would like the number of days TEA's work change from 185 days to 190 days, to provide training so that they are not removed during instructional time which negatively impacts classrooms.

MOTION to approve the 2014-2015 Budget made by Rev. J. Wesley Williams and SECONDED by Ms. Jennifer Poore.

Yes Votes: Ms. Susan Hogg, Ms. Priscilla Liggon

No Votes: None

Abstentions: None

E. Approval of the 2014-2015 Calendar

Ms. Gunter said LAUREL's calendar is currently based on the Fiscal Agents Calendar. Dr. Johnson said the Regional Superintendents are meeting to discuss developing a regional calendar which would provide consistency across divisions.

MOTION to approve the 2014-2015 Calendar made by Ms. Jennifer Poore and SECONDED by Ms. Priscilla Liggon.

Yes Votes: Ms. Susan Hogg, Rev. J. Wesley Williams

No Votes: None

Abstentions: None

IV. INFORMATION ITEMS

A. Board Members

The Board Members had nothing to report.

B. Regional Council Representative Dr. Nick Pontius, Campbell County

The Board was given a copy of the minutes from the LAUREL Advisory Council Meeting that was held on May 8, 2014 and Dr. Pontius reviewed the minutes with the Board.

C. Superintendent-in-Charge

Dr. Robert Johnson, II Campbell County

Dr. Johnson thanked Sharron for a great 2 years and for updating the LAUREL By-Laws. He was glad the Superintendent in Charge term was changed from 1 year to 2 years.

He feels the extended term helps with consistency to get matters accomplished. Dr. Brabrand, Lynchburg City Schools Superintendent, will start his 2 year term on July 1, 2014.

D. LAUREL Director

1. Enrollment Report

Ms. Gunter shared with the Board, LAUREL has 67 center based students and 110 non-centered based students for a total enrollment of 177.

2. 2014-2015 Audit Report

Ms. Gunter said that Mr. Beckles could not attend the Board Meeting today because of prior commitments. He asked that the Board read through the Budget and have some questions for him to answer at the August Board meeting.

Ms. Gunter shared the following regarding the budget:

- The Division that under estimated their cost has finished paying all that was due.
- Ms. Gunter is monitoring expenses.
- Ms. Gunter and Kimberly Lukanich have a scheduled monthly meeting.
- Any changes regarding the budget will be voted on at the August 6th Board meeting.

3. Updates on Program

Brenda Miller, one of LAUREL's teachers, shared the following with the Board:

- The students from LAUREL have not worked in a community setting for the last 15 years. This year LAUREL worked on a partnership with Dr. Anissa Davis and Lynchburg College's PT Department.
- Every Wednesday and Friday LAUREL has students that go to LC's PT Dept. to complete their assigned job. This usually takes 45 minutes to an hour.
- Dr. Davis from LC's PT Department has agreed to be the guest speaker for LAUREL'S Graduation.
- LAUREL is working on a possible partnership with Randolph College.

4. Dates for LAUREL Board Meetings

The Board was given a copy of the LAUREL Board Meeting Dates for the 2014-2015 Academic School Year.

V. NEXT MEETING

Wednesday, August 6, 2014

VI. ADJOURNMENT

MOTION to adjourn the meeting was made by Rev. J. Wesley Williams and SECONDED by Ms. Jennifer Poore.

Yes Votes: Ms. Susan Hogg, Ms. Priscilla Ligon

No Votes: None

Abstentions: None

TIME: 10:47 AM

Ms. Susan Hogg, Chairperson
2013-2014 School Year

Ms. Sharron J. Gunter, Director

Agenda Report

Date: 01/06/15

Agenda Number: B-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Pauline F. Maloney STEP with Links Program: 2014-15 Budget

Summary/Description:

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 2014-15 operating budget in the amount of \$45,539.00, which represents a decrease of \$1,164.00 over the 2013-14 fiscal year.

The Pauline F. Maloney STEP with Links program enhances academic and cultural development of minority students who are in the sixth grade and is sponsored by the Links, Inc., a national organization of professional women. The program is funded entirely through donations. Lynchburg City Schools contributes \$10,000 annually to this program.

The 2014-15 budget appears as an attachment to this agenda report.

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the Pauline F. Maloney STEP with Links Program and to administer the 2014-15 budget in the amount of \$45,539.00.

STEP WITH LINKS 2014-2015 BUDGET (corrected)

	<u>2013-2014 BUDGET</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 BUDGET</u>
Staff Salaries			
Director	\$22,385.00	\$22,385.00	\$22,000.00
Part-time			
Aides	3,000.00	1,755.00	3,000.00
Supplemental <i>(travel allowance)</i>	500.00	500.00	500.00
Director's Bonus <i>(optional)</i>	650.00	-	650.00
Administrative Expenses			
FICA	1,942.00	1,826.63	1,913.00
Medical Insurance	4,851.00	4,850.64	4,851.00
Dental Insurance	-	132.00	150.00
Purchased Services <i>(transportation, professional services, advertising)</i>	3,800.00	1,728.13	3,500.00
Communications <i>(postage & telephone)</i>	800.00	576.45	800.00
Insurance <i>(Gen. Comp, Group Accident)</i>	375.00	175.00	375.00
Materials & Supplies	800.00	1,591.64	2,000.00
Food Supplies	-	616.40	700.00
Instructional Material <i>(includes travel)</i>	7,500.00	2,744.94	5,000.00
Materials & Supplies <i>(Board expenses)</i>	100.00	-	100.00
TOTAL	\$46,703.00	\$38,881.83	\$45,539.00

REVENUE	2013-2014 BUDGET	2013-2014 ACTUAL	2014-2015 BUDGET
LCS Contribution	\$10,000.00	\$10,000.00	\$10,000.00
Donations, Pledges & Grants	\$36,703.00	\$16,922.50	\$35,539.00
Net Income	\$ 0.00	(\$11,959.33)	\$ 0.00

**Step with Links
Board Meeting Minutes & Action Items**

Date: Monday October 20, 2014
Place: Sun Trust, 1010 Main Street, Lynchburg, Virginia
Called to Order: 4:00 pm by Elaine Duke
Opening Remarks: George Dawson

Next Meeting Date: January 12, 2014

Directors Present: (highlighted in yellow)

Cardwell, Samuel	Post, Sarah
Dawson, George	Schewel, Helene
Doyle, Julie	Scruggs, Todd
Duke, Elaine	Sorrells III, Jack
Fauber, Stuart	Stewart, Bonnie (Honorary)
Ferguson, Yvonne	Swain, Diane
Godwin-Kelly, Allison	Thornhill, M. W. (Honorary)
Harris, Marie	Towles, Luke
Hubbard III, Hank	Tweedy, Treney
	Wilt, David
Johnson, Harriett	Wood, R. Sackett
Larsen, Eric	Woodruff, Evelyn
Langhorne, Arelia	Worthington II, Richard
Packard, Mark	Candler, Beth



Guests Present:

- Charleta Mason (SWL Program Director)
- Charmagne Scott (SWL program Assistant)

Motions/Resolutions Passed by Board

Meeting minutes from June 2014 meeting approved as e-mailed or mailed.
The Board approved the corrected version of the 2014-2015 proposed Budget which is attached to this report
The Board approved a motion providing Hank Hubbard authorization to pull out currently available money from the SWL Community Trust Fund sometime after the first of the year and after accessing the need for that money

Action Items from Meeting:

Action Items	Individual Responsible
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Follow up on finding another Lynchburg City School Board member for the SWL Board & also member of the School administration	Julie Doyle- Nominations Committee
Follow up on SWL Facebook options	Allison Goodwin- Kelly

After calling the meeting to order, opening remarks & acceptance of the prior meeting minutes Elaine handed out a Biography on Pauline Weeden Maloney the founder of Step with Links and past President and Co-Founder of National Links (attached)

Diane Swain gave a brief introduction of the new Program Director and Assistant and asked each of them to tell the Board about themselves:

- Charleta Mason, new Program Director spoke of her background and credentials including
 - George Washington University double graduate (MA, American Studies & BA in Liberal Arts)
 - Worked Internationally (Director Of LEAD Global in South Africa)
 - Considerable programing experience with different age groups
 - Raised in Lynchburg VA

- Charmagne Scott, Assistant spoke of her background and credentials including
 - Double Degree from Liberty University
 - Employed by Horizon Behavioral Health

Directors Report- Charleta Mason presented a summary of the SWL activities for this school year and presented the attached report. Summarized below are some highlights from the presentation and her report:

- ❖ The new school year began with frequent collaboration with previous Director, Melissa Rogers, and Mrs. Woodruff and met with various LCS personnel in the respective schools including Ms. Ethel Reeves, Director of Culture and Engagement. Ms. Reeves expressed a sincere interest in being more involved with the program this year and we will work together in an effort to help increase the program's visibility in the community including a weekly calendar of activities and monthly meetings.

- ❖ This year’s initial applicant pool included **112** students: **47** nominations from Dunbar Middle School; **29** from LMS; and **36** from SMS. During orientation we registered
 - **26** from Dunbar Middle School;
 - **13** from Linkhorne Middle School,
 - **16** for Sandusky Middle.
 - Since orientation I have received **15** requests for registration from parents/guardians who were unable to attend orientation. Personal phone calls

are being made to each and every families whom we received no response and, recruitment will be ongoing.

- ❖ The start of the Step with Links Program will begin the week of September 30th, October 1st and 2nd, and will end the 3rd week of May, with the End of the Year Program scheduled for Thursday, May 14th.
- ❖ Following is a list of pending upcoming activities planned
 - o October 22th: – COMBINED ACTIVITY ~ trip to Old City Cemetery
 - o October 28-30th – Avante' Nursing Home
 - o Communications workshop this fall ~ date to be determined

Nominations Committee

- Julie Doyle was not able to attend the meeting but has accepted the role of chairing the Nominations Committee. She will be looking into recruiting someone from the Lynchburg City School Board and someone from the school administration.
- Anyone having suggestions on other potential Board members should communicate directly with Julie Doyle.

Finance/Budget - - Hank Hubbard

- Hank Hubbard reviewed the SWL Financial report (7/01/13 thru 6/30/14), Step with Links Program Donations as of 6-08-14 and the Community Trust Statement thru 6/30/14 (attached). Hank pointed out that we were under budget for expenses but raised potential concerns about lower level of contributions.
- Hank also presented the 2014- 2015 SWL Budget and comparisons to last year (attached). There were a couple of minor errors on the budget sheet but the Board approved the corrected version which is attached.
- Hank Hubbard and George Dawson had Debbie Montgomery prepare a chart of donations for the last 4-5 years to help with spotting potential opportunities. George will draft a solicitation letter and they will personalize each letter. Potentially they will ask other Board members to help with these efforts if they have a close contact with a specific donor. Please pass on other potential people or organization names to George or Hank.
- The Board also approved a motion providing Hank Hubbard authorization to pull out currently available money from the SWL Community Trust Fund sometime after the first of the year and after accessing the need for that money.

Unfinished Business

- Elaine reported that we started and will continue the process of having an Executive Committee Meeting before each Board meeting.
- Facebook continues to be an un-tapped opportunity but there are several technical issues with the current versions. Allison Goodwin- Kelly volunteered to find some resources to help with identifying the next steps.
- George Dawson gave an update on the Jim Candler Opportunity Fund which now has \$50,000 in donations. The Fund is for high achieving individuals who need financial help with a specific educational opportunity e.g. CVCC enrollment, science fair nominees.

There was no further business and the Meeting was adjourned.

The next meetings are

- January 12, 2015
- March 9, 2015
- June 8, 2015

Reports Distributed at Meeting:

- Meeting Agenda
- SWL – Board of Director’s Report – October 20, 2014
- SWL Financial report (7/01/13 thru 6/30/14),
- Community Trust Statement thru 6/30/14.
- Past National President Pauline Weeden Malony

Respectfully submitted,

Sarah Post,
Secretary

Agenda Report

Date: 01/06/15

Agenda Number: D-1

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent of Curriculum and Instruction

Subject: Lynchburg City Schools Comprehensive Plan

Summary/Description:

During this presentation, updates to the Achievement, Behavior, and Culture portion of the comprehensive plan will be presented to the school board.

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: 01/06/15

Agenda Number: D-2

Attachments: No

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: School Operating Budget: 2015-16

Summary/Description:

As part of the budget development process for FY2015-16, the school administration has conducted several community budget meetings in order to share information and receive comments about next year's budget. As a result of those meetings, the school administration has prepared a tiered budget proposal to present to the school board.

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: 01/06/15

Agenda Number: E-1

Attachments: No

From: Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration

Subject: Cellular Antennas for Paul Laurence Dunbar Middle School for Innovation

Summary/Description:

The school administration will present information relevant to a Request for Lease Agreement for cellular antennas to be placed on the roof of Paul Laurence Dunbar Middle School for Innovation.

Disposition: Action
 Information
 Action at Meeting on: 01/20/15

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 20, 2015.

Agenda Report

Date: 01/06/15

Agenda Number: E-2

Attachments:

From: Scott S. Brabrand, Superintendent

Subject: Partners In Education: Board of Directors

Summary/Description:

The Partners In Education Board of Directors is comprised of one representative each from the Lynchburg City School Board and the Lynchburg Regional Chamber of Commerce Board of Directors, along with community leaders who represent education, business, professional, and organizational sectors of the community. Each representative serves a term of three years. Members are appointed jointly by the Lynchburg City School Board and the Lynchburg Regional Chamber of Commerce Board. Board members provide general leadership in the community for the partnership program and serve as policy makers under the overall jurisdiction of the school board and the chamber board.

A list of the Partners In Education Board of Directors appears as an attachment to this agenda report.

Disposition: Action
 Information
 Action at Meeting on: 01/20/15

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 October 20, 2015.

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