



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

Lynchburg City School Board

Robert O. Brennan  
School Board District 1

Sharon Y. Carter  
School Board District 2

James E. Coleman, Jr.  
School Board District 3

Charleta F. Mason  
School Board District 2

Susan D. Morrison  
School Board District 1

Michael J. Nilles  
School Board District 3

Derek L. Polley  
School Board District 1

Katie K. Snyder  
School Board District 3

Kimberly A. Sinha  
School Board District 2

School Administration

Larry A. Massie  
Acting Superintendent

John C. McClain  
Assistant Superintendent of  
Student Learning and Success

Ben W. Copeland  
Assistant Superintendent of  
Operations and Administration

Anthony E. Beckles, Sr.  
Chief Financial Officer

Wendie L. Sullivan  
Clerk

Manan A. Shah  
Student Representative  
Heritage High School

Eva Marie Barauskas  
Student Representative  
E. C. Glass High School

**SCHOOL BOARD MEETING**  
**February 6, 2018 5:30 p.m.**  
**School Administration Building**  
**Board Room**

**A. PUBLIC COMMENTS**

- 1. Public Comments
  - Michael J. Nilles. . . . .Page 1
  - Discussion/Action (30 Minutes)

**B. SPECIAL PRESENTATIONS**

- 1. School Board Appreciation Month
  - Larry A. Massie. . . . .Page 2
  - Discussion
- 2. Update on Schools Denied Accreditation
  - John C. McClain. . . . . Page 3
  - Discussion

**C. FINANCE REPORT**

- 1. Finance Report
  - Anthony E. Beckles, Sr. . . . .Page 4
  - Discussion

**D. CONSENT AGENDA**

- 1. School Board Meeting Minutes: January 9, 2018 (Student Discipline Committee Meeting)
- January 16, 2018 (Public Budget Hearing)
- January 16, 2018 (Regular Meeting)
- January 23, 2018 (Student Discipline Committee Meeting)
- January 25, 2018 (Special Meeting)
- 2. Personnel Report
  - Marie F. Gee. . . . .Page 9
  - Discussion/Action

- 3. Capital Improvement Plan: 2019-23  
Ben W. Copeland. . . . . Page 11  
Discussion/Action

**E. STUDENT REPRESENTATIVE COMMENTS**

**F. SCHOOL BOARD COMMITTEE REPORT**

**G. UNFINISHED BUSINESS**

- 1. School Operating Budget: 2018-19  
Larry A. Massie. . . . . Page 13  
Discussion
- 2. School Calendar: 20181-9  
Larry A. Massie. . . . . Page 14  
Discussion/Action

**H. NEW BUSINESS**

- 1. 2018 Summer School Programs  
John C. McClain. . . . .Page 17  
Discussion

**I. SUPERINTENDENT’S COMMENTS**

**J. BOARD COMMENTS**

**K. INFORMATIONAL ITEMS**

Next School Board Meeting: Tuesday, March 6, 2018, 5:30 p.m., Board Room, School Administration Building

**L. ADJOURNMENT**

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** A-1

**Attachments:** No

**From:** Michael J. Nilles, School Board Chairman

**Subject:** Public Comments

**Summary/Description:**

In accordance with Policy BDDH 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 school board chairman recommends that the school board receive this agenda report as an informational item.

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** B-1

**Attachments:** No

**From:** Larry A. Massie, Acting Superintendent

**Subject:** School Board Appreciation Month

## **Summary/Description:**

The month of February marks the annual observance of School Board Appreciation Month. The Virginia School Boards Association established this observance in 1989 to encourage public recognition of the roles and responsibilities of school board members and to highlight the importance of public education throughout the Commonwealth.

This year's theme, "Advancing Opportunities for All," declares local school boards' top priority of advocating for public education with local, state, and federal leaders on behalf of all students.

The Lynchburg City Schools is joining with other school divisions throughout the state to recognize the important contributions school board members make to their communities.

Members of the Lynchburg City School Board receive no financial compensation for their tireless efforts, and this school board is one of very few boards statewide that has student representatives. The nine members of the school board are appointed by Lynchburg City Council.

Even though this special event shows an appreciation of school board members, members of the community recognize that their contributions reflect a year-round commitment. They are dedicated individuals who are committed to the continuing success of the city's schools and students.

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

## **Recommendation:**

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

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** B-2

**Attachments:** No

**From:** Larry Massie, Interim Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success

**Subject:** Update on Schools Denied Accreditation

## **Summary/Description:**

As part of Memorandum of Understanding with the Virginia Board of Education, the school administration will provide information to the school board regarding steps taken to complete the essential actions in the corrective action plan of the schools denied accreditation for 2017-2018.

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

## **Recommendation:**

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

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** C-1

**Attachments:**

**From:** Larry A. Massie, Acting Superintendent  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** Finance Report

## Summary/Description:

The school administration, in accordance with the FY2017-18 school operating budget, authorized, approved, and processed the necessary payments through December 31, 2017. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through December 31, 2017 for the operating fund.

Total Operating Fund Budget	\$95,324,667.00
Adjustment – Insurance Proceeds	\$ 33,833.00
Adjustment – Prior Year Encumbrances	\$ 1,275,388.88
Additional State funding of CTE Equipment	\$ 9,748.88
Proceeds from Sale of Bus	<u>\$ 13,500.00</u>
Total Operating Fund Budget - adjusted	\$96,657,137.76

Through December 31, 2017

Actual Revenue Received	\$ 40,641,247.74
Actual Expenditures	\$ 40,974,025.95
Actual Encumbered	\$ 46,444,919.13

Percent of Budget Received 42.05%

Percent of Budget Used, excluding encumbrances 42.39%

As of 12/31/17 – 6 months 50.00%

The revenue and expenditure reports detail the transactions recorded through December 31, 2017. All reports appear as attachments to the agenda report.

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

## Recommendation:

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

Lynchburg City Schools  
 Operating Fund - Statement of Revenue  
 For the Month Ending  
 December 31, 2017

ACCOUNT TITLE	FY 2016-17				FY 2017-18			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(10,837,193.00)	(10,590,644.26)	(246,548.74)	97.72%	(10,614,314.00)	(4,482,147.68)	(6,132,166.32)	42.23%
240202 BASIC SCHOOL AID	(21,878,492.00)	(21,971,533.00)	93,041.00	100.43%	(21,769,498.00)	(10,884,749.02)	(10,884,748.98)	50.00%
240207 GIFTED & TALENTED	(246,173.00)	(245,546.00)	(627.00)	99.75%	(243,593.00)	(111,646.81)	(131,946.19)	45.83%
240208 REMEDIAL EDUCATION-SOQ	(1,492,427.00)	(1,488,621.00)	(3,806.00)	99.74%	(1,476,782.00)	(563,942.95)	(912,839.05)	38.19%
240204 REMEDIAL EDUCATION -SUMMER	(161,164.00)	(164,036.00)	2,872.00	101.78%	(164,036.00)	(198,958.89)	34,922.89	121.29%
SUPPL LOTTERY PER PUPIL ALLOCATIO	(268,842.00)	(268,873.00)	31.00	100.01%	(1,391,118.00)	(9,648.04)	(1,381,469.96)	0.69%
COMPENSATION SUPPLEMENT	(360,828.00)	0.00	(360,828.00)	0.00%	(231,552.00)	(106,128.44)	(125,423.56)	45.83%
240212 SPECIAL ED SOQ	(2,841,252.00)	(2,834,007.00)	(7,245.00)	99.75%	(2,811,468.00)	(1,405,734.00)	(1,405,734.00)	50.00%
240217 VOCATIONAL ED SOQ	(405,161.00)	(404,127.00)	(1,034.00)	99.74%	(400,913.00)	(200,456.52)	(200,456.48)	50.00%
240221 SOC SEC-INSTR	(1,461,655.00)	(1,457,928.00)	(3,727.00)	99.75%	(1,446,333.00)	(723,166.50)	(723,166.50)	50.00%
240223 VRS INSTRUCTIONAL	(3,015,625.00)	(3,007,936.00)	(7,689.00)	99.75%	(3,324,028.00)	(1,662,014.02)	(1,662,013.98)	50.00%
240241 GROUP LIFE INST	(97,444.00)	(97,195.00)	(249.00)	99.74%	(96,422.00)	(48,210.98)	(48,211.02)	50.00%
240228 READING INTERVENTN	(185,114.00)	(207,993.00)	22,879.00	112.36%	(205,913.00)	0.00	(205,913.00)	0.00%
240205 CAT-REG FOSTER	(74,203.00)	(178,329.90)	104,126.90	240.33%	(190,250.00)	0.00	(190,250.00)	0.00%
240246 CAT-HOMEBOUND	(107,771.00)	(108,062.68)	291.68	100.27%	(110,224.00)	(23,433.44)	(86,790.56)	21.26%
240248 REGIONAL TUITION	(1,004,113.00)	(1,004,586.03)	473.03	100.05%	(1,011,481.00)	0.00	(1,011,481.00)	0.00%
240265 AT RISK SOQ	(1,502,539.00)	(1,498,543.00)	(3,996.00)	99.73%	(1,489,206.00)	(578,326.50)	(910,879.50)	38.83%
240309 ESL	(156,955.00)	(149,127.00)	(7,828.00)	95.01%	(154,875.00)	(77,437.50)	(77,437.50)	50.00%
240281 AT RISK 4 YR OLDS	(944,193.00)	(936,390.00)	(7,803.00)	99.17%	(932,488.00)	0.00	(932,488.00)	0.00%
240252 CTE EQUIPMENT	0.00	(23,334.15)	23,334.15	0.00%	(9,748.88)	0.00	(9,748.88)	0.00%
240253 CTE OCC PREP	(52,654.00)	(35,205.00)	(17,449.00)	66.86%	(57,895.00)	0.00	(57,895.00)	0.00%
MATH/READING INSTR SPECIALISTS	(42,665.00)	0.00	(42,665.00)	0.00%	(20,502.00)	0.00	(20,502.00)	0.00%
EARLY READING SPECIALISTS INITIATIVE	(41,476.00)	(30,117.00)	(11,359.00)	72.61%	0.00	0.00	0.00	0.00%
240275 PRIMARY CLASS SIZE	(1,956,675.00)	(1,899,533.00)	(57,142.00)	97.08%	(1,915,875.00)	0.00	(1,915,875.00)	0.00%
240214 TEXTBOOKS	(563,019.00)	(561,584.00)	(1,435.00)	99.75%	(557,117.00)	(278,558.52)	(278,558.48)	50.00%
240405 ALGEBRA READINESS	(141,003.00)	(145,275.00)	4,272.00	103.03%	(143,036.00)	0.00	(143,036.00)	0.00%
PROJECT GRADUATION	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
<b>COMMONWEALTH OF VA</b>	<b>(49,838,636.00)</b>	<b>(49,308,526.02)</b>	<b>(530,109.98)</b>	<b>98.94%</b>	<b>(50,768,667.88)</b>	<b>(21,354,559.81)</b>	<b>(29,414,108.07)</b>	<b>42.06%</b>
330212 IMPACT AIDPL81-874	(8,000.00)	(12,070.02)	4,070.02	150.88%	(8,500.00)	(922.39)	(7,577.61)	10.85%
180303 MEDICAID REIMBURSE	(680,000.00)	(708,470.91)	28,470.91	104.19%	(350,000.00)	(109,039.28)	(240,960.72)	31.15%
JR ROTC	(105,000.00)	(126,079.57)	21,079.57	120.08%	(105,000.00)	(40,406.06)	(64,593.94)	38.48%
<b>FEDERAL</b>	<b>(793,000.00)</b>	<b>(846,620.50)</b>	<b>53,620.50</b>	<b>106.76%</b>	<b>(463,500.00)</b>	<b>(150,367.73)</b>	<b>(313,132.27)</b>	<b>32.44%</b>

Lynchburg City Schools  
 Operating Fund - Statement of Revenue  
 For the Month Ending  
 December 31, 2017

	FY 2016-17 REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	FY 2017-18 REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
510500 CITY OPER APPR	(40,854,039.00)	(40,854,039.00)	0.00	100.00%	(42,028,498.00)	(18,400,000.00)	(23,628,498.00)	43.78%
510500 FUND BALANCE RETURN	(567,779.00)	(567,779.00)	0.00	0.00%	0.00	0.00	0.00	0.00%
HEALTH INSURANCE RESERVE	(1,300,000.00)	(1,300,000.00)	0.00	0.00%	0.00	0.00	0.00	0.00%
510500 USE OF CIP FUNDS	(500,000.00)	(500,000.00)	0.00	100.00%	0.00	0.00	0.00	#DIV/0!
<b>CITY</b>	<b>(43,221,818.00)</b>	<b>(43,221,818.00)</b>	<b>0.00</b>	<b>100.00%</b>	<b>(42,028,498.00)</b>	<b>(18,400,000.00)</b>	<b>(23,628,498.00)</b>	<b>43.78%</b>
189912 MISC REV/OTH FUNDS	(101,566.00)	(70,252.44)	(31,313.56)	69.17%	(75,000.00)	(19,124.88)	(55,875.12)	25.50%
180303 REBATES & REFUNDS	(20,000.00)	(16,768.83)	(3,231.17)	83.84%	(86,250.00)	(13,947.50)	(72,302.50)	16.17%
189903 DONATIONS & SP GF	(1,000.00)	(1,400.00)	400.00	100.00%	0.00	0.00	0.00	0.00%
189909 SALE OTHER EQUIP	(3,000.00)	(9,237.00)	6,237.00	307.90%	(16,500.00)	(11,000.00)	(5,500.00)	66.67%
189910 INSURANCE ADJUST	(52,441.99)	(87,858.72)	35,416.73	167.54%	(133,833.00)	(66,047.14)	(67,785.86)	49.35%
E RATE REIMBURSEMENT	(115,500.00)	(77,035.24)	(38,464.76)	66.70%	(115,500.00)	(105,305.11)	(10,194.89)	91.17%
TRANSFER IN/OUT	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
<b>MISCELLANEOUS</b>	<b>(293,507.99)</b>	<b>(262,552.23)</b>	<b>(30,955.76)</b>	<b>89.45%</b>	<b>(427,083.00)</b>	<b>(215,424.63)</b>	<b>(211,658.37)</b>	<b>50.44%</b>
150201 RENTS - LAUREL	(123,000.00)	(155,250.06)	32,250.06	126.22%	(123,000.00)	(123,000.00)	0.00	100.00%
150201 RENTS - CVGS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	100.00%
161201 TUITION DAY SCHOOL	(100,000.00)	(85,936.73)	(14,063.27)	85.94%	(80,000.00)	(68,462.65)	(11,537.35)	85.58%
161206 TUITION ADULT	(11,000.00)	(15,472.50)	4,472.50	140.66%	(20,000.00)	(12,870.00)	(7,130.00)	64.35%
161207 TUITION SUMMER SCH	(25,000.00)	(39,815.50)	14,815.50	159.26%	(25,000.00)	(41,342.53)	16,342.53	165.37%
161202 SPEC PUPIL FEES	(35,000.00)	(25,770.22)	(9,229.78)	73.63%	(31,000.00)	(1,034.00)	(29,966.00)	3.34%
161205 BUS RENTAL	(325,000.00)	(494,424.69)	169,424.69	152.13%	(325,000.00)	(138,095.33)	(186,904.67)	42.49%
190101 TUIT FM OTH CO/CY	(400,000.00)	(777,654.02)	377,654.02	194.41%	(500,000.00)	0.00	(500,000.00)	0.00%
161201 DUAL ENROLLMENT	(125,000.00)	(143,800.32)	18,800.32	115.04%	(185,000.00)	0.00	(185,000.00)	0.00%
PRINT SHOP	(65,000.00)	(64,519.21)	(480.79)	99.26%	(65,000.00)	(24,298.79)	(40,701.21)	37.38%
SCHOOL NUT UTILITIES	(90,000.00)	(85,578.33)	(4,421.67)	95.09%	(90,000.00)	(19,067.30)	(70,932.70)	21.19%
FACILITY RENTALS	(50,000.00)	(83,792.37)	33,792.37	167.58%	(50,000.00)	(39,660.00)	(10,340.00)	79.32%
INDIRET COSTS	0.00	0.00	0.00	0.00%	(200,000.00)	(53,064.97)	(146,935.03)	26.53%
<b>CHARGES FOR SERVICES</b>	<b>(1,349,000.00)</b>	<b>(1,972,013.95)</b>	<b>623,013.95</b>	<b>146.18%</b>	<b>(1,694,000.00)</b>	<b>(520,895.57)</b>	<b>(1,173,104.43)</b>	<b>30.75%</b>
<b>DESIGNATION - ENCUMBRANCES</b>	<b>(121,556.00)</b>	<b>0.00</b>	<b>(121,556.00)</b>	<b>0.00%</b>	<b>(1,275,388.88)</b>	<b>0.00</b>	<b>(1,275,388.88)</b>	<b>0.00%</b>
<b>TOTAL OPERATING FUND</b>	<b>(95,617,517.99)</b>	<b>(95,611,530.70)</b>	<b>(5,987.29)</b>	<b>99.99%</b>	<b>(96,657,137.76)</b>	<b>(40,641,247.74)</b>	<b>(56,015,890.02)</b>	<b>42.05%</b>

<b>Original budget</b>	<b>\$93,056,175.00</b>
Prior Year Encumbrance	\$ 121,556.00
Restricted Donation Received	\$ 1,000.00
Insurance Proceeds	\$ 49,441.99
Health Insurance Reserve	\$ 1,300,000.00
Regional Tuition	\$ 190,000.00
Medicaid	\$ 330,000.00
Registration fees for VSBA	\$ 1,566.00
Fund Balance Return	\$ 567,779.00

<b>Original budget</b>	<b>\$ 95,324,667.00</b>
Prior Year Encumbrance	\$ 1,275,388.88
Addtl funding - CTE equipment	\$ 9,748.88
Sale of Bus Proceeds	\$ 13,500.00
Insurance Proceeds	\$ 33,833.00
<b>Adjusted Budget</b>	<b>\$ 96,657,137.76</b>



Lynchburg City Schools  
 Operating Fund - Statement of Expenditures  
 For the Month Ending  
 December 31, 2017

		Fiscal Year 2017-18					
		BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES	BUDGET AVAILABLE	BUDGET % USED
<b>INSTRUCTION</b>							
FUNCTION 1100	CLASSROOM INSTRUCTION						
	Personnel	50,663,683.47	20,717,119.07	40.89%	27,708,227.25	2,238,337.15	95.58%
	Other	4,094,337.72	920,224.84	22.48%	262,577.12	2,911,535.76	28.89%
FUNCTION 1200	INST SUPPORT-STUDENT						
	Personnel	3,646,190.50	1,533,976.49	42.07%	1,899,300.07	212,913.94	94.16%
	Other	165,090.48	19,319.00	11.70%	31,368.34	114,403.14	30.70%
FUNCTION 1300	INST SUPPORT-STAFF						
	Personnel	4,172,330.16	1,765,239.45	42.31%	2,131,820.80	275,269.91	93.40%
	Other	1,482,162.22	238,702.72	16.11%	50,171.79	1,193,287.71	19.49%
FUNCTION 1400	INST SUPPORT-SCHOOL ADMN						
	Personnel	5,611,928.51	2,650,161.12	47.22%	2,921,304.99	40,462.40	99.28%
	Other	209,501.85	54,003.94	25.78%	49,106.70	106,391.21	49.22%
<b>TOTAL INSTRUCTION</b>		<b>70,045,224.91</b>	<b>27,898,746.63</b>	<b>39.83%</b>	<b>35,053,877.06</b>	<b>7,092,601.22</b>	<b>89.87%</b>
<b>ADMINISTRATION</b>							
FUNCTION 2100	ADMINISTRATION						
	Personnel	3,248,996.13	1,436,883.48	44.23%	1,528,881.60	283,231.05	91.28%
	Other	1,329,362.81	589,175.56	44.32%	435,987.59	304,199.66	77.12%
FUNCTION 2200	ATTENDANCE & HEALTH SERV						
	Personnel	1,724,801.30	782,601.20	45.37%	991,370.48	(49,170.38)	102.85%
	Other	107,381.50	31,468.04	29.30%	39,050.96	36,862.50	65.67%
<b>TOTAL ADMINISTRATION</b>		<b>6,410,541.74</b>	<b>2,840,128.28</b>	<b>44.30%</b>	<b>2,995,290.63</b>	<b>575,122.83</b>	<b>91.03%</b>
<b>PUPIL TRANSPORTATION</b>							
FUNCTION 3100	MANAGEMENT & DIRECTION						
	Personnel	340,170.25	184,605.91	54.27%	170,909.40	(15,345.06)	104.51%
	Other	21,582.50	14,541.22	67.38%	2,732.52	4,308.76	80.04%
FUNCTION 3200	VEHICLE OPERATION SERVICE						
	Personnel	2,744,494.11	1,193,587.85	43.49%	1,226,992.75	323,913.51	88.20%
	Other	676,466.60	445,319.01	65.83%	194,325.03	36,822.56	94.56%
FUNCTION 3300	MONITORING SERVICE						
	Personnel	441,725.48	219,830.73	49.77%	232,401.82	(10,507.07)	102.38%
FUNCTION 3400	VEHICLE MAINT SERVICE						
	Personnel	361,357.74	179,056.83	49.55%	171,932.52	10,368.39	97.13%
	Other	424,150.00	183,413.00	43.24%	167,682.60	73,054.40	82.78%
FUNCTION 3500	BUS PURCHASE - REGULAR						
	Other	1,083,311.00	1,007,978.00	0.00%	75,190.00	143.00	99.99%
<b>TOTAL PUPIL TRANSPORTATION</b>		<b>6,093,257.68</b>	<b>3,428,332.55</b>	<b>56.26%</b>	<b>2,242,166.64</b>	<b>422,758.49</b>	<b>93.06%</b>
<b>OPERATIONS &amp; MAINTENANCE</b>							
FUNCTION 4100	MANAGEMENT & DIRECTION						
	Personnel	287,033.93	144,204.92	50.24%	144,204.72	(1,375.71)	100.48%
	Other	94,000.00	32,112.61	34.16%	46,718.89	15,168.50	83.86%

Lynchburg City Schools  
 Operating Fund - Statement of Expenditures  
 For the Month Ending  
 December 31, 2017

<b>FUNCTION 4200 BUILDING SERVICES</b>							
	Personnel	4,429,393.73	2,207,000.03	49.83%	2,114,822.75	107,570.95	97.57%
	Other	4,883,344.84	2,143,188.57	43.89%	2,044,411.99	695,744.28	85.75%
<b>FUNCTION 4300 GROUNDS SERVICES</b>							
	Personnel	261,735.52	118,012.77	45.09%	124,714.08	19,008.67	92.74%
	Other	60,000.00	25,413.89	42.36%	5,268.63	29,317.48	51.14%
<b>FUNCTION 4400 EQUIPMENT SERVICES</b>							
	Other	95,000.00	49,526.57	52.13%	2,631.68	42,841.75	54.90%
<b>FUNCTION 4500 VEHICLE SERVICES</b>							
	Other	42,500.00	6,953.71	16.36%	408.41	35,137.88	17.32%
<b>FUNCTION 4600 SECURITY SERVICES</b>							
	Personnel	28,838.30	10,391.22	36.03%	9,984.94	8,462.14	70.66%
	Other	372,000.00	186,092.61	50.02%	178,673.45	7,233.94	98.06%
<b>FUNCTION 4700 WAREHOUSING SERVICES</b>							
	Personnel	9,163.34	3,961.49	43.23%	0.00	5,201.85	43.23%
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>		<b>10,563,009.66</b>	<b>4,926,858.39</b>	<b>46.64%</b>	<b>4,671,839.54</b>	<b>964,311.73</b>	<b>90.87%</b>
<b>Other Non-Instructional Operations</b>							
FUNCTION 5000 Non-Instructional Operations - Other		20,800.00	6,531.74	31.40%	0.00	14,268.26	31.40%
<b>TOTAL Non-Instructional Operations</b>		<b>20,800.00</b>	<b>6,531.74</b>	<b>31.40%</b>	<b>0.00</b>	<b>14,268.26</b>	<b>31.40%</b>
<b>FACILITIES</b>							
FUNCTION 6600 BLDG ADD & IMP SERVICES							
	Personnel	70,581.38	8,538.50	12.10%	0.00	62,042.88	12.10%
<b>TOTAL FACILITIES</b>		<b>70,581.38</b>	<b>8,538.50</b>	<b>12.10%</b>	<b>0.00</b>	<b>62,042.88</b>	<b>12.10%</b>
<b>DEBT SERVICE</b>							
FUNCTION 7100 DEBT SERVICE - Other		0.00	0.00	0.00%	0.00	0.00	0.00%
<b>TOTAL DEBT SERVICE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>TECHNOLOGY</b>							
FUNCTION 8100 CLASSROOM INSTRUCTION							
	Personnel	1,850,814.93	834,521.17	45.09%	920,690.52	95,603.24	94.83%
	Other	278,689.73	253,259.50	90.88%	33,045.71	(7,615.48)	102.73%
FUNCTION 8200 INSTRUCTIONAL SUPPORT							
	Personnel	467,852.08	221,654.27	47.38%	227,305.44	18,892.37	95.96%
	Other	853,539.65	555,454.92	65.08%	300,703.59	(2,618.86)	100.31%
FUNCTION 8500 PUPIL TRANSPORTATION							
	Other	2,826.00	0.00	0.00%	0.00	2,826.00	0.00%
<b>TOTAL TECHNOLOGY</b>		<b>3,453,722.39</b>	<b>1,864,889.86</b>	<b>54.00%</b>	<b>1,481,745.26</b>	<b>107,087.27</b>	<b>96.90%</b>
<b>CONTINGENCY RESERVES</b>							
FUNCTION 9100 CLASSROOM INSTRUCTION		0.00	0	0.00%	0	0	0.00%
FUNCTION 9300 ADMINISTRATION		0.00	0	0.00%	0	0	0.00%
FUNCTION 9500 PUPIL TRANSPORTATION		0.00	0	0.00%	0	0	0.00%
FUNCTION 9600 OPERATIONS & MAINTENANCE		0.00	0	0.00%	0	0	0.00%
<b>TOTAL CONTINGENCY RESERVES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>TOTAL OPERATING BUDGET</b>		<b>96,657,137.76</b>	<b>40,974,025.95</b>	<b>42.39%</b>	<b>46,444,919.13</b>	<b>9,238,192.68</b>	<b>90.44%</b>

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** D-2

**Attachments:** Yes

**From:** Larry A. Massie, Acting Superintendent  
Marie F. Gee, Director of Personnel

**Subject:** Personnel Report

## **Summary/Description:**

The personnel recommendations for January 16 – February 6, 2018, appear as an attachment to this agenda report.

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

## **Recommendation:**

The acting superintendent recommends that the school board approve the personnel recommendations for January 16 – February 6, 2018.

<b>NAME</b>	<b>COLLEGE</b>	<b>DEGREE/ EXPERIENCE</b>	<b>SCHOOL/ ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
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**NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2016-2017:**

Meyer Aaron	Virginia Tech	BA / (Lv. 1	1 yr 4)	Linkhorne Middle School Social Studies Teacher	01-18-18
Neiss Robert	Liberty University	MA (Lv. 18	18 yrs 4)	Heritage High School MC ROTC Teacher	01-16-18

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** D-3

**Attachments:** Yes

**From:** Larry A. Massie, Acting Superintendent  
Ben W. Copeland, Assistant Superintendent of Operations and Administration

**Subject:** Capital Improvement Plan: 2019 - 2023

## **Summary/Description:**

The Lynchburg City Schools FY2019-2023 Capital Improvement Plan is a component of the overall budget compiled by the city of Lynchburg and presented to Lynchburg City Council. The schools' CIP needs are consolidated with other projects from across all city departments. The proposed plan is aligned with previous year's work efforts with a focus in three key areas:

1. New buildings and major renovations;
2. Major maintenance (HVAC, electrical, athletics facilities, and restroom renovations); and
3. Roof replacements.

The cost and final recommendations for the 2019 CIP totals \$4,925,000 and the attached sheet details the breakdown of costs by project type and location for all years up to FY2023.

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

## **Recommendation:**

The acting superintendent recommends that the school board approve the Capital Improvement Plan for 2019-2023.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total
<b>Renovations/Replacement Projects</b>						
Sandusky Elementary School Replacement	1,500,000	20,000,000				21,500,000
Linkhorne Elementary School Renovation		500,000	9,300,000			9,800,000
Paul Munro Elementary School Renovation			400,000	7,600,000		8,000,000
three (3) Elementary School Gym Addition	1,500,000					1,500,000
two (2) Elementary School Gym Addition		1,000,000				1,000,000
New Transportation Building				200,000	2,600,000	2,800,000
<b>Total Replacment/Renovation Projects</b>	<b>3,000,000</b>	<b>21,500,000</b>	<b>9,700,000</b>	<b>7,800,000</b>	<b>2,600,000</b>	<b>44,600,000</b>
<b>Capital Maintenance Projects:</b>						
<b>Mechanical/Electrical:</b>						
BHES Chiller Replacement		300,000				300,000
DESI Chiller Replacement			250,000			250,000
Bass ES HVAC Replacement		600,000				600,000
Dunbar MS Chiller Replacement		350,000				350,000
Sandusky ES HVAC (If no new building)				550,000		550,000
Sandusky ES Electrical (if no new building)			350,000			350,000
Perrymont ES HVAC					450,000	450,000
Linkhorne MS - Cooling Tower Replacement	75,000					75,000
Linkhorne Middle - chiller rebuild (2)			150,000			150,000
Paul Munro ES HVAC (if no reno)					450,000	450,000
Paul Munro ES Electrical (if no reno)				350,000		350,000
Linkhorne ES Electrical (if no reno)					350,000	350,000
Linkhorne ES - air handlers (if no reno)					550,000	550,000
<b>Plumbing/Restroom Renovation</b>						
Dearington ES	45,000					45,000
Paul Munro ES (if no reno)			90,000			90,000
Sandusky ES (If no new building)		100,000				100,000
Linkhorne ES (If no reno)			100,000			100,000
Perrymont ES		45,000				45,000
<b>Secondary School Athletics -</b>						
ECG Turf					650,000	650,000
SMS Track	90,000		0			90,000
HHS Baseball Turf				550,000		550,000
<b>Elementary School Gym Floor Replacemnt</b>						
Bass ES Gym Floor	60,000					60,000
<b>Roof Replacement/Repair:</b>						
Heritage ES		720,000				720,000
Paul Munro ES			500,000			500,000
Linkhorne Elementary B.C,D,E K			575,000			575,000
Dearington ES - Section A&C	300,000					300,000
Dunbar MS - West (low roof)			130,000			130,000
Sheffield ES - 2001 Addition			95,000			95,000
RS Payne ES		400,000				400,000
ECG - Main gym and locker rooms	325,000					325,000
Sandusky ES (If no new building)			600,000			600,000
Laurel - Section A&B					110,000	110,000
Paving & Fencing	171,000	178,000	185,000	192,000	200,000	926,000
Playgrounds	129,000			150,000	150,000	429,000
<b>Total Capital Maintenance Projects</b>	<b>1,195,000</b>	<b>2,693,000</b>	<b>3,025,000</b>	<b>1,792,000</b>	<b>2,910,000</b>	<b>11,615,000</b>
<b>TOTAL ANNUAL CIP</b>	<b><u>4,195,000</u></b>	<b><u>24,193,000</u></b>	<b><u>12,725,000</u></b>	<b><u>9,592,000</u></b>	<b><u>5,510,000</u></b>	<b><u>56,215,000</u></b>
School Bus Replacement	713,000	741,000	771,000	802,000	834,000	3,861,000

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** G-1

**Attachments:** No

**From:** Larry A. Massie, Acting Superintendent  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** School Operating Budget: 2018-19

## **Summary/Description:**

During the school board meeting on January 16, 2018, the school administration shared comparison information about the governor's proposed budget for 2018-19 and the current 2017-18 budget. The governor's proposal increases the school division's funding by \$2 million. That funding along with savings that will occur due to the reduction in VRS rates for next year and salary and benefits savings through position attrition, the school division will realize a total of \$2,516,384 for the 2018-19 budget.

Tier I budget requests presented by the school administration included \$2,888,448 in mandated costs associated with special education. Also presented were requests for the purchase of eight school buses in the amount of \$713,000 and a pay scale adjustment for all employees in the amount of \$1,394,073. This presents a grand total of \$4,995,521.

The school administration will present additional information relative to the 2018-19 School Operating Budget during this presentation.

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

## **Recommendation:**

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

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** G-2

**Attachments:** Yes

**From:** Larry A. Massie, Acting Superintendent

**Subject:** School Calendar: 2018-18

## **Summary/Description:**

The proposed school calendar for 2018-19 contains many of the features that were included in the school calendar for 2017-18. During the last school board meeting, the school board meeting reviewed the calendar which includes

- a start date of August 15, 2018,
- a total of two half-days (one at the end of each semester),
- a fall and spring break (two days in October and March), and
- an ending date of May 31, 2019.

Further, the Martin Luther King, Jr., Holiday has been corrected to occur on January 21, 2019.

The calendar for William Marvin Bass Elementary School has also been adjusted for the 2018-19 school year. The dates relative to staff development and breaks are consistent with the division calendar.

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

## **Recommendation:**

The acting superintendent recommends that the school board adopt the division calendar and the calendar for William Marvin Bass Elementary School for the 2018-19 school year.



# 2018-2019 Academic Year Calendar Draft

July 2018							August 2018							September 2018							October 2018						
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7				1	2	3	4							1		1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
														30													
November 2018							December 2018							January 2019							February 2019						
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
				1	2	3							1			1	2	3	4	5						1	2
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28		
							30	31																			
March 2019							April 2019							May 2019							June 2019						
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
					1	2		1	2	3	4	5	6				1	2	3	4							1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
31																					30						

  

<span style="background-color: #00b0f0; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> New Teacher Orientation = 3 Days	<span style="background-color: #ffff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> October 9 = End of Quarter 1
<span style="background-color: #00ff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Professional Development/Planning Days = 8 Days	<span style="background-color: #ffff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> March 5 = End of Quarter 3
<span style="background-color: #ffff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Student Attendance Days = 180 Days	Q1=39 Days, Q2=44 Days, Q3=43 Days, Q4=54 Days
<span style="background-color: #ffff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> End of Semester/Half Day for Students	1st Semester = 83 days      Second Semester = 97 days
<span style="background-color: #ff0000; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Student and Staff Holidays = 22 Days	Notes: Registration 8/9/18; Convocation 8/13/18; Graduation 6/2/19
<span style="background-color: #ffcc00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Fall or Winter break for students and staff = 4 days	

## 2018-2019 Bass Academic Year Calendar Draft

July 2018							August 2018							September 2018							October 2018							
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	
	1	2	3	4	5	6	7				1	2	3	4							1		1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				
														30														
November 2018							December 2018							January 2019							February 2019							
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	
					1	2	3						1			1	2	3	4	5						1	2	
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28			
							30	31																				
March 2019							April 2019							May 2019							June 2019							
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	
					1	2		1	2	3	4	5	6				1	2	3	4							1	
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	
31																					30							

- New Teacher Orientation = 2 Days

September 28 = End Quarter 1
- Professional Development/Planning Days = 8 Days

March 5 = End Quarter 3
- Student Attendance Days = 180 Days

Q1=46 Days, Q2=49 Days, Q3=40 Days, Q4=45 Days
- End of Semester/Half Day for Students

Semester 1 = 95 days      Semester 2 = 85 days
- Student and Staff Holidays = 22 Days
- Intersession = 20 Days

# Agenda Report

**Date:** 02/06/18

**Agenda Number:** H-1

**Attachments:** Yes

**From:** Larry Massie, Interim Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success

**Subject:** 2018 Summer School Programs

## **Summary/Description:**

The school administration will provide information to the school board regarding plans that are being made for summer school programs for 2018. Recommendations for those programs appear as an attachment to this agenda report.

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

## **Recommendation:**

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

# Recommendations for 2018 Summer School Programs

PROGRAM	STUDENTS SERVED	LOCATION	DATES	STUDENT HOURS
<b>21st CCLC Summer Programs</b> (Hours outlined in grant - minimum 60 hours)	Selected 21st CCLC students	DMS, LMS, SMS, BASS, HES, LES, PES, TCM	June 4-8 June 11-15 June 18-22 June 25-29 (Schedules TBD by 21st CCLC School)	TBD by 21st CCLC School
<b>Elementary Remedial</b> 14 days@4 hrs = 56 hrs	Current PK-5th grade students needing additional support in reading & math	SHF	July 2-6 (No July 4) July 9-13 July 16-20	8:00 -12:00 (4 hrs)
<b>Elementary PETAL</b> 14 days@4 hrs = 56 hrs	Rising 2nd-6th graders recommended for acceleration in reading or math.	HES	July 2-6 (No July 4) July 9-13 July 16-20	8:15-12:15 (4 hrs)
<b>Middle School Remedial</b> 14 days @ 4.25hrs per day = 59.5 hrs	Current 6th-8th grade students who are required to successfully completed a course in order to be promoted	HHS	July 2-6 (No July 4) July 9-13 July 16-20  <b>Registration Day</b> Tentative, Thursday, June 14th Hours TBD	7:45-12:00 (4.25 hrs)
<b>Middle School PETAL</b> 14 days @ 4.25hrs per day = 59.5 hrs	Rising 7th & 8th graders recommended for acceleration in math	HHS	July 2-6 (No July 4) July 9-13 July 16-20	7:45-12:00 (4.25 hrs)
<b>High School Remedial for Course Credit</b> 19 days @ 4.25hrs per day = 80.75 hrs  (70 hours required for year course)	Current 9th-12th grade students needing to repeat a full year course for credit	HHS	June 25- 29 July 2-6 (No July 4) July 9-13 July 16-20  <b>Registration Day</b> Tentative, Thursday, June 14th Hours TBD	7:45-12:00 (4.25 hrs)

# Recommendations for 2018 Summer School Programs

<p><b>High School PETAL</b>                  14 days @ 4.25hrs per day = 59.5 hrs</p>	<p>Current high school PETAL students needing a transitional course into their next accelerated math course</p>	<p>HHS</p>	<p>July 2-6 (No July 4)                  July 9-13                  July 16-20</p>	<p>7:45-12:00                  (4.25 hrs)</p>
<p><b>SOL ACADEMY</b>                  19 days @ 4.25hrs per day = 80.75 hrs</p>	<p>Students have passed a course but failed the associated SOL test</p>	<p>HHS</p>	<p>June 25- 29                  July 2-6 (No July 4)                  July 9-13                  July 16-20   <u>Academy Schedule TBD</u>   <b>Registration Day</b>                  Tentative, Thursday,                  June 14th                  Hours TBD</p>	<p>7:45-12:00                  (4.25 hrs)</p>
<p><b>ONLINE COURSES</b>                  Course offerings include: Personal Finance &amp; Health/PE</p>	<p>Students who want to take a new course for high school credit.</p>	<p>HHS                  (if student needs access to technology)</p>	<p>June 4 - TBD                   Registration TBD</p>	