



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

Lynchburg City School Board

Keith R. Anderson
School Board District 2

Mary Ann H. Barker
School Board District 1

Albert L. Billingsly
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Troy L. McHenry
School Board District 3

Treney L. Tweedy
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

Paul McKendrick
Superintendent

William A. Coleman, Jr.
Assistant Superintendent of
Curriculum and Instruction

Edward R. Witt, Jr.
Assistant Superintendent of
Operations and Administration

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
March 15, 2011 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

1. Public Comments
Paul McKendrick.Page 1
Discussion/Action (30 Minutes)

B. FINANCE REPORT

1. Finance Report
Kimberly D. Lukanich. Page 2
Discussion

C. CONSENT AGENDA

1. School Board Meeting Minutes: December 14, 2010 (Student Discipline Committee Meeting)
January 25, 2011 (Regular Meeting)
February 1, 2011 (Regular Meeting)
February 15, 2011 (Regular Meeting)

2. Personnel Report
Billie Kay Wingfield. Page 11
Discussion/Action

D. STUDENT REPRESENTATIVE COMMENTS

E. UNFINISHED BUSINESS

1. School Calendar: 2011-12
William A. Coleman, Jr.Page 13
Discussion/Action

2. School Operating Budget: 2011-12
Paul McKendrick. Page 14
Discussion

3. Middle School Program of Studies: 2011-12
William A. Coleman, Jr. Page 22
Discussion/Action

4. Fund Balance
Paul McKendrick.Page 23
Discussion

F. NEW BUSINESS

G. SUPERINTENDENT’S COMMENTS

H. BOARD COMMENTS

I. CLOSED MEETING

1. Notice of Closed Meeting
Paul McKendrick. Page 27
Discussion/Action

2. Certification of Closed Meeting
Paul McKendrick. Page 28
Discussion/Action

J. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, March 24, 2011, 4:00 p.m.
Board Room, School Administration Building

K. ADJOURNMENT

Agenda Report

Date: 03/15/11

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: 03/15/11

Agenda Number: B-1

Attachments: Yes

From: Paul McKendrick, Superintendent
Kimberly Lukanich, Assistant Director of Finance

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the 2010-11 school's operating budget, authorized, approved, and processed the necessary payments through February 28, 2011. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through February 28, 2011, for the operating fund.

Total Operating Fund Budget	\$75,663,290.00
❖ Less: Basic Aid reallocated as Final Phase of SFSF (Fund 5)	(\$899,601.00)
Adjusted Balance	\$74,763,689.00
Expenditures through 2/28/11	(\$42,005,322.80)
Outstanding Encumbrances	(\$7,178,403.93)
Available Balance	\$25,579,962.27
Outstanding Payroll Encumbrances	(\$20,787,313.40)
Available Balance after Payroll	\$4,792,648.87
Percent of Budget Used as of 02/28/11 with payroll encumbrances	93.59%
Percent of Budget Used as of 02/28/11 without payroll encumbrances	65.79%
Percent of Budget Used as of 2/28/10	55.58%
As of 2/28/11 – 8 months	66.67%

The revenue and expenditure reports detail the transactions recorded through February 28, 2011. All reports appear as attachments to the agenda report.

Agenda Report

Date: 03/15/11

Agenda Number: B-1

Attachments: Yes

- ❖ The final phase of the State Fiscal Stabilization Funds (SFSF) has been appropriated to school divisions. This did not result in additional funding to the school systems because basic aid was reduced by the same amount (\$899,601). To be consistent with our other SFSF funds, we created the budget for the final phase in Fund 5, not the operating budget. We had to file for reimbursement in order to obtain these funds and it was a clearer audit trail to have the revenue and expenses logged under the SFSF project number (990) and recorded outside of our operating accounts. Because it was not additional funding, payroll expenses already realized within the operating budget were reclassified as SFSF expenses and moved to Fund 5. Again, this did not free up the operating budget and for true comparison of percentage used, we will need to reflect the adjusted balance for the remainder of the year.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Expenditures

Report Dated February 28, 2011

	Fiscal Year 2009-2010			Fiscal Year 2010-11					
	BUDGET	TRANSACTIONS	BUDGET % USED	BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES	BUDGET AVAILABLE	BUDGET % USED
INSTRUCTION									
FUNCTION 1100 CLASSROOM INSTRUCTION	47,015,381.34	43,215,459.58	91.92%	42,922,198.00	23,065,626.65	53.74%	18,782,534.90	1,074,036.45	97.50%
FUNCTION 1200 INST SUPPORT-STUDENT	2,882,180.28	2,867,189.44	99.48%	2,754,658.44	1,533,994.59	55.69%	843,456.97	377,206.88	86.31%
FUNCTION 1300 INST SUPPORT-STAFF	4,733,292.66	5,221,947.71	110.32%	5,091,974.86	3,059,777.73	60.09%	1,152,799.02	879,398.11	82.73%
FUNCTION 1400 INST SUPPORT-SCHOOL ADMN	3,235,724.44	3,029,748.56	93.63%	4,404,168.11	1,886,949.79	42.84%	1,454,685.55	1,062,532.77	75.87%
TOTAL INSTRUCTION	57,866,578.72	54,334,345.29	93.90%	55,172,999.41	29,546,348.76	53.55%	22,233,476.44	3,393,174.21	93.85%
ADMINISTRATION									
FUNCTION 2100 ADMINISTRATION	2,385,568.92	2,218,881.43	93.01%	2,441,437.78	1,471,626.62	60.28%	434,086.61	535,724.55	78.06%
FUNCTION 2200 ATTENDANCE & HEALTH SERV	2,087,418.59	1,857,366.27	88.98%	1,803,495.42	940,265.00	52.14%	830,054.70	33,175.72	98.16%
TOTAL ADMINISTRATION	4,472,987.51	4,076,247.70	91.13%	4,244,933.20	2,411,891.62	56.82%	1,264,141.31	568,900.27	86.60%
PUPIL TRANSPORTATION									
FUNCTION 3100 MANAGEMENT & DIRECTION	295,854.22	281,707.26	95.22%	278,661.38	181,318.61	65.07%	82,693.25	14,649.52	94.74%
FUNCTION 3200 VEHICLE OPERATION SERVICE	2,488,818.40	2,558,877.75	102.81%	2,708,861.42	1,595,799.12	58.91%	888,581.49	224,480.81	91.71%
FUNCTION 3300 MONITORING SERVICE	325,078.86	322,177.67	99.11%	318,795.50	152,246.67	47.76%	140,649.51	25,899.32	91.88%
FUNCTION 3400 VEHICLE MAINT SERVICE	468,890.50	345,839.78	73.76%	367,100.50	215,864.33	58.80%	6,450.60	144,785.57	60.56%
TOTAL PUPIL TRANSPORTATION	3,578,641.98	3,508,602.46	98.04%	3,673,418.80	2,145,228.73	58.40%	1,118,374.85	409,815.22	88.84%
OPERATIONS & MAINTENANCE									
FUNCTION 4100 MANAGEMENT & DIRECTION	342,756.50	313,711.24	91.53%	307,191.98	186,898.13	60.84%	84,574.28	35,719.57	88.37%
FUNCTION 4200 BUILDING SERVICES	9,384,379.73	9,117,784.02	97.16%	8,852,667.95	5,475,705.30	61.85%	2,324,523.60	1,052,439.05	88.11%
FUNCTION 4300 GROUNDS SERVICES	250,103.57	235,532.00	94.17%	240,570.71	165,047.76	68.61%	75,726.92	-203.97	100.08%
FUNCTION 4400 EQUIPMENT SERVICES	52,000.00	39,799.25	76.54%	48,000.00	43,853.12	91.36%	53.96	4,092.92	91.47%
FUNCTION 4500 VEHICLE SERVICES	27,000.00	23,889.79	88.48%	23,000.00	20,135.74	87.55%	370.9	2,493.36	89.16%
FUNCTION 4600 SECURITY SERVICES	208,377.00	291,029.63	139.66%	232,224.50	171,586.35	73.89%	6,944.62	53,693.53	76.88%
TOTAL OPERATIONS & MAINTENANCE	10,264,616.80	10,021,745.93	97.63%	9,703,655.14	6,063,226.40	62.48%	2,492,194.28	1,148,234.46	88.17%

SCHOOL FOOD SERVICES										
FUNCTION 5100 SCHOOL FOOD SERVICES	55,215.00	0	0.00%	0	0.00	0.00%	44,867.77	-44,867.77	*9999.99%	-
TOTAL SCHOOL FOOD SERVICES	55,215.00	0.00	0.00%	0.00	0.00	0.00%	44,867.77	-44,867.77	-9999.99%	
FACILITIES										
FUNCTION 6200 SITE IMPROVEMENTS	0	0	0.00%	0	0	0.00%	4.91	-4.91	0.00%	
FUNCTION 6600 BLDG ADD & IMP SERVICES	520,170.00	441,285.94	84.83%	98,095.00	49,428.48	50.39%	4,580.00	44,086.52	55.06%	
TOTAL FACILITIES	520,170.00	441,285.94	84.83%	98,095.00	49,428.48	50.39%	4,584.91	44,081.61	55.06%	
DEBT SERVICE										
FUNCTION 7100 DEBT SERVICE	1,027,410.00	1,025,636.45	99.83%	720,472.94	466,995.13	64.82%	219,850.81	33,627.00	95.33%	
TOTAL DEBT SERVICE										
TECHNOLOGY										
FUNCTION 8100 CLASSROOM INSTRUCTION	1,609,920.90	1,812,373.63	112.58%	1,560,213.69	968,147.93	62.05%	516,741.45	75,324.31	95.17%	
FUNCTION 8200 INTRUCTIONAL SUPPORT	716,368.76	507,477.39	70.84%	489,501.82	354,055.75	72.33%	71,485.51	63,960.56	86.93%	
TOTAL TECHNOLOGY	2,326,289.66	2,319,851.02	99.72%	2,049,715.51	1,322,203.68	64.51%	588,226.96	139,284.87	93.20%	
CONTINGENCY RESERVES										
FUNCTION 9100 CLASSROOM INSTRUCTION	500	0	0.00%	0	0	0.00%	0	0.00	0.00%	
FUNCTION 9300 ADMINISTRATION	11,500.00	0	0.00%	0	0	0.00%	0	0.00	0.00%	
FUNCTION 9500 PUPIL TRANSPORTATION	13,000.00	0	0.00%	0	0	0.00%	0	0.00	0.00%	
FUNCTION 9600 OPERATIONS & MAINTENANCE	78,000.00	0	0.00%	0	0	0.00%	0	0.00	0.00%	
TOTAL CONTINGENCY RESERVES	103,000.00	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00	0.00%	
TOTAL OPERATING BUDGET	80,214,909.67	75,727,714.79	94.41%	75,663,290.00	42,005,322.80	55.52%	27,965,717.33	5,692,249.87	92.48%	

*To be reimbursed by School Nutrition

Revenue

Report Date: February 28, 2011

ACCOUNT TITLE	FY 2009-2010				FY 2010-2011			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(8,736,195.00)	(8,268,428.81)	(467,766.19)	94.65%	(8,321,436.00)	(5,205,735.85)	(3,115,700.15)	62.56%
240202 BASIC SCHOOL AID	(21,519,537.21)	(21,331,799.84)	(187,737.37)	99.13%	(19,996,461.00)	(12,985,102.56)	(7,011,358.44)	64.94%
240207 GIFTED & TALENTED	(249,571.00)	(251,576.00)	2,005.00	100.80%	(232,983.00)	(155,642.36)	(77,340.64)	66.80%
240208 REMEDIAL EDUCATION	(982,006.00)	(989,896.00)	7,890.00	100.80%	(916,399.00)	(612,193.00)	(304,206.00)	66.80%
240208 REMEDIAL EDUCATION	(215,497.00)	(211,765.00)	(3,732.00)	98.27%	(206,426.00)	(49,495.68)	(156,930.32)	23.98%
240209 ENROLLMENT LOSS	(174,302.00)	(68,539.00)	(105,763.00)	39.32%	0.00	0.00	0.00	0.00%
240212 SPECIAL ED SOQ	(3,586,222.00)	(3,615,034.00)	28,812.00	100.80%	(2,583,520.00)	(1,725,899.68)	(857,620.32)	66.80%
240217 VOCATIONAL ED SOQ	(314,676.00)	(317,204.00)	2,528.00	100.80%	(305,466.00)	(204,064.32)	(101,401.68)	66.80%
240221 SOC SEC-INSTR	(1,481,148.00)	(1,493,047.00)	11,899.00	100.80%	(1,340,942.00)	(895,807.36)	(445,134.64)	66.80%
240223 VRS INSTRUCTIONAL	(1,909,758.00)	(1,443,826.00)	(465,932.00)	75.60%	(792,143.00)	(529,183.36)	(262,959.64)	66.80%
240241 GROUP LIFE INST	(54,254.00)	(38,283.00)	(15,971.00)	70.56%	(46,598.00)	(31,128.64)	(15,469.36)	66.80%
240228 READING INTERVENTN	(118,746.00)	(126,935.00)	8,189.00	106.90%	(117,822.00)	(47,644.00)	(70,178.00)	40.44%
240205 CAT-REG FOSTER	(205,262.00)	(126,535.00)	(78,727.00)	61.65%	(150,118.00)	0.00	(150,118.00)	0.00%
240246 CAT-HOMEBOUND	(65,417.00)	(159,994.16)	94,577.16	244.58%	(160,802.00)	(147,984.74)	(12,817.26)	92.03%
240248 REGIONAL TUITION	(800,760.00)	(782,882.65)	(17,877.35)	97.77%	(866,273.00)	(107,810.68)	(758,462.32)	12.45%
240265 AT RISK SOQ	(1,029,835.00)	(1,018,840.00)	(10,995.00)	98.93%	(1,071,449.00)	(358,619.32)	(712,829.68)	33.47%
240309 ESL	(128,081.00)	(120,097.00)	(7,984.00)	93.77%	(114,953.00)	(29,968.00)	(84,985.00)	26.07%
330213 SCHOOL LUNCH	0.00	0.00	0.00	-	0.00	(6,410.04)	6,410.04	0.00%
240281 AT RISK 4 YR OLDS	(1,089,034.00)	(1,089,034.00)	0.00	100.00%	(1,209,101.00)	(403,033.68)	(806,067.32)	33.33%
240218 CTE - ADULT ED	(19,175.00)	(1,609.00)	(17,566.00)	8.39%	(19,175.00)	0.00	(19,175.00)	0.00%
240252 CTE EQUIPMENT	0.00	(10,123.30)	10,123.30	100.00%	0.00	0.00	0.00	0.00%
240253 CTE OCC PREP	(30,573.00)	(22,077.00)	(8,496.00)	72.21%	(29,073.00)	0.00	(29,073.00)	0.00%
LOTTERY PROCEEDS	(493,011.00)	(631,400.00)	138,389.00	128.07%	0.00	0.00	0.00	0.00%
REG SPEC SERV	(817,514.00)	(316,361.54)	(501,152.46)	38.70%	0.00	0.00	0.00	0.00%
240273 CPI HOLD HARMLESS	0.00	0.00	0.00	-	(1,744,519.00)	(1,023,156.33)	(721,362.67)	58.65%
240275 PRIMARY CLASS SIZE	(1,386,843.00)	(1,377,979.00)	(8,864.00)	99.36%	(1,174,904.00)	(390,639.68)	(784,264.32)	33.25%
240214 TEXTBOOKS	(643,024.00)	(294,719.37)	(348,304.63)	45.83%	(272,021.00)	(181,721.04)	(90,299.96)	66.80%
240203 GED/ISAEP	(23,576.00)	(23,576.00)	0.00	100.00%	(23,576.00)	(7,858.68)	(15,717.32)	33.33%
240405 ALGEBRA READINESS	(110,877.00)	(108,654.00)	(2,223.00)	98.00%	(110,760.00)	(38,303.68)	(72,456.32)	34.58%
COMMONWEALTH OF VA * excludes 0910 SFSF	(46,184,894.21)	(44,240,215.67)	(1,944,678.54)	95.79%	(41,806,920.00)	(25,137,402.68)	(16,669,517.32)	60.13%
330201 BASIC ADULT ED.	(80,000.00)	(96,051.19)	16,051.19	120.06%	(50,000.00)	0.00	(50,000.00)	0.00%
330212 IMPACT AIDPL81-874	(6,000.00)	(13,891.62)	7,891.62	231.53%	(6,000.00)	(7,990.43)	1,990.43	133.17%

180303 MEDICAID REIMBURSE	(180,000.00)	(629,579.18)	449,579.18	349.77%	(300,000.00)	(327,292.25)	27,292.25	109.10%
JR ROTC	(40,000.00)	(116,420.64)	76,420.64	291.05%	(105,000.00)	(64,639.61)	(40,360.39)	61.56%
FEDERAL	(306,000.00)	(855,942.63)	549,942.63	279.72%	(461,000.00)	(399,922.29)	(61,077.71)	86.75%
* excludes 0910 Title VI-B and Sped Stimulus								
510500 CITY OPER APPR	(31,942,103.00)	(29,443,654.00)	(2,498,449.00)	92.18%	(31,942,103.00)	(20,600,000.00)	(11,342,103.00)	64.49%
510502 CITY DEBT SERV APP	(33,627.00)	(31,890.02)	(1,736.98)	94.83%	(33,627.00)	0.00	(33,627.00)	0.00%
CITY	(31,975,730.00)	(29,475,544.02)	(2,500,185.98)	92.18%	(31,975,730.00)	(20,600,000.00)	(11,375,730.00)	64.42%

	FY 2009-2010				FY 2010-2011			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
189912 MISC REV/OTH FUNDS	0.00	(3,005.29)	3,005.29	100.00%	0.00	(10,394.08)	10,394.08	100.00%
180303 REBATES & REFUNDS	(115,000.00)	(7,240.41)	(107,759.59)	6.30%	(15,000.00)	(11,515.65)	(3,484.35)	76.77%
189903 DONATIONS & SP GF	(3,000.00)	(3,000.00)	0.00	100.00%	0.00	0.00	0.00	0.00%
189909 SALE OTHER EQUIP	(2,317.24)	(3,606.91)	1,289.67	155.66%	0.00	(485.29)	485.29	0.00%
189910 INSURANCE ADJUST	(16,797.82)	(19,431.83)	2,634.01	115.68%	(3,000.00)	(20,439.09)	17,439.09	681.30%
189912 OTHER FUNDS	(10,000.00)	0.00	(10,000.00)	0.00%	0.00	0.00	0.00	0.00%
E RATE REIMBURSEMENT	(85,000.00)	(172,619.95)	87,619.95	203.08%	(85,000.00)	(49,288.27)	(35,711.73)	57.99%
SCHOOL NUT UTILITIES	0.00	0.00	0.00	0.00%	(98,500.00)	(32,560.54)	(65,939.46)	33.06%
TRANSFER IN/OUT	0.00	433,045.83	(433,045.83)	9999.99%	0.00	0.00	0.00	0.00%
MISCELLANEOUS	(232,115.06)	224,141.44	(456,256.50)	-96.56%	(201,500.00)	(124,682.92)	(76,817.08)	61.88%
150201 RENTS	(110,000.00)	(110,000.00)	0.00	100.00%	(110,000.00)	(98,000.00)	(12,000.00)	89.09%
161201 TUITION DAY SCHOOL	(189,000.00)	(170,086.13)	(18,913.87)	89.99%	(189,000.00)	(100,003.72)	(88,996.28)	52.91%
161206 TUITION ADULT	(15,750.00)	(8,962.00)	(6,788.00)	56.90%	(15,750.00)	(4,390.00)	(11,360.00)	27.87%
161207 TUITION SUMMER SCH	(42,000.00)	(41,290.00)	(710.00)	98.31%	0.00	0.00	0.00	0.00%
161202 SPEC PUPIL FEES	(35,000.00)	(35,959.64)	959.64	102.74%	(50,000.00)	(24,520.50)	(25,479.50)	49.04%
161205 BUS RENTAL	(122,500.00)	(122,500.00)	0.00	100.00%	(122,500.00)	(131,797.68)	9,297.68	107.59%
190101 TUIT FM OTH CO/CY	(634,620.00)	(623,945.00)	(10,675.00)	98.32%	(634,620.00)	0.00	(634,620.00)	0.00%
161201 DUAL ENROLLMENT	(42,000.00)	(34,314.55)	(7,685.45)	81.70%	(42,000.00)	0.00	(42,000.00)	0.00%
FACILITY RENTALS	(85,000.00)	(81,138.26)	(3,861.74)	95.46%	(54,270.00)	(39,405.38)	(14,864.62)	72.61%
CHARGES FOR SERVICES	(1,275,870.00)	(1,228,195.58)	(47,674.42)	96.26%	(1,218,140.00)	(398,117.28)	(820,022.72)	32.68%

150101 INTEREST-BNK DPST	0.00	(1,313.59)	1,313.59	100.00%	0.00	(423.27)	423.27	100.00%
USE OF MONEY								
LEASE PURCHASE PROCEEDS	(240,300.01)	0.00	(240,300.01)	0.00%	0.00	0.00	0.00	100.00%
TOTAL OPERATING FUND	(80,214,909.28)	(75,577,070.05)	(4,637,839.23)	94.22%	(75,663,290.00)	(46,660,548.44)	(29,002,741.56)	61.67%

		ADOPTED	YTD	OUTSTANDING	UNCOMMITTED	%	Encumber	
		BUDGET	EXPENSES	ENCUMBRANCES	FUNDS	USED	no later than	
FUND 5 FEDERAL PROJECTS	Project Number							
House	5	\$ 34,635.69	\$ 7,547.85	\$ -	\$ 27,087.84	21.79%	-	
Perry Poets	45	\$ 257.71	\$ 75.00	\$ -	\$ 182.71	29.10%	-	
10-11 Carl Perkins Voc Ed	110	\$ 219,478.27	\$ 64,628.99	\$ 4,046.35	\$ 150,802.93	31.29%	9/30/2012	
10-11 619 Preschool	113	\$ 62,147.00	\$ 30,460.60	\$ -	\$ 31,686.40	49.01%	9/30/2012	
10-11 Title I Part D	115	\$ 192,142.53	\$ 80,575.59	\$ 80,023.56	\$ 31,543.38	83.58%	9/30/2012	
10-11 Title II Part A	116	\$ 683,624.56	\$ 252,412.92	\$ -	\$ 431,211.64	36.92%	9/30/2012	
10-11 Title II Part D	117	\$ 23,473.29	\$ -	\$ -	\$ 23,473.29	0.00%	9/30/2012	
10-11 Title I Part D SOP	118	\$ 22,584.42	\$ 1,487.86	\$ -	\$ 21,096.56	6.59%	9/30/2012	
10-11 Title III Part A	121	\$ 22,432.16	\$ 8,784.36	\$ 10,904.94	\$ 2,742.86	87.77%	9/30/2012	
10-11 Title I Part A	124	\$ 3,888,701.25	\$ 1,219,612.36	\$ 1,241,816.91	\$ 1,427,271.98	63.30%	9/30/2012	
Partners in Education	127	\$ 9,539.39	\$ 4,471.96	\$ -	\$ 5,067.43	46.88%	-	
10-11 Title VI-B 611 Flow Thru	129	\$ 2,155,042.00	\$ 1,029,096.81	\$ 933,043.32	\$ 192,901.87	91.05%	9/30/2012	
10-11 Alternative Education	130	\$ 240,553.00	\$ 99,284.91	\$ 84,650.73	\$ 56,617.36	76.46%	annual	
Ed Tech Series XI	134	\$ 492,000.00	\$ -	\$ -	\$ 492,000.00	0.00%	-	
10-11 Homeless Grant	137	\$ 26,000.00	\$ 9,816.96	\$ -	\$ 16,183.04	37.76%	9/30/2012	
10-11 Mentor Teacher	138	\$ 8,618.00	\$ 1,507.10	\$ -	\$ 7,110.90	17.49%	annual	
10-11 21st Century	145	\$ 418,791.00	\$ 103,070.43	\$ 49,830.05	\$ 265,890.52	36.51%	9/30/2012	
10-11 ARRA Jobs Fund	190	\$ 1,976,551.06	\$ -	\$ -	\$ 1,976,551.06	0.00%	9/30/2012	
Distinguished Schools	281	\$ 4,110.62	\$ 1,374.45	\$ -	\$ 2,736.17	33.44%	expired	
Industry Certification	294	\$ 2,237.00	\$ 1,265.00	\$ -	\$ 972.00	56.55%	-	
National Board Incentive	503	\$ 12,500.00	\$ 12,500.00	\$ -	\$ -	100.00%	annual	
Play It Smart Program	510	\$ 9,350.00	\$ 2,015.95	\$ -	\$ 7,334.05	21.56%	annual	
Carl Perkins	541	\$ 395.65	\$ 395.65	\$ -	\$ -	100.00%	expired	
08-09 Title I Part A	814	\$ 16,822.66	\$ 16,822.66	\$ -	\$ -	100.00%	expired	
08-09 Title I, Part D - N&D	815	\$ 2.55	\$ 2.55	\$ -	\$ -	100.00%	expired	
08-09 Title II, Part A	816	\$ 14,723.12	\$ 14,723.12	\$ -	\$ -	100.00%	expired	
08-09 Title II, Part D	817	\$ 2,378.79	\$ 2,378.79	\$ -	\$ -	100.00%	expired	
08-09 Title I-D, JDH-SOP	818	\$ 606.27	\$ 606.27	\$ -	\$ -	100.00%	expired	
08-09 Title IV, Part A S&D	819	\$ 1,965.24	\$ 1,965.24	\$ -	\$ -	100.00%	expired	
08-09 Title III Part A	821	\$ 64.59	\$ 64.59	\$ -	\$ -	100.00%	expired	
08-09 21st Century Grant	845	\$ 41,299.18	\$ 41,299.18	\$ 19,950.00	\$ (19,950.00)	148.31%	expired	(excess to 945)

Weyerhaeuser Grant - HES	847	\$ 260.60	\$ -	\$ -	\$ 260.60	0.00%	-
09-10 Carl Perkins Voc Ed	910	\$ 70,406.88	\$ 70,406.88	\$ -	\$ -	100.00%	expired
Gear Up Grant	911	\$ 45,950.00	\$ 21,874.99	\$ 6,056.27	\$ 18,018.74	60.79%	7/1/2011
09-10 619 Preschool	913	\$ 87,218.17	\$ 19,876.89	\$ -	\$ 67,341.28	22.79%	9/30/2011
09-10 Title I Part D	915	\$ 61,689.47	\$ 32,331.06	\$ -	\$ 29,358.41	52.41%	9/30/2011
09-10 Title II, Part A	916	\$ 156,273.54	\$ 147,274.69	\$ 298,808.38	\$ (289,809.53)	285.45%	9/30/2011 (excess to 116)
09-10 Title II, Part D	917	\$ 52,461.22	\$ 22,940.44	\$ -	\$ 29,520.78	43.73%	9/30/2011
09-10 Title I-D JDH-SOP	918	\$ 9,083.00	\$ 9,083.00	\$ 10,092.12	\$ (10,092.12)	211.11%	9/30/2011 (excess to 118)
09-10 Title IV Part A	919	\$ 13,445.30	\$ 4,900.80	\$ 3,122.00	\$ 5,422.50	59.67%	9/30/2011
09-10 Title III, Part A	921	\$ 2,055.98	\$ 2,055.98	\$ -	\$ -	100.00%	9/30/2011
09-10 Title I, Part A	924	\$ 3,151,403.82	\$ 1,649,892.65	\$ 576,350.90	\$ 925,160.27	70.64%	9/30/2011
09-10 IDEA 611 Sped	929	\$ 944,063.19	\$ 362,444.82	\$ 157,930.60	\$ 423,687.77	55.12%	9/30/2011
Blue Ridge Jail	932	\$ 183,562.00	\$ 106,850.02	\$ 52,705.88	\$ 24,006.10	86.92%	7/31/2011
JDH/CDC	933	\$ 819,315.00	\$ 389,662.32	\$ 261,947.28	\$ 167,705.40	79.53%	7/31/2011
Ed Tech Series X	934	\$ 443,244.00	\$ 5,423.00	\$ 436,843.96	\$ 977.04	99.78%	-
09-10 Title X, Part C	937	\$ 15,506.42	\$ 15,506.42	\$ -	\$ -	100.00%	expired
Project Graduation - Summer 2010	942	\$ 9,616.65	\$ 3,362.36	\$ -	\$ 6,254.29	34.96%	7/1/2011
09-10 21st Century Grant	945	\$ 427,129.04	\$ 240,148.86	\$ 36,154.87	\$ 150,825.31	64.69%	9/30/2011
State Stabilization Funds	990	\$ 1,215,112.45	\$ 973,420.81	\$ 34,976.16	\$ 206,715.48	82.99%	9/30/2011

\$ 18,290,823.73	\$ 7,085,703.14	\$ 4,299,254.28	\$ 6,905,866.31	62.24%
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FUND 7 STEP WITH LINKS	804	\$ 43,732.00	\$ 18,803.10	\$ 14,014.82	\$ 10,914.08	75.04%
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FUND 8 CENTRAL VA GOV SCHOOL	715	\$ 918,722.93	\$ 532,024.35	\$ 209,341.84	\$ 177,356.74	80.70%
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FUND 9 LAUREL REGIONAL PROGRAM	914	\$ 5,359,062.00	\$ 1,420,025.20	\$ 1,154,764.72	\$ 2,784,272.08	48.05%
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Agenda Report

Date: 03/15/11

Agenda Number: C-2

Attachments: Yes

From: Paul McKendrick, Superintendent
Billie Kay Wingfield, Director of Personnel

Subject: Personnel Report

Summary/Description:

The personnel recommendations for March 1 – 15, 2011, appear as an attachment to this agenda report.

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

Recommendation:

The superintendent recommends that the school board approve the personnel recommendations for March 1 – 15, 2011.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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RETIREMENTS:

Campbell, Julia	Univesity of Virginia	M.Ed./30 yrs. (Lv.29 3)	Heritage High French	05/29/11
Gorostiaga, Carlos	Lynchburg College	M.Ed./34 yrs. (Lv.31 4)	E.C. Glass High Spanish	05/29/11

Agenda Report

Date: 03/15/11

Agenda Number: E-1

Attachments: No

From: Paul McKendrick, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: School Calendar: 2011-12

Summary/Description:

At its March 1, 2011, meeting, the school board directed the school administration to develop calendar options based on Calendar 2 as presented. The school administration took into consideration the school board's suggestions and recommendations and will present an option based on Calendar 2. This proposed calendar features:

- An August 22 2011, start date;
- Several half-days to serve as work days for staff; and
- Several professional development days throughout the year, including a day for the return of the "Best Practices Conference;" and
- First semester ending prior to winter break.

The school administration will discuss other details of the calendar during this presentation.

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

Recommendation:

The superintendent recommends that the school board approve the school calendar for 2011-12.

Agenda Report

Date: 03/15/11

Agenda Number: E-2

Attachments: No

From: Paul McKendrick, Superintendent

Subject: School Operating Budget: 2011-12

Summary/Description:

The information contained in this agenda report presents the school administration's proposed 2011-12 general operating budget. The school administration developed the budget based on the data put forth through the passage of the General Assembly's budget.

The Virginia General Assembly's final allocation of funds to the school division totals \$43,814,734. However, only \$41,515,899 impacts the school division's general operating budget. The remaining funds are categorical and grant funds which support programs such as, but not limited to, the Central Virginia Governor's School, the School Nutrition program, and the state supported special education program in the local jail. Further, federal funding totals \$461,000. Including level funding from the city, then, the school administration expects the 2011-12 general operating budget to total \$75,327,269.

This will be the third year that the school division has operated with decreased funding. Last year the school division's general operating budget was \$75,663,269, a difference of \$336,021 more than this year's budget.

The school administration will present its proposed budget to the school board. During the presentation, the school administration will describe the principles used to develop the budget, the expenditures and programs it considered throughout the process, and the means by which it developed a balanced budget. The school administration will also present a draft of the 2011-12 budget book.

Disposition: Action
 Information
 Action at Meeting on: 03/24/11

Recommendation:

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



The world starts *here.*

LYNCHBURG CITY SCHOOLS

Operating Fund Budget
FY 2011-2012

March 15, 2011



LYNCHBURG CITY SCHOOLS OPERATING BUDGET FUND FY 2011-2012

State Funding	
February 27, 2011 General Assembly	\$43,814,734
•Less – School Nutrition	(70,412)
•Less – Grant Funding	(1,889,572)
•Less – Governor’s School Fund	<u>(338,851)</u>
Total Operating - State Funded	\$41,515,899
Total State Funding – FY 2010-2011	\$41,806,920
Decrease in State Funding	(291,021)
Decrease in Other Revenue	<u>(45,000)</u>
Total Reduction in Operating Revenue	\$(336,021)



LYNCHBURG CITY SCHOOLS
 OPERATING BUDGET FUND
 FY 2011-2012

Additions to Operating Expenditures

VRS Rate increase - 8.93% to 11.33%	\$ 1,000,000
AP Testing requirement	\$ 85,000
Additional Positions 3 FTEs	\$ 234,000
Funding Cliff Correction	\$ 961,989
Gov. School 2 additional Slots	\$ 8,400
HS Summer School	\$ 25,000
Health insurance 18% projected increase offset with proposed plan change	\$ 535,714
Textbooks	\$ 61,398
Total Expenditure Increase	\$ 2,911,501



LYNCHBURG CITY SCHOOLS OPERATING BUDGET FUND FY 2011-2012

Expenditure Reduction		
Salaries		\$ 338,461
Benefits		<u>\$ 101,539</u>
Total Personnel Reduction	10 FTEs	\$440,000
Non - Personnel Reduction		<u>\$830,970</u>
Total Expenditure Decrease		\$ 1,270,970



LYNCHBURG CITY SCHOOLS OPERATING BUDGET FUND FY 2011-2012

Total FTE's (Full Time Equivalent) - 10	
Teacher	10.00
Classified	5.00*
Total	15.00

- A reduction of classified staff by 5-10 FTEs may occur before the budget process is final. Also, retirement activity, attrition, may minimize the personnel loss.



LYNCHBURG CITY SCHOOLS OPERATING BUDGET FUND FY 2011-2012

Non-Personnel Reductions

Central Office Reductions	\$584,470
Workman's Compensation	\$50,000
Lease Purchase Payments	\$183,000
ERIP Participants No Longer On Health Insurance	\$13,500
Total	\$830,970



Summary

- Lynchburg City Schools has a Reduction in Operating Revenue in the amount of \$336,021, Expenditure additions of \$2,911,501 and a Total Cost Savings of \$1,270,970; netting a deficit of \$1,976,552 in 2011-12.
- Lynchburg City School's administration proposes using the ARRA Jobs Fund award in the amount of \$1,976,522 to rectify the shortfall.

Agenda Report

Date: 03/15/11

Agenda Number: E-3

Attachments: No

From: Paul McKendrick, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: Middle School Program of Studies: 2011-12

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 three through ten of the High School Program of Studies.

The recommended changes to the Middle School Program of Studies for 2011-12 include the following:

- 1) The new graduation requirements for students entering ninth grade in the fall of 2011 or later will be included.
- 2) Two new semester-long courses will be offered for high school credit. Keyboarding and Keyboarding Applications will be offered as eighth grade electives so that more students will graduate from high school with keyboarding skills.
- 3) Information on each school's enrichment/achievement period will be noted.
- 4) Each middle school will offer a variety of exploratory and elective courses.

Draft copies of the proposed 2011-12 Middle School Program of Studies have been distributed to members of the school board.

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

Recommendation:

The superintendent recommends that the school board approve the Middle School Program of Studies revisions for the 2011-12 school year.

Agenda Report

Date: 03/15/11

Agenda Number: E-4

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: Fund Balance

Summary/Description:

At the Lynchburg City School Board's January 25, 2011, the school administration presented a proposal to the school board regarding the uses of the school board's fund balance, which totaled \$2.4 million. The presentation included several proposals, all one-time projects/expenditures. The school board made a presentation to the city council's finance committee on February 22, 2011, regarding its request for these funds.

The proposed one-time projects included the following:

Proposed Project	Estimated Cost
• Vehicles	\$186,000
• Wrestling Mats for Sandusky, Linkhorne Middle Schools	\$32,000
• Fiber Optic Links	\$163,000
• Digital Radio System for Buses	\$125,000
• Audio/Visual Repairs	\$50,000
• Textbooks – Mathematics, Social Studies	\$235,000
• Health Insurance Accounts Payable	\$825,000
• Energy Costs	\$300,000
TOTAL	\$1,916,000

While the school board anticipated having \$2.4 million available on its fund balance, that amount may not be available. When the city manager developed his proposed budget, he included approximately \$1.5 million of the school division's fund balance to pay for the school division's capital projects, as noted in the school division's Capital Improvement Plan (CIP). This matter became part of the discussion when the superintendent made the request for the funds before city council's Finance Committee on February 22, 2011. The superintendent and the city manager discussed this matter again later, and the city manager indicated that his budget proposal was flexible enough that the school board could defer capital projects. If the school board does defer projects, the city therefore would designate less than \$1.5 million from the fund balance for capital projects.

Agenda Report

Date: 03/15/11

Agenda Number: E-4

Attachments: Yes

Therefore, the school administration reviewed the school division's (CIP) to assess which projects could be deferred. From that review and discussions, then, the school administration recommends that two projects be deferred. Those include the roofing project at Sheffield Elementary School and the main electrical service project at Heritage Elementary School. The Sheffield Elementary School roof project would be deferred to 2015; the Heritage Elementary School project would be moved to 2014. These changes would then allow the school division access to more than \$1.5 million from its fund balance. Pages of the CIP pertaining to these projects are included as attachments. If the city council approves school board's fund balance request and if the board then approves the CIP changes, the school administration would need to amend the CIP for school board approval.

In either scenario, school administration places priority on the following projects for fund balance use:

- Health insurance accounts payable;
- Energy costs (bus fuel)
- Fiber optic links
- Textbooks

Please note that the costs listed above are estimates.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

LYNCHBURG CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN
FY 2012 – FY 2016

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	Total Cost
Renovations/Replacement Projects:							
Sandusky Middle School	\$ 1,876,530						\$ -
Heritage High School				\$ 2,000,000	\$ 3,000,000	\$ 20,000,000	\$ 25,000,000
Heritage High School Gym Floor & Bleachers	\$ 500,000						\$ -
Heritage High School Repairs & Roof	\$ 500,000						\$ -
Total renovation Projects*	\$ 2,876,530	\$ -	\$ -	\$ 2,000,000	\$ 3,000,000	\$ 20,000,000	\$ 25,000,000
Capital Maintenance Projects:							
Mechanical/Electrical:							
Admin Bldg - Chiller	\$ 175,000						\$ -
Admin Bldg - HVAC Upgrade			\$ 900,000				\$ 900,000
HES main electrical service		\$ 193,536					\$ 193,536
DESI lighting upgrade			\$ 560,000				\$ 560,000
Paving	\$ 170,000	\$ 173,318	\$ 196,701	\$ 206,536	\$ 214,797	\$ 223,388	\$ 1,014,740
Secondary School Athletics - HHS track			\$ 163,022				\$ 163,022
Roof Replacement/Repair:							
TCM auditorium			\$ 64,800				\$ 64,800
HELC roofs ACDE	\$ 200,000						\$ -
Sheffield roofs ABC		\$ 350,000					\$ 350,000
ECG annex, 5,6,12,13			\$ 320,000				\$ 320,000
LES roofs CEK			\$ 99,000				\$ 99,000
DMS Mozee			\$ 52,000				\$ 52,000
LAUREL round section			\$ 27,000				\$ 27,000
Sandusky Elem				\$ 350,000			\$ 350,000
ECG					\$ 500,000	\$ 500,000	\$ 1,000,000
HVAC Controls							
HES	\$ 125,000						\$ -
Bedford Hills	\$ 150,000						\$ -
Sandusy Elem			\$ 165,360				\$ 165,360
HELC		\$ 106,000					\$ 106,000
Linkhorne Elem			\$ 165,360				\$ 165,360
Paul Munro			\$ 165,360				\$ 165,360
HELC Curtain Wall Replacement		\$ 551,200					\$ 551,200
Contracted Painting		\$ 100,000	\$ 100,000				\$ 200,000
Contingency	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Total Capital Maintenance Projects	\$ 920,000	\$ 1,574,054	\$ 3,078,603	\$ 656,536	\$ 814,797	\$ 823,388	\$ 6,947,378
Grand Total All Projects	\$ 3,796,530	\$ 1,574,054	\$ 3,078,603	\$ 2,656,536	\$ 3,814,797	\$ 20,823,388	\$ 31,947,378

LYNCHBURG CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN
FY 2012 – FY 2016

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	Total Cost
Renovations/Replacement Projects:							
Sandusky Middle School	\$ 1,876,530						\$ -
Heritage High School				\$ 2,000,000	\$ 3,000,000	\$ 20,000,000	\$ 25,000,000
Heritage High School Gym Floor & Bleachers	\$ 500,000						\$ -
Heritage High School Repairs & Roof	\$ 500,000						\$ -
Total renovation Projects*	\$ 2,876,530	\$ -	\$ -	\$ 2,000,000	\$ 3,000,000	\$ 20,000,000	\$ 25,000,000
Capital Maintenance Projects:							
Mechanical/Electrical:							
Admin Bldg - Chiller	\$ 175,000						\$ -
Admin Bldg - HVAC Upgrade			\$ 900,000				\$ 900,000
HES main electrical service				\$ 209,018			\$ 209,018
DESI lighting upgrade			\$ 560,000				\$ 560,000
Paving	\$ 170,000	\$ 173,318	\$ 196,701	\$ 206,536	\$ 214,797	\$ 223,388	\$ 1,014,740
Secondary School Athletics - HHS track			\$ 163,022				\$ 163,022
Roof Replacement/Repair:							
TCM auditorium			\$ 64,800				\$ 64,800
HELC roofs ACDE	\$ 200,000						\$ -
Sheffield roofs ABC					\$ 392,000		\$ 392,000
ECG annex, 5,6,12,13			\$ 320,000				\$ 320,000
LES roofs CEK			\$ 99,000				\$ 99,000
DMS Mozee			\$ 52,000				\$ 52,000
LAUREL round section			\$ 27,000				\$ 27,000
Sandusky Elem				\$ 350,000			\$ 350,000
ECG					\$ 500,000	\$ 500,000	\$ 1,000,000
HVAC Controls							
HES	\$ 125,000						\$ -
Bedford Hills	\$ 150,000						\$ -
Sandusy Elem			\$ 165,360				\$ 165,360
HELC		\$ 106,000					\$ 106,000
Linkhorne Elem			\$ 165,360				\$ 165,360
Paul Munro			\$ 165,360				\$ 165,360
HELC Curtain Wall Replacement		\$ 551,200					\$ 551,200
Contracted Painting		\$ 100,000	\$ 100,000				\$ 200,000
Contingency	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Total Capital Maintenance Projects	\$ 920,000	\$ 1,030,518	\$ 3,078,603	\$ 865,554	\$ 1,206,797	\$ 823,388	\$ 7,004,860
Grand Total All Projects	\$ 3,796,530	\$ 1,030,518	\$ 3,078,603	\$ 2,865,554	\$ 4,206,797	\$ 20,823,388	\$ 32,004,860

Items in bold italics reflect inflated four percent per year.

Agenda Report

Date: 03/15/11

Agenda Number: I-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Notice of Closed Meeting

Summary/Description:

Pursuant to the Code of Virginia §2.2-3711 (A) (1), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters:

Personnel Matters

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

Recommendation:

The superintendent recommends that the school board approve a motion to enter into Closed Meeting in accordance with the Code of Virginia §2.2-3711 (A) (1) to discuss specific personnel matters.

Agenda Report

Date: 03/15/11

Agenda Number: I-2

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Certification of Closed Meeting

Summary/Description:

The Lynchburg City School Board certifies that, in the closed meeting just concluded, nothing was discussed except the matters specifically identified in the motion to convene in a closed meeting and lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

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

Recommendation:

The superintendent recommends that the school board approve the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).