



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

Lynchburg City School Board

Sharon Y. Carter  
School Board District 2

James E. Coleman, Jr.  
School Board District 3

Regina T. Dolan-Sewell  
School Board District 1

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

Kimberly A. Sinha  
School Board District 2

Katie K. Snyder  
School Board District 3

School Administration

Scott S. Brabrand  
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

Indya M. Page  
Student Representative  
Heritage High School

Sidney M. Marshall  
Student Representative  
E. C. Glass High School

**SCHOOL BOARD MEETING**  
**May 2, 2017 5:30 p.m.**  
**School Administration Building**  
**Board Room**

**A. PUBLIC COMMENTS**

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

**B. SPECIAL PRESENTATIONS**

- 1. Student Recognition: Science Fair
- Scott S. Brabrand. . . . .Page 2
- Discussion
- 2. Teacher of the Year
- John C. McClain. . . . .Page 5
- Discussion/Action

**C. FINANCE REPORT**

- 1. Finance Report
- Anthony E. Beckles, Sr. . . . .Page 6
- Discussion

**D. CONSENT AGENDA**

- 1. School Board Meeting Minutes: April 18, 2017 (Regular Meeting)
- 2. Personnel Report
- Marie F. Gee. . . . .Page 13
- Discussion/Action

**E. STUDENT REPRESENTATIVE COMMENTS**

**F. SCHOOL BOARD COMMITTEE REPORTS**

## **G. UNFINISHED BUSINESS**

1. Intersession Review Summary for February/March 2017  
John C. McClain. . . . . Page 16  
Discussion
2. School Calendar: 2016-17  
Scott S. Brabrand. . . . . Page 17  
Discussion/Action

## **H. NEW BUSINESS**

1. Carl Perkins Funds: 2017-18  
John C. McClain. . . . . Page 18  
Discussion
2. Request for Reallocation of Budget  
Anthony E. Beckles, Sr. . . . . Page 22  
Discussion
3. Policy JECZ Non-Resident Employee Student Tuition Waiver  
and Policy JECZ-R Non-Resident Employee Student Tuition Waiver  
John C. McClain. . . . . Page 24  
Discussion

## **I. SUPERINTENDENT'S COMMENTS**

## **J. BOARD COMMENTS**

## **K. CLOSED MEETING**

1. Notice of Closed Meeting  
Scott S. Brabrand. . . . . Page 28  
Discussion/Action
2. Certification of Closed Meeting  
Scott S. Brabrand. . . . . Page 29  
Discussion/Action

## **L. INFORMATIONAL ITEMS**

Next School Board Meeting: Tuesday, May 16, 2017, 5:30 p.m.,  
Board Room, School Administration Building

## **M. ADJOURNMENT**

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** A-1

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent

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

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** B-1

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent

**Subject:** Student Recognition: Science Fair

## **Summary/Description:**

The 40th annual Central Virginia Regional Science Fair was held in March 4 at Central Virginia Community College. E. C. Glass High School and Heritage High School students competed among 66 students from high school divisions representing Amherst County, Appomattox County, Bedford County, Campbell County and the City of Lynchburg. The fair is an affiliate of the Intel International Science and Engineering Fair.

Below is the list of LCS student and group winners:

## Category Winners

### **Animal Sciences**

Manan Shah, Heritage/CVGS – Third Place

### **Chemistry**

Titouan Duston, E. C. Glass/CVGS – Second Place

### **Computer Science**

Youbin Roh, E. C. Glass/CVGS – First Place

### **Environmental Science**

William Carrington, E. C. Glass/CVGS – Second Place

Grace Chun, Heritage/CVGS – Honorable Mention

### **Mathematics**

Jackson Riffée, E. C. Glass/CVGS – First Place

### **Medicine and Health**

Rasheed Christian, Heritage/CVGS – Third Place

### **Microbiology**

Alison Palmer, Heritage/CVGS – Second Place

Eva Pontius, E. C. Glass/CVGS – Third Place

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** B-1

**Attachments:** No

## **Physics and Astronomy**

Carson Wood, E. C. Glass/CVGS – First Place

Matthew MacCallum, E. C. Glass/CVGS – Third Place

## **Plant Sciences**

Hunter Diminick, E. C. Glass/CVGS – First Place

The following winners were nominated to attend the Virginia State Science Fair which occurred March 24-25 hosted by Virginia Military Institute.

- William Carrington, E. C. Glass/CVGS
- Hunter Diminick, E. C. Glass/CVGS
- Jackson Riffie, E. C. Glass/CVGS
- Youbin Roh, E. C. Glass/CVGS
- Carson Wood, E. C. Glass/CVGS

## Special Awards

### **Naval Research Award**

William Carrington, E. C. Glass/CVGS

Titouan Duston, E. C. Glass/CVGS

### **U.S. Metric Association**

Carson Wood, E. C. Glass/CVGS

### **ASM Materials Education Foundation Engineering Award**

Mary Kate Comerford, Heritage/CVGS

### **US Air Force Awards**

Mary Kate Comerford, Heritage/CVGS

Bryonna Elliott, E. C. Glass/CVGS

### **Stockholm Water Prize Nominations**

William Carrington, E. C. Glass/CVGS

Hunter Diminick, E. C. Glass/CVGS

### **Mu Alpha Theta – Mathematics Honorary**

Jackson Riffie, E. C. Glass/CVGS

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** B-1

**Attachments:** No

**ASU Walton Sustainability Solutions Initiatives Award**

Hunter Diminick, E. C. Glass/CVGS

**American Meteorological Society**

Titouan Duston, E. C. Glass/CVGS

**Virginia Dental Society Awards for Recognizing Science Talent Recognition Awards**

William Carrington, E. C. Glass/CVGS

**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:** 05/02/17

**Agenda Number:** B-2

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success

**Subject:** Teacher of the Year: 2016-17

## **Summary/Description:**

The goal of the Virginia Teacher of the Year program is to recognize dedicated, knowledgeable, and skilled teachers at the local, regional, and state level.

To select the Lynchburg City Schools' Teacher of the Year, the school division used a nomination process whereby school staffs, principals or school division administrators nominated teachers for this honor. A team composed of parents, a past Teacher of the Year recipient, and central office staff then interviewed the nominated teachers.

The team gave special consideration for the following characteristics: experience in the school division and in the field of teaching, professional development activities, classroom performances, membership in professional organizations, and community involvement.

The Lynchburg City Schools' Teacher of the Year for the 2016-17 school year will be introduced during this presentation.

**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:** 05/02/17

**Agenda Number:** C-1

**Attachments:** Yes

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

**Subject:** Finance Report

## Summary/Description:

The school administration, in accordance with the FY2016-17 school operating budget, authorized, approved, and processed the necessary payments through March 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 March 31, 2017 for the operating fund.

Total Operating Fund Budget	\$ 93,056,175.00
Prior Year Encumbrances	\$ 121,556.00
Restricted Donations	\$ 1,000.00
Fund Balance Return	\$ 567,779.00
Insurance Proceeds	\$ 5,941.99
Adjusted Budget	\$ 93,751,451.99

Through March 31, 2017

Actual Revenue Received	\$ 63,378,962.20
Actual Expenditures	\$ 64,129,212.76
Actual Encumbered	\$ 25,440,867.52

Percent of Budget Received 67.60%

Percent of Budget Used, excluding encumbrances 68.40%

As of 3/31/17 – 9 months 75.00%

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

**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  
 Operating Fund - Statement of Expenditures  
 For the Month Ending  
 March 31, 2017

		Fiscal Year 2016-17					
		BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES	BUDGET AVAILABLE	BUDGET % USED
<b>INSTRUCTION</b>							
FUNCTION 1100	CLASSROOM INSTRUCTION						
	Personnel	48,823,289.43	32,540,568.41	66.65%	15,812,000.57	470,720.45	99.04%
	Other	4,299,676.10	3,001,870.92	69.82%	162,712.11	1,135,093.07	73.60%
FUNCTION 1200	INST SUPPORT-STUDENT						
	Personnel	3,384,438.39	2,337,192.21	69.06%	1,001,633.06	45,613.12	98.65%
	Other	181,109.27	53,322.87	29.44%	30,778.66	97,007.74	46.44%
FUNCTION 1300	INST SUPPORT-STAFF						
	Personnel	4,135,323.66	2,884,077.66	69.74%	1,100,233.33	151,012.67	96.35%
	Other	1,749,194.95	909,425.44	51.99%	246,334.42	593,435.09	66.07%
FUNCTION 1400	INST SUPPORT-SCHOOL ADMN						
	Personnel	5,491,696.18	3,992,651.71	72.70%	1,480,268.12	18,776.35	99.66%
	Other	231,799.80	120,352.31	51.92%	18,021.56	93,425.93	59.70%
<b>TOTAL INSTRUCTION</b>		<b>68,296,527.78</b>	<b>45,839,461.53</b>	<b>67.12%</b>	<b>19,851,981.83</b>	<b>2,605,084.42</b>	<b>96.19%</b>
<b>ADMINISTRATION</b>							
FUNCTION 2100	ADMINISTRATION						
	Personnel	2,641,315.96	2,116,599.21	80.13%	501,267.03	23,449.72	99.11%
	Other	1,303,448.76	901,546.82	69.17%	308,526.87	93,375.07	92.84%
FUNCTION 2200	ATTENDANCE & HEALTH SERV						
	Personnel	1,572,973.99	1,044,557.45	66.41%	499,752.79	28,663.75	98.18%
	Other	98,081.00	85,803.97	87.48%	11,839.29	437.74	99.55%
<b>TOTAL ADMINISTRATION</b>		<b>5,615,819.71</b>	<b>4,148,507.45</b>	<b>73.87%</b>	<b>1,321,385.98</b>	<b>145,926.28</b>	<b>97.40%</b>
<b>PUPIL TRANSPORTATION</b>							
FUNCTION 3100	MANAGEMENT & DIRECTION						
	Personnel	324,927.98	260,720.23	80.24%	60,859.50	3,348.25	98.97%
	Other	24,383.50	18,572.75	76.17%	3,218.96	2,591.79	89.37%
FUNCTION 3200	VEHICLE OPERATION SERVICE						
	Personnel	2,493,497.91	1,818,911.49	72.95%	646,691.82	27,894.60	98.88%
	Other	570,450.00	528,065.10	92.57%	25,085.86	17,299.04	96.97%
FUNCTION 3300	MONITORING SERVICE						
	Personnel	420,984.24	303,141.65	72.01%	124,784.24	(6,941.65)	101.65%
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 3400	VEHICLE MAINT SERVICE						
	Personnel	350,614.64	275,423.41	78.55%	86,037.47	(10,846.24)	103.09%
	Other	537,691.99	305,942.32	56.90%	212,987.52	18,762.15	96.51%
FUNCTION 3500	BUS PURCHASE - REGULAR						
	Other	500,000.00	503,550.00	100.71%	0.00	(3,550.00)	100.71%
<b>TOTAL PUPIL TRANSPORTATION</b>		<b>5,222,550.26</b>	<b>4,014,326.95</b>	<b>76.87%</b>	<b>1,159,665.37</b>	<b>48,557.94</b>	<b>99.07%</b>
<b>OPERATIONS &amp; MAINTENANCE</b>							
FUNCTION 4100	MANAGEMENT & DIRECTION						
	Personnel	282,537.71	210,390.63	74.46%	70,949.10	1,197.98	99.58%
	Other	84,000.00	67,455.44	80.30%	7,297.42	9,247.14	88.99%

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

FUNCTION 4200 BUILDING SERVICES							
	Personnel	4,308,497.49	3,176,725.11	73.73%	971,006.44	160,765.94	96.27%
	Other	5,208,501.00	3,719,268.96	71.41%	1,226,632.44	262,599.60	94.96%
FUNCTION 4300 GROUNDS SERVICES							
	Personnel	246,606.66	179,416.24	72.75%	63,483.30	3,707.12	98.50%
	Other	70,000.00	33,573.22	47.96%	1,418.04	35,008.74	49.99%
FUNCTION 4400 EQUIPMENT SERVICES							
	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	214,421.00	67,231.95	31.36%	7,345.17	139,843.88	34.78%
FUNCTION 4500 VEHICLE SERVICES							
	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	62,500.00	16,491.62	26.39%	4,124.61	41,883.77	32.99%
FUNCTION 4600 SECURITY SERVICES							
	Personnel	33,960.57	18,269.62	53.80%	5,503.22	10,187.73	70.00%
	Other	373,153.00	168,996.74	45.29%	78,128.26	126,028.00	66.23%
FUNCTION 4700 WAREHOUSING SERVICES							
	Personnel	8,752.87	5,541.84	63.31%	0.00	3,211.03	63.31%
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>		<b>10,892,930.30</b>	<b>7,663,361.37</b>	<b>70.35%</b>	<b>2,435,888.00</b>	<b>793,680.93</b>	<b>92.71%</b>
<b>Other Non-Instructional Operations</b>							
FUNCTION 5000 Non-Instructional Operations - Other		15,112.80	744.51	4.93%	10,000.00	4,368.29	71.10%
<b>TOTAL Non-Instructional Operations</b>		<b>15,112.80</b>	<b>744.51</b>	<b>4.93%</b>	<b>10,000.00</b>	<b>4,368.29</b>	<b>71.10%</b>
<b>FACILITIES</b>							
FUNCTION 6200 SITE IMPROVEMENTS		0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 6600 BLDG ADD & IMP SERVICES							
	Personnel	16,841.50	15,875.31	94.26%	0.00	966.19	94.26%
	Other	15,000.00	0.00	0.00%	0.00	15,000.00	0.00%
<b>TOTAL FACILITIES</b>		<b>31,841.50</b>	<b>15,875.31</b>	<b>49.86%</b>	<b>0.00</b>	<b>15,966.19</b>	<b>49.86%</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	1,817,799.69	1,319,078.87	72.56%	494,356.26	4,364.56	99.76%
	Other	212,825.49	208,252.43	97.85%	740.00	3,833.06	98.20%
FUNCTION 8200 INSTRUCTIONAL SUPPORT							
	Personnel	457,571.45	332,487.12	72.66%	113,979.42	11,104.91	97.57%
	Other	1,189,473.01	587,117.22	49.36%	52,870.66	549,485.13	53.80%
<b>TOTAL TECHNOLOGY</b>		<b>3,677,669.64</b>	<b>2,446,935.64</b>	<b>66.53%</b>	<b>661,946.34</b>	<b>568,787.66</b>	<b>84.53%</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>93,752,451.99</b>	<b>64,129,212.76</b>	<b>68.40%</b>	<b>25,440,867.52</b>	<b>4,182,371.71</b>	<b>95.54%</b>

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

ACCOUNT TITLE	FY 2015-16				FY 2016-17			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(10,248,262.00)	(10,253,346.80)	5,084.80	100.05%	(10,837,193.00)	(7,153,826.60)	(3,683,366.40)	66.01%
240202 BASIC SCHOOL AID	(22,130,823.00)	(21,130,913.40)	(999,909.60)	95.48%	(21,878,492.00)	(16,387,113.07)	(5,491,378.93)	74.90%
240207 GIFTED & TALENTED	(246,845.00)	(218,590.60)	(28,254.40)	88.55%	(246,173.00)	(183,754.31)	(62,418.69)	74.64%
240208 REMEDIAL EDUCATION	(1,323,508.00)	(1,275,566.00)	(47,942.00)	96.38%	(1,492,427.00)	(1,114,012.08)	(378,414.92)	74.64%
240208 REMEDIAL EDUCATION	(105,619.00)	(130,650.00)	25,031.00	123.70%	(161,164.00)	(93,734.87)	(67,429.13)	58.16%
SUPL LOTTERY PER PUPIL ALLOCATIO	0.00	0.00	0.00	0.00%	(268,842.00)	(121,568.65)	(147,273.35)	45.22%
COMPENSATION SUPPLEMENT	(399,315.00)	(384,793.00)	(14,522.00)	0.00%	(360,828.00)	0.00	(360,828.00)	0.00%
240212 SPECIAL ED SOQ	(2,862,348.00)	(3,872,677.08)	1,010,329.08	135.30%	(2,841,252.00)	(2,120,833.55)	(720,418.45)	74.64%
240217 VOCATIONAL ED SOQ	(231,089.00)	(222,718.00)	(8,371.00)	96.38%	(405,161.00)	(302,429.41)	(102,731.59)	74.64%
240221 SOC SEC-INSTR	(1,439,052.00)	(1,386,925.00)	(52,127.00)	96.38%	(1,461,655.00)	(1,091,042.59)	(370,612.41)	74.64%
240223 VRS INSTRUCTIONAL	(2,846,592.00)	(2,743,479.00)	(103,113.00)	96.38%	(3,015,625.00)	(2,250,992.82)	(764,632.18)	74.64%
240241 GROUP LIFE INST	(89,284.00)	(86,050.00)	(3,234.00)	96.38%	(97,444.00)	(72,736.19)	(24,707.81)	74.64%
240228 READING INTERVENTN	(188,365.00)	(180,349.00)	(8,016.00)	95.74%	(185,114.00)	(81,109.64)	(104,004.36)	43.82%
240205 CAT-REG FOSTER	(132,031.00)	(81,045.00)	(50,986.00)	61.38%	(74,203.00)	0.00	(74,203.00)	0.00%
240246 CAT-HOMEBOUND	(102,053.00)	(104,828.10)	2,775.10	102.72%	(107,771.00)	(64,837.62)	(42,933.38)	60.16%
240248 REGIONAL TUITION	(739,236.00)	(851,346.99)	112,110.99	115.17%	(814,113.00)	(217,657.92)	(596,455.08)	26.74%
240265 AT RISK SOQ	(1,474,228.00)	(1,420,874.00)	(53,354.00)	96.38%	(1,502,539.00)	(677,523.19)	(825,015.81)	45.09%
240309 ESL	(148,706.00)	(138,897.00)	(9,809.00)	93.40%	(156,955.00)	(122,719.23)	(34,235.77)	78.19%
240281 AT RISK 4 YR OLDS	(1,221,024.00)	(1,092,096.00)	(128,928.00)	89.44%	(944,193.00)	(425,631.81)	(518,561.19)	45.08%
240252 CTE EQUIPMENT	0.00	(12,988.08)	12,988.08	100.00%	0.00	0.00	0.00	0.00%
240253 CTE OCC PREP	(48,230.00)	(44,907.00)	(3,323.00)	93.11%	(52,654.00)	0.00	(52,654.00)	0.00%
MATH/READING INSTR SPECIALISTS	(40,624.00)	(40,624.00)	0.00	100.00%	(42,665.00)	0.00	(42,665.00)	0.00%
EARLY READING SPECIALISTS INITIATIVE	(38,807.00)	(38,807.00)	0.00	0.00%	(41,476.00)	(8,213.73)	(33,262.27)	19.80%
240275 PRIMARY CLASS SIZE	(1,705,555.00)	(1,634,375.00)	(71,180.00)	95.83%	(1,956,675.00)	(863,424.10)	(1,093,250.90)	44.13%
240214 TEXTBOOKS	(505,349.00)	(487,044.00)	(18,305.00)	96.38%	(563,019.00)	(439,170.42)	(123,848.58)	78.00%
240405 ALGEBRA READINESS	(137,583.00)	(135,579.00)	(2,004.00)	98.54%	(141,003.00)	(66,034.10)	(74,968.90)	46.83%
PROJECT GRADUATION	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
<b>COMMONWEALTH OF VA</b>	<b>(48,404,528.00)</b>	<b>(47,969,469.05)</b>	<b>(435,058.95)</b>	<b>99.10%</b>	<b>(49,648,636.00)</b>	<b>(33,858,365.90)</b>	<b>(15,790,270.10)</b>	<b>68.20%</b>
330212 IMPACT AIDPL81-874	(6,000.00)	(8,942.41)	2,942.41	149.04%	(8,000.00)	(11,807.99)	3,807.99	147.60%
180303 MEDICAID REIMBURSE	(300,000.00)	(251,741.09)	(48,258.91)	83.91%	(350,000.00)	(241,548.74)	(108,451.26)	69.01%
JR ROTC	(120,000.00)	(103,965.90)	(16,034.10)	86.64%	(105,000.00)	(83,320.28)	(21,679.72)	79.35%
<b>FEDERAL</b>	<b>(426,000.00)</b>	<b>(364,649.40)</b>	<b>(61,350.60)</b>	<b>85.60%</b>	<b>(463,000.00)</b>	<b>(336,677.01)</b>	<b>(126,322.99)</b>	<b>72.72%</b>

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

	FY 2015-16 REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	FY 2016-17 REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
510500 CITY OPER APPR	(40,114,276.00)	(40,114,276.00)	0.00	100.00%	(40,854,039.00)	(27,175,000.00)	(13,679,039.00)	66.52%
510500 FUND BALANCE RETURN	(2,316,449.00)	(2,316,449.00)	0.00	100.00%	(567,779.00)	(567,779.00)	0.00	0.00%
HEALTH INSURANCE RESERVE	(600,000.00)	(600,000.00)	0.00	0.00%	0.00	0.00	0.00	0.00%
510500 USE OF CIP FUNDS	(950,000.00)	(950,000.00)	0.00	0.00%	(500,000.00)	(500,000.00)	0.00	100.00%
<b>CITY</b>	<b>(43,980,725.00)</b>	<b>(43,980,725.00)</b>	<b>0.00</b>	<b>100.00%</b>	<b>(41,921,818.00)</b>	<b>(28,242,779.00)</b>	<b>(13,679,039.00)</b>	<b>67.37%</b>
189912 MISC REV/OTH FUNDS	(100,000.00)	(70,516.45)	(29,483.55)	100.00%	(100,000.00)	(26,790.42)	(73,209.58)	26.79%
180303 REBATES & REFUNDS	(30,000.00)	(21,888.75)	(8,111.25)	72.96%	(20,000.00)	(14,469.33)	(5,530.67)	72.35%
189903 DONATIONS & SP GF	(675.00)	(675.00)	0.00	100.00%	(1,000.00)	(1,400.00)	400.00	100.00%
189909 SALE OTHER EQUIP	(3,000.00)	(15,340.39)	12,340.39	511.35%	(3,000.00)	(9,237.00)	6,237.00	307.90%
189910 INSURANCE ADJUST	(134,105.84)	(134,413.99)	308.15	100.23%	(8,941.99)	(77,147.88)	68,205.89	862.76%
E RATE REIMBURSEMENT	(1,000,146.53)	(937,913.96)	(62,232.57)	93.78%	(115,500.00)	(77,035.24)	(38,464.76)	66.70%
TRANSFER IN/OUT	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
<b>MISCELLANEOUS</b>	<b>(1,267,927.37)</b>	<b>(1,180,748.54)</b>	<b>(87,178.83)</b>	<b>93.12%</b>	<b>(248,441.99)</b>	<b>(206,079.87)</b>	<b>(42,362.12)</b>	<b>82.95%</b>
150201 RENTS	(123,000.00)	(123,000.00)	0.00	100.00%	(123,000.00)	(123,000.00)	0.00	100.00%
161201 TUITION DAY SCHOOL	(110,000.00)	(80,993.89)	(29,006.11)	73.63%	(100,000.00)	(77,807.79)	(22,192.21)	77.81%
161206 TUITION ADULT	(11,000.00)	(20,076.25)	9,076.25	182.51%	(11,000.00)	(11,385.00)	385.00	103.50%
161207 TUITION SUMMER SCH	(25,000.00)	(29,556.00)	4,556.00	118.22%	(25,000.00)	(39,815.50)	14,815.50	159.26%
161202 SPEC PUPIL FEES	(40,000.00)	(31,026.03)	(8,973.97)	77.57%	(35,000.00)	(1,261.95)	(33,738.05)	3.61%
161205 BUS RENTAL	(325,000.00)	(420,044.96)	95,044.96	129.24%	(325,000.00)	(306,051.19)	(18,948.81)	94.17%
190101 TUIT FM OTH CO/CY	(634,620.00)	(556,434.09)	(78,185.91)	87.68%	(400,000.00)	0.00	(400,000.00)	0.00%
161201 DUAL ENROLLMENT	(125,000.00)	(155,859.38)	30,859.38	124.69%	(125,000.00)	0.00	(125,000.00)	0.00%
PRINT SHOP	(75,000.00)	(93,433.12)	18,433.12	124.58%	(65,000.00)	(46,613.00)	(18,387.00)	71.71%
SCHOOL NUT UTILITIES	(95,000.00)	(86,218.85)	(8,781.15)	90.76%	(90,000.00)	(52,624.24)	(37,375.76)	58.47%
FACILITY RENTALS	(60,000.00)	(73,490.75)	13,490.75	122.48%	(50,000.00)	(76,501.75)	26,501.75	153.00%
<b>CHARGES FOR SERVICES</b>	<b>(1,623,620.00)</b>	<b>(1,670,133.32)</b>	<b>46,513.32</b>	<b>102.86%</b>	<b>(1,349,000.00)</b>	<b>(735,060.42)</b>	<b>(613,939.58)</b>	<b>54.49%</b>
150101 INTEREST-BNK DPST	(100.00)	0.00	(100.00)	100.00%	0.00	0.00	0.00	0.00%
<b>USE OF MONEY</b>								
<b>DESIGNATION - ENCUMBRANCES</b>	<b>(90,304.40)</b>	<b>0.00</b>	<b>(90,304.40)</b>	<b>0.00%</b>	<b>(121,556.00)</b>	<b>0.00</b>	<b>(121,556.00)</b>	<b>0.00%</b>
<b>TOTAL OPERATING FUND</b>	<b>(95,793,204.77)</b>	<b>(95,165,725.31)</b>	<b>(537,175.06)</b>	<b>99.34%</b>	<b>(93,752,451.99)</b>	<b>(63,378,962.20)</b>	<b>(30,251,933.79)</b>	<b>67.60%</b>

Original budget	\$90,820,024.00
Prior Year Encumbrance	\$ 90,304.40
Restricted Donation Received	\$ 675.00
School Bus Proceeds from CIP	\$ 950,000.00
Fund Balance Return	\$ 2,316,449.00
Erate	\$ 884,646.53
Health Insurance Reserve	\$ 600,000.00
Insurance Proceeds	\$ 131,105.84
Adjusted Budget	<u>\$95,793,204.77</u>

Original budget	\$ 93,056,175.00
Prior Year Encumbrance	\$ 121,556.00
Restricted Donation Received	\$ 1,000.00
Insurance Proceeds	\$ 5,941.99
Fund Balance Return	\$ 567,779.00
Adjusted Budget	<u>\$ 93,751,451.99</u>

FY2016-2017 REVISED REVENUE BUDGET						
As of March 31, 2017						
	ORIGINAL	REVISED				CHANGE BETWEEN
	REVENUE	REVENUE				ORG & REVISED
	BUDGET	BUDGET	YTD	BUDGET	%	REV BUDGET
	As of 7/1/2016	As of 3/31/17	TRANSACTIONS	BALANCE	RECEIVED	INCREASE
						(DECREASE)
<b>ADM</b>	<b>8,051.20</b>	<b>8,030.67</b>				<b>(20.5)</b>
<b>ACCOUNT TITLE</b>						
<b>COMMONWEALTH OF VA REVENUE</b>						
240308 SALES TAX RECEIPTS	(10,837,193.00)	(10,558,776.00)	(7,153,826.60)	(3,404,949.40)	67.75%	(278,417.00)
<b>240202 BASIC SCHOOL AID</b>	<b>(21,878,492.00)</b>	<b>(21,982,452.00)</b>	<b>(16,387,113.07)</b>	<b>(5,595,338.93)</b>	<b>74.55%</b>	<b>103,960.00</b>
<b>240207 GIFTED &amp; TALENTED</b>	<b>(246,173.00)</b>	<b>(245,546.00)</b>	<b>(183,754.31)</b>	<b>(61,791.69)</b>	<b>74.83%</b>	<b>(627.00)</b>
<b>240208 REMEDIAL EDUCATION</b>	<b>(1,492,427.00)</b>	<b>(1,488,621.00)</b>	<b>(1,114,012.08)</b>	<b>(374,608.92)</b>	<b>74.84%</b>	<b>(3,806.00)</b>
240208 REMEDIAL EDUCATION	(161,164.00)	(164,036.00)	(93,734.87)	(70,301.13)	57.14%	2,872.00
SUPPL LOTTERY PER PUPIL ALLOC	(268,842.00)	(268,873.00)	(121,568.65)	(147,304.35)	45.21%	31.00
<b>COMPENSATION SUPPLEMENT</b>	<b>(360,828.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>(360,828.00)</b>
<b>240212 SPECIAL ED SOQ</b>	<b>(2,841,252.00)</b>	<b>(2,834,007.00)</b>	<b>(2,120,833.55)</b>	<b>(713,173.45)</b>	<b>74.84%</b>	<b>(7,245.00)</b>
<b>240217 VOCATIONAL ED SOQ</b>	<b>(405,161.00)</b>	<b>(404,127.00)</b>	<b>(302,429.41)</b>	<b>(101,697.59)</b>	<b>74.84%</b>	<b>(1,034.00)</b>
<b>240221 SOC SEC-INSTR</b>	<b>(1,461,655.00)</b>	<b>(1,457,928.00)</b>	<b>(1,091,042.59)</b>	<b>(366,885.41)</b>	<b>74.84%</b>	<b>(3,727.00)</b>
<b>240223 VRS INSTRUCTIONAL</b>	<b>(3,015,625.00)</b>	<b>(3,007,936.00)</b>	<b>(2,250,992.82)</b>	<b>(756,943.18)</b>	<b>74.84%</b>	<b>(7,689.00)</b>
<b>240241 GROUP LIFE INST</b>	<b>(97,444.00)</b>	<b>(97,195.00)</b>	<b>(72,736.19)</b>	<b>(24,458.81)</b>	<b>74.84%</b>	<b>(249.00)</b>
<b>240228 READING INTERVENTN</b>	<b>(185,114.00)</b>	<b>(207,993.00)</b>	<b>(81,109.64)</b>	<b>(126,883.36)</b>	<b>39.00%</b>	<b>22,879.00</b>
240205 CAT-REG FOSTER	(74,203.00)	(178,330.00)	0.00	(178,330.00)	0.00%	104,127.00
240246 CAT-HOMEBOUND	(107,771.00)	(108,063.00)	(64,837.62)	(43,225.38)	60.00%	292.00
240248 REGIONAL TUITION	(814,113.00)	(938,255.00)	(217,657.92)	(720,597.08)	23.20%	124,142.00
<b>240265 AT RISK SOQ</b>	<b>(1,502,539.00)</b>	<b>(1,498,543.00)</b>	<b>(677,523.19)</b>	<b>(821,019.81)</b>	<b>45.21%</b>	<b>(3,996.00)</b>
240309 ESL	(156,955.00)	(149,127.00)	(122,719.23)	(26,407.77)	45.21%	(7,828.00)
240281 AT RISK 4 YR OLDS - VPI	(944,193.00)	(936,390.00)	(425,631.81)	(510,758.19)	45.45%	(7,803.00)
240253 CTE EDUCATION	(52,654.00)	(57,895.00)	0.00	(57,895.00)	0.00%	5,241.00
MATH/READING INSTR SPECIALISTS	(42,665.00)	0.00	0.00	0.00	0.00%	(42,665.00)
EARLY READING SPECIALISTS INITIA	(41,476.00)	(30,117.00)	(8,213.73)	(21,903.27)	27.27%	(11,359.00)
<b>240275 PRIMARY CLASS SIZE</b>	<b>(1,956,675.00)</b>	<b>(1,899,533.00)</b>	<b>(863,424.10)</b>	<b>(1,036,108.90)</b>	<b>45.45%</b>	<b>(57,142.00)</b>
<b>240214 TEXTBOOKS</b>	<b>(563,019.00)</b>	<b>(561,583.00)</b>	<b>(439,170.42)</b>	<b>(122,412.58)</b>	<b>78.20%</b>	<b>(1,436.00)</b>
240405 ALGEBRA READINESS	(141,003.00)	(145,275.00)	(66,034.10)	(79,240.90)	45.45%	4,272.00
PROJECT GRADUATION	0.00	0.00	0.00	0.00	0.00%	0.00
<b>COMMONWEALTH OF VA</b>	<b>(49,648,636.00)</b>	<b>(49,220,601.00)</b>	<b>(33,858,365.90)</b>	<b>(15,362,235.10)</b>	<b>68.79%</b>	<b>(428,035.00)</b>
		<b>(428,035.00)</b>				
<b>FEDERAL REVENUE</b>						
330212 IMPACT AIDPL81-874	(8,000.00)	(9,000.00)	(11,807.99)	2,807.99	131.20%	1,000.00
180303 MEDICAID REIMBURSE	(350,000.00)	(350,000.00)	(241,548.74)	(108,451.26)	69.01%	0.00
JR ROTC	(105,000.00)	(105,000.00)	(83,320.28)	(21,679.72)	79.35%	0.00
<b>FEDERAL</b>	<b>(463,000.00)</b>	<b>(464,000.00)</b>	<b>(336,677.01)</b>	<b>(127,322.99)</b>	<b>72.56%</b>	<b>1,000.00</b>
<b>CITY APPROPRIATIONS</b>						
510500 CITY OPER APPR	(40,854,039.00)	(40,854,039.00)	(27,175,000.00)	(13,679,039.00)	66.52%	0.00
510500 FUND BALANCE RETURN	(567,779.00)	(567,779.00)	(567,779.00)	0.00	100.00%	0.00
510500 USE OF RESERVES	(500,000.00)	(500,000.00)	(500,000.00)	0.00	100.00%	0.00
<b>CITY</b>	<b>(41,921,818.00)</b>	<b>(41,921,818.00)</b>	<b>(28,242,779.00)</b>	<b>(13,679,039.00)</b>	<b>67.37%</b>	<b>0.00</b>
<b>MISCELLANEOUS REVENUE</b>						
189912 MISC REV/OTH FUNDS	(100,000.00)	(100,000.00)	(26,790.42)	(73,209.58)	100.00%	0.00
180303 REBATES & REFUNDS	(20,000.00)	(20,000.00)	(14,469.33)	(5,530.67)	72.35%	0.00
189903 DONATIONS & SP GF	(1,000.00)	(1,000.00)	(1,400.00)	400.00	0.00%	0.00
189909 SALE OTHER EQUIP	(3,000.00)	(9,000.00)	(9,237.00)	237.00	102.63%	6,000.00
189910 INSURANCE ADJUST	(3,000.00)	(77,000.00)	(77,147.88)	147.88	100.19%	74,000.00
E RATE REIMBURSEMENT	(115,500.00)	(115,500.00)	(77,035.24)	(38,464.76)	66.70%	0.00
TRANSFER IN/OUT	0.00	0.00	0.00	0.00	0.00%	0.00
<b>MISCELLANEOUS</b>	<b>(242,500.00)</b>	<b>(322,500.00)</b>	<b>(206,079.87)</b>	<b>(116,420.13)</b>	<b>63.90%</b>	<b>80,000.00</b>

<b>CHARGES FOR SERVICES</b>							
150201 RENTS	(123,000.00)	(123,000.00)	(123,000.00)	0.00	100.00%	0.00	
161201 TUITION DAY SCHOOL	(100,000.00)	(100,000.00)	(77,807.79)	(22,192.21)	77.81%	0.00	
161206 GED TESTING FEES	(11,000.00)	(11,000.00)	(11,385.00)	385.00	103.50%	0.00	
161207 TUITION SUMMER SCH	(25,000.00)	(40,000.00)	(39,815.50)	(184.50)	99.54%	15,000.00	
161202 SPEC PUPIL FEES	(35,000.00)	(35,000.00)	(1,261.95)	(33,738.05)	3.61%	0.00	
161205 BUS RENTAL	(325,000.00)	(325,000.00)	(306,051.19)	(18,948.81)	94.17%	0.00	
190101 TUIT FM OTH CO/CY	(400,000.00)	(400,000.00)	0.00	(400,000.00)	0.00%	0.00	
161201 DUAL ENROLLMENT	(125,000.00)	(125,000.00)	0.00	(125,000.00)	0.00%	0.00	
PRINT SHOP	(65,000.00)	(65,000.00)	(46,613.00)	(18,387.00)	71.71%	0.00	
SCHOOL NUT UTILITIES	(90,000.00)	(90,000.00)	(52,624.24)	(37,375.76)	58.47%	0.00	
FACILITY RENTALS	(50,000.00)	(80,000.00)	(76,501.75)	(3,498.25)	95.63%	30,000.00	
<b>CHARGES FOR SERVICES</b>	<b>(1,349,000.00)</b>	<b>(1,394,000.00)</b>	<b>(735,060.42)</b>	<b>(658,939.58)</b>	<b>52.73%</b>	<b>45,000.00</b>	
150101 INTEREST-BNK DPST	0.00	0.00	0.00	0.00	100.00%	0.00	
LEASE PURCHASE PROCEEDS	0.00	0.00	0.00	0.00	0.00%	0.00	
HEALTH INSURANCE RESERVE	0.00	0.00	0.00	0.00	0.00%	0.00	
DESIGNATION - ENCUMBRANCES	(90,304.40)	(90,304.40)	0.00	(90,304.40)	0.00%	0.00	
<b>TOTAL OPERATING FUND</b>	<b>(93,715,258.40)</b>	<b>(93,413,223.40)</b>	<b>(63,378,962.20)</b>	<b>(29,943,956.80)</b>	<b>67.85%</b>	<b>(302,035.00)</b>	
<b>REVENUE OVER/(UNDER) ORIGINAL BUDGET</b>	<b>(302,035.00)</b>						
<b>Note</b>							
Bold accounts are affected by changes in ADM							

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** D-2

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent  
Marie F. Gee, Director of Personnel

**Subject:** Personnel Report

## **Summary/Description:**

The personnel recommendations for April 18 – May 2, 2017, 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 April 18 – May 2, 2017.

<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:**

Boeren Gretchen	Clemson University	MA / (Lv. 20	20 yrs 3) Heritage High School Science Teacher	05-08-17
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**RESIGNATIONS:**

Austen Lauren	Longwood University	BS / (Lv. 3	3 yrs 3) Paul Munro Elementary School Third Grade Teacher	06-09-17
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Beyrau Kaitlyn	Lynchburg College	BA / (Lv. 6	6 yrs 3) Bedford Hills Elementary School Fourth Grade Teacher	06-09-17
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Davis Jacqueline	Manhattan College	BS / (Lv. 8	8 yrs 3) Student Learning & Success Instructional Coach – Elem.	06-09-17
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Enriquez Anna	South Car. (Beuf.) University of	BA / (Lv. 0	0 yrs 3) E.C. Glass High School Spanish Teacher	06-09-17
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Fedeler Carla	UVA	MED / (Lv. 24	24 yrs 3) Paul Munro Elementary School Literacy Coach/Teacher - PT	06-09-17
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Knowles McKenna	Liberty University	BA / (Lv. 0	0 yrs 3) Heritage High School Special Education Teacher	06-09-17
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Midkiff Ashby	Randolph Macon Women’s College	BA / (Lv. 8	8 yrs 3) Perrymont Elementary School Second Grade Teacher	06-09-17
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Thacker Natalie	Liberty University	BA / (Lv. 0	0 yrs 3) Perrymont Elementary School Fourth Grade Teacher	06-09-17
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Westerhoff Karl	Longwood University	BA / (Lv. 0	0 yrs 4) Linkhorne Middle School Math Teacher	06-09-17
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**RETIREMENTS:**

Claudio Nancy	Radford University	MS / (Lv. 8	8 yrs 3) Linkhorne Middle School Principal	06-30-17
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Davis Sandra	Norfolk State University	BS / (Lv. 37	37 yrs 1) Payne Elementary School Special Education Teacher	06-09-17
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Ickes Claire	UNC	MA / (Lv. 10	10 yrs 3) Linkhorne Elementary School Speech Pathologist	06-09-17
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# Agenda Report Attachment

Item: D-2

Nash Evelyn	Lynchburg College	BA / (Lv. 34	34 yrs Bass Elementary School 3) Second Grade Teacher	06-09-17
Reffner Jennifer	Lynchburg College	MED / (Lv. 13	13 yrs E.C. Glass High School 3) Special Education Teacher	06-09-17
Whitcomb-Stokes Zoe	Liberty University	BS / (Lv. 16	16 yrs Student Services 3) School/Community Caseworker	06-16-17

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** G-1

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success

**Subject:** Intersession Review Summary for February/March 2017

## **Summary/Description:**

Lynchburg City Schools was awarded \$921,248 for a start-up grant for an extended school year program entitled *Extending Opportunities for Success* (EOS). One of the four initiatives of the EOS grant supports six days of instruction during intersessions as outlined in the 2016-2017 calendar. This presentation will provide the school board with a summary of the February/March 2017 Intersession, compare participation data from the October 2016 Intersession and the February 2016 Intersession, and look ahead to Intersession days during the 2017-2018 school year.

**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:** 05/02/17

**Agenda Number:** G-2

**Attachments:** No

**From:** Scott S. Brabrand, Superintendent

**Subject:** School Calendar: 2016-17

## **Summary/Description:**

Each year, the school division incorporates time into the school instructional day that allows for time to be missed in the event of inclement weather. Given the small number of days missed this year due to weather-related events, the school administration is proposing May 26, 2017, as a non-workday/student day. This would allow students and teachers to have an extended break for the Memorial Day weekend and allow our families to have an early start to their Memorial Day weekend travel plans. In order for this to occur, the school board will need to modify the school calendar to make May 26, 2017, a holiday.

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

## **Recommendation:**

The superintendent recommends that the school board approve May 26, 2017, as a holiday for students and staff.

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** H-1

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success

**Subject:** Carl Perkins Funds 2017-18

## **Summary/Description:**

The Lynchburg City Schools application for Career-Technical funds for the 2017-2018 fiscal year has been prepared with an approved Carl Perkins Grant allocation of \$227,979.56. The budget, outlining proposed expenditures based on allocated funds, was developed following consultation with the General Career-Technical Education Advisory Committee, which is composed of a business/industry representative from each of the 15 career-technical programs.

The federal funding will allow for the purchase of equipment and instructional materials, along with professional development and student organizational activities in the Trade and Industrial, Technology Education, Marketing, Health Occupations, Family and Consumer Sciences, Career Connection, and Business and information Technology Programs.

The approval of the grant proposal by the school board is necessary prior to submitting the local application to the Virginia Department of Education. A summary of proposed expenditures for 2017-2018 appears an attachment to this agenda report.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 05/16/17

## **Recommendation:**

The superintendent recommends that the school board receive this agenda report as an informational item and consider approval at the school board meeting on May 16, 2017.

**Proposed 2017-2018 Carl Perkins Spending**

**Estimated Funding Available: \$227,979.56**

<p><b><u>Career Guidance</u></b></p> <ul style="list-style-type: none"> <li>• We will provide funds to be used for “Career Assessment” reports to parents and students.</li> <li>• We will also provide transportation to local businesses and colleges for special workforce development programs like job shadowing and mentorships for high school seniors.</li> <li>• We will provide field trips for students from special populations and non-traditional areas to visit local industry to take part in career fairs and job shadowing.</li> </ul>	<p><b>\$ 6,000.00</b></p>
<p><b><u>Vocational Student Organization</u></b></p> <ul style="list-style-type: none"> <li>• Assist Career-Technical student organizations with travel expenses for local, state, and national competitions.</li> </ul>	<p><b>\$ 15,000.00</b></p>
<p><b><u>Professional Development</u></b></p> <ul style="list-style-type: none"> <li>• Provide Perkins Funds for teachers to participate in local, state and national training, certification courses and professional development.</li> </ul>	<p><b>\$ 15,000.00</b></p>
<p><b><u>Video Production</u></b></p> <ul style="list-style-type: none"> <li>• We plan to expand our Video Production program at E.C. Glass with the purchase of nine (9) MacBook Pro computers with “Final Cut Pro X” software (\$10,000)</li> <li>• We also plan to purchase one (1) JVC Compact Professional Camcorder with a Magnus VT-4000 tripod system and wireless Technical Pro microphone system (\$3,000)</li> <li>• We will also purchase a Westcott Green Screen (\$1,000)</li> </ul>	<p><b>\$ 14,000.00</b></p>
<p><b><u>Dental Careers</u></b></p> <ul style="list-style-type: none"> <li>• We plan to upgrade our lab with the purchase of one (1) INTRA Oral Digital X-ray unit with interior imaging software (\$20,000).</li> </ul>	<p><b>\$ 20,000.00</b></p>
<p><b><u>Criminal Justice</u></b></p> <ul style="list-style-type: none"> <li>• We will teach students how to collect and store evidence for crime scene processing with the purchase of ten (10) Crime Scene Student Kits (\$6,000)</li> <li>• We will also purchase various demo equipment (demo handguns, Tasers, pepper spray, radios, handcuffs) to be used in High Risk Traffic Stop simulations (\$4,000)</li> </ul>	<p><b>\$ 10,000.00</b></p>

**Precision Machining****\$ 10,500.00**

- We will expand our machining lab with the purchase of one (1) PCNC 1100 Personal CNC Milling machine with 3-axis control software (\$8,500)
- We also plan to purchase new welding gloves, helmets and torches (\$2,000)

**Sports Medicine****\$ 7,000.00**

- We will upgrade our new Sports Medicine lab at Heritage High School with the purchase of a Sure Temp Plus Thermometer and laboratory skeleton. We also plan to purchase a LifeSpan RW 1000 Indoor Rowing machine (\$4,000)
- We will upgrade our Sports Medicine lab at E.C. Glass with the purchase of a new Heatpack Electrical Stimulus machine (\$3,000)

**Technology Education****\$ 79,000.00**

- We will upgrade our Technology labs at Sandusky Middle School with a refresh of all thirteen (13) STEM modules from Alternative Energy to Robotics (\$10,500)
- We will also plan to upgrade our Health Science Careers lab with a purchase of new components, software, reference books and tools (\$5,000)
- We will also upgrade our Video Production module with the purchase of a Sony HXR shoulder-mounted camcorder with "Final Cut Pro X" software (\$2,000)
- We will upgrade our Technology Lab at DMS with the purchase of fifteen (15) HP computers with "Final Cut Pro X" software (\$16,000)
- We plan to complete the same upgrades of our thirteen (13) STEM modules and Health Science lab at Linkhorne Middle School (\$17,500)
- We also plan to purchase two (2) new drill press machines and a color printer (\$5,500)
- We also plan to purchase one (1) set of new technical drawing textbooks (\$3,000)
- We also plan to expand our STEM labs at Linkhorne and Sandusky MS's with the purchase of two (2) new digital music modules (\$3,500)
- We will modernize our Technology lab with the purchase of a laser engraver (\$16,000)

**Computer Science****\$ 5,500.00**

- We plan to upgrade our Computer Science lab at E.C. Glass with the purchase of thirty-six (36) Raspberry Pi 3 Model B with Flash memory cards and power supply cords (\$5,500) These credit card sized computers will allow students to learn to program in languages like "Scratch" and "Python"

<p><b><u>Culinary Arts</u></b></p> <ul style="list-style-type: none"> <li>• We will upgrade our E.C. Glass Culinary lab with new hand tools and knives (\$3,000). We also plan to purchase new dinnerware and glasses (\$2,000)</li> <li>• We plan to modernize our Culinary lab with the purchase of a dough sheeter (\$4,000) and new food processors (\$1,000)</li> <li>• We also plan to upgrade our lab at E.C. Glass with a new commercial garbage disposal (\$2,000)</li> <li>• We also plan to upgrade our Linkhorne Middle School Teen Living program with new blenders, food processors, dinnerware, microwave, and waffle maker (\$4,500)</li> </ul>	<p><b>\$ 16,500.00</b></p>
<p><b><u>Business and Information technology</u></b></p> <ul style="list-style-type: none"> <li>• We will expand our Heritage High Business lab with the purchase of two (2) wall mounted TV/computer screens (\$500)</li> <li>• We will upgrade our Dunbar Middle School Business lab with the purchase of twenty-eight (28) new 19" LG computer monitors (\$2,000)</li> <li>• We will modernize our Business lab at Linkhorne Middle School with the purchase of new business simulation software and 25 sets of headphones (\$2,000)</li> </ul>	<p><b>\$ 4,500.00</b></p>
<p><b><u>Family and Consumer Sciences</u></b></p> <ul style="list-style-type: none"> <li>• We will modernize our FACS lab at Sandusky Middle School with the purchase of a new KitchenAid Stand mixer and Cuisinart 11-cup Food processor (\$500)</li> <li>• We also plan to upgrade our lab with the purchase of two (2) new microwaves (\$250)</li> <li>• We also plan to purchase five (5) "Learning Seed" video programs for teaching Consumer Sciences, Everyday Economics, and Cooking Essentials (\$500)</li> <li>• We will upgrade our FACS lab at Sandusky Middle School with the purchase of twenty (20) HP computer stations (\$16,000)</li> </ul>	<p><b>\$ 17,250.00</b></p>
<p><b><u>Auto Service Technology</u></b></p> <ul style="list-style-type: none"> <li>• We plan to upgrade our E.C. Glass Auto Service Technology lab with the purchase of a new Hunter Wheel Balance machine (\$7,729.56)</li> </ul>	<p><b>\$ 7,729.56</b></p>
<p><b>TOTAL</b></p>	<p><b>\$227,979.56</b></p>

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** H-2

**Attachments:** No

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

**Subject:** Request for Reallocation of Budget

**Summary/Description:**

The school administration has recognized a need to reallocate funds to various salary and operating accounts throughout the school division. Funds to:

- Personnel reallocations (see details below) \$ 125,000
- Operation and Administration reallocations (see details below) \$1,246,766

**Total reallocation requests**

\$1,371,766  
=====

Given school board approval, the funds to purchase or make adjustments to existing budgets will come from available salary accounts within the existing operating budget.

**Various Salaries accounts**

\$1,371,766  
=====

The school administration requests these budget adjustments be approved for the 2015-16 school year in order to fund these adjustments or purchases.

**Additional Information on some of the above items:**

**PERSONNEL**

The budget overages in personal costs were the result of the following:

- Salaries of new employees were higher than the budget
- Incurred overtime was greater than the budget. In most cases, the overtime was necessary due to the shortage of bus drivers.

Transportation \$125,000

**Total Personnel Reallocation Requests**

\$125,000  
=====

# Agenda Report

Date: 05/02/17

Agenda Number: H-2

Attachments: No

## OPERATIONS AND ADMINISTRATIONS

Workers' Compensation insurance premium increase	\$200,000
Refurbishment of the baseball field at E.C. Glass	\$ 60,000
Purchase of two (2) Drivers Ed cars for E.C. Glass and Heritage High School	\$ 42,000
Purchase of fuel for Transportation	\$ 75,000
Purchases of IT supplies and maintenance fees	\$ 60,000
Purchase of nine (9) school buses @ \$89,974 each	\$809,766

**Total Operations and Administration Reallocation Requests**

**\$1,246,766**  
=====

Disposition:  Action  
 Information  
 Action at Meeting on: 05/16/17

**Recommendation:**

The superintendent recommends that the school board receive the agenda report as an informational item and consider action at the school board meeting on May 16, 2017.

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** H-3

**Attachments:** Yes

**From:** Scott S. Brabrand, Superintendent  
John C. McClain, Assistant Superintendent for Student Learning and Success

**Subject:** Policy JECZ Non-Resident Employee Student Tuition Waiver and  
Policy JECZ-R Non-Resident Employee Student Tuition Waiver

## Summary/Description:

Recently, the Board approved updates to JEC-R (School Admission). Those changes need to be reflected in other related polices, regulations, and forms. The following policies are being presented to the school board for review.

- JECZ Non-Resident Employee Student Tuition Waiver
- JECZ-R Non-Resident Employee Student Tuition Waiver

In addition, previously JEC-F (Non-Resident Tuition Form) has been part of school board policy. The school administration requests that this form be removed from policy so that minor updates can be made without being approved by the school board. The updated version of the form will be presented to the school board during the meeting.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 05/16/17

## 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 May 16, 2017.

NON-RESIDENT – EMPLOYEE STUDENT TUITION WAIVER

The following regulations will govern the enrollment of nonresident children who reside with a parent/guardian who is a full-time contracted staff members of Lynchburg City Schools:

1. Applicants will be considered for placement on a space available basis, based on the date the application is received. **One exception is that children of employees who work at a school for innovation may be considered as a zoned student for purposes of being able to enroll in that school.**
2. Nonresident students’ enrollment will be contingent upon a review of the students’ scholastic and academic records.
3. The school division may not accept nonresident students who have been suspended from their former school(s) or who have poor attendance or disciplinary records or reportable offenses.
4. Nonresident students who ~~become~~ **have** disciplinary problems, ~~have~~ attendance problems (**including tardiness**), **poor academic effort**, or commit reportable offenses after enrollment ~~will be~~ **are subject to** immediately ~~removed~~ **removal** from the school division.
5. If the parent/guardian leaves the employ of the Lynchburg City Schools and if the child(ren) remain in the Lynchburg City Schools, the school division will begin charging tuition the day after the date of termination of employment for the remainder of the school year.
6. Nonresident parents/guardians must provide transportation to school for their nonresident children.
7. ~~Once a student is placed in a school, that student may remain in that school until he/she completes the program as long as the student remains eligible.~~ Parents/guardians must **annually** submit a Non-Resident Student **Enrollment Application Form** by July 1.
8. ~~Nonresident parent/guardians must reapply their child(ren) at the end of grade five and at the end of grade eight for their child(ren) to attend the next level. Only one school-placement per level (elementary, middle, high) will be made for each nonresident-student.~~
9. When possible, and as space allows, consideration will be given to placing siblings at the same site.

10. Students will be placed at eligible elementary schools based on the following priority order:
  - a. Zoned students
  - b. Students whose parent works at the school site
  - c. Public School Choice students
  - d. Elementary School Reassignment (Babysitter hardship)
  - e. Students whose parent is a resident and an employee at a site other than the requested school
  - f. Nonresident employees' children
  - g. Tuition-paying students
  
11. Resident full-time contracted staff members who move out of the city and who wish their children to remain in the Lynchburg City Schools must submit the Non-resident Student Application Form immediately or tuition will be assessed.

Adopted by School Board: April 4, 2006

Revised by School Board: April 19, 2016

## NON-RESIDENT EMPLOYEE STUDENT TUITION WAIVER

Nonresident children whose parents/guardians are full-time contracted staff members of the Lynchburg City Schools are eligible for admission tuition-free in the Lynchburg City Schools upon authorization by the Superintendent or Superintendent's designee. If additional services are required **or the student attends a special program with a fee**, fees ~~for such services~~ will be assessed to the employee based on the cost of the required services **or programs**.

Nonresident students will be assigned to a school with the approval of the Superintendent or Superintendent's designee. Nonresident students will be admitted only on a space-available basis and contingent upon a review of the student's scholastic and discipline records.

The parent/guardian must annually submit a Non-Resident Student Application **F**orm.

Nonresident students who have been suspended from their former school(s) or who have poor attendance or disciplinary records or reportable offenses may not be accepted. Nonresident students who **have become** disciplinary problems, **have** attendance problems (**including tardiness**), **poor academic effort**, or **have** reportable offenses after enrollment are subject to immediate removal from the school division.

Nonresident children whose parents/guardians are full-time contracted employees of LCS are eligible to apply for admission to one of the schools of innovation, the Gifted Opportunities Center, Central Virginia Governor's School for Science and Technology, Early College Program, and XLR8 (STEM) Academy. Acceptance into one of the programs listed above will be on a space-available basis and only after consideration has been made for students residing in the division. **One exception is that children of employees who work at a school for innovation may be considered as a zoned student for purposes of being able to enroll in that school.**

Adopted by School Board: April 4, 2006

Revised by School Board: April 19, 2016

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Code of Va., §§ 22.1-5, 22.1-101.1, 22.1-255

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** K-1

**Attachments:** No

**From:** Scott S. Brabrand, 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:

Employee Performance

**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) for the purpose of considering employee performance.

# Agenda Report

**Date:** 05/02/17

**Agenda Number:** K-2

**Attachments:** No

**From:** Scott S. Brabrand, 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).