



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

Belle H. Evans
School Board District 1

Atul Gupta
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

Kimberly A. Sinha
School Board District 2

School Administration

Crystal M. Edwards
Superintendent

Ben W. Copeland
Deputy Superintendent

Anthony E. Beckles, Sr.
Chief Financial Officer

R. Denise Spinner
Clerk

Sedora A. Booker-Felder
Student Representative
Heritage High School

Maggie Kicklighter
Student Representative
E. C. Glass High School

SCHOOL BOARD MEETING
May 7, 2019 5:30 p.m.
School Administration Building
Board Room

A. AGENDA APPROVAL

1. Approval of Agenda – May 7, 2019
Susan D. Morrison Page 1
Discussion/Action

B. SPECIAL PRESENTATION

1. Teacher of the Year: 2019
Crystal M. Edwards Page 2
Discussion
2. Empowerment to Employment Initiative through
Community Partnerships Report
Jodi K. Gillette and Laura L. Hamilton Page 3
Discussion

C. PUBLIC COMMENTS

1. Public Comments
Susan D. Morrison. Page 4
Discussion/Action (30 Minutes)

D. FINANCE REPORT

1. Finance Report
Anthony E. Beckles, Sr Page 5
Discussion

E. CONSENT AGENDA

1. School Board Meeting Minutes: March 28, 2019 (Student Discipline Committee Meeting), April 2, 2019 (Regular Board Meeting), April 23, 2019 (Work Session), April 25, 2019 (Student Discipline Committee Meeting)

- 2. Personnel Report
 Marie F. Gee Page 12
 Discussion/Action

- 3. Special Education Annual Plan/Part B, Section 611,
 Flow-Through Application and Section 619 Preschool
 Grant Applications (2019–2020)
 Wyllys VanDerwerker. Page 14
 Discussion/Action

F. STUDENT REPRESENTATIVE COMMENTS

G. SCHOOL BOARD COMMITTEE REPORT

1. School Board Committees:

A) Finance Committee

Meeting Dates:

August 30, 2018	September 20, 2018
October 25, 2018	November 8, 2018
December 13, 2018	March 14, 2019
May 13, 2019	

B) Governor’s School Committee

Meeting Dates:

August 1, 2018	September 5, 2018
November 7, 2018	December 5, 2019
February 6, 2019	March 6, 2019
April 3, 2019	May 1, 2019

C) LAUREL Regional School Committee

Meeting Dates:

August 29, 2018	December 5, 2018
February 6, 2019	May 1, 2019

D) XLR8 STEM Academy Committee

Meeting Dates:

August 14, 2018	November 13, 2018
January 22, 2019	March 19, 2019
May 28, 2019	August 13, 2019

2. Advisory Committees to the School Board

A) General Career Technical Advisory Committee

Meeting Dates:

November 29, 2018	December 11, 2018
April 23, 2019	June 11, 2019

B) Equity Task Force Committee
Meeting Dates:
November 28, 2018 January 16, 2019
March 20, 2019 May 22, 2019

C) Health Advisory Board Committee
Meeting Dates:
November 28, 2018 January 16, 2019
March 20, 2019 May 22, 2019

D) Special Education Advisory Committee
Meeting Dates:
August 28, 2018 November 13, 2018
February 19, 2019 March 26, 2019
April 23, 2019

H. UNFINISHED BUSINESS

1. Secondary Social Studies Textbook Adoption
April M. Bruce Page 39
Discussion/Action
2. Virginia Preschool Initiative Curriculum Adoption (VPI/PK)
Wyllys VanDerwerker Page 41
Discussion/Action
3. Lynchburg City School Board Governance Policy Review
Crystal M. Edwards Page 43
Discussion/Action
4. Lynchburg City School Board Instruction and Program
Updates: Section 7 – Student Policies and Regulations
LaTonya D. Brown Page 67
Discussion/Action

I. STRATEGIC PLAN DISCUSSION

1. Strategic Plan Discussion:
Crystal M. Edwards Page 68
Discussion

J. NEW BUSINESS

1. Capital Improvement Plan: Bedford Hills Elementary School
and Sheffield Elementary School
Gymnasium Additions
Ben W. Copeland Page 69
Discussion

- 2. Carl Perkins Funds: 2019-20
Charles Ed Dellinger Page 70
Discussion
- 3. Lynchburg City School Board Governance Policy Review
Crystal M. Edwards Page 73
Discussion
- 4. Annual Personnel Report
Marie F. Gee Page 97
Discussion

K. SUPERINTENDENT’S COMMENTS

- 1. Superintendent’s Parent Advisory Council
October 25, 2018 December 13, 2018
February 21, 2019 April 11, 2019
- 2. Superintendent’s Personnel Advisory Committee
October 25, 2018 December 13, 2018
February 21, 2019 April 11, 2019
- 3. Additional Information

L. BOARD COMMENTS

M. INFORMATIONAL ITEMS

A School Board Work Session will be held on Tuesday, May 21, 2019 at 5:00 p.m. in the board room at the Administration Building

The next School Board Meeting will be held on Tuesday, June 4, 2019 at 5:30 p.m. in the board room at the Administration Building

A School Board Work Session will be held on Tuesday, June 18, 2019 at 5:00 p.m. in the board room at the Administration Building

N. ADJOURNMENT

Agenda Report

Date: 05/07/19

Agenda Number: A-1

Attachments: No

From: Susan D. Morrison, School Board Chair

Subject: Approval of Agenda – May 7, 2019

Summary/Description:

Consider approval of agenda for the May 7, 2019, school board meeting.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The school board chairman recommends that the school board approve the agenda for the May 7, 2019 meeting.

Agenda Report

Date: 05/07/19

Agenda Number: B-1

Attachments: No

From: Crystal M. Edwards, Superintendent

Subject: Teacher of the Year: 2019

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 levels.

To select the Lynchburg City Schools' Teacher of the Year, the school division used a nomination process whereby school staffs and principals nominated teachers from each site for this honor. A panel composed of a retired principal, past Teacher of the Year honorees, a school board member, and central office staff then interviewed the nominated teachers.

The team gave special consideration to 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 2019 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: 05/07/19

Agenda Number: B-2

Attachments: No

From: Crystal M. Edwards, Superintendent
Jodi K. Gillette, Executive Director of Lynchburg City Schools Education Foundation, Inc.
Laura L. Hamilton, Executive Director of Lynchburg Beacon of Hope

Subject: Empowerment to Employment Initiative through Community Partnerships Report

Summary/Description:

During this presentation, Ms. Jodi K. Gillette, director of the Lynchburg City Schools Education Foundation, Inc. and Ms. Laura L. Hamilton, director of the Lynchburg Beacon of Hope, will provide an overview of initiatives put in place as a result of a coordinated workforce development effort of several community partners to best ensure academic and professional success during the time that students attend the Empowerment Academy followed by secure hand offs to the academic and working world upon graduation.

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: 05/07/19

Agenda Number: C-1

Attachments: No

From: Susan D. Morrison, School Board Chair

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: 05/07/19

Agenda Number: D-1

Attachments: Yes

From: Dr. Crystal M. Edwards, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the FY2018-19 school's operating budget, authorized, approved, and processed the necessary payments through March 31, 2019. 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, 2019 for the operating fund.

Total Operating Fund Budget	\$ 97,672,407.00
Additional State CTE Funds	\$ 6,028.74
Fund Balance Return	\$ 350,000.00
Prior Year Funds Encumbered	<u>\$ 187,785.76</u>
Adjusted Operating Budget	<u>\$ 98,216,221.50</u>

Through March 31, 2019	
Actual Revenue Received	\$ 63,026,511.34
Actual Expenditures	\$ 64,760,355.12
Actual Encumbered	\$ 25,658,466.07

Percent of Budget Received	64.17%
Percent of Budget Used, excluding encumbrances	65.94%
As of 03/31/19 – 9 months	75.00%

The revenue and expenditure reports detail the transactions recorded through March 31, 2019. 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 the agenda report as an informational item.

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Nine Months Ending March 31, 2019

	BUDGET	TRANSACTIONS	Fiscal Year 2018-19		ENCUMBRANCES	BUDGET AVAILABLE	BUDGET USED
			BUDGET USED	PERCENT USED			
INSTRUCTION							
FUNCTION 1100 CLASSROOM INSTRUCTION							
Personnel	50,173,176.55	33,071,913.46	65.92%	15,087,740.73	2,013,522.36	95.99%	
Other	5,033,868.65	2,861,870.26	56.85%	1,018,281.89	1,153,716.50	77.08%	
FUNCTION 1200 INST SUPPORT-STUDENT							
Personnel	3,713,095.74	2,602,156.05	70.08%	1,103,114.10	7,825.59	99.79%	
Other	200,697.44	53,925.85	26.87%	30,546.87	116,224.72	42.09%	
FUNCTION 1300 INST SUPPORT-STAFF							
Personnel	3,817,131.31	2,528,100.84	66.23%	970,186.53	318,843.94	91.65%	
Other	709,414.35	412,775.54	58.19%	61,150.00	235,488.81	66.81%	
FUNCTION 1400 INST SUPPORT-SCHOOL ADMIN							
Personnel	5,762,968.21	4,119,213.20	71.48%	1,506,776.46	136,978.55	97.62%	
Other	258,124.94	114,205.09	44.24%	26,374.89	117,544.96	54.46%	
TOTAL INSTRUCTION	69,668,477.19	45,764,160.29	65.69%	19,804,171.47	4,100,145.43	94.11%	
ADMINISTRATION							
FUNCTION 2100 ADMINISTRATION							
Personnel	3,192,490.66	1,797,128.43	56.29%	511,201.40	884,160.83	72.30%	
Other	1,380,322.14	787,497.99	57.05%	333,310.29	259,513.86	81.20%	
FUNCTION 2200 ATTENDANCE & HEALTH SERV							
Personnel	2,300,131.63	1,231,278.46	53.53%	549,843.01	519,010.16	77.44%	
Other	112,070.65	34,022.20	30.36%	20,954.48	57,093.97	49.06%	
TOTAL ADMINISTRATION	6,985,015.08	3,849,927.08	55.12%	1,415,309.18	1,719,778.82	75.38%	
PUPIL TRANSPORTATION							
FUNCTION 3100 MANAGEMENT & DIRECTION							
Personnel	400,936.01	259,637.37	64.76%	83,471.51	57,827.13	85.58%	
Other	34,637.66	24,084.09	69.53%	4,110.75	6,442.82	81.40%	
FUNCTION 3200 VEHICLE OPERATION SERVICE							
Personnel	2,931,634.59	2,140,983.28	73.03%	629,476.75	161,174.56	94.50%	
Other	871,661.50	695,628.37	79.80%	74,332.30	101,700.83	88.33%	
FUNCTION 3300 MONITORING SERVICE							
Personnel	706,988.88	442,552.83	62.60%	148,470.89	115,965.16	83.60%	
FUNCTION 3400 VEHICLE MAINT SERVICE							
Personnel	369,098.96	263,196.20	71.31%	76,395.27	29,507.49	92.01%	
Other	429,750.00	279,993.42	65.15%	70,597.33	79,159.25	81.58%	
FUNCTION 3500 BUS PURCHASE - REGULAR							
Other	542,990.00	510,990.00	0.00%	0.00	32,000.00	94.11%	
TOTAL PUPIL TRANSPORTATION	6,287,697.60	4,617,065.56	73.43%	1,086,854.80	583,777.24	90.72%	
OPERATIONS & MAINTENANCE							
FUNCTION 4100 MANAGEMENT & DIRECTION							
Personnel	292,904.20	220,181.29	75.17%	72,832.98	(110.07)	100.04%	
Other	27,500.00	16,675.78	60.64%	5,150.16	5,674.06	79.37%	
FUNCTION 4200 BUILDING SERVICES							
Personnel	4,706,781.28	3,319,458.01	70.53%	980,359.45	406,963.82	91.35%	

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Nine Months Ending March 31, 2019

FUNCTION 4300 GROUNDS SERVICES	Other	5,327,834.08	3,607,990.81	67.72%	1,348,621.19	371,222.08	93.03%
	Personnel	277,241.03	194,868.08	70.29%	66,075.81	16,297.14	94.12%
	Other	22,500.00	13,147.50	58.43%	8,169.50	1,183.00	94.74%
FUNCTION 4400 EQUIPMENT SERVICES	Other	64,500.00	38,904.86	60.32%	10,460.52	15,134.62	76.54%
FUNCTION 4500 VEHICLE SERVICES	Other	115,466.38	107,516.89	93.12%	0.00	7,949.49	93.12%
FUNCTION 4600 SECURITY SERVICES	Personnel	31,764.37	15,240.13	47.98%	5,263.81	11,260.43	64.55%
	Other	404,833.00	244,907.35	60.50%	65,081.82	94,843.83	76.57%
FUNCTION 4700 WAREHOUSING SERVICES	Personnel	9,163.34	6,144.66	67.06%	0.00	3,018.68	67.06%
TOTAL OPERATIONS & MAINTENANCE		11,280,487.68	7,765,035.36	69.01%	2,562,015.24	933,437.08	91.73%
Other Non-Instructional Operations							
FUNCTION 5000 Non-Instructional Operations - Other		21,577.73	2,316.40	10.74%	1,545.38	17,715.95	17.90%
TOTAL Non-Instructional Operations		21,577.73	2,316.40	10.74%	1,545.38	17,715.95	17.90%
FACILITIES							
FUNCTION 6200 SITE IMPROVEMENTS	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	73,335.55	13,625.05	18.58%	0.00	59,710.50	18.58%
FUNCTION 6600 BLDG ADD & IMP SERVICES	Personnel	20,000.00	0.00	0.00%	0.00	20,000.00	0.00%
	Other	93,335.55	13,625.05	14.60%	0.00	79,710.50	14.60%
TOTAL FACILITIES							
DEBT SERVICE							
FUNCTION 7100 DEBT SERVICE -	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL DEBT SERVICE		0.00	0.00	0.00%	0.00	0.00	0.00%
TECHNOLOGY							
FUNCTION 8100 CLASSROOM INSTRUCTION	Personnel	1,730,014.75	1,256,722.69	72.64%	450,384.95	22,907.11	98.68%
	Other	400,393.01	179,496.74	44.83%	39,289.15	181,607.12	54.64%
FUNCTION 8200 INSTRUCTIONAL SUPPORT	Personnel	465,017.02	336,385.49	72.34%	116,890.75	11,740.78	97.48%
	Other	1,281,379.89	954,970.46	74.53%	182,005.15	144,404.28	88.73%
FUNCTION 8500 PUPIL TRANSPORTATION	Other	2,826.00	650.00	23.00%	0.00	2,176.00	23.00%
TOTAL TECHNOLOGY		3,879,630.67	2,728,225.38	70.32%	788,570.00	362,835.29	90.65%
CONTINGENCY RESERVES							
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%
TOTAL CONTINGENCY RESERVES		0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL OPERATING BUDGET		98,216,221.50	64,760,355.12	65.94%	25,658,466.07	7,797,400.31	92.06%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Nine Months Ending March 31, 2019

ACCOUNT TITLE	FY 2017-18			FY 2018-19			% RECEIVED
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	
240308 SALES TAX RECEIPTS	(10,614,314.00)	(10,692,439.52)	78,125.52	(10,878,445.00)	(7,828,673.34)	(3,049,771.66)	71.97%
240202 BASIC SCHOOL AID	(21,769,498.00)	(21,765,334.61)	(4,163.39)	(22,885,425.00)	(16,956,522.83)	(5,928,902.17)	74.09%
240207 GIFTED & TALENTED	(243,593.00)	(243,964.00)	371.00	(249,529.00)	(185,605.37)	(63,923.63)	74.38%
240208 REMEDIAL EDUCATION-SOQ	(1,476,782.00)	(1,479,032.00)	2,250.00	(1,492,182.00)	(985,570.73)	(506,611.27)	66.05%
240204 REMEDIAL EDUCATION-SUMMER SCHOOL	(164,036.00)	(186,695.00)	22,659.00	(218,153.00)	(199,005.30)	(19,147.70)	91.22%
SUPPL LOTTERY PER PUPIL ALLOCATION	(1,391,118.00)	(1,394,509.00)	3,391.00	(1,677,233.00)	(838,616.51)	(838,616.49)	50.00%
COMPENSATION SUPPLEMENT	(231,552.00)	(231,854.00)	302.00	0.00	0.00	0.00	0.00%
240212 SPECIAL ED SOQ	(2,811,468.00)	(2,815,752.00)	4,284.00	(3,044,252.00)	(2,264,384.45)	(779,867.55)	74.38%
240217 VOCATIONAL ED SOQ	(400,913.00)	(401,524.00)	611.00	(628,813.00)	(467,725.19)	(161,087.81)	74.38%
240221 SOC SEC-INSTR	(1,446,537.00)	(1,448,537.00)	2,204.00	(1,502,164.00)	(1,117,343.93)	(384,820.07)	74.38%
240223 VRS INSTRUCTIONAL	(3,324,028.00)	(3,329,093.00)	5,065.00	(3,318,733.00)	(2,468,549.73)	(850,183.27)	74.38%
240241 GROUP LIFE INST	(96,422.00)	(96,569.00)	147.00	(99,812.00)	(74,242.17)	(25,569.83)	74.38%
240228 READING INTERVENTN	(205,913.00)	(218,393.00)	12,480.00	(219,007.00)	(100,505.90)	(118,501.10)	45.89%
240205 CAT-REG FOSTER	(190,250.00)	(188,242.00)	(2,008.00)	(202,382.00)	0.00	(202,382.00)	0.00%
240246 CAT-HOMEBOUND	(110,224.00)	(93,733.71)	(16,490.29)	(93,167.00)	(57,976.33)	(35,190.67)	62.23%
240248 REGIONAL TUITION	(1,011,481.00)	(1,002,226.65)	(9,254.35)	(1,233,366.00)	(133,208.55)	(1,100,157.45)	10.80%
240265 AT RISK SOQ	(1,489,206.00)	(1,520,272.52)	31,066.52	(1,584,718.00)	(1,188,538.51)	(396,179.49)	75.00%
240309 ESL	(154,875.00)	(148,421.87)	(6,453.13)	(154,277.00)	(103,570.48)	(50,706.52)	67.13%
240281 AT RISK 4 YR OLDS	(932,488.00)	(932,488.00)	0.00	(956,491.00)	(434,768.65)	(521,722.35)	45.45%
240252 CTE EQUIPMENT	(9,748.88)	(22,270.85)	12,521.97	(6,028.74)	(7,777.38)	1,748.64	0.00%
240253 CTE OCC PREP	(57,895.00)	(57,397.33)	(497.67)	(48,323.00)	0.00	(48,323.00)	0.00%
MATHREADING INSTR SPECIALISTS	(20,502.00)	(20,502.00)	0.00	(41,254.00)	(16,501.60)	(24,752.40)	40.00%
EARLY READING SPECIALISTS INITIATIVE	0.00	0.00	0.00	(82,509.00)	(33,003.60)	(49,505.40)	0.00%
240275 PRIMARY CLASS SIZE	(1,915,875.00)	(1,864,678.00)	(51,197.00)	(1,846,920.00)	(815,686.35)	(1,031,233.65)	44.16%
240214 TEXTBOOKS	(557,117.00)	(557,966.00)	849.00	(502,501.00)	(373,771.65)	(128,729.35)	74.38%
240405 ALGEBRA READINESS	(143,036.00)	(143,035.75)	(0.25)	(145,199.00)	(65,042.27)	(80,156.73)	44.80%
COMMONWEALTH OF VA	(50,768,667.88)	(50,854,930.81)	86,262.93	(53,110,883.74)	(36,716,590.82)	(16,394,292.92)	69.13%
330212 IMPACT AIDPL81-874	(8,500.00)	(9,406.36)	906.36	(8,500.00)	(10,352.17)	1,852.17	121.79%
180303 MEDICAID REIMBURSE	(350,000.00)	(618,643.34)	268,643.34	(350,000.00)	(159,890.79)	(190,109.21)	45.68%
JR ROTC	(105,000.00)	(132,235.20)	27,235.20	(105,000.00)	(61,224.16)	(43,775.84)	58.31%
FEDERAL	(463,500.00)	(760,284.90)	296,784.90	(463,500.00)	(231,467.12)	(232,032.88)	49.94%

Agenda Attachment

Lynchburg City Schools
Operating Fund - Statement of Revenue
For the Nine Months Ending March 31, 2019

	FY 2017-18			FY 2017-18			FY 2017-18		
	REVENUE	YTD	BUDGET	%	REVENUE	YTD	BUDGET	%	
	BUDGET	TRANSACTIONS	BALANCE	RECEIVED	BUDGET	TRANSACTIONS	BALANCE	RECEIVED	
510500 CITY OPER APPR	(42,028,498.00)	(42,028,498.00)	0.00	100.00%	(42,378,498.00)	(24,800,000.00)	(17,578,498.00)	58.52%	
510500 FUND BALANCE RETURN	0.00	0.00	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	0.00	0.00%	
510500 USE OF CIP FUNDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
CITY	(42,028,498.00)	(42,028,498.00)	0.00	100.00%	(42,378,498.00)	(24,800,000.00)	(17,578,498.00)	58.52%	
189912 MISC REV/OTH FUNDS	(75,000.00)	(34,511.37)	(40,488.63)	46.02%	(55,000.00)	(73,776.15)	18,776.15	134.14%	
180303 REBATES & REFUNDS	(86,250.00)	(34,183.73)	(52,066.27)	39.63%	(86,250.00)	(124,758.06)	38,508.06	144.65%	
189903 DONATIONS & SP GF	(5,512.50)	(6,312.50)	800.00	0.00%	0.00	0.00	0.00	0.00%	
189909 SALE OTHER EQUIP	(16,500.00)	(28,500.00)	12,000.00	172.73%	(10,000.00)	(5,100.00)	(4,900.00)	51.00%	
189910 INSURANCE ADJUST	(133,833.00)	(66,047.14)	(67,785.86)	49.35%	(5,000.00)	0.00	(5,000.00)	0.00%	
E RATE REIMBURSEMENT	(203,500.00)	(154,964.51)	(48,535.49)	76.15%	(80,000.00)	(69,140.94)	(10,859.06)	86.43%	
MISCELLANEOUS	(520,595.50)	(324,519.25)	(196,076.25)	62.34%	(236,250.00)	(272,775.15)	36,525.15	115.46%	
150201 RENTS - LAUREL	(123,000.00)	(123,000.00)	0.00	100.00%	(123,000.00)	(123,000.00)	0.00	100.00%	
150201 RENTS - CVGS	0.00	(43,000.00)	43,000.00	100.00%	(43,000.00)	(43,000.00)	0.00	0.00%	
161201 TUITION DAY SCHOOL	(80,000.00)	(106,126.60)	26,126.60	132.66%	(100,000.00)	(125,957.74)	25,957.74	125.96%	
161206 TUITION ADULT	(20,000.00)	(27,885.00)	7,885.00	139.43%	(25,000.00)	(12,870.00)	(12,130.00)	51.48%	
161207 TUITION SUMMER SCH	(25,000.00)	(43,442.53)	18,442.53	173.77%	(30,000.00)	(31,690.00)	1,690.00	105.63%	
161202 SPEC PUPIL FEES	(31,000.00)	(16,758.86)	(14,241.14)	54.06%	(25,000.00)	(32,605.85)	7,605.85	130.42%	
161205 BUS RENTAL	(325,000.00)	(430,608.70)	105,608.70	132.49%	(325,000.00)	(284,235.47)	(40,764.53)	87.46%	
190101 TUIT FM OTH CO/CY	(500,000.00)	(575,177.76)	75,177.76	115.04%	(600,000.00)	0.00	(600,000.00)	0.00%	
161201 DUAL ENROLLMENT	(185,000.00)	(146,043.00)	(38,957.00)	78.94%	(150,000.00)	0.00	(150,000.00)	0.00%	
PRINT SHOP	(65,000.00)	(55,337.83)	(9,662.17)	85.14%	(50,000.00)	(34,622.49)	(15,377.51)	69.24%	
SCHOOL NUT UTILITIES	(90,000.00)	(80,411.32)	(9,588.68)	89.35%	(90,000.00)	(49,859.45)	(40,140.55)	55.40%	
FACILITY RENTALS	(50,000.00)	(128,490.38)	78,490.38	256.98%	(75,000.00)	(87,178.91)	12,178.91	116.24%	
INDIRET COSTS	(200,000.00)	(171,787.64)	(28,212.36)	85.89%	(203,304.00)	(180,658.34)	(22,645.66)	88.86%	
CHARGES FOR SERVICES	(1,694,000.00)	(1,948,069.62)	254,069.62	115.00%	(1,839,304.00)	(1,005,678.25)	(833,625.75)	54.68%	
DESIGNATION - ENCUMBRANCES	(1,275,388.88)	0.00	(1,275,388.88)	0.00%	(187,785.76)	0.00	(187,785.76)	0.00%	
TOTAL OPERATING FUND	(96,750,650.26)	(95,916,302.58)	(834,347.68)	99.14%	(98,216,221.50)	(63,026,511.34)	(35,189,710.16)	64.17%	

	Original budget	Additional State CTE Funds	Fund Balance Return	Prior Year Encumbrance	Adjusted Budget
Prior Year Encumbrance	\$ 95,324,667.00				\$ 97,672,407.00
Addtl funding - CTE equipment	\$ 1,275,388.88	\$ 6,028.74			\$ 1,281,417.62
Sale of Bus Proceeds	\$ 9,748.88		\$ 350,000.00		\$ 359,748.88
E-rate - Shelterl	\$ 13,500.00				\$ 13,500.00
Insurance Proceeds	\$ 88,000.00				\$ 88,000.00
Restricted Donation	\$ 33,833.00				\$ 33,833.00
Adjusted Budget	\$ 96,750,650.26				\$ 98,216,221.50

FY2018-2019 REVISED REVENUE BUDGET
As of March 31, 2019

ACCOUNT TITLE	ORIGINAL	REVISED	YTD TRANSACTIONS	BUDGET BALANCE	%	CHANGE BETWEEN ORG & REVISED REV BUDGET INCREASE (DECREASE)
	REVENUE BUDGET As of 7/1/2018	REVENUE BUDGET				
ADM	7,966.80	7,966.80				0.00
COMMONWEALTH OF VA REVENUE						
240308 SALES TAX RECEIPTS	(10,878,445.00)	(10,878,445.00)	(7,828,673.34)	(3,049,771.66)	71.97%	0.00
240202 BASIC SCHOOL AID	(22,885,425.00)	(22,885,425.00)	(16,956,522.83)	(5,928,902.17)	74.09%	0.00
240207 GIFTED & TALENTED	(249,529.00)	(249,529.00)	(185,605.37)	(63,923.63)	74.38%	0.00
240208 REMEDIAL EDUCATION-SOQ	(1,492,182.00)	(1,492,182.00)	(985,570.73)	(506,611.27)	66.05%	0.00
240204 REMEDIAL EDUCATION -SUMMER SCHOOL	(218,153.00)	(218,153.00)	(199,005.30)	(19,147.70)	91.22%	0.00
SUPPL LOTTERY PER PUPIL ALLOCATION	(1,677,233.00)	(1,677,233.00)	(838,616.51)	(838,616.49)	50.00%	0.00
COMPENSATION SUPPLEMENT	0.00	0.00	0.00	0.00	0.00%	0.00
240212 SPECIAL ED SOQ	(3,044,252.00)	(3,044,252.00)	(2,264,384.45)	(779,867.55)	74.38%	0.00
240217 VOCATIONAL ED SOQ	(628,813.00)	(628,813.00)	(467,725.19)	(161,087.81)	74.38%	0.00
240221 SOC SEC-INSTR	(1,502,164.00)	(1,502,164.00)	(1,117,343.93)	(384,820.07)	74.38%	0.00
240223 VRS INSTRUCTIONAL	(3,318,733.00)	(3,318,733.00)	(2,468,549.73)	(850,183.27)	74.38%	0.00
240241 GROUP LIFE INST	(99,812.00)	(99,812.00)	(74,242.17)	(25,569.83)	74.38%	0.00
240228 READING INTERVENTN	(219,007.00)	(219,007.00)	(100,505.90)	(118,501.10)	45.89%	0.00
240205 CAT-REG FOSTER	(202,382.00)	(202,382.00)	0.00	(202,382.00)	0.00%	0.00
240246 CAT-HOMEBOUND	(93,167.00)	(93,167.00)	(57,976.33)	(35,190.67)	62.23%	0.00
240248 REGIONAL TUITION	(1,233,366.00)	(1,233,366.00)	(133,208.55)	(1,100,157.45)	10.80%	0.00
240265 AT RISK SOQ	(1,584,718.00)	(1,584,718.00)	(1,188,538.51)	(396,179.49)	75.00%	0.00
240309 ESL	(154,277.00)	(154,277.00)	(103,570.48)	(50,706.52)	67.13%	0.00
240281 AT RISK 4 YR OLDS	(956,491.00)	(956,491.00)	(434,768.65)	(521,722.35)	45.45%	0.00
240252 CTE EQUIPMENT	(6,028.74)	(6,028.74)	(7,777.38)	1,748.64	0.00%	0.00
240253 CTE OCC PREP	(48,323.00)	(48,323.00)	0.00	(48,323.00)	0.00%	0.00
MATH/READING INSTR SPECIALISTS	(41,254.00)	(41,254.00)	(16,501.60)	(24,752.40)	40.00%	0.00
EARLY READING SPECIALISTS INITIATIVE	(82,509.00)	(82,509.00)	(33,003.60)	(49,505.40)	0.00%	0.00
240275 PRIMARY CLASS SIZE	(1,846,920.00)	(1,846,920.00)	(815,686.35)	(1,031,233.65)	44.16%	0.00
240214 TEXTBOOKS	(502,501.00)	(502,501.00)	(373,771.65)	(128,729.35)	74.38%	0.00
240405 ALGEBRA READINESS	(145,199.00)	(145,199.00)	(65,042.27)	(80,156.73)	44.80%	0.00
COMMONWEALTH OF VA	(53,110,883.74)	(53,110,883.74)	(36,716,590.82)	(16,394,292.92)	69.13%	0.00
FEDERAL REVENUE						
330212 IMPACT AIDPL81-874	(8,500.00)	(10,500.00)	(10,352.17)	1,852.17	121.79%	2,000.00
180303 MEDICAID REIMBURSE	(350,000.00)	(350,000.00)	(159,890.79)	(190,109.21)	45.68%	0.00
JR ROTC	(105,000.00)	(105,000.00)	(61,224.16)	(43,775.84)	58.31%	0.00
FEDERAL	(463,500.00)	(465,500.00)	(231,467.12)	(232,032.88)	49.94%	
CITY APPROPRIATIONS						
510500 CITY OPER APPR	(42,378,498.00)	(42,378,498.00)	(24,800,000.00)	(17,578,498.00)	58.52%	0.00
510500 FUND BALANCE RETURN	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
510500 USE OF CIP FUNDS	0.00	0.00	0.00	0.00	0.00%	0.00
CITY	(42,378,498.00)	(42,378,498.00)	(24,800,000.00)	(17,578,498.00)	58.52%	
MISCELLANEOUS REVENUE						
189912 MISC REV/OTH FUNDS	(55,000.00)	(75,000.00)	(73,776.15)	18,776.15	134.14%	20,000.00
180303 REBATES & REFUNDS	(86,250.00)	(127,000.00)	(124,758.06)	38,508.06	144.65%	40,750.00
189903 DONATIONS & SP GF	0.00	0.00	0.00	0.00	0.00%	0.00
189909 SALE OTHER EQUIP	(10,000.00)	(10,000.00)	(5,100.00)	(4,900.00)	51.00%	0.00
189910 INSURANCE ADJUST	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
E RATE REIMBURSEMENT	(80,000.00)	(80,000.00)	(69,140.94)	(10,859.06)	86.43%	0.00
MISCELLANEOUS	(236,250.00)	(297,000.00)	(272,775.15)	36,525.15	115.46%	60,750.00
CHARGES FOR SERVICES						
150201 RENTS - LAUREL	(123,000.00)	(123,000.00)	(123,000.00)	0.00	100.00%	0.00
150201 RENTS - CVGS	(43,000.00)	(43,000.00)	(43,000.00)	0.00	0.00%	0.00
161201 TUITION DAY SCHOOL	(100,000.00)	(126,000.00)	(125,957.74)	25,957.74	125.96%	26,000.00
161206 TUITION ADULT	(25,000.00)	(25,000.00)	(12,870.00)	(12,130.00)	51.48%	0.00
161207 TUITION SUMMER SCH	(30,000.00)	(32,000.00)	(31,690.00)	1,690.00	105.63%	2,000.00
161202 SPEC PUPIL FEES	(25,000.00)	(33,000.00)	(32,605.85)	7,605.85	130.42%	8,000.00
161205 BUS RENTAL	(325,000.00)	(325,000.00)	(284,235.47)	(40,764.53)	87.46%	0.00
190101 TUIT FM OTH CO/CY	(600,000.00)	(600,000.00)	0.00	(600,000.00)	0.00%	0.00

FY2018-2019 REVISED REVENUE BUDGET
As of March 31, 2019

	ORIGINAL	REVISED				CHANGE BETWEEN
	REVENUE	REVENUE	YTD	BUDGET	%	ORG & REVISED REV
	BUDGET	BUDGET	TRANSACTIONS	BALANCE	RECEIVED	BUDGET
	As of 7/1/2018					INCREASE
						(DECREASE)
161201 DUAL ENROLLMENT	(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00%	0.00
PRINT SHOP	(50,000.00)	(50,000.00)	(34,622.49)	(15,377.51)	69.24%	0.00
SCHOOL NUT UTILITIES	(90,000.00)	(90,000.00)	(49,859.45)	(40,140.55)	55.40%	0.00
FACILITY RENTALS	(75,000.00)	(88,000.00)	(87,178.91)	12,178.91	116.24%	13,000.00
INDIRET COSTS	(203,304.00)	(203,304.00)	(180,658.34)	(22,645.66)	88.86%	0.00
CHARGES FOR SERVICES	(1,839,304.00)	(1,888,304.00)	(1,005,678.25)	(833,625.75)	54.68%	49,000.00
DESIGNATION - ENCUMBRANCES	(187,785.76)	(187,785.76)	0.00	(187,785.76)	0.00%	0.00
TOTAL OPERATING FUND	(98,216,221.50)	(98,327,971.50)	(63,026,511.34)	(35,189,710.16)	64.17%	109,750.00

REVENUE OVER/(UNDER) ORIGINAL BUDGET \$109,750.00

Note

Bold accounts are affected by changes in ADM

Agenda Report

Date: 05/07/19

Agenda Number: E-2

Attachments: Yes

From: Crystal M. Edwards, Superintendent
Marie F. Gee, Director of Personnel

Subject: Personnel Report

Summary/Description:

The personnel recommendations for April 02, 2019 – May 07, 2019 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 05, 2019 – May 07, 2019.

05/07/19

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2018-2019:

Winters Esther	LSU	DOCT / 23 yrs (Lv. 23 3)	Exceptional Learners School Psychologist	04-24-2019
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RESIGNATIONS:

Blanchard Megan	Liberty University	BA / 2 yrs (Lv. 2 3)	R.S. Payne Elementary 4 th Grade Teacher	06-01-2019
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Dellinger Charles	Lynchburg University of	MED / 17 yrs (Lv. 17 4)	Curriculum & Instruction Instr Supervisor – Career Tech	06-30-2019
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Epperson Britney	Liberty University	BA / 3 yrs (Lv. 3 3)	Sheffield Elementary 1 st Grade Teacher	06-01-2019
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Figgatt Shante	Liberty University	BA / 5 yrs (Lv. 5 1)	Fort Hill Community School Alt Ed Program Teacher	06-01-2019
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Hassell Barbara	Radford University	MA / 23 yrs (Lv. 23 3)	Heritage High School World Language Teacher	06-01-2019
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Jimenez Mary	Liberty University	BA / 2 yrs (Lv. 2 3)	William Marvin Bass 2 nd Grade Teacher	05-25-2019
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Markovinovic Magdalena	St. Cloud St. University	MA / 15 yrs (Lv. 15 3)	E.C. Glass High School World Language Teacher	06-01-2019
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Murphy Jennifer	Tulane University	MA / 2 yrs (Lv. 2 3)	Student Services Social Worker - Division	06-14-2019
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Payne Demetra	Liberty University	MED / 8 yrs (Lv. 8 1)	E.C. Glass High School Science Teacher	06-01-2019
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Reilly Christine	North Greenville University	BA / 1 yr (Lv. 1 3)	Linkhorne Elementary School Kindergarten Teacher	06-01-2019
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RETIREMENTS:

NONE

LEAVE OF ABSENCE:

NONE

Agenda Report

Date: 05/07/19

Agenda Number: E-3

Attachments: Yes

From: Crystal M. Edwards, Superintendent
Wyllys VanDerwerker, Director of Special Education

Subject: Special Education Annual Plan/Part B, Section 611, Flow-Through Application and Section 619 Preschool Grant Applications (2019–2020)

Summary/Description:

The Annual Special Education Plan is a formal agreement between the local school board and the Virginia Board of Education for the implementation of state and federal laws and regulations related to services mandated for students with disabilities. Accordingly, the disbursement of funds to the school division is contingent upon school board approval of the plan.

Lynchburg City Schools will apply for **\$2,290,066.00** in special education Flow-Through Funds for the 2019-2020 school year. The application for funds for the 2019-2020 school years must be approved by the school board and submitted to the Virginia Department of Education for plan approval and financial reimbursement. A total amount of **\$2,097,650.67** of this funding will be used to provide salaries for Special Education staff, and **\$192,415.33** of the 611 Flow-Through funds will be used to provide special education and speech therapy services to parentally-placed students with disabilities attending local private schools or are homeschooled.

The Lynchburg City Schools will also apply for **\$63,050.00** in Section 619 Preschool Funds for the 2019-2020 school year. This funding will be used to support Hutcherson Early Learning Program as they provide special education and related services to preschool children (ages 2-5) who have been determined eligible for special education services. Funds provide inclusion support through special education placements in local private preschools, staff development, and instructional materials.

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

Recommendation:

The superintendent recommends that the school board approve the Special Education Annual Plan/Part B, Section 611, Flow-Through Application and Section 619 Preschool Grant Applications (2019–2020).

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Original

VIRGINIA DEPARTMENT OF EDUCATION
DIVISION OF SPECIAL EDUCATION AND STUDENT SERVICES

Local Special Education Annual Plan/Part B Flow-Through Application and Report
2019-2020

Division and Contact Information - to be Completed by School Division

Division Applicant Name (Legal Name of Agency) LEA Questions regarding this plan should be directed to:

LYNCHBURG CITY PUBLIC SCHOOLS 115 Wyllys D. VanDerwerker

Mailing Address (Street, City or Town, Zip Code) DUNS 120708805

915 Court Street, P.O. Box 2497 Lynchburg, Virginia 245004

Phone (ext): (434) 515-5030 Fax: (434) 522-3774

Numbers Only Ext. Numbers Only

Region: 5 E-mail: vanderwerkerwd@lscedu.net

SUPERINTENDENT'S CERTIFICATION

For the purpose of implementing the provisions of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), I certify that throughout the period of the 2019-2021 grant award, this School Division will comply with the requirements outlined in each of the following:

- (1) Part B of IDEA, including the eligibility requirements of Section 613;
- (2) The IDEA federal implementing regulations, dated October 13, 2006, and revised April 9, 2007, and December 31, 2008, at 34 C.F.R. Part 300 et seq.; and
- (3) Virginia's "Regulations Governing Special Education Programs for Children with Disabilities in Virginia," at 8 VAC 20-81 et seq., effective January 25, 2010, and any revisions.

I certify that this school division has developed local policies and procedures for the provision of special education and related services, which are kept current, and which ensure compliance with the requirements of, and any revisions to the IDEA, its federal implementing regulations, and the Virginia Board of Education's regulations.

I certify that all students, including those who may be placed in regional programs by this agency, are afforded all assurances as delineated in this document.

Finally, I certify that this Annual Plan/Flow-Through Application for Part B Funds under the provisions of IDEA, was approved by the School Board on

Date

Date

Division Superintendent (Signature)

Typed Name

115

Division Number:

LYNCHBURG CITY PUBLIC SCHOOLS

ANNUAL PLAN/PART B FLOW-THROUGH APPLICATION POLICY STATEMENTS

(continued on next page)

This LEA assures that it has in effect policies, procedures, and programs which have been established and administered to comply with the IDEA, and its federal implementing regulations, including 34 CFR §§ 300.201-300.213, and which are consistent with the policies and procedures that VDOE has established in accordance with IDEA, and its federal implementing regulations, including 34 CFR §§ 300.101-300.163, and 300.165-300.174, to ensure each of the following:

A free appropriate public education will be available for each child with disabilities, ages two to 21, inclusive.

All children, ages two to 21, inclusive, residing in the LEA who have disabilities and need special education and related services, who have not been parentally-placed in a private or home school, are identified, located, evaluated, and placed in an appropriate educational program.

An individualized education program (IEP) will be maintained for each child with a disability, as required.

To the maximum extent appropriate, children with disabilities will be educated with children who are nondisabled in the Least Restrictive Environment.

Children with disabilities and their parents or guardians are guaranteed procedural safeguards in the process of identification, evaluation, educational placement, or the provision of a free appropriate public education, including the right to access dispute resolution options.

Surrogate parents will be appointed, when appropriate, to act as advocates to serve the education interest of children, ages two to 21, inclusive, who are suspected of being or are determined to be disabled.

Testing and evaluative materials used for the purpose of classifying and placing children with disabilities are selected and administered so as not to be racially or culturally discriminatory.

The confidentiality of personally identifiable information, that is collected, maintained, or used under IDEA, shall be protected.

Children with disabilities, who are participating in Part C early intervention programs, and who will be participating in Part B preschool programs, will experience a smooth and effective transition between the programs.

All children, ages two to 21, inclusive, who have disabilities and need special education and related services, and who are parentally-placed in a private school or home school, that is located within the geographic boundaries of the LEA, are identified, located, evaluated and provided services, in accordance with the results of a timely and meaningful consultation process.

Homeless children with disabilities will be served in accordance with the requirements of the McKinney-Vento Homeless Assistance Act.

Special education and related service personnel, including paraprofessionals, are appropriately and adequately prepared and trained, and measurable steps will be taken to recruit, hire, train, and retain highly qualified personnel to provide special education and related services to children with disabilities.

Valid and reliable data is submitted to the VDOE, as requested, including data regarding the performance goals and indicators established by the VDOE to determine the progress of children with disabilities, and the performance of the LEA toward targets outlined in Virginia’s State Performance Plan.

Policies and procedures will be in effect that are designed to prevent the inappropriate overidentification, underidentification, or disproportionate representation by race and ethnicity of children as children with disabilities, including children with disabilities with a particular impairment.

School Division: LYNCHBURG CITY PUBLIC SCHOOLS **Division Number:** 115

ANNUAL PLAN/FLOW-THROUGH APPLICATION POLICY STATEMENTS
and on next page)

Children with disabilities are not required to obtain prescription medication as a condition of attending school, receiving an evaluation, or receiving special education and related services.

Children with disabilities are given the right to participate in the state assessment system.

There will be ongoing parent consultation.

Funding will be used to develop and implement coordinated early intervening educational services, as required.

Children with disabilities who attend charter schools are provided services in the same manner as other children with disabilities who attend public schools.

Instructional materials will be provided to children with a visual impairment or other print disabilities in a timely manner.

Efforts will be made to cooperate with the United States Department of Education (USED) to ensure the linkage of records pertaining to migratory children with disabilities.

All documents relating to the LEA’s eligibility under IDEA will be made available to the public.

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number: 115

SUBMISSION STATEMENT (continued on next page)

Under the provisions of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), and its federal implementing regulations, at 34 C.F.R. Part 300 et seq., a local educational agency, that desires to receive funds under the Act, must provide the following assurances:

1. The local educational agency shall be responsible for (1) the control of funds provided under Part B of the Act; (2) title to property acquired with those funds; and (3) the local educational agency will administer such funds and property.
2. The local educational agency shall maintain records that show that where Part B funds are used to supplement existing services or to provide additional services to meet special needs, those services shall be at least comparable to services provided to other children with disabilities in the local educational agency with state and local funds.

3. The local educational agency application and all pertinent documents related to such application, including all evaluations and reports relative to the application, shall be made available for public inspection.
4. The local educational agency shall maintain records showing that Part B funds are used to supplement and, to the extent practicable, increase the level of state and local funds expended for the education of children with disabilities. Part B funds shall, in no case, be used to supplant local and state funds.
5. The funds provided under Part B of the Act shall be used to employ only those professional personnel who meet appropriate State standards. In addition, all other professional personnel employed, such as therapists, etc., shall be properly licensed.
6. The Virginia Department of Education assumes rights to all materials and/or products developed in this project, including equipment purchased with Part B funds.
7. No person shall, on the grounds of race, color, national origin, sex, disabling condition or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received financial assistance under the provisions of the Act.
8. The local educational agency shall provide students enrolled in private schools an opportunity to participate in programs funded through Part B of IDEA.
9. The local educational agency will ensure that projects involving construction, are consistent with overall State plans for the construction of school facilities. In developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed under Section 504 of the Rehabilitation Act of 1973 and subsequent amendments in order to ensure that facilities constructed with the use of Federal funds are accessible to, and usable by, individuals with disabilities.
10. The local educational agency has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in Part B programs significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.
11. The local educational agency will ensure that none of the funds expended under Part B programs will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
12. Except when used to provide Comprehensive Coordinated Early Intervening Services or Coordinated Early Intervening Services, the local educational agency will ensure that funds expended under Part B of IDEA will only be used for the costs which are directly attributable to the education of children with disabilities, and which exceed the average annual per student expenditure during the preceding year as computed in accordance with 34 C.F.R. § 300.202, Appendix A of the IDEA federal implementing regulations, and as documented using the Web-based application.

SUBMISSION STATEMENT (continued from previous page)

- 13. The local educational agency will ensure that funds expended under Part B of IDEA will not be used to reduce the level of expenditures made from local funds below the amount expended for the education of children with disabilities from state or local funds during the preceding fiscal year, in accordance with 34 C.F.R. §§ 300.203 to 300.205 of the IDEA federal implementing regulations, and as documented using the web-based application.
- 14. The school division will ensure that, in accordance with 34 C.F.R. § 300.133, and Appendix B of the IDEA federal implementing regulations, during the grant award period, a proportionate share of the school division’s Section 611 subgrant will be set aside to be expended for children with disabilities, ages 3 through 21, who are parentally-placed in a private school within the school division, and a proportionate share of its Section 619 subgrant will be set aside to be expended for children with disabilities, ages 3 through 5, who are parentally-placed in a private school within the school division. This school division further assures that if it has not expended for equitable services all of its set-aside funds by the end of the fiscal year for which it was appropriated, the school division will obligate any remaining funds for one additional year to provide special education and related services to children with disabilities who are parentally placed in a private school within the school division. Actual proportionate set-aside amounts will be submitted using the web-based application.
- 15. The local educational agency shall maintain records demonstrating compliance with the provisions of IDEA and its federal implementing regulations, including each of the assurances outlined above, and afford the Virginia Department of Education access to those records that it may find necessary to ensure the correctness and verification of the information required under this Act.
- 16. The local educational agency certifies this application as a material representation of its compliance with the following provisions of Education Department General Administrative Regulations (EDGAR), as applicable: 34 CFR Part 82 § 82.110—New Restrictions on Lobbying; 34 CFR Part 85 § 85.105 and § 85.110—Governmentwide Debarment and Suspension (Nonprocurement); and 34 CFR Part 84 §§ 84.200 through 84.230, and 84.300 – “Governmentwide Requirements for Drug-Free Workplace” (Grants).

115

Division Number:

LYNCHBURG CITY PUBLIC SCHOOLS

IDENTIFICATION OF BARRIERS AND DESCRIPTIONS OF STEPS TO OVERCOME THEM IN ACCORDANCE WITH PROVISIONS IN SECTION 427 OF THE GENERAL EDUCATION PROVISIONS ACT

Applicants for federal assistance are required under Section 427 of the General Education Provisions Act (GEPA), enacted as a part of the Improving America's Schools Act of 1994 (P.L. 103-382) to include in its application a description of the steps in addressing equity concerns and full participation of students, teachers and other program beneficiaries with special needs in designing their federally-assisted projects or activities. The legislation highlights six characteristics that describe broad categories of persons or groups that may more frequently encounter barriers to participation. The characteristics are: Gender, Race, National Origin, Color, Disability, and Age.

Choose One:

Division has no barriers

Division has barriers (Please provide explanation in the space provided)

115
005

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number: Region

2019-2020 SPECIAL EDUCATION IN LOCAL AND REGIONAL JAILS

Each local school division with a regional or local jail in its jurisdiction shall establish an interagency agreement with the sheriff or jail administrator responsible for the operation of the jail. The interagency agreement shall address staffing and security issues associated with the provision of special education and related services in the jail. It is suggested that you review your agreement annually.

Interagency Agreement

Name of Local or Regional Jail:
Blue Ridge Regional Jail Authority

Yes

1. Is there a local or regional jail located within the geographic boundaries of your school division?

Please complete question 2

No

2. Has the interagency agreement between your school division and the jail been revised since the submission of your most recent annual plan?

Your existing Interagency Agreement will remain in effect until revisions are made, you do not need to submit it

[Instructions for Using drop box](#)

115

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number:

**REPORT ON IMPLEMENTATION
OF THE 2017-2018 ANNUAL PLAN**

Submit a report indicating the extent to which the annual plan for the 2017-2018 school year has been implemented (*Code of Virginia*, Section 22.1-215). (Maximum capacity of each text box is 975 characters.)

The Special Education Annual Plan was implemented as planned. Staff development activities were provided to support the school division's work on the Special Education State Performance Plan Indicators. Special Education and speech therapy services were provided to students with federal set aside service plans attending local private schools or homeschooled. Special Education services were provided by special education teachers as per student specific Individualized Education Plans.

School Division:

LYNCHBURG CITY PUBLIC SCHOOLS

Division Number:

Maintenance of Effort

The Virginia Department of Education (VDOE) is required by federal regulation to ensure all school divisions in Virginia comply with §300.203 of the Individuals with Disabilities Education Act (IDEA), which mandates that school divisions meet a maintenance of effort (MOE) obligation. This regulation requires school divisions to spend at least the same amount from at least one of the following sources: (i) local funds; (ii) state plus local funds; (iii) local per capita; or (iv) state plus local per capita for a current school year on the delivery of special education and related services, as were spent for the most recent fiscal year (i.e.g, 2017 - 2018) for which the information is available, subject to the Subsequent Years rule.

34 CFR §300.203(a) requires that in order for an LEA to be eligible for an IDEA Part B subgrant for the upcoming fiscal year, the LEA must budget, in each subsequent year, at least the same amount that it actually spent for the education of children with disabilities in the most recent fiscal year for which information is available, subject to the Subsequent Years rule. When establishing eligibility, an LEA is **not** required to use the same method it used to meet compliance standard in the most recent fiscal year for which the information is available. An LEA can change methods to establish eligibility from one year to the next, as long as the division uses the same method for calculating the amount it spent in the comparison year for which it is establishing eligibility.

Provide the total local and the total state plus local expenditure budget and per capita amount for the school division's total special education program for the years designated below. The projected/estimated expenditure budget amounts provided must come from the district's 2019-2020 preliminary budget, and must be reviewed and confirmed by the division's fiscal's office.

Local		Local plus State	
School Year 2019-2020 (estimated/projected)	School Year 2019-2020 (estimated/projected)	Dollar \$	Dollar \$
Per Capita	Per Capita	Per Capita	Per Capita

If an LEA determines that the budget above did not meet the eligibility standard in any of the four methods for which the information is available, an LEA is allowed to consider Exceptions under §300.204 and Adjustments to MOE under §300.205 to the extent the information is available. These exceptions and adjustments must also be taken in the intervening year (i.e., SY2018-2019) and that the LEA reasonably expect to take these exceptions and adjustments in the year it is budgeting (i.e., SY2019-2020). Please describe which allowable exceptions will be used and provide the corresponding dollar amount. For additional guidance, refer to:

http://www.doe.virginia.gov/special_ed/grants_funding/index.shtml

NOTE: The Dec. 1, 2018 Child Count totals should be used to compute the per capita amounts. The Child Count should be adjusted to exclude students funded through CSA. Also, the budgeted amount must be based on the divisions's preliminary budget and must be within the same level or effort of higher to meet the MOE eligibility requirements by using either dollar or per capita amounts. Division's budgeting the same exact amount it spent in the comparable year (i.e., the year it met its MOE requirement) may be requested to provide additional documentation.

115
005

Division Number:

Region

School Division: LYNCHBURG CITY PUBLIC SCHOOLS

2019-2020 SPECIAL EDUCATION CEIS AND PROPORTIONATE SET ASIDE

Each local school division shall ensure Comprehensive Coordinated Early Intervening Services and Coordinated Early Intervening Services and Proportionate Set-aside requirements have been addressed.

Is your school division required to set aside 15% for Comprehensive Coordinated Early Intervening Services or voluntarily setting aside upto 15% of Part B funds for Coordinated Early Intervening Services?



No

If yes, provide a brief narrative of how funds will be used. An information packet requesting additional information will be sent at a later time.

[Empty white box for narrative]

Is your school division required to set aside funds for parentally-placed students in private schools or students identified during child find?



Yes

If no, explain why the division is not required and if yes, explain how funds will be used. The actual budget will be determined when the division submits its data in the Proportionate Set-Aside (spced-PSA) application.

[Empty white box for explanation]

EXPENDITURE ACCOUNTS	OBJECT CODE	Section 611		Section 619	
		(D) CEIS	(E) Proportionate Set-Aside	(D) CEIS	(E) Proportionate Set-Aside
Personal Services	1000		139,315.95		139,315.95
Employee Benefits	2000		53,099.38		53,099.38
Purchased Services	3000				
Internal Services	4000				
Other Services	5000				
Materials / Supplies	6000				
Capital Outlay	8000				
TOTAL PROPOSED BUDGET		0.00	192,415.33	0.00	192,415.33

115

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number:

For additional instructions for completing this section of the Annual Plan/Part B Flow-Through Application, please review Section F of the "LEA Instructions" tab.

**VIRGINIA DEPARTMENT OF EDUCATION
PART B, SECTION 611 (Flow-Through Funds)
GRANT PERIOD: JULY 1, 2019 – SEPTEMBER 30, 2021
*Joint Applications Only!***

For joint applications, please select the Fiscal Agent below, and provide the requested contact information.
If this is not a joint application move directly to the next section below.

Fiscal Agent: LEA Code:

Joint Application Project Director:

Mailing Address of Project Director:

Phone:

E-mail:

If this is a joint application and allocations are to be combined into a single award issued to the fiscal agent designated above, list participating LEAs and the amounts to be combined into a single award. Note: All participating agencies must still complete the remainder of this tab.

Participating Agency Name	Code Number	Amount Released
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Amount to be issued to Fiscal Agent:							\$0.00

**PROPOSED USE OF PART B, SECTION 611 FUNDS
GRANT PERIOD: JULY 1, 2019 – SEPTEMBER 30, 2021**

In narrative format, please provide a description and budget outline of all personnel (i.e., teachers, instructional assistants, administrators, clerical, support personnel, and others) to be supported in whole or in part with IDEA, Part B, Section 611 grant funds (with proposed amounts and FTEs).

Lynchburg City Schools plan to use 611 funds as follows: Salary for 30 FTE) special education teachers, and (7 FTE) special education instructional assistants who will provide special education services to LCS enrolled student with disabilities. Federal Set Aside services will be provided by (1) full time Speech Pathologist and 1.5 FTE Special Education Teacher. Note to Virginia Department of Education: Lynchburg City Schools has budgeted funding under proportionate set aside funds for the purpose of providing speech therapy and/or special education services to parents placed students with disabilities attending local private schools or are homeschooled. LCS is not required to set aside 15% of our 611 flow through funding for Coordinated Early Intervening Services. LCS is not voluntarily setting aside funds for Coordinated Early Intervening Services.

In narrative format, please provide a detailed description and budget outline of all additional activities, goods and services to be supported with IDEA, Part B, Section 611 grant funds.

\$2,035,431.81 in IDEA, Part B, Section 611 funds will be used for special education salaries/fringe benefits and \$ 62,218.86 will be used in purchased services. \$ 192,415.33 in federal set aside funds will be used for speech therapy and special education services provided to parentally placed students enrolled in local private schools or homeschooled.

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number: 115

Virginia Department of Education
**SPECIAL EDUCATION FEDERAL PROGRAM
 PROPOSED GRANT BUDGET**

Part B, Section 611, Flow-Through Funds (July 1, 2019-September 30, 2021)

Complete column C, by allocating PROPOSED grant funds to object code categories 1000 through 8000. A description of the object code categories is available on the VDOE's Web site. See the instruction tab for the Web address. In determining appropriate assignment of items to object codes, applicants are strongly encouraged to consult with the individual(s) within the LEA who have responsibility for completing the Annual School Report – Financial Section.

List all equipment items costing five thousand dollars (\$5,000) or more and also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc., to be purchased with grant funds, and provide information on proposed out-of-state/country travel to be supported with grant funds.

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) Budget	(D) CEIS	(E) Proportionate Set-aside	(F) Total Budget
Personal Services	1000	2,500.00	0.00	139,315.95	141,815.95
Employee Benefits	2000	191.00	0.00	53,099.38	53,290.38
Purchased Services	3000	50,000.00	0.00	0.00	50,000.00

Internal Services	4000		0.00	0.00	0.00	0.00
Other Services	5000	2,500.00	0.00	0.00	2,500.00	
Materials / Supplies	6000	7,859.00	0.00	0.00	7,859.00	
Capital Outlay	8000		0.00	0.00	0.00	
TOTAL PROPOSED BUDGET		63,050.00	0.00	192,415.33	255,465.33	

Proposed Equipment: List items costing \$5,000 or more. Also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc.

Proposed Out-of State/Country Travel (destination, purpose, estimated cost, number of people):

115

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number: _____

For additional instructions for completing this section of the Annual Plan/Part B Flow-Through Application, please review Section F of the "LEA Instructions" tab.

**VIRGINIA DEPARTMENT OF EDUCATION
PROPOSAL SUMMARY
PART B, SECTION 619 (EARLY CHILDHOOD SPECIAL EDUCATION GRANT)
GRANT PERIOD: JULY 1, 2019 – SEPTEMBER 30, 2021**

ECSE Contact Person: _____
 Title: _____
 Mailing Address: _____
 Phone: _____
 E-mail: _____

Joint Applications Only!

For joint applications, please select the Fiscal Agent below, and provide the requested contact information.
If this is not a joint application move directly to the next section below.

Fiscal Agent: _____ LEA Code: _____
 Joint Application Project _____
 Director: _____
 Mailing Address of Project _____
 Director: _____
 Phone: _____
 E-mail: _____

If this is a joint application and allocations are to be combined into a single award issued to the fiscal agent designated above, list participating LEAs and the amounts to be combined into a single award. Note: All participating agencies must still complete the remainder of this tab.

Participating Agency Name	Code Number	Amount Released

Total Amount to be issued to Fiscal Agent:						\$0.00

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number: 115

**PART B, SECTION 619 (EARLY CHILDHOOD SPECIAL EDUCATION GRANT)
GRANT PERIOD: JULY 1, 2019 – SEPTEMBER 30, 2021**

In narrative format, please provide a description and budget outline of all personnel (i.e., teachers, instructional assistants, administrators, clerical, support personnel, and others) to be supported in whole or in part with IDEA, Part B, Section 619 grant funds (with proposed budget amounts and FTEs).

School Division: LYNCHBURG CITY PUBLIC SCHOOLS Division Number: 115

**Virginia Department of Education
PART B, SECTION 619 (EARLY CHILDHOOD SPECIAL EDUCATION GRANT) APPLICATION
PROPOSED GRANT BUDGET**

Part B, Section 619, Preschool Funds (July 1, 2019-September 30, 2021)

Complete column C, by allocating PROPOSED grant funds to object code categories 1000 through 8000. A description of the object code categories is available on the VDOE's Web site. See the instruction tab for the Web address. In determining appropriate assignment of items to object codes, applicants are strongly encouraged to consult with the individual(s) within the LEA who have responsibility for completing the Annual School Report – Financial Section.

List all equipment items costing five thousand dollars (\$5,000) or more, and also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc., to be purchased with grant funds, and provide information on proposed out-of-state/country travel to be supported with grant funds.

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) Budget	(D) CEIS	(E) Proportionate Set-aside	(F) Total Budget
Personal Services	1000	2,500.00	0.00	139,315.95	141,815.95
Employee Benefits	2000	191.00	0.00	53,099.38	53,290.38
Purchased Services	3000	50,000.00	0.00	0.00	50,000.00
Internal Services	4000		0.00	0.00	0.00
Other Services	5000	2,500.00	0.00	0.00	2,500.00
Materials / Supplies	6000	7,859.00	0.00	0.00	7,859.00
Capital Outlay	8000		0.00	0.00	0.00
TOTAL PROPOSED BUDGET		63,050.00	0.00	192,415.33	255,465.33

Proposed Equipment: List items costing \$5,000 or more. Also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc.

Proposed Out-of State/Country Travel (destination, purpose, estimated cost, number of people):

Agenda Report

Date: 05/07/19

Agenda Number: H-1

Attachments: Yes

From: Crystal M. Edwards, Superintendent
April M. Bruce, Director of Curriculum and Instruction

Subject: Secondary Social Studies Textbook Adoption

Summary/Description:

Every seven years the Virginia Department of Education revises the social studies Standards of Learning (SOL). All secondary social studies teachers, administration, parents and community members have completed the textbook review process and have made recommendations to the curriculum and instruction department for adoption and purchase. Social studies textbooks adopted this school year may be purchased for use for a seven-year period from 2019-20 through 2025-26.

Social studies teachers, administration, parents, and community members selected the recommended textbooks based on their correlation with the Standards of Learning, the quality of the content and ancillary materials, and their appropriateness for students related to readability, illustrations, and diagrams. The adoption of these textbooks will also help support the division-wide emphasis on improving literacy.

Following a review by those mentioned above, the department of curriculum and instruction accepted the recommendations for adoption. The attachments to this agenda report list the recommended textbooks by grade levels and courses, the publisher of each textbook, and the cost per student or teacher.

Disposition: Action
 Information
 Action at Meeting on:

Superintendent's Recommendation:

The superintendent recommends that the school board approve the proposed secondary Social Studies textbook adoption.

Agenda Attachment

Item: H-1

Grade/Course	Publisher	Textbook Title	Price	Quantity	Total
6th Grade- United States History I	Five Ponds Press	Our America to 1865- 3rd Edition	\$57.50	200	\$11,500.00
		Our America to 1865- Electronic	\$46.00	500	\$23,000.00
		Teacher Edition Textbook	\$0.00	8	\$0.00
		Reproducibles and Assessments	\$0.00	8	\$0.00
7th Grade- United States History II	Five Ponds Press	Our America: 1865 To The Present- 3rd Edition	\$57.50	300	\$17,250.00
		Our America: 1865 To The Present- Electronic	\$46.00	335	\$15,410.00
		Teacher Edition Textbook	\$0.00	11	\$0.00
		Reproducibles and Assessments	\$0.00	11	\$0.00
		<i>4% Shipping & Handling of Printed Textbooks</i>			\$1,150.00
		Total Five Ponds Press			\$68,310.00
9th Grade- World History I	Cengage Learning	Civilizations: Ancient Through Modern Times,	\$91.50	600	\$54,900.00
		Teacher Edition Textbook	\$0.00	12	\$0.00
		Product Implmentation			\$2,500.00
		<i>Shipping & Handling of Printed Textbooks</i>			\$0.00
		Total Cengage Learning			\$57,400.00
10th Grade- World History II	Pearson	Virginia	\$104.97	300	\$31,491.00
		Teacher Edition Textbook	\$0.00	9	\$0.00
		<i>Shipping & Handling</i>			\$2,361.83
		Total Pearson			\$33,852.82
11th grade- United States History	McGraw Hill Education	Virginia, United States History and Geography	\$107.25	500	\$53,625.00
		Teacher Edition Textbook	\$0.00	12	\$0.00
		Lesson Center Subscription	\$0.00	12	\$0.00
		Chapter Tests & Lesson Quizzes	\$0.00	12	\$0.00
		<i>Shipping & Handling</i>			\$2,681.25
		Total McGraw Hill Education			\$56,306.25
Introduction to Psychology	Bedford, Freeman & Worth high school publishers	Psychology in Everyday Life (High School) 4e & LaunchPad for Psychology in Everyday Life	\$120.94	125	\$15,117.50
		Teacher's Resource Flash Drive	\$0.00	2	\$0.00
		<i>Shipping & Handling</i>			\$302.35
		Total BFW Publishers			\$15,419.85
		TOTAL ALL PUBLISHERS			\$231,288.93

** 8th grade Civics and Economics and 12th grade Government will use Newsela resources. Newsela offers leveled-nonfiction passages on relevant topics and current events.

Agenda Report

Date: 05/07/19

Agenda Number: H-2

Attachments: No

From: Crystal M. Edwards, Superintendent
Wyllys VanDerwerker, Director of Special Education

Subject: Virginia Preschool Initiative Curriculum Adoption (VPI/PK)

Summary/Description:

In response to the 2018 General Assembly, the VDOE created “A Plan to Ensure High Quality Instruction in All Virginia Preschool Initiative Classrooms.” The VPI program serves nearly 18,000 at-risk children across 1,300 classrooms, and the plan ensures VPI provides a high quality preschool experience that helps prepare each 4-year-old served for kindergarten. Lynchburg City Schools currently serves 240 VPI students. The plan aggregates lessons learned from the JLARC study, Virginia Preschool Initiative Plus implementation, and University of Virginia – Center for Advanced Study of Teaching and Learning (CASTL). As requested by the General Assembly, the plan covers the areas of Curriculum, Teacher-Child Interactions, and Professional Development.

Although local school divisions aren't required to use a VDOE vetted, evidence-based curriculum until 2020-21, LCS is proceeding with adoption and implementation for 2019-2020.

As a result, the LCS VPI Curriculum Review Team was formed in February 2019. The review team consists of the following: VPI teacher, VPI principal, Supervisor of Special Education, Supervisor of Curriculum and Instruction and Supervisor of Student Services. The VPI Curriculum Review Team established criteria for curriculum selection. The team ensured the criteria aligned with the following: VDOE Plan to Ensure High Quality Instruction, the VA Foundation Blocks of Learning, and LCS VPI Continuous Improvement Plan. Other criteria for consideration were student growth, development and success. A curriculum evaluation rubric was then used for curriculum selection.

The VPI Curriculum Review Team met February 22, 2019 to review all 6 VDOE vetted curricula. The curricula evaluation rubric was used for scoring. On March 14, 2019 the VPI Curriculum Review Team met with sales representatives from both curriculum companies. Each company gave an hour and half presentation sharing tools, resources, professional development needs and answered questions as deemed necessary from the review team.

VPI Curriculum Review Team members completed the evaluation rubric for both presentations. On March 15, all VPI classrooms received a sample of the top 2 curriculum to review. In addition, all VPI PK teachers received an anonymous online survey to complete.

Agenda Report

Agenda Number: H-2

The online survey allowed each PK teacher the platform to choose her curriculum of choice while also providing reasons for her selection. In addition, the survey provided a “snapshot” of quantitative data to validate the qualitative data provided in the scoring rubric. Results from the VPI Curriculum Review Team evaluation rubric and VPI PK teacher online survey generated the LCS VPI curriculum recommendation. With a majority vote, the recommendation I bring to you tonight is to adopt and purchase Frogstreet PK Curriculum.

Lynchburg City Schools will apply for \$60,549.83 to purchase a VDOE Vetted Curriculum. The cost includes the following: \$52,799.83 for curriculum and \$7,750.00 for professional development.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the proposed Virginia Preschool Initiative Curriculum Adoption (VPI/PK).

Agenda Report

Date: 05/07/19

Agenda Number: H-3

Attachments: Yes

From: Crystal M. Edwards, Superintendent

Subject: Lynchburg City School Board Governance Policy Review

Summary/Description:

The Governance Policy Workgroup met on March 11, 2019. The group recommends keeping the following policies as written with minor adjustments.

BBA-Z - Board Powers/Duties	BF - Policy Manual
BBBC - Board Oath	BF-R - Policy Formation
BBD - Board Member Removal	BFC - Policy Adoption - <i>Added policy workgroup language</i>
BBE - Unexpired Term	BFE and CHD - Policy in Absence
BCG - School Attorney	CH - Policy Implementation
BDDE - Rules of Order	
BDDF - Voting Method - <i>Deleted tie breaker</i>	

The workgroup recommends accepting the changes proposed by VSBA.

BCEA - Discipline Committee	<i>Includes provisions for appealing a decision that is not unanimous</i>
BDC - Closed Meetings	<i>Clarifies when a closed meeting can be held</i>
BDDA - Notification of Meetings	<i>Includes posting notification on the website</i>
BDDG – Minutes	<i>Changes “request for information” to “request for public records”</i>
BHD - Board Reimbursement	<i>Updates code referenced</i>
BHE - Liability Insurance	<i>Changes “shall provide” to “provides”</i>

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

Recommendation:

The superintendent recommends that the school board approve the Governance Policy Review updates.

SCHOOL BOARD POWERS AND DUTIES

The Lynchburg City School Board controls all aspects of the school division's operations within the limits of the law. No section of the school board's bylaws and school board policies may be construed to limit the statutory powers of the board to exercise its own prudent judgment. The school board shall be the final authority.

The School Board:

- adopts policy to provide for the day-to-day supervision of schools;
- sees that the school laws are properly explained, enforced and observed;
- secures, by visitation or otherwise, as full information as possible about the conduct of the public schools in the school division and takes care that they are conducted according to law and with the utmost efficiency;
- cares for, manages and controls the property of the school division and provides for the erecting, furnishing, equipping, and noninstructional operating of necessary school buildings and appurtenances and the maintenance thereof by purchase, lease, or other contracts;
- provides for the consolidation of schools or redistricting of school boundaries or adopts pupil assignment plans whenever such procedure will contribute to the efficiency of the school division;
- insofar as not inconsistent with state statutes and regulations of the State Board of Education, operates and maintains the public schools in the school division and determines the length of the school term, the studies to be pursued, the methods of teaching and the government to be employed in the schools;
- performs such other duties as shall be prescribed by the State Board of Education or are imposed by law;
- obtains public comment through a public hearing not less than ten days after reasonable notice to the public in a newspaper of general circulation in the school division prior to providing (i) for the consolidation of schools; (ii) the transfer from the public school system of the administration of all instructional services for any public school classroom or all noninstructional services in the school division pursuant to a contract with any private entity or organization; or (iii) in school divisions having 15,000 pupils or more in average daily membership, for redistricting of school boundaries or adopting any pupil assignment plan affecting the assignment of fifteen percent or more of the pupils in average daily membership in the affected school. Such public hearing may be held at the same time and place as the meeting of the School Board at which the proposed action is taken if the public hearing is held before the action is taken.
- surveys, at least annually, the school division to identify critical shortages of teachers and administrative personnel by subject matter, and reports such critical shortages to the Superintendent of Public Instruction and to the Virginia Retirement System or requests the division superintendent to conduct such survey and submit such report to the School Board, the Superintendent of Public Instruction, and the Virginia Retirement System; and

- ensures that the public schools within the school division are registered with the Department of State Police to receive electronic notice of the registration or reregistration of any sex offender within the school division pursuant to Va. Code § [9.1-914](#).

Adopted: June 4, 2013

Revised: May 6, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79.

Cross Refs.: AF Comprehensive Plan
 KN Sex Offender Registry Notification

BOARD MEMBER OATH OF OFFICE

All new school board members qualify by taking the oath prescribed for officers of the Commonwealth before entering upon the duties of office. Failure to take the oath of office within the time allowed by law renders the office vacant.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Ref.: Code of Virginia, 1950, as amended, §§ 15.2-1522, 15.2-1524, 22.1-31, 49-1, 49-3.

BOARD MEMBER REMOVAL FROM OFFICE

Any School Board member may be removed from office in accordance with the provisions of sections 24.2-230 through 24.2-238 of the Code of Virginia.

Adopted: September 16, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 24.2-230 through 24.2-238.

UNEXPIRED TERM FULFILLMENT

Vacancies occurring in the membership of the School Board are filled as provided by law.

Adopted by School Board: June 4, 2013
Revised by School Board: April 28, 2015

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-50, 22.1-53.

Code of Ordinances of the City of Lynchburg, Virginia. § 32-16. Board of School Trustees--Appointment and Term

SCHOOL ATTORNEY

The School Board may retain an attorney for legal counsel and services. The attorney, upon request by the School Board, may attend meetings of the Board and its committees.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-82.

RULES OF ORDER

The Lynchburg City School Board establishes rules of order and may adopt bylaws, policies and regulations.

In the absence of any specific bylaw of the Lynchburg City School Board, Robert's Rules of Order (Revised) shall be considered the authority on parliamentary law.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78.

VOTING METHOD

Each School Board member’s vote on every decision is recorded in the minutes of the meeting. The minutes of the meeting also reflect the method and result of all votes. No votes are taken by secret or written ballot. *{Any tie vote shall defeat the motion, resolution, or issue voted upon.}*

~~In any case in which there is a tie vote of the School Board when all members are not present, the question shall be passed by until the next meeting when it shall again be voted upon even though all members are not present. In any case in which there is a tie vote on any question after complying with this procedure or in any case in which there is a tie vote when all the members of the School Board are present, the clerk shall record the vote and immediately notify the tie breaker, if any, to vote as provided in the Code of Virginia § 22.1-75. If no tie breaker has been appointed or elected as authorized by state law, any tie vote shall defeat the motion, resolution or issue voted upon.~~

Adopted: June 4, 2013
Revised: May 6, 2014
Revised: December 16, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3710, 22.1-57.3, 22.1-75.

Cross Refs.: BDD Electronic Participation in Meetings from Remote Locations
BDDG Minutes

BOARD POLICY MANUAL

The School Board shall be guided by written policies that are readily accessible to the Board, division employees, students, parents, and citizens. All division policies will be reviewed at least every five years and revised as needed.

A current copy of all division policies and regulations approved by the School Board are posted on the division’s website and are available to employees and the public. Printed copies of the policies and regulations are available as needed to citizens who do not have online access. The Superintendent shall ensure that an annual announcement is made at the beginning of the school year and, for parents of students who enroll later in the academic year, at the time of enrollment, advising the public regarding the availability of the policies and regulations.

Adopted: June 4, 2013

Revised: May 19, 2015

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-253.13:7.

Cross Ref.: BFC Policy Adoption
CH Policy Implementation

POLICY FORMULATION

The Board, representing the people of the division, is the legislative body which determines all questions of general policy to be employed in the conduct of the public schools.

Proposals regarding school division policies and operations may originate from any of several sources such as, a parent, taxpayer, professional employee, member of the Board, Superintendent, civic group, etc.

Action on such proposals, whatever their source, is taken finally by the Board in accordance with its bylaws after due consideration and recommendations by the administration and the standing and special committees of the board if appropriate.

Adopted by School Board: June 5, 1973

Revised: June 4, 2013

POLICY ADOPTION

Policy

Lynchburg City School Board is a member of Virginia School Boards Association (VSBA) Policy Services. As a member, the Board receives new and revised policies from VSBA based on legal research and analysis. ~~It is the policy of Lynchburg City School Board that upon receipt by the division's Policy Contact person of new and revised policies developed by the VSBA legal and policy staff, such policies shall be the policy of the Lynchburg City school division.~~

Rationale

Upon receipt of new and revised VSBA-developed policies, the division Policy Contact person shall immediately ~~incorporate~~ *forward* the new and revised policies ~~into the division's policy manual~~ (both electronic and hard copy versions) ~~and ensure that all copies of the policy manual are current~~ *to the appropriate policy workgroup for review and recommendations for adoption*.

This policy does not replace the local review of new and revised policies. New and revised policies received from VSBA still will be provided to an editorial committee of staff and community members for review for the purpose of recommending editorial suggestions to the Board and Superintendent.

The purpose of this policy is to eliminate lag time between receipt of a new or revised policy and its implementation.

Adopted: June 4, 2013

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:7.

Cross Refs.: BF Board Policy Manual
BFE/CHD Administration in Policy Absence
CH Policy Implementation

ADMINISTRATION IN POLICY ABSENCE

In cases where action must be taken by the school division and the School Board has provided no guidelines for administrative action, the Superintendent has the power to act, but the Superintendent's decisions are subject to review by the School Board at its next regular meeting. It is the duty of the Superintendent to inform the School Board promptly of such action and of the need for policy.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78.

POLICY IMPLEMENTATION

Development of Regulations

The Superintendent is authorized to promulgate such regulations as may be necessary to carry out the policies adopted by the School Board. If Board action is required by law or the Board has specifically asked that certain types of regulations be approved by the Board, these regulations shall be forwarded to the Board for action. The Superintendent shall provide copies of all regulations to School Board members and shall see that the regulations are placed in the School Board Policy Manual.

Dissemination of Policies and Regulations

Administrators and supervisors will be responsible for informing staff members of all newly adopted or revised policies and regulations.

Adopted by School Board: June 4, 2013

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78.

Cross Ref.: BF Board Policy Manual

ADMINISTRATION IN POLICY ABSENCE

In cases where action must be taken by the school division and the School Board has provided no guidelines for administrative action, the Superintendent has the power to act, but the Superintendent's decisions are subject to review by the School Board at its next regular meeting. It is the duty of the Superintendent to inform the School Board promptly of such action and of the need for policy.

Adopted: June 17, 2014

Revised: August 18, 2015

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78.

SCHOOL BOARD DISCIPLINARY COMMITTEE

A Disciplinary Committee composed of at least three School Board members presides over all cases of student suspensions of more than 10 days and expulsions within the Lynchburg City School Division. The decision of the committee, if unanimous, is the final decision of the School Board. ~~In non-unanimous decisions, the student has the right to appeal to the full School Board. The School Board shall render a final decision in such cases on the appeal within thirty days of the Committee decision.~~ ***If the committee's decision is not unanimous, the pupil or pupil's parent may appeal the decision to the School Board. Such appeal shall be decided by the School Board within 30 days.***

The School Board Disciplinary Committee follows the procedures set forth in Policy JGD/JGE Student Suspension/Expulsion.

Membership on the School Board Disciplinary Committee is composed of School Board members who serve on a rotational basis with the Board chair or vice-chair presiding.

Adopted: July 12, 2016

Legal Ref.: Code of Virginia, §§ 22.1-277.05, 22.1-277.06.

Cross Refs.: BCE School Board Committees
JEC School Admission
JGD/JGE Student Suspension/Expulsion

CLOSED MEETINGS

- A. Closed meetings may be held by the School Board or any committee thereof only in accordance with Virginia law, for purposes including the following:
1. Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of the School Board. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter which involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the School Board.
 2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student in the Lynchburg City School system. However, any such student, legal counsel and, if the student is a minor, the student's parents or legal guardians shall be permitted to be present during the taking of testimony or presentation of evidence at a closed meeting, if such student, parents or guardians so request in writing and such request is submitted to the presiding officer of the School Board.
 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the School Board.
 4. The protection of the privacy of individuals in personal matters not related to public business.
 5. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.
 6. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where if made public initially, the financial interest of the School Board would be adversely affected.
 7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the School Board; ~~and consultation with legal counsel employed or retained by the School Board regarding specific legal matters requiring the provision of legal advice by such counsel.~~ For purposes of this subsection, "probable litigation" means litigation which has been specifically threatened or on which the School Board or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. The closure of a meeting is not permitted merely because an attorney representing the School Board is in attendance or is consulted on a matter.

{8. Consultation with legal counsel employed or retained by the School Board regarding specific legal matters requiring the provision of legal advice by such counsel. The closure of a meeting is not permitted merely because an attorney representing the School Board is in attendance or is consulted on a matter.}

8. *{9.}* Discussion or consideration of honorary degrees or special awards.

9. *{10.}* Discussion or consideration of tests or examinations or other information ~~excluded from public disclosure pursuant to~~ *{used, administered or prepared by a public body and subject to the exclusion in subdivision 4 of}* Va. Code § 2.2-3705.1.

~~10.~~ *{11.}* Discussion of strategy with respect to the negotiation of a hazardous waste siting agreement or to consider the terms, conditions, and provisions of a hazardous waste siting agreement if the School Board in open meeting finds that an open meeting will have an adverse effect upon the negotiating position of the School Board or the establishment of the terms, conditions and provisions of the siting agreement, or both. All discussions with the applicant or its representatives may be conducted in a closed meeting.

~~11.~~ *{12.}* Discussion or consideration of medical and mental health records ~~excluded from disclosure under~~ *{subject to the exclusion in subdivision 1 of}* Va. Code § 2.2-3705.5.

~~12.~~ *{13.}* Discussion of plans to protect public safety as it relates to terrorist activity or specific cyber security threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information ~~excluded from mandatory disclosure pursuant to~~ *{subject to the exclusion in}* subdivision 3 or 4 of Va. Code § 2.2-3705.2 where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.

~~13.~~ *{14.}* Discussion or consideration of information ~~excluded from mandatory disclosure pursuant to~~ *{subject to the exclusion in}* subdivision 11 of Va. Code § 2.2-3705.6 (the Public Private Education Facilities and Infrastructure Act) by the School Board or any independent review panel appointed to review information and advise the School Board concerning such information.

14. *{15.}* Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the School Board.

B. No resolution, ordinance, rule, contract, regulation or motion adopted, passed or agreed to in a

closed meeting shall become effective unless the School Board, following the meeting, reconvenes in open meeting and takes a vote of the membership on such resolution, ordinance, rule, contract, regulation or motion which shall have its substance reasonably identified in the open meeting.

- C. The School Board or any committee thereof may permit nonmembers to attend a closed meeting of the Board or committee if such persons are deemed necessary or if their presence will reasonably aid the Board or committee in its consideration of a topic which is a subject of the meeting.

- D. School Board members may attend closed meetings held by any committee or subcommittee of the Board, or a closed meeting of any entity, however designated, created to perform the delegated functions of or to advise the Board. School Board members shall in all cases be permitted to observe the closed meeting of the committee, subcommittee or entity. In addition to the requirements of Va. Code § 2.2-3707, the minutes of the committee or other entity shall include the identity of the School Board members who attended the closed meeting.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Revised: July 12, 2016

Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3711, 2.2-3712.

Cross Ref.: BCE School Board Committees
 BCEA Disciplinary Committee
 BCF Advisory Committees to the School Board
 BDDA Notification of School Board Meetings

NOTIFICATION OF SCHOOL BOARD MEETINGS

Regular Meetings

The School Board and any committees thereof shall give notice of the date, time, and location of their regular meetings by *{posting such notice on its website,}* placing a notice in a prominent public location at which notices are regularly posted and in the office of the clerk of the School Board at least three working days prior to the meeting. In addition, the School Board and any committees thereof shall publish notice of their meetings by electronic means whenever feasible. At least one copy of *{the proposed agenda and}* all agenda packets and other nonexempt materials furnished to members of the School Board and any committees thereof shall be made available for public inspection at the same time the documents are furnished to members of the School Board or committee.

Special Meetings

Notice, reasonable under the circumstance, of ~~special or emergency meetings~~ *{special, emergency or continued meetings}* shall be given contemporaneously with the notice provided to members of the School Board or committee.

Notification of Closed Meetings Held Solely for the Purpose of Interviewing Candidates for the Position of Superintendent

The notice provisions described above do not apply to closed meetings of the Board held solely for the purpose of interviewing candidates for the position of superintendent. Prior to any such closed meeting the School Board shall announce in an open meeting that such closed meeting shall be held at a disclosed or undisclosed location within fifteen days thereafter.

Direct Notification

Notice of all School Board meetings and committee meetings shall be furnished directly to any person who requests such information. Requests to be notified of all meetings should be made at least once a year in writing and include the requester’s name, address, zip code, daytime telephone number, electronic mail address, if available, and organization, if any. Unless the person making the request objects, the school division may provide electronic notice of all meetings in response to such requests.

Adopted: February 18, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3707, 2.2-3712.

Cross Refs.: BCE School Board Committees
BCEA Disciplinary Committee

BCF	Advisory Committees to the School Board
BDA	Regular School Board Meetings
BDB	Special School Board Meetings

MINUTES

Minutes are recorded at all open meetings, approved by the School Board in regular session, signed by the clerk and Chair of the Board, and kept and stored in accordance with the provisions of the Code of Virginia.

Draft minutes and all other records of open meetings, including audio or audio/visual records, are public records open pursuant to the Virginia Freedom of Information Act as described in Policy KBA Requests for Information **{Public Records}** and Regulation KBA-R Requests for Information **{Public Records}**.

Minutes may be taken during closed meetings of the School Board, but are not required. Such minutes shall not be subject to mandatory public disclosure.

Minutes are not required to be taken at deliberations of study commissions or study committees, or any other committees or subcommittees appointed by the School Board except where the membership of any such commission, committee or subcommittee includes a majority of the School Board.

Minutes shall **{are in writing}** include, but are not limited to

- the date, time, and location of the meeting;
- the members of the School Board recorded as present and absent; and
- a summary of the discussion on matters proposed, deliberated or decided; and
- a record of any votes taken.

Adopted: February 18, 2014

Revised: February 5, 2019

Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3704, 2.2-3707, 2.2-3712, 22.1-74.

Cross Refs.:	BDC	Closed Meetings
	BDD	Electronic Participation in Meetings from Remote Locations
	KBA	Requests for Information {Public Records}
	KBA-R	Requests for Information {Public Records}

SCHOOL BOARD MEMBER COMPENSATION AND BENEFITS

Actual expenses incident to performance of official duties by a School Board member may be reimbursed on presentation of an expense voucher with receipts attached. Compensation is paid for mileage incurred for attendance at ~~a meeting~~ *{meetings}* of the School Board and in conducting other official business of the School Board.

School board members shall receive no compensation.

Adopted by School Board: June 4, 2013

Legal Ref.: Code of Virginia, 1950, as amended, §§ 15.2-1414.1 et seq., 22.1-32, 22.1-55, *{22.1-78,}* 22.1-85.

Cross Ref.: BHE School Board Member Liability Insurance

SCHOOL BOARD MEMBER LIABILITY INSURANCE

The Lynchburg City School Board ~~shall provide~~ *provides* liability insurance, or self-insurance, for its members while performing functions or services for the school division to cover the costs and expenses incident to liability, including those for settlement, suit or satisfaction of judgment, arising from their conduct in discharging their duties or in performing functions or services for the school division.

Adopted: September 16, 2014

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-84.

Cross Refs.: BHD Board Member Compensation and Benefits
EI Insurance Management

Agenda Report

Date: 05/07/19

Agenda Number: H-4

Attachments: Yes

From: Crystal M. Edwards, Superintendent
LaTonya D. Brown, Director of Student Services

Subject: Lynchburg City School Board Instruction and Program Policy Review and Updates: Section 7 - Student Policies and Regulations

Summary/Description:

One goal of the Lynchburg City School Board is to ensure that the Board reviews policies every three to five years, with three years being the ideal time span. Policies and regulations from the second part of Section 7 - Students for conversion to the Virginia School Board Association (VSBA) formatted policies was reviewed by the Instruction and Program policy workgroup. As a result of this review, some revisions have been made to the VSBA policies and regulations that conform to current state and federal laws and regulations. Legal counsel has also reviewed these policies and regulations. A copy of these policies and regulations have been provided to school board members. The school administration will provide an overview of those changes and respond to questions during this presentation.

The Instruction and Program Workgroup met on February 8, 2019.

Section 7 – Student Policies and Regulations

([Please click on link provided for attachment.](#) Hard copy provided to board.)

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

Recommendation:

The superintendent recommends that the school board approve the Instruction and Program Policy Review and Updates: Section 7 - Student Policies and Regulations.

Agenda Report

Date: 05/07/19

Agenda Number: I-1

Attachments: No

From: Dr. Crystal M. Edwards, Superintendent

Subject: Strategic Plan Discussion

Summary/Description:

The Lynchburg City School Board is committed to an ongoing review of student data and discussion regarding strategies to address and close the learning/achievement gaps. The focus of tonight's discussion will be:

- 1) Update on Community Conversation Follow Up Meetings
- 2) Strategic Plan Goals – Board Adopted at April 23, 2019 Work Session

A) Adopted Goal Statements:

Goal 1 – Student Growth, Development and Success: All students are challenged and actively engaged through a variety of academic pathways, resulting in successful outcomes for post graduate education, career training or military service. Each Lynchburg City School will be accredited and the achievement gap closed.

Goal 2 – Personnel Growth, Development and Success: LCS strives to recruit, hire, support, train, and retain employees to build excellence in education and, most importantly, to meet the needs of all students.

Goal 3 – Fiscal Responsibility: LCS operates in an efficient, effective, timely and transparent manner with fiscal responsibility to meet our diverse financial needs and develop resources that advance educational outcomes of all students.

Goal 4 – Family and Community Engagement: LCS purposefully works collaboratively with families, the community and businesses to provide the best education for our students.

B) Next Steps

- 3) Academic Reviews – Update Provided at June 4th Board Meeting for the Following:

Heritage High School – Math
Perrymont Elementary School – Science
Linkhorne Middle School – English
Sandusky Middle School – English
Linkhorne Elementary School – Reading, Math, and Science

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Agenda Report

Date: 05/07/19

Agenda Number: J-1

Attachments: No

From: Crystal M. Edwards, Superintendent
Ben W. Copeland, Deputy Superintendent

Subject: Capital Improvement Plan: Bedford Hills Elementary School and Sheffield Elementary School Gymnasium Additions

Summary/Description:

The capital improvement plan includes \$1,500,000 in total funding, of which \$1,350,000 has been designated for construction, for the addition of gymnasiums at Bedford Hills and Sheffield Elementary schools. The City of Lynchburg Office of Procurement and Purchasing has received bids for gymnasium additions.

The school administration recommends Blair Construction based on their bid of \$1,369,000 which was the lowest bid. All bids received are listed below.

BIDDER	Blair Construction	Coleman-Adams	Glass & Associates
BASE BID	\$1,369,000	\$1,479,000	\$1,595,000

Disposition: Action
 Information
 Action at Meeting on: June 4, 2019

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 June 4, 2019.

Agenda Report

Date: 05/07/19

Agenda Number: J-2

Attachments: Yes

From: Crystal M. Edwards, Superintendent
Charles Ed Dellinger, Supervisor of Career and Technical Education

Subject: Carl Perkins Funds 2019-20

Summary/Description:

The Lynchburg City Schools' application for Career-Technical Funds for the 2019-2020 fiscal year has been prepared with an approved Carl Perkins Grant allocation of \$257,192.85. 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 Connections, 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 2019-2020 appears as an attachment to this agenda report.

Disposition: Action
 Information
 Action at Meeting on: June 5, 2019

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider approval during the school board meeting on June 5, 2019.

Proposed 2019-2020 Carl Perkins Spending**Estimated Funding Available: \$257,192.85****Career Guidance****\$ 6,000.00**

- We will provide funds to be used for “Career Assessment” reports to parents and students.
- We will also provide transportation to local businesses and colleges for special workforce development programs like job shadowing and mentorships for high school seniors.
- 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.

Vocational Student Organization**\$ 18,000.00**

- Assist Career-Technical student organizations with travel expenses for local, state and national competitions.

Professional Development**\$ 12,000.00**

- Provide Perkins Funds for teachers to participate in local, state and national training, certification courses and professional development.

Precision Machining**\$ 23,000.00**

- We will expand our Machining Lab with the purchase of a Miller-Augmented Arc Welding Simulator (\$21,000).
- We also plan to purchase new welding gloves, helmets, and torches. (\$2,000)

Family and Consumer Sciences**\$47,000.00**

- We plan to upgrade our Sandusky Middle School Family and Consumer Sciences Lab with the purchase eight Paxton Patterson Learning modules in Culinary Arts, Design and Marketing, Hospitality and Tourism Management, Home Maintenance, Introduction to Early Childhood, Nutrition and Wellness, Personal Finance and Health and Fitness (\$22,000).
- We also plan to purchase 15 new PFAFF sewing machines for the Dunbar Middle School FACS Lab (\$15,000).
- We will upgrade our Linkhorne Middle School FACS Lab with the purchase of new kitchen equipment. Equipment will include a refrigerator, range, dishwasher, stackable washer and dryer, food processors. (\$10,000)

Computer Systems Technology-Cyber Security**\$ 26,000.00**

- We plan to replace 5 mini drones in our CST lab. (\$5,000)
- We plan to update our Heritage High School CST lab with the purchase of 25 prefabricated Lenox desktop computers for upgrade and repair training. We also plan to purchase CST repair tools and we plan to upgrade our Security Plus software License for the Cyber-Security lab. (\$21,000)

Agenda Attachment

Item: J-2

Business and Information Technology

\$ 28,000.00

- We plan to upgrade the EC Glass High School Business lab with the purchase of 25 new laptops. (\$25,000)
- We plan to purchase digital cameras and tripods for the Linkhorne Middle School Business Lab. (\$3,000)

Engineering-Technology Drawing

\$ 18,000.00

- We plan to modernize our high school Engineering lab at EC Glass with the purchase of a new Carney CNC Machine (\$4,000). We also plan to purchase a new HP Wide Format printer and a new 3D printer. (\$ 6,000)
- We will expand our Engineering lab at Heritage High School with the purchase of a new 3D printer and various replacement hand tools. (\$ 8,000)

Criminal Justice

\$ 7,000.00

- We plan to update our Criminal Justice lab at EC Glass with the purchase of virtual taser, and pepper spray kits for training with our new Use of Force Training Simulator (FATS L7)

Health Careers/Sports Medicine

\$ 21,000.00

- We will expand and modernize our Sports Medicine lab at Heritage High School with the purchase of a NormaTec Pulse Recovery System. This item will help students learn compression therapy techniques in treating sports injuries. (\$ 4,000). We also plan to purchase a DOMS vibration machine for muscle treatment. (\$ 2,000)
- We will upgrade our Sports Medicine lab at EC Glass High School with the purchase of a Med4Elite compression therapy machine. (\$15,000)

Technology Education

\$ 38,192.85

- We will upgrade our PLTW Engineering lab at Dunbar Middle School with the purchase of a new drill press, sander, and Saw Stop Smart saw. (\$14,000)
- We plan to purchase a new Robotics Arm Module for the Tech Lab at Sandusky Middle School. (\$8,000). We will also add a new Computer Science-Coding module at the tech labs at Sandusky Middle School and Linkhorne Middle School. (\$6,000).
- We will upgrade our Linkhorne Middle School production lab with a new 3D printer, video cameras, and adjustable miter saw. (\$10,192.85)

Culinary Arts

\$ 1,000.00

- We plan to upgrade our Heritage High School Culinary Lab with the purchase of a new Pro Cut Knife Set and electric knife sharpener. (\$1,000)

Auto Service Technology

\$ 5,000.00

- We plan to upgrade our EC Glass High School Auto Service Technology Lab with the purchase of a new ATECS Engine Performance Test module with software. (\$5,000)

Video-Media Technology

\$ 7,000.00

- We plan to upgrade our EC Glass High School Video Production lab with the purchase of 2 Lumix 12-60mm digital cameras with stands and color filter kits. (\$2,000).
- We also plan to upgrade our ADOBE software licenses at our Video Production Labs at Heritage High School and Dunbar Middle School. (\$5,000).

TOTAL

\$257,192.85

Agenda Report

Date: 05/07/19

Agenda Number: J-3

Attachments: Yes

From: Crystal M. Edwards, Superintendent

Subject: Lynchburg City School Board Governance Policy Review

Summary/Description:

The Governance Policy Workgroup met on April 22, 2019. The group recommends keeping the following policies as written with minor changes.

BCC – School Board Clerk	<i>No changes</i>
CA – Administrator Goals	<i>No changes</i>
CM – Annual Report	<i>No changes</i>
BG-R – Board/Staff Communications	<i>Remove Superintendent’s Preview</i>
BGZ-R – Supt Personnel Advisory	<i>Remove Superintendent’s Preview</i>
BHB – Board Member Inservice	<i>P-card use under review - policy DJA-RY</i>
KMZ-R – Supt Parent Advisory	<i>Add additional reps at the Superintendent’s discretion</i>

The workgroup recommends accepting the changes proposed by VSBA.

AE – School Division Goals
BG/GBD – Board Staff Communications
CBA – Qualifications for Superintendent

The workgroup recommends discussing the following policies.

AF – Comprehensive Plan	<i>Review the contents of the comprehensive plan</i>
AFA – Eval of School Board	<i>Decide if the school board wants to do this</i>
BBBB – Student Rep	<i>Decide if the school board wants to explore changing this</i>
BDDH/KD – Public Participation	<i>Review procedure for gathering additional information</i>

Disposition: **Action**
 Information
 Action at Meeting on: June 4, 2019

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 June 4, 2019.

SCHOOL BOARD CLERK

On recommendation of the Superintendent, a clerk shall and a deputy clerk may be appointed annually at the organizational meeting of the School Board.

The clerk and deputy clerk, if any, are each bonded in an amount no less than ten thousand dollars (\$10,000), and the School Board pays the premiums for each bond. The clerk and deputy clerk, if any, discharge under the general direction of the Superintendent all duties as required by law and such other duties as may be required by the School Board or the Board of Education.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-76, 22.1-77.

ADMINISTRATION GOALS

The Lynchburg City School Board places the primary responsibility and authority for the administration of the school division in the Superintendent. The Superintendent is responsible for the direction, leadership, and coordination of students and staff in their efforts to reach educational goals adopted by the School Board.

The School Board expects the division Superintendent to provide leadership in:

1. Decision-making.
2. Communication
3. Planning, organizing, implementing, and evaluating educational programs.
4. Developing and maintaining close working relationships and channels of communication within the school system and community.

Adopted: June 17, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, and 22.1-253.13:7.

Cross Refs.: CBA Qualifications and Duties of the Superintendent
CBG Evaluation of the Superintendent

SCHOOL DIVISION ANNUAL REPORT

The School Board, with the assistance of the Superintendent, makes a report on or before September 15 of each year covering the work of the schools for the year ending June 30, to the Board of Education on forms supplied by the Superintendent of Public Instruction.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-81.

BOARD-STAFF COMMUNICATIONS

The Lynchburg City School Board wishes to maintain open channels of communication between itself and the staff. The goal is to enhance and streamline communications to ensure information flows in both directions, and to ensure any issues are promptly handled and addressed. The basic line of communication will, however, be through the Superintendent.

All effective means of facilitating channels of communication between the Board and staff will be utilized, like the Superintendent's Personnel Advisory ~~and Superintendent's Preview~~, in order to promote close and cooperative action for the continuing improvement of the educational program and the mutual benefits of the school system and the community.

Staff Communications to the Board

Any employee, acting as an individual or as a representative of any employee group, may request a meeting with the Superintendent or his/her designee(s) to discuss policies or other matters for consideration by the School Board. The Superintendent should inform the Board of such meetings, the matters discussed, and the recommendations of the employee(s) submitted to him/her. The Superintendent may also schedule such meetings and invite employees, including representatives of employee groups, to be present to discuss matters that affect them.

Board members and employees share a common interest in education and in school operation. Employees must remember that individual Board members have no authority or duty except as members of the Board at a legally convened Board meeting or except as may be assigned to them by the School Board as a whole. Therefore employees should not interpret informal remarks of Board members as representing the official position of the Board, or a firm position of the Board member.

Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the Superintendent. The Superintendent will develop appropriate methods to keep the staff fully informed of the Board's concerns and actions.

The success of any school system requires effective communication between the School Board and the staff. Such communication is necessary for the continuing improvement of the educational program and for the proper disposition of personnel problems which may arise. To achieve this end, good Board-staff relations must be maintained in a climate of mutual trust and respect.

In accordance with good personnel practice, staff participation in the development of educational and personnel policies will be encouraged and facilitated.

Adopted by School Board: August 20, 2013

SUPERINTENDENT'S PERSONNEL ADVISORY COMMITTEE

The Superintendent's Personnel Advisory Committee will meet each year to insure effective communication within the division. These meetings are for the purpose of discussing specific interests, concerns, and initiatives which affect the school division. The committee will be tasked with specific projects and problem-solving initiatives.

The selection of members for the Superintendent's Personnel Advisory Committee requires the assistance of the building principals and several other supervisory personnel. Principals and other supervisory personnel will invite their respective staffs or groups to select the representative(s) for the committee. Membership for the Superintendent's Personnel Advisory Committee will include:

- one representative from each building/employee group
 - elementary school
 - secondary school
 - transportation - bus driver
 - transportation – mechanic
 - food services
 - custodial staff
 - nurses/health assistants
 - teacher assistants
 - principal - elementary
 - principal - secondary
 - secretarial staff (from administration building)
 - LAUREL Regional School
 - Alternative Education Programs

- three representatives from
 - Lynchburg Education Association (determined by LEA president)

Questions associated with improvements to instructional programs, curriculum development, and professional development needs will be discussed during those meetings. Questions or suggestions about ways in which to help employees complete tasks more efficiently or in some way improve the work environment should also be submitted. Those items should be submitted at least one week in advance of the meeting to the Director of Personnel.

Questions and concerns related to school policies, procedures, and operations should be sent to the Clerk of the school board. ~~Answers to those questions and concerns will be provided in the weekly Superintendent's Preview.~~

Meetings will occur in the Board Room at the School Administration Building beginning at 3:45 p.m. The Superintendent will establish the meeting dates at the beginning of each school year. When scheduling events and activities, principals should ensure that the activities do not coincide with these meetings.

Following each meeting, committee members, school board members, and principals

will receive a summary of the discussions that occur at these meetings. In addition, summaries will be transmitted across the wide-area network for public access. Principals and supervisory personnel should post these summaries for employee review following each meeting.

Adopted: June 17, 2014

A TRADITION OF EXCELLENCE FOR ALL



LYNCHBURG CITY SCHOOLS

SCHOOL ADMINISTRATION BUILDING

BGZ-R

915 Court Street
P. O. Box 2497
Lynchburg, VA 24505-2497
www.lcsedu.net

SUPERINTENDENT'S PERSONNEL ADVISORY COMMITTEE

Representative Form

SCHOOL/GROUP _____

Personnel Advisory Committee Representatives(s):

1. _____
2. _____
3. _____

PLEASE COMPLETE AND RETURN TO THE SUPERINTENDENT'S OFFICE NO LATER THAN _____.

SCHOOL BOARD MEMBER IN-SERVICE ACTIVITIES

The School Board places a high priority on the importance of a planned and continuing program of in-service education for its members. The central purpose of the program is to enhance the quality and effectiveness of public school governance in our community. The School Board shall plan specific in-service activities designed to assist School Board members in their efforts to improve their skills as members of a policy-making body; to expand their knowledge about trends, issues, and new ideas affecting the educational activities of the local schools; and, to deepen their insights into the nature of leadership in a modern democratic society.

School board members will participate annually in high-quality professional development activities at the state, local, or national levels on governance, including, but not limited to, personnel policies and practices; the evaluation of personnel; curriculum and instruction; use of data in planning and decision making; and current issues in education.

Funds shall be budgeted annually to support this program. Individual School Board members shall be reimbursed for out-of-pocket costs incurred through participation in approved activities. The School Board *{Chair}* shall retain the authority to approve or disapprove the participation of members in planned activities. The public shall be kept informed about the School Board's continuing in-service educational activities.

The School Board regards the following as the kinds of activities and services appropriate for implementing this policy:

1. Participation in School Board conferences, workshops and conventions conducted by the Virginia and the National School Boards Association.
2. Division-sponsored training sessions for School Board members.
3. Subscriptions to publications addressed to the concerns of School Board members.

Adopted: June 4, 2013

Revised: May 19, 2015

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:5.

SUPERINTENDENT'S PARENT ADVISORY COUNCIL

A. Definition

The Superintendent's Parent Advisory Council is a citizen organization created for the purpose of providing effective two-way communication between the parents of children that attend Lynchburg City Schools and the Superintendent of Lynchburg City Schools.

B. Function

1. The Superintendent's Parent Advisory Council meetings enable the Superintendent and parents to discuss matters which affect teaching and learning as well as the overall operations of our schools. Furthermore, these meetings provide an identifiable channel for communication within the school division. This function includes, but is not limited to:
 - a. hearing, interpreting, and disseminating information regarding policies, goals, and programs of the school board;
 - b. gathering information regarding interests, concerns, needs, ideas, and recommendations from citizens of the community;
 - c. serving as a liaison organization between groups of citizens and the school board;
 - d. planning, implementing, utilizing, and evaluating other means for enhancing effective two-way communication between the citizens of the community and the Superintendent.
2. To make specific recommendations that reflect the will of the citizens of the community to the Superintendent/School Board in areas such as:
 - a. broad goals and objectives of the school system,
 - b. structure and organization of the school system,
 - c. programs within and proposed for the school system,
 - d. the budget of the school system,
 - e. other areas as the Superintendent/School Board may consider appropriate.

C. Composition

The Superintendent's Parent Advisory Council may have up to three representatives from each school in the division. *{Additional representatives may be added at the discretion of the Superintendent.}*

D. Limitations

The Superintendent's Parent Advisory Council serves in a purely advisory capacity; none of its actions, recommendations, opinions, viewpoints or suggestions are in any way binding upon the Superintendent or the School Board.

Approved by Superintendent: October 23, 1980
Revised by Superintendent: August 2, 1983
Revised by Superintendent: October 20, 2014

SCHOOL DIVISION GOALS AND OBJECTIVES

A: Generally

The school division is committed to excellence in education, equality of educational opportunity, and the recognition of each student's individuality. Inasmuch as students differ in their rate of physical, mental, emotional and social growth and vary in their needs and abilities, learning opportunities are provided that are consistent with personal development and potential. Programs ~~shall~~ emphasize diagnostic and prescriptive instruction, allowing an individual approach to each student's learning style and educational needs.

The educational program introduces each student to a variety of interest and subject areas that offer exposure to the range of opportunities available in later years. These experiences produce the basis for further education and future employment. As students demonstrate increased maturity, they may assume more responsibility for the decisions regarding their education.

The school environment should be responsive and conducive to learning. The physical environment facilitates and enhances the learning experiences available to each student. A responsive environment includes competent, dedicated teachers using a variety of techniques and a classroom atmosphere where students can function and develop according to their abilities.

Safety, physical comfort, and appearance also are vital environmental components.

B: Standards of Quality and Objectives

The School Board accepts the overall goals of public education as expressed by the Standards of Quality legislated by the Virginia General Assembly and implemented by State Board of Education regulations.

The School Board ~~will report~~ **{reports}** its compliance with the Standards of Quality to the Board of Education annually. The report of compliance ~~will be~~ **{is}** submitted to the Board of Education by the ~~Chairman~~ of the Board and the ~~Division~~ Superintendent.

C: Standards of Quality--Programs and Services

The School Board commits itself to providing programs and services as stated in the Standards of Quality to the extent funding thereof is provided by the General Assembly.

Adopted: September 16, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:1, 22.1-253.13:8.

BOARD-STAFF COMMUNICATIONS

The Lynchburg City School Board supports and encourages two-way communication between the Board and employees. The Superintendent is the official representative of the School Board ~~as its chief administrative officer~~ in its relations and communications with its employees.

Employees are encouraged to communicate their ideas and concerns in an orderly and constructive manner to the School Board and/or the ~~administrative staff~~ *{Superintendent or Superintendent's designee}*.

The School Board desires to develop and maintain the best possible working relationship with the employees of the school division. The School Board welcomes the viewpoints of employees, and ~~it shall allow~~ *{allows}* time at its meetings for employees to be heard.

The School Board does not discriminate against any employee by reason ~~of his or her~~ *{because of}* membership in an employee organization, or participation in any lawful activities of the organization.

Adopted: June 4, 2013

Revised: May 6, 2014

Legal Ref.: Code of Virginia, 1950, as amended, § ~~22.1-253.13:7.C.1.~~ *{22.1-253.13:7.}*

BOARD-STAFF COMMUNICATIONS

The Lynchburg City School Board supports and encourages two-way communication between the Board and employees. The Superintendent is the official representative of the School Board as ~~its chief administrative officer~~ in its relations and communications with its employees.

Employees are encouraged to communicate their ideas and concerns in an orderly and constructive manner to the School Board and/or the ~~administrative staff~~ *{Superintendent or Superintendent's designee}*.

The School Board desires to develop and maintain the best possible working relationship with the employees of the school division. The School Board welcomes the viewpoints of employees, and ~~it shall allow~~ *{allows}* time at its meetings for employees to be heard.

The School Board does not discriminate against any employee by reason of ~~his or her~~ *{because of}* membership in an employee organization, or participation in any lawful activities of the organization.

Adopted: June 4, 2013
Revised: May 6, 2014

Legal Ref.: Code of Virginia, 1950, as amended, § ~~22.1-253.13:7.C.1.~~ *{22.1-253.13:7.}*

QUALIFICATIONS AND DUTIES FOR THE SUPERINTENDENT

I. QUALIFICATIONS

- ~~1. The candidate for Superintendent shall meet the qualifications as set forth in State Board of Education Regulations Governing Licensure of School Personnel.~~
- ~~2. Preference shall be given to those applicants whose experience and education demonstrate a balance between instruction and business administration.~~
- ~~3. Eligibility shall be limited to individuals whose records indicate they possess the following attributes:
 - ~~a. Good character~~
 - ~~b. Management talent~~
 - ~~c. Leadership~~
 - ~~d. Knowledge of school law~~
 - ~~e. Understanding of special education~~
 - ~~f. Outstanding ability in career and technical and academic education.~~~~

~~The position of Superintendent is a performance-based position with remuneration directly dependent on the achievement of the performance goals and standards established by the School Board and the School Board's evaluation of the Superintendent.~~

{The Superintendent meets or exceeds the requirements set by the Board of Education.}

The Superintendent annually participates in high-quality professional development activities at the local, state, or national levels, on topics including the Standards of Quality, Board of Education regulations, and the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals, and Superintendents.}

II. MAJOR DUTIES

- ~~1. Serves as *{as}* chief executive officer of the School Board *{, the Superintendent}*~~
 - ~~a. Attends *{attends}* School Board meetings. *{meetings,}*~~
 - ~~b. Implements *{implements School Board}* policies of the School Board. *{and ensures that they are posted on the division's website,}*~~
 - ~~c. Reports *{reports}* to the School Board about the status of programs, personnel and operations of the schools. *{school division,}*~~
 - ~~d. Recommends *{recommends}* actions to the School Board. *{Board,}*~~
 - ~~e. Communicates as liaison *{facilitates communication}* between the School Board and school personnel. *{personnel,}*~~
 - ~~f. Assists *{assists}* the chairman *{Chair}* in developing and distributing notices and agenda of meetings of the School Board. *{Board, and develops regulations as directed by the School Board.}*~~

2. ~~Acts as~~ *{As}* the educational leader of the schools. ~~{school division, the Superintendent}~~
 - a. Supervises *{supervises}* the principals and assistant superintendents. ~~{superintendents,}~~
 - b. Oversees *{oversees}* planning and evaluation of curriculum and instruction. ~~{instruction,}~~
 - c. Develops *{develops}* for approval by the School Board procedures for adopting textbooks and other instruction materials. ~~{instructional materials,}~~
 - d. Visits *{visits}* schools on a regular basis. ~~{basis, and}~~
 - e. Maintains *{maintains}* a current knowledge of developments in curriculum and instruction.

3. ~~Enforces~~ *{The Superintendent enforces}* school laws and regulations. ~~{regulations, including by}~~
 - a. Observes such *{observing}* directions and regulations as *{prescribed by}* the Superintendent of Public Instruction or Board of Education may prescribe. ~~{Education,}~~
 - b. Makes reports *{reporting information}* to the Superintendent of Public Instruction whenever required. ~~{as required,}~~
 - c. Distributes promptly *{promptly distributing}* all reports, forms, laws and regulations which may be received from the Superintendent of Public Instruction. ~~{Instruction,}~~
 - d. Enforces *{enforcing}* school laws, regulations and decisions of the Superintendent of Public Instruction and of the Board of Education. ~~{Education, and}~~
 - e. Prepares and maintains administrative *{developing and maintaining}* procedures, guidelines and regulations to be used to implement School Board policy. If Board action is required by law or the Board has specifically asked that certain types of regulations be given prior Board approval, these *{procedures,}* regulations and guidelines shall be *{are presented to the School Board for approval and, when approved,}* placed in the School Board *{policy}* manual. The administrative procedures, guidelines and regulations shall be discussed with *{are communicated to}* the staff and made available for their information.

4. ~~Oversees~~ *{The Superintendent oversees}* staff personnel management. ~~{management, including by}~~
 - a. Organizes *{organizing}* recruitment of personnel. ~~{personnel,}~~
 - b. Reassigns *{reassigning}* personnel to schools and offices. ~~{in accordance with School Board policy,}~~
 - c. Insures administration of *{administering}* personnel policies and programs. ~~{programs,}~~
 - d. Supervises *{supervising}* evaluation of personnel. ~~{personnel, and}~~
 - e. Provides *{providing}* for maintenance of up-to-date job descriptions for all personnel.

5. ~~Oversees facility management.~~ *{The Superintendent oversees facility management, including by}*
 - a. Prepares long *{preparing long-}* and short-range plans for facilities and sites. ~~{sites,}~~
 - b. Insures *{providing for}* the maintenance of school property and safety of personnel and

- property-~~{property,}~~
 - c. Inspects~~{inspecting, or providing for the inspection of,}~~ school property on a regular basis-~~{basis,}~~
 - d. Approves~~{overseeing}~~ the utilization of school property-~~{property,}~~
 - e. Monitors~~{monitoring}~~ any construction, renovation and demolition of school facilities-~~{facilities,}~~
 - f. Represents the schools~~{representing the school division}~~ before local or state agencies which control building requirements or provide financing for buildings-~~{buildings, and}~~
 - g. Closes~~{closing}~~ public school buildings which appear to him to be unfit for occupancy.
6. Oversees~~{The Superintendent oversees}~~ financial management-~~{management by}~~
- a. Prepares~~{preparing the}~~ budget for School Board approval-~~{approval,}~~
 - b. Insures~~{ensuring}~~ that expenditures are within the limits approved by the School Board-~~{Board,}~~
 - c. Reports~~{reporting}~~ to the School Board on ~~{the}~~ financial condition of the schools-~~{division,}~~
 - d. Establishes~~{establishing}~~ procedures for procurement of equipment and supplies-~~{supplies, and}~~
 - e. Ensures~~{ensuring}~~ that an accurate record of all receipts and disbursements of school funds is kept.
7. Directs~~{The Superintendent directs}~~ community relations activities-~~{activities, including by}~~
- a. Articulates~~{articulating}~~ educational programs and needs to the community-~~{community,}~~
 - b. Responds~~{responding}~~ to concerns expressed in the community-~~{community,}~~
 - c. Maintains~~{maintaining}~~ contact with the news media-~~{media,}~~
 - d. Participates~~{participating}~~ in community affairs-~~{affairs, and}~~
 - e. Involves~~{involving}~~ the community in planning and problem solving for the schools-~~{school division.}~~
8. Oversees~~{The Superintendent oversees}~~ pupil personnel services-~~{services by}~~
- a. Monitors~~{monitoring}~~ pupil personnel services-~~{services,}~~
 - b. Insures~~{providing for an}~~ adequate pupil record system-~~{system,}~~
 - c. Implements~~{implementing}~~ policies and programs relating to behavior and discipline of pupils-~~{pupils,}~~
 - d. Maintains~~{maintaining}~~ programs for ~~{the}~~ health and safety of pupils-~~{pupils, and}~~
 - e. Communicates as liaison between schools~~{facilitating communication between the school division}~~ and community social agencies.

Adopted: June 17, 2014

Revised: April 28, 2015

Legal Ref.: Constitution of Virginia, article VIII, § 5e.~~{5.}~~

Code of Virginia, 1950, as amended, §§ 22.1-58, 22.1-59, 22.1-68, 22.1-69, 22.1-136; ~~{22.1-253.13:5,}~~ 22.1-253.13:7.

~~8 VAC 20-22-50.~~ **{8 VAC 20-23-50.}**

~~8 VAC 20-22-600.~~ **{8 VAC 20-23-630.}**

8 VAC 20-390-10.

8 VAC 20-390-40.

8 VAC 20-390-50.

8 VAC 20-390-60.

8 VAC 20-390-70.

8 VAC 20-390-80.

8 VAC 20-390-90.

8 VAC 20-390-100.

8 VAC 20-390-110.

COMPREHENSIVE PLAN

The Lynchburg City School Board ~~will adopt~~ **{adopts}** a divisionwide comprehensive, unified, long -range plan based on data collection, an analysis of the data, and how the data will be utilized to improve classroom instruction and student achievement. The plan ~~will be~~ **{is}** developed with staff and community involvement and ~~will include, or be~~ **{includes, or is}** consistent with, all other divisionwide plans required by state and federal laws and regulations. The School Board ~~shall review~~ **{reviews}** the plan biennially and ~~adopt~~ **{adopts}** any necessary revisions. Prior to the adoption of the plan or revisions thereto, the School Board ~~will post~~ **{posts}** the plan or revisions on the division's Internet website if practicable and ~~make~~ **{makes}** a hard copy of the plan or revisions available for public inspection and copying and ~~will conduct~~ **{conducts}** at least one public hearing to solicit public comment on the plan or revisions.

The divisionwide comprehensive plan ~~will include~~ **{includes}**

- (i) the objectives of the school division, including strategies for first improving student achievement, particularly the achievement of educationally at risk students, then maintaining high levels of student achievement;
- (ii) an assessment of the extent to which these objectives are being achieved;
- (iii) a forecast of enrollment changes;
- (iv) a plan for projecting and managing enrollment changes including consideration of the consolidation of schools to provide for a more comprehensive and effective delivery of instructional services to students and economies in school operations;
- (v) an evaluation of the appropriateness of establishing regional programs and services in cooperation with neighboring school divisions;
- (vi) a plan for implementing such regional programs and services when appropriate;
- (vii) a technology plan designed to integrate educational technology into the instructional programs of the school division, including the division's career and technical education programs, consistent with or as part of the comprehensive technology plan for Virginia adopted by the Board of Education;
- (viii) an assessment of the needs of the school division and evidence of community participation, including parental participation, in the development of the plan;
- (ix) any corrective action plan required pursuant to Va. Code § [22.1-253.13:3](#); and
- (x) a plan for parent and family involvement to include building successful school and parent partnerships that will be developed with staff and community involvement, including participation by parents.

The School Board ~~will present~~ **{presents}** a report to the public by November 1 of each odd-numbered year on the extent to which the objectives of the divisionwide comprehensive plan have been met during the previous two school years.

Each school ~~will prepare~~ *{prepares}* a comprehensive, unified, long-range plan, which ~~shall be given consideration by~~ the School Board *{considers}* in the development of the divisionwide comprehensive plan.

Adopted: September 16, 2014

EVALUATION OF SCHOOL BOARD OPERATIONAL PROCEDURES

The School Board reviews its performance annually to ensure its proper discharge of responsibilities to the community. Evaluation is based on a positive approach, identifying the strengths of the School Board and opportunities for improvement.

The following elements are included in the self-evaluation process:

1. School Board members are involved in the development of an evaluation instrument and procedure.
2. The School Board evaluation instrument is completed by individual Board members ~~on a confidential basis~~, and submitted to the School Board ~~Chairman~~ *{Chair}*, or the ~~Chairman's~~ *{Chair's}* designee, for compilation.
3. The School Board meets, with all members present, to review and discuss the composite results.
4. Each conclusion is supported by objective evidence.

Based on discussion of the results, the School Board develops both short and long-range goals and objectives to ensure continued proficiency in its areas of excellence, to strengthen weak areas and to improve the efficiency of the Board.

Adopted: September 16, 2014

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78.

Cross Refs.	AE	School Division Goals and Objectives
	AF	Comprehensive Plan
	BBA	School Board Powers and Duties

STUDENT REPRESENTATIVE TO THE SCHOOL BOARD

The opinions and concerns of the students in Lynchburg City School division are important to the Lynchburg City School Board. Therefore, the School Board selects a student representative *{from each high school}*.

The principal of each high school nominates one student from the school to serve as the student representative to the School Board, subject to final approval by the School Board. The student representative serves a one year term.

The student representative serves in an advisory capacity and does not vote. The student representative does not attend closed meetings. The school division provides the meeting agenda and other public materials to the student representative in advance of each open meeting. The student representative does not have access to confidential information, including student or personnel records. The student representative is expected to attend all regular, open meetings and complete assignments for research and data collection when requested by the School Board.

Adopted by School Board: June 4, 2013

Revised: August 18, 2015

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-86.1.

PUBLIC PARTICIPATION AT SCHOOL BOARD MEETINGS

Members of the community are invited and encouraged to attend meetings of the Lynchburg City School Board to observe its deliberations. Any member of the community may address the Board on matters related to the Lynchburg City public schools at any regular meeting as provided in the accompanying exhibit (BDDH-E). Persons wishing to address the School Board are requested to contact the Superintendent, the School Board ~~chairman~~ *{Chair}*, or their designee for placement on the agenda.

The ~~chairman~~ *{Chair}* is responsible for the orderly conduct of the meeting and shall rule on such matters as the appropriateness of the subject being presented and length of time for such presentation. No one will be allowed to make additional presentations until everyone who wishes to speak has an opportunity to make an initial presentation.

Persons desiring to address the School Board shall submit an advanced request in writing, to the Superintendent no later than 12:00 noon of the Wednesday preceding the regular board meetings or by signing the Public Comment Form which shall be available to the public 15 minutes before the meeting starts. Each person requesting to speak shall identify the subject he wants to address and, if he represents a group, he must identify the group.

Upon recognition by the ~~chairman~~ *{Chair}*, the speaker should clearly state name, address and the subject of his/her remarks. He shall address himself to the ~~chairman~~ *{Chair}* and if, at the conclusion of his/her remarks, any school board member desires further information, said member shall address the speaker only with the permission of the ~~chairman~~ *{Chair}*. The courtesy of the School Board shall be extended to the speaker and the speaker shall respect the privilege extended by the School Board or be ruled out of order by the ~~chairman~~ *{Chair}*.

The total number of speakers shall be limited to a maximum of six individuals and/or group spokespersons at each meeting and the entire public comment period shall not exceed 30 minutes in length.

Adopted: June 4, 2013
Revised: May 6, 2014
Revised: September 6, 2016

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:7. Cross Ref.:
BDDE Rules of Order

File: BDDH-E

SCHOOL BOARD BY LAWS

Public Participation

Public Comment Sign-up Sheet

School Board Meeting Date:

Individuals wishing to address the school board should provide the following information before the start of the school board meeting. The school board ~~chairman~~ *{Chair}* will use this information to recognize your presence and your request to speak before the school board.

PRINT

Name	Address	Phone Number	Subject	Group Name if Representing a Group

File: BDDH-E

SCHOOL BOARD BYLAWS

Public Participation

Persons appearing before the school board will not be allowed to campaign for public office or promote private business ventures; and should not use profanity or vulgar language or gestures; make comments about a public official or an employee that are not related to his or her official duties; engage in behavior that disrupts the meeting or intimidates others; or address the school board on issues that do not concern the services, policies, role and/or responsibilities of the school board.

Individual speakers shall limit their comments to three minutes. A speaker representing a group shall limit his comments to five minutes. The representative shall identify the group at the beginning of his or her presentation. A group may have no more than one spokesperson. The total allotted time for public comments at school board meetings is 30 minutes. Public comments are reserved for the public to provide input. The board does not respond to comments, answer questions, or otherwise engage in discussion at this time.

Agenda Report

Date: 05/07/19

Agenda Number: J-4

Attachments: Yes

From: Crystal M. Edwards, Superintendent
Marie F. Gee, Director of Personnel

Subject: Annual Personnel Report

Summary/Description:

1. Recommendation for continuing contracts for personnel completing fifth year or completing one year after attaining continuing contract status in another Virginia system.
2. Recommendation for renewal of annual contracts for fourth year personnel.
3. Recommendation for renewal of annual contracts for third year personnel.
4. Recommendation for renewal of annual contracts for second year personnel.
5. Recommendation for renewal of annual contracts for first year personnel.
6. Recommendation for renewal of annual contracts for personnel completing less than 160 days.
7. Recommendation for continuing contracts to remain in force for part-time personnel.
8. Recommendation for renewal of annual contracts for part-time personnel and/or full-time personnel with a part-time administrative assignment.
9. Recommendation for Title/Grant funded personnel.
 - A. Recommendation for continuing contracts, Title/Grant funded personnel completing fifth year or completing one year after attaining continuing contract status in another Virginia system.
 - B. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing fourth year.
 - C. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing third year.

Agenda Report

Agenda Number: J-4

- D. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing second year.
 - E. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing first year.
 - F. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing less than 160 days.
 - G. Recommendation for continuing contracts to remain in force for part-time and/or partially funded Title/Grant personnel.
 - H. Recommendation for renewal of annual contracts for part-time and/or partially funded Title/Grant personnel.
 - I. Recommendation for continuing contracts to remain in force for Title/Grant funded personnel.
- 10. Recommendation for non-renewal of contracts.
 - 11. Recommendation for continuing contracts to remain in force for 2019-20.
 - A. Personnel earning continuing contract status under Policy BBFA.
 - B. Other administrative and instructional personnel.
 - 12. Recommendation for renewal of contracts for non-mandatory licensed administrative personnel.
 - 13. Reduction in force in accordance with School Board Policy 5-18.
 - 14. Recommendation for renewal of annual contracts, locations, and/or assignment to be determined.

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

Superintendent's Recommendation:

The superintendent recommends that the school board approve the Annual Personnel Report.

All of the following elections are contingent upon and may be adjusted to comply with the provisions of the approved school operating budget for the 2019-20 school year.

- 1 Recommendation for renewal of continuing contracts for fifth year personnel/third year administrator or one year for all personnel after attaining continuing contract status in another Virginia system.

ELEMENTARY

Ashton, Allison	Teacher
Bourque, Joanna	Teacher
Clark, Venita	Teacher
Corsones-Finney, Rebecca	Teacher
Dillon, Sarah	Teacher
Dray, Brittany	Teacher
Frankfort, Kerry	Teacher
Henderson, Audrey	Teacher
Holmes, Adrian	Teacher
Maurice, William	Teacher
McGuire, Katherine	Teacher
Phillips, Shane	Teacher
Rickert, Megan	Teacher
Thomas, Pamela	Teacher
West-Hazlewood, Katharine	Teacher
Womack, Taylor	Teacher

SECONDARY

Bachelle, Erik	Teacher
Baker, Katherine	School Counselor
Berry, David	Teacher
Bice, Victoria	School Counselor
Bonheim, Elizabeth	Teacher
Bragg, Catherine	Teacher
Cyrus, Rebecca	Teacher
Davis, Emily	Teacher
Dupere, Adam	Teacher
Ferrell, Jenny	Teacher
Gonzalez, Tracy	Teacher
Gray, Sarah	Teacher
Hallberg, Christopher	Athletic Trainer
Harris, Greer	Teacher
Henderson, Kendra	Teacher
Highsmith, Geoge	Teacher
Jennings, Karen	Teacher
Jensen, Jeffrey	Teacher
Johnson, Jermaine	Teacher
Long, Shannon	School Social Worker
Newman, Lakisha	Teacher
O'Hara, Patrick	Teacher
Planiczka, Rebecca	Teacher
Regner, John	Teacher
Reid, Philmika	School Counselor
Sheldrake, Cynthia	Teacher
Thornhill, Elizabeth	Teacher
Tiller, Matthew	Teacher
Tusing, Hannah	Teacher
Tyree, Jennifer	Teacher
Wambold, Shelby	Teacher

ADMINISTRATIVE

Brown, Derrick	Principal
Glover, Christopher	Assistant Principal
Jordan, Allison	Instr Supervisor Sec English, WL, SS
Rhodes, Christen	Coord of Alt Ed

2 Recommendation for renewal of annual contracts for fourth year personnel.

PREKINDERGARTEN

Templeton, Brittany	Teacher
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ELEMENTARY

Andrews, Brooke	Teacher
Burkhardt, Heather	Teacher
Cooksey, Jaime	Teacher
Coulter, Desiree	Teacher
Guca, Julia	Librarian
Gunter, Madeline	Teacher
Harris, Latoya	Teacher
Haupt, Trevor	Teacher
Heidorn, Margarete	Teacher
Hill, Heather	Teacher
Huband, Christie	Teacher
Kobischen, Laura	Teacher
Marroquin, Victoria	Teacher
Phillips, Jacquelyn	Teacher
Smith, Melissa	Teacher
Tyler, Stacey	Teacher
VanKuren, Kay	Teacher
Willis, Brittany	Teacher

SECONDARY

Dicarlo, Gina	Teacher
Dodgion, Kelly	Teacher
Eisele, Melanie	Teacher
Faircloth, Elizabeth	Teacher
Giffin, Gina	Teacher
Grossman, Eric	Teacher
Harris, Lonice	School Social Worker
Heath, Miranda	Teacher
Jones, Brittany	School Psychologist
Kelso, Trumaine	Teacher
McGarrity, Samuel	Teacher
Ramirez, Amanda	Teacher
Preston, Pamela	Teacher
Short, Elizabeth	Teacher
Summers, Michael	Teacher
Terry, Annie	Teacher

ADMINISTRATIVE

Campbell, Sarah (.5)	Coord for Extended Learning Time
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3 Recommendation for renewal of annual contracts for third year personnel.

ELEMENTARY

Anderson, Cami	Teacher
Bunque, Caroline	Teacher
Carothers, Lakerria	Teacher
Connelly, Alexandra	Teacher

Darby, Shaina	Teacher
Davis, Mary J.	Teacher
Decker, Brianna	Teacher
Elliott, Holly	Teacher
Gamwell, Justine	Teacher
Grimwood, Samantha	Teacher
Hutcherson, Anna	Teacher
Manwarren, Bethany	Teacher
Mullins, Heather	Teacher
Rader, Stephanie	Teacher
Roy, Kristin	Teacher
Satterfield, Kristina	Teacher
Snellings, Karen	Librarian
White, Brianne	Teacher
Williams, Kristin	Teacher

SECONDARY

Bower, Katharine	Teacher
Brimm, Janel	Teacher
Calloway, Germaine	School Counselor
Cole, Dana	Teacher
Davis, Lastacia	School Counselor
Dillon, Tara	School Counselor
Dodgion, Lauren	Teacher
Edward-Brookins, Siana	Teacher
Eubank, Rebecca	Teacher
Fondelier, Michelle	Teacher
Garretson, Johnathon	Teacher
Gonzalez, Jessica	Teacher
Guca, Zachary	Teacher
Hite, Jason	Teacher
Hunt, Wayne	Teacher
Knight, Calvin	Athletic Director
Lesnak, Katherine	Teacher
Lynam, Nicole	Teacher
Martin, Kimberley	Teacher
Masencup, Elizabeth	Athletic Director
Melton, Rebekah	Director of School Counseling
Miller-Goode, Tracy	Director of School Counseling
Murphy, Jennifer	School Social Worker
Norwood, Tammi	Teacher
Owen, Neisa	School Social Worker
Palmer, Jared	Teacher
Rettke, Erin	Teacher
Singley, Erica	Teacher
Slate, Jack	Teacher
Thompson, Olivia	Teacher
Torrence, Charles	Teacher
Tyler, Ellen	Teacher
Vennable, Jordan	Teacher

ADMINISTRATIVE

NONE

4 Recommendation for renewal of annual contracts for second year personnel.

ELEMENTARY

Adams, Savannah	Teacher
Babcock, Janel	Teacher
Bakelaar, Christina	Teacher

Brown, Elizabeth	Teacher
Chillemi, Caitlin	Teacher
Cole, Mackenzie	Teacher
Cruz, Carrie	Teacher
Curling, Jessica	Teacher
Darby, Kiana	Teacher
Dewitt, Lindsey	Teacher
Ewing, Kristin	Teacher
Farver, Kathryn	Teacher
Flowers, Chelsea	Teacher
Fus, Trisha	Teacher
Garbee-Coles, Hailey	Teacher
Gowen, Michelle	School Counselor
Guill, Taylor	Teacher
Hall, Brittany	Teacher
Hammons, Brittany	Teacher
Hawks, Steffanie	Teacher
Heidorn, Jacob	Teacher
Hook, Hunter	Teacher
Jones, Vincent	Teacher
Kennedy, Holly	Teacher
Kuhn, Caroline	Teacher
Lambert, Christina	Teacher
Lecolst, Timothy M.	Teacher
Leonard, Julie	Teacher
Lively, Andrea	Teacher
May, Jessica	Teacher
Mertz, Kristina	Teacher
Nowak, Jessica	Teacher
Offutt, Tiffany	Teacher
Patterson, Julie	Teacher
Reynolds, Melissa	Teacher
Ross, Katelyn	Teacher
Sippie, Thomas	Teacher
Staaby, Svein	Teacher
Stanley, Casey	Teacher
Thomas, Katelynn	Teacher
Townes, Rosa	Teacher
Walker, Hannah	Teacher
Webb, Jessica	Teacher
West, Heather	Teacher
Wimer, Skyler	Teacher
Witt, Rebecca	Teacher
Zebley, Taylor	Teacher

SECONDARY

Allen, Cynthia	Teacher
Boeren, Gretchen	Teacher
Caroll, Aaron	Teacher
Casler, Laura	Director of School Counseling
Chung, Christopher	Teacher
Covington, Jared	Teacher
Cruz, Javier	Teacher
Finn-Rapiejko, Patricia	Teacher
Hamby, Katie	Teacher
Howard, Joanne	Teacher
Imboden, Ronald	Teacher
Johnke, Joshua	Teacher
Karnes, Brandon	Teacher
Kelly, Emily	Teacher
Kidd, Vivian	Teacher
Kissel, Amanda	Teacher

Leclerc, Kristen	Teacher
Mangano, Anthony	Teacher
Markham, Virginia	Teacher
Meeks, Rachel	Teacher
Moncada-Ossorio, Amira D	Teacher
Norman, Sarah	Teacher
Phillips, Katherine	Teacher
Price, Emily	Teacher
Salyers, Lindsey	Teacher
Slusser, Miranda	Teacher
Sullivan, Nathan	Teacher
Tarkenton, Kenna	Teacher
Thornhill, Kathryn	Teacher
Turille, Randall	Teacher
Volk, Andrew	Teacher
Wagner, Amber	Teacher
Webb, Shawn	Teacher
White, Tonyette	School Counselor
Woerner, Bryce	Teacher
Worley, William	Teacher

ADMINISTRATIVE

Baldwin, Kellie	Principal
Boyers, Daniel	Assistant Principal
Boyles, Heather	Instr Supervisor Elem Mth Sci
Farrow, Leticia	Supervisor of Elementary Sped
Garrett, Jeffrey	Principal
Mason, Matthew	Principal
Steele, Sherri	Principal
Weis, Marta	BCBA
Yarbrough, Charles	Supervisor of Instructional Technology

5 Recommendation for renewal of annual contracts for first year personnel.

ELEMENTARY

Anderson, Janice	Teacher
Babbitt, Hannah	Teacher
Bailey, Carroll	School Counselor
Bergin, Ellison	Teacher
Boderck, Sarah	School Counselor
Briggs, Nina	Teacher
Cairns, Francis	Teacher
Carter, Joshua	Teacher
Craven, Jennifer	Teacher
Dorner, Melissa	Teacher
Folwell, Sarah	Teacher
Geldmaker, Stephanie	Teacher
Hill, Benjamin	Teacher
Hunter, Rebecca	School Counselor
Jefferson, Deron	Teacher
Johnson, Katie	Teacher
Jones, Tia	Teacher
Kawiecki, Thomas	Teacher
Kruse, Megan	Teacher
Leeman, Gianna	Teacher
Lester, Brittany	Teacher
Lindauer, Alethea	Teacher
Marquez, Noeru	Teacher
Mason, Tawana	Teacher

Mccaw, Heather	Teacher
McGrath, Kate	Teacher
Meyer, Aaron	Teacher
Neal, Justin	Teacher
Nisly, Lashae	Teacher
Overgaag, Thomas	Teacher
Pearson, Sarah	Teacher
Redmond, Amanda	Teacher
Reilly, Christine	Teacher
Robertson, Sarah	Teacher
Robinson, Jordan	Teacher
Scott, Melissa	Teacher
Stamps-Glover, Ayanna	Teacher
Strawser, Kaitlyn	Teacher
Supernaw, Sarah	Teacher
Swann, William	Teacher
Webb, Allison	Teacher
Williams, Molly	Teacher
Woods, Teresa	Teacher
Wrightson, Amanda	Teacher
Younger, Kimberly	Teacher

SECONDARY

Alley, Katelyn	Teacher
Appling, Artice	Teacher
Bell, Lauren	Teacher
Burks, Ashley	Teacher
Burns, Twila	Teacher
Burr, Ashley	Teacher
Colon, Gloria	Teacher
Comninaki, Rebecca	Teacher
Crews, Johnathon	Teacher
Cusack, Madeline	Teacher
Daugherty, Allison	Teacher
Decker, Alexis	Teacher
Doremus, Todd	Teacher
Dornfeld, Paul	Teacher
Edwards, Kennon	Librarian
Eldridge, David	Teacher
Eriksen, Ashley	Teacher
Foy, Matthew	Teacher
Garnett, McKinzie	Teacher
Garthwaite, Breanna	Teacher
Grandstaff, Stephanie	Teacher
Hall, Gena	Teacher
Hamlett, Lazarus	Director of School Counseling
Hess, Jessica	Teacher
Hill, McKayla	Teacher
Jones, Kelly	Teacher
Justice, Michael	Teacher
Klompstra, Elizabeth	Teacher
Lively, David	Teacher
Marks, Connor	Teacher
Moore, Kaye	Teacher
Neiss, Robert	Teacher
Nogueras, Itzel	Teacher
Parker, Talisha	Teacher
Pomajzl, Stephanie	Teacher
Reamey, Kendele	Teacher

Scott, Stephanie	Teacher
Sims, Jasmine	Teacher
Sisson-Jones, Danielle	Teacher
Smith, Matthew	Teacher
Storey, Amber	Teacher
Sykes, Valenica	Teacher
Tucker, Monica	Teacher
Wilkinson, Alisa	Teacher
Wilkinson, Leanora	Teacher
Woodward, Sara	Teacher

ADMINISTRATIVE

Boyd, Joshua	Assistant Principal
Farrington, Lynell	Assistant Principal
Gray, Lea	Principal
Guerin, Jeffrey	Principal
Ferguson, Richard	BCBA
Foster, Dominique	Supervisor Elem Counseling, Alt Ed
Honeycutt, Chad	BCBA
Knaus, David	Assistant Principal
McMaster, Hope	BCBA
Proffitt, Ronald	Principal

6 Recommendation for renewal of annual contracts for personnel completing less than 160 days .

ELEMENTARY

Arango, Katherine	Teacher
Bajramoski, Brandon	Teacher
Beard, Kellie	Teacher
Bechtel, Kaityn	Teacher
Bernard, Brianna	Teacher
Fairchild, Cynthia	Teacher
Mays, Mandy	Teacher
Rohla, Sarah	Teacher
Taylor, Allison	Teacher
Tucker, Catherine	Teacher

SECONDARY

Bell, Andria	Teacher
Nelson, Aubrey	Teacher
Plice, Emily	Teacher
Quesenberry, Casey	Teacher
Sweat, Baylee	Teacher

ADMINISTRATIVE

NONE

7 Recommendation for continuing contracts to remain in force for part-time personnel.

ELEMENTARY

Berry, Anne (.18)	Instructional Specialist PT
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SECONDARY

NONE

ADMINISTRATIVE

NONE

**SUPERVISOR
NONE**

8 Recommendation for renewal of annual contracts for part-time personnel.

ELEMENTARY

Finney, Carrie	Teacher
Fry, Rebecca	Teacher
Heidorn, Jacob	Teacher
Hutchison, Catherine	Teacher
Lee, Terry	Teacher
Packett, Martha	Teacher
Thompson, Amy	Teacher

SECONDARY

Camden, Rodney	Teacher
Ewing, Paul	Teacher
Rogers, Melissa	Teacher

ADMINISTRATIVE

Winters, Esther	School Psychologist
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9 Recommendation for Title/Grant Funded personnel

A. Recommendation for continuing contracts, Title/Grant funded personnel completing fifth year or completing one year after attaining continuing contract status in another Virginia system

ELEMENTARY

Patterson, Melissa	Literacy/Math Teacher
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**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

B. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing fourth year.

**PREKINDERGARTEN
NONE**

ELEMENTARY

May, Rebecca	Literacy Teacher
Robertson, Megan	Instructional Coach

**SECONDARY
NONE**

ADMINISTRATIVE

Campbell, Sarah	Coord for Extended Learning Time
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C. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing third year.

**PREKINDERGARTEN
NONE**

ELEMENTARY

Phillips, Sandra	Literacy Teacher
Robertson, Kristin	School Social Worker
Woodard, Carla	Lead Instructional Coach

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

D. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing second year.

**PREKINDERGARTEN
NONE**

ELEMENTARY

Avery, Teresa	Literacy Coach
Ford, Ahsan	School Counselor
Hicks, Ashlee	Literacy Teacher
Hughes, Cheryl	Teacher
Rigg, Katelyn	Literacy Teacher
Shank, Virginia	Literacy Teacher
Wood, Lauren	Literacy Teacher

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

E. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing first year.

ELEMENTARY

Derricott, Rosa	Behavior Resource Teacher
McVicar, Lori	Lead Instr Coach
Tickle, Jamey	Stream Coach/Math Rem Spec

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

F. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing less than 160 days.

**PREKINDERGARTEN
NONE**

ELEMENTARY

Quigley, Isaiah	Remediation Teacher
Wolfe, Candace	Lead Instr Coach

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

- G. Recommendation for continuing contracts to remain in force for part-time and/or partially funded Title/Grant personnel.**

ELEMENTARY

Berry, Anne (.35) Instructional Specialist PT

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

- H. Recommendation for renewal of annual contracts for part-time and/or partially funded Title/Grant personnel.**

ELEMENTARY

Cross, Anne Literacy Teacher PT
Davis, Jeanette Literacy Teacher PT
Johnson, Jane Stream Coach/Math Rem Spec

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

- I. Recommendation for continuing contracts to remain in force for Title/Grant funded personnel.**

PREKINDERGARTEN

Donigan, Sheron Teacher
Jackson, Sheletta Teacher
Levinson, Pamela Teacher
Madison, Doreatha Teacher
Mullen, Beth E. Teacher
Noble, Kirstin Teacher
Oertle, Ruth Ann Teacher
Owen, Dana Teacher
Porterfield, Kristin Teacher
Tucker, Scarlett Teacher
Wilson, Deborah F. Teacher

ELEMENTARY

Addesa, Jamie Teacher
Bennett, Courtney Literacy Coach
Bivens, Kelly Lead Instructional Coach
Carson, Janet Literacy Coach/Teacher
Chamberlin, Anne Lead Instructional Coach
Clark, Martha Literacy Teacher
Ellis, Karyn Literacy Teacher PT
Gowen, Anne Literacy Coach
Harp, Christine Literacy Coach
Hester, Melissa Teacher

Johnson, Dana	Lead Instructional Coach
Knight, Santina	Literacy Teacher
Lewis, Carrie	Instructional Coach
Nolan, Susan	Literacy Teacher
Pugh, Caitlin	Teacher
Raitter, Samantha	Literacy Coach/Teacher
Reichert, Gilda	Literacy Teacher
Ryan, Paula	Lead Instructional Coach
Schaack, Sandra	Literacy Teacher
Smith, Kristin M.	Lead Instructional Coach

**SECONDARY
NONE**

**ADMINISTRATIVE
NONE**

10 Recommendation for nonrenewal of contracts. *Recommendation pending license

ELEMENTARY

*	Allen, Katherine	Teacher
*	Bowyer, Caitlin	Teacher
*	Christmas, Michael	Teacher
*	Cooley, Tina	Teacher
*	Fairchild, Anna	Teacher
*	Ferguson, Angela	Teacher
*	Forrest-Marshall, Lloliza	Teacher
*	Kadak, Steven	Teacher
*	Kinne, Brendan	Teacher
*	Lyford, Kaitlin	Teacher
*	Lynch, Kathryn	Teacher
*	Manville, Kathy	Teacher
*	Merck, Gordon	Teacher
*	Mitchell, Jennifer	Teacher
*	Ozmar, Wendy	Teacher
*	Pillow, David	Teacher
*	Robertson, Laurie	Teacher
*	Rogers, Nathaly	Teacher
*	Seymour, Holli	Teacher
*	Willmington, Christine	Teacher

SECONDARY

*	Allen, Ayanna	Teacher
*	Armstrong, Jennifer	Teacher
*	Arslain, Paul	Teacher
*	Barra, Karyn	Teacher
*	Beckles, Bernette	School Counselor
*	Brand, Kenneth	Teacher
*	Brebner, Josephine	Special Education Teacher
*	Brown, Sherita	Teacher
*	Boyd, Bryanna	Teacher
*	Bullock, Ashley	Teacher
*	Carson, Sallie	Special Education Teacher
*	Edson, Robin	Teacher
*	Frankfort, Patrick	Teacher
*	Gafford, Kimberly	Teacher
*	Giambrone, Jason	Teacher
*	Glaze, Ruth	Teacher
*	Glenn, Kelly	Teacher
*	Graham, Timotheus	Teacher
*	Graves, Megan	Teacher
*	Hodges, Lisa	Teacher

- * Houchins, Jo Ann Teacher
- * Kramer, Andrew Teacher
- * Lithgow, Jennifer Teacher
- * Mayfield, Wyndie Teacher
- * Mcclurg, Thomas Teacher
- * Morgan, Sharlona Teacher
- * Parker, Andrea Teacher
- * Pawlas, Russell Teacher
- * Reynolds, Janet School Counselor
- * Robert, Rachel Teacher
- * Sharpe, Kathryn Teacher
- * Snow, Ronald Teacher
- * Stanley, Niven Teacher
- * Stephens, Daniel Teacher
- * Tucker, Charles Teacher
- * Yuille, Garria Teacher
- * Wooldridge, Ashley Teacher
- * Younger, Terrence Teacher

ADMINISTRATIVE

- * Crabbe, Kacey Director Empowerment Academy
- * Lipscomb, Traci Associate Principal

11 Recommendation for continuing contracts to remain in force for 2019-20

A.

Personnel earning continuing contract status under Policy BBFA.

B.

Other administrative and instructional personnel.

DEPUTY SUPERINTENDENT

Copeland, Benjamin Deputy Superintendent

DIRECTORS

Brown, Latonya	Director of Student Services
Bruce, April	Director of Curriculum & Instruction
Reeves, Ethel	Director of Engagement, Equity and Opportunity
VanDerwerker, Wyllys D	Director of Special Education
Gee, Marie	Director of Personnel

ASSISTANT DIRECTORS

NONE

SUPERVISORS

Daniels-Bosher, Janenne	Supervisor Secondary Special Education
Jaeger, Maria	Instructional Supervisor (Secondary Math, Science, & Gifted
Sears, Dixie	Instructional Supervisor (Elementary WL, SS, ELL, & Library

COORDINATORS

NONE

SCHOOL PSYCHOLOGISTS

Deckard, Mary E.
 Dragan, Eric D.
 Shelor, Belva J.

SCHOOL SOCIAL WORKER

NONE

BCBA

Myers, Brian

SPECIAL EDUCATION AND RESOURCE TEACHERS

Collins, Keena	Art
Dunaway, Michael D.	Art
Lipscomb, Shawn	Art
Dewitt, Glen	Movement Education
Freeman, Marisa	Movement Education
Marny, Elizabeth	Movement Education
Shelton, Glen D.	Movement Education
Sudec, Joan	Movement Education
Coleman, Angela	Music-Vocal
Johnson, Lalla	Music-Vocal
Mearkle, Troy	Music-Vocal
Oboth, Kea H.	Music-Vocal
Claytor, William T.	Music-Strings
Paris, Ginger	Music-Strings
Bolden, Javera	Special Education Teacher
Clay, Tanya	Special Education Teacher
Clifford-Wilson, Rachel	Special Education Teacher
Crist, Mildred	Special Education Teacher
Dalton, Janet	Special Education Teacher
Decker, Dawn	Special Education Teacher
Fowler, Catherine	Special Education Teacher
Godsey, Susan	Special Education Teacher
Graham, Vicki	Special Education Teacher
Harwood, Lauri	Special Education Teacher
Holmes, Kirsten	Special Education Teacher
Hudson, Mary	Special Education Teacher
Jablonski, Brian	Special Education Teacher
Jacobs, Kelley	Special Education Teacher
King, Malia	Special Education Teacher
La Fon, Angela	Special Education Teacher
Latham, Kathy	Special Education Teacher
Long, Michael	Special Education Teacher
Marston, Christina	Special Education Teacher
Martin, Melissa	Special Education Teacher
Mason, Karen	Special Education Teacher
Mattox Gary	Special Education Teacher
Megginson, Janice	Special Education Teacher
Mueller, Bert	Special Education Teacher
Owen, Melissa	Special Education Teacher
Patsell, Kimberly	Special Education Teacher
Rinckel, Elizabeth	Special Education Teacher
Sheldrake, Andrew	Special Education Teacher
Shelton, Jane	Special Education Teacher
Smitherman, Mallory	Special Education Teacher
Stratton, Wendy	Special Education Teacher
Walters, Lila	Special Education Teacher
Yeager, Shannon	Special Education Teacher

REGULAR EDUCATION STAFF

ELEMENTARY

William Marvin Bass Elementary

Hendricks, Monica	Principal
Babcock, John	Librarian
Ramsey, Christen	Teacher
Simone, Tami	Teacher

Bedford Hills Elementary School

Rinker, Donna	Assistant Principal
Kipp, Deborah	School Counselor
Wolk, Susan	Librarian
Deddens, Chantelle	Teacher
Dixon, Michelle	Teacher
Eutsler, Joy H	Teacher
McKinney, Soraya	Teacher
Misjuns, Melinda	Teacher
Parrish, Tammy	Teacher
Pickering, Lucinda	Teacher
Rachael, Alyssa	Teacher
Stone, Amy	Teacher
Taylor, Elizabeth Z.	Teacher
Tkacik, Tracie	Teacher
West, Emilie	Teacher

Dearington Elementary School for Innovation

Rule, Daniel	Principal
Miller, Annette	School Counselor
Coleman, Sarah	Librarian
Ferguson, Melissa	Teacher
Johnson, Tawanda	Science Teacher
Mabry, Anne	Teacher
Mariner, Jennifer B.	Teacher
Wilson, Victoria	Teacher

Heritage Elementary School

Anderson, Sharon J.S.	Principal
Heaphy, Karen	School Counselor
Brasher, Sarah	Teacher
Burrows, Kenneth	Teacher
Gatzke, Emily	Teacher
Irvin, Stacy M.	Teacher
Lees, Susan E.	Teacher
Self, Dorrie	Teacher
Speck, Julie	Teacher
Wilson, Sherrie	Teacher

Linkhorne Elementary School

Elliott, Latisha	Assistant Principal
Krufka, Mary Jo	Librarian
Buschmann, Laura	Teacher
Connor, Krista	Teacher
Espinosa, Rachel	Teacher
Finney, Theodore	Teacher
Genung, Kristy L.	Teacher
Hazen, Catherine	Teacher
Reid, Barbara	Teacher
Thomas, Judy	Teacher

Thomas C. Miller Elementary School for Innovation

Hudson, Courtney	School Counselor
Johnson, Tamara	Librarian
Hudson, Katherine R.	Teacher
Johnson, Ashley	Teacher
Parr, Rachel	Teacher
Shelton, Jason	Teacher
Wade, Mary R.	Science Teacher
Webb, Cathy	Teacher

Paul Munro Elementary School

Baer, Donna	Principal
McCarthy, Ruth Anne	Librarian
Benyo, Adam	Teacher
Betz, Cheryl	Teacher
Campbell, Jacqueline	Teacher
Cook, Elizabeth	Teacher
Doremus, Kerri	Teacher
English, Kimberley	Teacher
Filiberto, Kirsten	Teacher
Haskins, Patricia R	Teacher
Little, Tony	Teacher
Lowery, Letitia	Teacher
Martin, Linda	Teacher

Robert S. Payne Elementary School

Anderson, Renee	Assistant Principal
Dearden, Karen	Teacher
Fleshman, Elicia M.	Teacher
Heddings, Tammy	Teacher
Hoffman, Sarah	Teacher
Hoffman, Van	Teacher
Mason, Cameron	Teacher
Proffitt, Tracy J.	Teacher
Revely, Angela	Teacher
Roberts, Kira	Teacher
Smith, Lori A.	Teacher
Watson, Heather	Teacher

Perrymont Elementary School

Nelson, Karen S.	Principal
Barnwell, Hugh S	School Counselor
East, Kathryn P.	Teacher
Einreinhof, Robin	Teacher
Morris, Emily	Teacher
Pugh, Wendy	Teacher
Smith, Lisa Ann	Teacher
Wyndham, Linda C	Teacher

Sandusky Elementary School

Womack, Derrick	Principal
Baker, Karin	Teacher
Bowen, Cindi	Teacher
Carwile, Leah	Teacher
Fanning, Anne M.	Teacher
Hagan, Georgia	Teacher
Lamb, Verna	Teacher
McCarron, Carolyn	Teacher
Robinson, Gwendolyn	Teacher
Rowland, Sarah B.	Teacher
Smulik, Addie N	Teacher

Sheffield Elementary School

Lee, Lisa	Principal
Farley, Theresa	School Counselor
Mason, Kathryn	Librarian
Chafin, Rebecca S.	Teacher
Culbreth, Allison	Teacher
Falls, Melissa	Teacher
Gettinger, Barbara J	Teacher
Haden, Sheila	Teacher
Herndon, Danielle	Teacher
Mattocks, April	Teacher
Mull, Roberta	Teacher
Perkins, Tamera C	Teacher
Rich, Rachel	Teacher
Seipp, Lori	Teacher
Tiller, Kirsten	Teacher

SECONDARY

Paul Laurence Dunbar Middle School

Grant, Valerie M.	Assistant Principal
Dodge, Carrie	Librarian
Blundell, Brandon	Teacher
Brown, Diane	Teacher
Carter, Jr., Albert L	Teacher
Dorman, Christine	Teacher
Filiberto, Kevin	Teacher
Fleshman, Jason	Teacher
Galeone, Maria	Teacher
Jennings, Amy E.	Teacher
Loos, Karl W.	Teacher
Lowdermilk, William	Teacher
Miller, Jerry A.	Teacher
Moore, Ian	Teacher
Morgan, Romero	Teacher
Pierce, David	Teacher
Petrie, Mildred	Teacher
Potts, Michael J.	Teacher
Sandvig, Travis	Teacher
Scruggs, Jeffrey	Teacher
Shaskan, Paul	Teacher
Shaw, Rachel E.	Teacher
Thompson, Diana	Teacher
Wade, Dana	Teacher
Williams, Robert	Teacher

Linkhorne Middle School

White, Andrew	Assistant Principal
James, Evelyn	School Counselor
Gray, Audrey	Librarian
Alvis, William H.	Teacher
Beall, Dana	Teacher
Beck, Laura V.	Teacher
Bosta, Sheri L.	Teacher
Brown, Douglas	Teacher
Campbell, Tara	Teacher
Carwile, Marsha	Teacher
Conway, Kevin	Teacher
Cyphert, Katherine	Teacher
Franklin, Christina G	Teacher
Hubble, Stephanie	Teacher

Loos, Maria	Teacher
Selzler, Catherine	Teacher
Stephens, Janet R.	Teacher
Sweeney, Garnette G.	Teacher
Webb, Patricia K.	Teacher

Sandusky Middle School

Kerns, Robert	Assistant Principal
Leigh, Annitra	Assistant Principal
Kidd, Lakisha	School Counselor
Hall, Rose E.	Librarian
Bremer, Michael	Teacher
Camden, Karen	Teacher
Cardwell, Amy	Teacher
Gardner, Meredith	Teacher
Gregory, Kimberly	Teacher
Hensley, Theresa W.	Teacher
Mason, Tamara P.	Teacher
Mays, Shamra	Teacher
Patillo, Vanessa C.W.	Teacher
Perez, Kathleen M.	Teacher
Phelps, Gaynell A.H.	Teacher
Purvis, April C.	Teacher
Sterne, Stacy	Teacher
Watson, Lewis	Teacher
Wayne, Veronica	Teacher
Wingfield, Dana	Teacher
Williams, Susan P.	Teacher

E.C. Glass High School

Flaugher, Rose E.	Associate Principal
Barger, Jessica	Assistant Principal
Guzlowski, Lillian	Assistant Principal
Mabery, James	Assistant Principal
Calloway, Felicia A.	School Counselor
Wise, Laura W	Head Librarian
Mabery, Sarah	Librarian
Anthony, Michael R.	Teacher
Baldwin, Leila Lou	Teacher
Bane, Deborah	Teacher
Bowling, Warren	Teacher
Brooks, Karen	Teacher
Brown, Kevin D.	Teacher
Burford, Bryan	Teacher
Clark, Andrew G.	Teacher
Dougherty, Donald G	Teacher
Friedman, Michael	Teacher
Gibson-McDonald, Kimberly Q.	Teacher
Hansen, Kimberley F.	Teacher
Harding, Charles D.	Teacher
Harris, Melissa	Teacher
Liggon, Cotrena D.	Teacher
Marshall, Mary	Teacher
Matthews, Timothy J.	Teacher
Mayhew, Julie L.	Teacher
McCormick, Heather	Teacher
McDonald, David	Teacher
Melvin, Deena	Teacher
Phelps, Donna	Teacher
Phillips, Catherine A.	Teacher
Pratt, Leslie	Teacher

Ranuska, Edward	Teacher
Rawls-Fanning, Krista	Teacher
Reid, Aaron	Teacher
Rivers, Malinda M.	Teacher
Scruggs, Margaret S.	Teacher
Volk-Stalcup, Nancy L.	Teacher
Whitacre Allen J.	Teacher
Wilkins, Jacquelyn	Teacher
Wommack, Jaimie	Teacher
Wood, William Casey	Teacher
Woody, Jeffrey	Teacher
Worsham, Patricia S.	Teacher

Heritage High School

Beatty, Timothy	Principal
Fowler, Kenya	Assistant Principal
Hester, Sarada	Director of School Counseling
Hunt, Jessica	Career School Counselor
Meadows, Jr., Tommy L.	Head Librarian
Bradley, Bradford	Teacher
Bryant, Kelly	Teacher
Camm Jr., Leslie M	Teacher
Campbell, Stephanie M	Teacher
Coan, Dennis R.	Teacher
Coleman, Elizabeth L.	Teacher
Croft, Laurie	Teacher
Day, Matthew J.	Teacher
Drumheller Jr. Alexander M	Teacher
Drumheller, Catherine	Teacher
Earich, John	Teacher
Edwards, Kelly	Teacher
George, Laurie D.	Teacher
Hart, Larry D.	Teacher
Hartless, Kimberly D.	Teacher
Heath, Robert	Teacher
Hofmann, Gregory J.	Teacher
Kelso, Andrew	Teacher
Layne, Savannah	Teacher
Moodie, Bette-Jeanne J.	Teacher
Morgan, Duane L.	Teacher
Napierkowski, Andrew	Teacher
Poindexter, Amy	Teacher
Pultz, Jeffrey S.	Teacher
Riley, Patrick	Teacher
Roark, Jon S.	Teacher
Roberts, Bonita	Teacher
Stalcup, Scott	Teacher
Wisskirchen, Michele G.	Teacher
Wood, Robin A.	Teacher
Wright, Sharon C.	Teacher
Yates, Wendy J.	Teacher

Alternative Sites

Bell, Karen W.	Data Analysis Resource Teacher
Hasinger, Aimee E.	Data Analysis Resource Teacher
Hunt, Nancy R.	Data Analysis Resource Teacher
Hurt, George	Teacher
Ireson, Sandra	Data Analysis Resource Teacher
Kappler, Allison	Data Analysis Resource Teacher
Latham, Kevin	Teacher
McAlexander, Tina	Data Analysis Resource Teacher

Moore, Brandi A.	Teacher
Morris, Michelle	Data Analysis Resource Teacher
Paris, Marika	Teacher
Ruehle, Jane	School Counselor
Smith, Polly	Principal
Stephens, Rhonda	Teacher
Strubhar, Heather	Teacher
Viar, Cathy	Director of Fort Hill Community School

12 Recommendation for renewal of contracts for non-mandatory licensed administrative personnel.

Abercrombie, Scott	Assistant Director of Maintenance Services
Andrews III, Raymond	Speech Pathologist
Babb, Cynthia	Coord of Communications
Beckles, Anthony	Chief Financial Officer
Bond-Gentry, Anne	Coordinator Student Services
Brooks, Annette R.	Speech Pathologist
Bucklew, Karen	Coordinator Assessment
Campbell, Michelle R.	Occupational Therapist
Collins, John	Network Engineer
Compton, Christy	Coord of Grants Program
Douglas, Barbara	Speech Pathologist
Driskill, Vivian	Speech Pathologist
Floyd, Donald	Assistant Director of Facilities
Freeman, Janet	Speech Pathologist PT
Garcia-Ablanque, A.	Director of Transportation
Gatzke, Steven	Director of Maintenance/Facilities
Long, Alison	Speech Pathologist
Lukanich, Kimberly	Assistant Director of Finance
McKinney, Jan	Supervisor of Data Processing
Milhorn, Doris K.	Speech Pathologist PT
Morris, Elisabeth	Director of School Nutrition
Moss, Jamie	Occupational Therapist PT
Mullen, Jason	Supervisor of Support Technology
Pugh, Amy	Director of Information Technology
Randolph, Angel	Supervisor of Payroll
Reinhardt, Maegan	Speech Pathologist
Rice, Christina	School Nurse Coordinator
Roark, Lori L.	Speech Pathologist
Ross, Lauren R.	Speech Pathologist
Sarah Sitton	Speech Pathologist
Thompson, Richard	Project Manager
Tussi, Catherine J.	Speech Pathologist
Watson, Adriennne L.	Speech Pathologist
Wilson, Courtney S.	Speech Pathologist
Womack, Dashia	Supervisor of Counseling & Alt. Ed. (Secondary)
Wymer, Ruth E.	Speech Pathologist

13 Reduction in force in accordance with School Board Policy 5-18.

NONE

14 Recommendation for renewal of annual contracts, location and/or assignment to be determined.

NONE