



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

Lynchburg City School Board

Mary Ann H. Barker
School Board District 1

Albert L. Billingsly
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Jennifer R. Poore
School Board District 2

Katie K. Snyder
School Board District 3

Treney L. Tweedy
School Board District 3

J. Marie Waller
School Board District 2

Thomas H. Webb
School Board District 2

Charles B. White
School Board District 1

School Administration

Scott S. Brabrand
Superintendent

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

Ben W. Copeland
Assistant Superintendent of
Operations and Administration

Anthony E. Beckles, Sr.
Chief Financial Officer

Wendle L. Sullivan
Clerk

SCHOOL BOARD MEETING
May 21, 2013 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

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

B. SPECIAL PRESENTATION

- 1. School Improvement Plan: Paul Laurence Dunbar Middle School for Innovation
- William A. Coleman, Jr. Page 2
- Discussion

C. STUDENT REPRESENTATIVE COMMENTS

D. FINANCE REPORT

- 1. Finance Report
- Anthony E. Beckles, Sr. Page 3
- Discussion

E. CONSENT AGENDA

- 1. School Board Meeting Minutes: November 12, 2012 (Special Meeting)
- December 12, 2012 (Special Meeting)
- March 11, 2013 (Special Meeting)
- May 2, 2013 (Student Discipline Committee Meeting)
- May 7, 2013 (Regular Meeting)
- 2. Request for Reallocation of Budget
- Anthony E. Beckles, Sr. Page 10
- Discussion/Action

F. UNFINISHED BUSINESS

- 1. Reorganization of Alternative Education
William A. Coleman, Jr. Page 11
Discussion/Action

- 2. Perrymont Elementary School: Cell Phone Tower
Ben W. Copeland. Page 15
Discussion/Action

G. NEW BUSINESS

- 1. Annual Personnel Report
Marie F. Gee.Page 19
Discussion/Action

- 2. Lynchburg City Schools' Educational Technology
Plan: 2013-15
Ben W. Copeland. Page 21
Discussion

- 3. Lynchburg City School Board Policies and Administrative
Regulation: Conversion Process
Ben W. Copeland.Page 22
Discussion

- 4. Superintendent's Evaluation Instrument
Charles B. White. Page 23
Discussion/Action

H. SUPERINTENDENT'S COMMENTS

I. BOARD COMMENTS

J. CLOSED MEETING

- 1. Notice of Closed Meeting
Scott S. Brabrand. Page 25
Discussion/Action

- 2. Certification of Closed Meeting
Scott S. Brabrand. Page 26
Discussion/Action

K. INFORMATIONAL ITEMS

Graduation: Amelia Pride Center
May 24, 2013 – 7:00 p.m.
Paul Laurence Dunbar Middle School for Innovation
Carl Anderson Performance Auditorium

LAUREL Regional School
May 29, 2013 – 7:00 p.m.

Heritage High School
June 2, 2013 – 8:30 a.m.
Ralph Spencer Field House

E. C. Glass High School
June 2, 2013 – 3:00 p.m.
Civic Auditorium

Next School Board Meeting: Tuesday, June 4, 2013, 5:30 p.m. Board
Room, School Administration Building

L. ADJOURNMENT

Agenda Report

Date: 05/21/13

Agenda Number: A-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Public Comments

Summary/Description:

In accordance with School Board Policy 1-41: Public Participation, the school board welcomes requests and comments as established in the guidelines within that policy. Individuals who wish to speak before the school board shall have an opportunity to do so at this time.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Agenda Report

Date: 05/21/13

Agenda Number: B-1

Attachments: No

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: School Improvement Plan: Paul Laurence Dunbar Middle School for Innovation

Summary/Description:

The superintendent has directed each school within the school division to form a School Improvement Planning Team that will develop school improvement plans that identify areas for growth and improvement specific to their students' academic, behavioral, and cultural needs. During this presentation, Mr. Brian S. Wray, principal of Paul Laurence Dunbar Middle School for Innovation, will present data relative to that school's plan to the school board.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Agenda Report

Date: 05/21/13

Agenda Number: C-1

Attachments: Yes

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

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the 2012-13 school operating budget, authorized, approved, and processed the necessary payments through April 30, 2013. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through April 30, 2013, for the operating fund.

Total Operating Fund Budget	\$ 82,002,953.95
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Through April 30, 2013

Actual Revenue Received	\$ 57,224,012.18
Actual Expenditures	\$ 58,622,726.29
Actual Encumbered	\$ 19,239,266.81

Percent of Budget Received	69.78%
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Percent of Budget Used, excluding encumbrances	71.49%
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As of 4/30/13 – 10 months	83.33%
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The revenue and expenditure reports detail the transactions recorded through April 30, 2013. 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 Ten Months Ended April 30, 2013

	Fiscal Year 2011-12 (unaudited)			Fiscal Year 2012-13				
	BUDGET	TRANSACTIONS	BUDGET % USED	BUDGET	TRANSACTIONS	BUDGET % USED	BUDGET AVAILABLE	BUDGET % USED
INSTRUCTION								
FUNCTION 1100 CLASSROOM INSTRUCTION								
Personnel	41,240,350.63	40,649,080.50	98.57%	28,458,200.01				
Other	2,566,847.37	2,349,140.71	91.52%	1,799,200.70				13,091,178.25
FUNCTION 1200 INST SUPPORT-STUDENT								
Personnel	2,548,425.44	2,450,154.48	96.14%	2,176,484.81				
Other	206,233.00	2,296,696.00	1113.64%	168,936.56				644,614.53
FUNCTION 1300 INST SUPPORT-STAFF								
Personnel	3,399,447.93	3,409,064.80	100.28%	3,027,875.01				
Other	1,692,526.93	1,554,691.16	91.86%	1,146,812.33				542,632.45
FUNCTION 1400 INST SUPPORT-SCHOOL ADMIN								
Personnel	4,250,306.11	3,272,486.13	76.99%	3,807,122.01				
Other	153,862.00	127,579.70	82.92%	120,123.32				864,746.53
TOTAL INSTRUCTION	56,057,999.41	15,459,812.98	27.58%	40,704,734.75	15,344,199.90	68.56%	3,323,765.53	94.40%
ADMINISTRATION								
FUNCTION 2100 ADMINISTRATION								
Personnel	2,005,375.37	1,669,044.25	83.23%	1,703,075.37				
Other	444,562.41	427,444.85	96.15%	432,310.61				282,272.12
FUNCTION 2200 ATTENDANCE & HEALTH SERV								
Personnel	1,769,421.42	1,717,703.59	97.08%	1,224,172.93				
Other	34,074.00	19,254.76	56.51%	12,125.17				598,524.70
TOTAL ADMINISTRATION	4,253,433.20	3,833,447.45	90.13%	3,371,684.08	943,370.92	70.97%	435,542.86	90.83%
PUPIL TRANSPORTATION								
FUNCTION 3100 MANAGEMENT & DIRECTION								
Personnel	249,084.38	247,593.24	99.40%	260,005.64				
Other	29,577.00	22,649.42	76.58%	27,385.68				52,481.84
FUNCTION 3200 VEHICLE OPERATION SERVICE								
Personnel	2,153,111.42	2,128,262.91	98.85%	1,622,634.96				
Other	767,181.00	722,949.10	94.23%	745,434.58				627,459.61
FUNCTION 3300 MONITORING SERVICE								
Personnel	318,795.50	303,775.67	95.29%	227,226.85				
Other	0.00	0.00	0.00%	0.00				94,796.14
FUNCTION 3400 VEHICLE MAINT SERVICE								
Personnel	36,812.50	42,570.56	115.64%	256,023.27				
Other	330,268.00	320,460.00	97.03%	316,248.07				63,493.93
FUNCTION 3500 BUS PURCHASE - REGULAR								
Other	169,217.06	169,227.06	100.01%	544,062.06				9,298.19
FUNCTION 3600 BUS - LEASE PURCHASE								
Other	66,000.00	66,506.94	0.00%	0.00				89,730.00
TOTAL PUPIL TRANSPORTATION	4,120,046.86	4,023,994.90	97.67%	3,999,021.11	983,191.15	76.77%	227,172.18	95.64%
OPERATIONS & MAINTENANCE								
FUNCTION 4100 MANAGEMENT & DIRECTION								
Personnel	254,691.98	253,538.04	99.55%	167,006.09				
Other	52,500.00	33,675.18	64.14%	66,801.55				33,417.98
FUNCTION 4200 BUILDING SERVICES								
Personnel	3,963,443.56	4,031,134.00	101.71%	3,077,491.73				
Other	4,889,224.39	4,543,849.01	92.94%	3,830,756.89				5,150.44

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Ten Months Ended April 30, 2013

FUNCTION 4300 GROUNDS SERVICES	Personnel	220,590.71	222,378.41	100.81%	180,332.36	46,471.75	
	Other	20,000.00	21,571.54	107.86%	13,619.75	312.00	
FUNCTION 4400 EQUIPMENT SERVICES	Personnel	0.00	0.00	0.00%	0.00	0.00	
	Other	48,000.00	48,525.77	101.10%	24,338.59	93,022.12	
FUNCTION 4500 VEHICLE SERVICES	Personnel	0.00	0.00	0.00%	0.00	0.00	
	Other	23,000.00	25,566.85	111.16%	21,166.07	400.58	
FUNCTION 4600 SECURITY SERVICES	Personnel	156,092.50	178,227.90	114.18%	74,814.07	1,363.05	
	Other	76,132.00	82,323.05	108.13%	101,157.14	27,816.02	
TOTAL OPERATIONS & MAINTENANCE		9,703,675.14	9,440,789.75	97.29%	9,752,043.37	1,580,958.22	613,600.91
SCHOOL FOOD SERVICES							
FUNCTION 5100 SCHOOL FOOD SERVICES	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00
	Other	0.00	0.00	0.00%	0.00	0.00	0.00
TOTAL SCHOOL FOOD SERVICES		0.00	0.00	100.00%	0.00	0.00	0.00
FACILITIES							
FUNCTION 6200 SITE IMPROVEMENTS	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00
	Other	32,295.00	19,576.99	60.62%	51,008.44	8,178.68	
FUNCTION 6600 BLDG ADD & IMP SERVICES	Personnel	65,800.00	43,519.90	66.14%	26,712.03	2,230.00	
	Other	98,095.00	63,096.89	64.32%	77,720.47	10,408.68	34,000.85
TOTAL FACILITIES			122,130.00				72.16%
DEBT SERVICE							
FUNCTION 7100 DEBT SERVICE -	Other	720,472.94	717,900.14	99.64%	236,791.95	43,297.37	
TOTAL DEBT SERVICE		720,472.94	717,900.14	99.64%	307,125.00	43,297.37	27,035.68
TECHNOLOGY							
FUNCTION 8100 CLASSROOM INSTRUCTION	Personnel	1,386,480.69	1,381,548.98	99.64%	1,021,198.79	259,523.34	
	Other	173,733.00	380,488.21	219.01%	1,014,888.31	24,221.12	
FUNCTION 8200 INSTRUCTIONAL SUPPORT	Personnel	196,167.82	195,442.15	99.63%	173,461.28	35,420.28	
	Other	566,309.76	380,615.23	67.21%	465,741.31	14,675.83	
FUNCTION 8200 LEASE PURCHASE	Other	0.00	0.00	0.00%			
TOTAL TECHNOLOGY		2,322,691.27	2,338,094.57	100.66%	2,488,973.10	333,840.57	120.90%
CONTINGENCY RESERVES							
FUNCTION 9100 CLASSROOM INSTRUCTION	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	300,000.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 9300 ADMINISTRATION	Personnel	200,000.00	0.00	0.00%	0.00	0.00	0.00%
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 9500 PUPIL TRANSPORTATION	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	500,000.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL CONTINGENCY RESERVES		500,000.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL OPERATING BUDGET		77,776,413.82	35,877,136.68	46.13%	82,002,953.95	58,622,726.29	4,140,960.85
							94.95%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Ten Months Ended April 30, 2013

ACCOUNT TITLE	FY 2011-2012			FY 2012-13				
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(8,965,522.00)	(8,971,759.12)	6,237.12	100.07%	(8,713,252.00)	(6,462,320.38)	(2,250,931.62)	74.17%
240202 BASIC SCHOOL AID	(19,663,616.00)	(19,884,194.25)	220,578.25	101.12%	(20,446,238.00)	(16,825,435.66)	(3,620,802.34)	82.29%
240207 GIFTED & TALENTED	(233,116.00)	(235,967.00)	2,851.00	101.22%	(236,687.00)	(195,513.18)	(41,173.82)	82.60%
240208 REMEDIAL EDUCATION	(916,922.00)	(928,136.00)	11,214.00	101.22%	(1,193,725.00)	(986,067.50)	(207,657.50)	82.60%
240208 REMEDIAL EDUCATION	(148,487.00)	(151,398.00)	2,911.00	101.96%	(157,258.00)	(115,718.00)	(41,540.00)	73.58%
240209 ENROLLMENT LOSS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
240212 SPECIAL ED SOQ	(2,584,995.00)	(2,616,609.00)	31,614.00	101.22%	(2,253,670.00)	(1,861,627.66)	(392,042.34)	82.60%
240217 VOCATIONAL ED SOQ	(305,641.00)	(309,379.00)	3,738.00	101.22%	(288,140.00)	(238,015.98)	(50,124.02)	82.60%
240221 SOC SEC-INSTR	(1,341,711.00)	(1,358,120.00)	16,409.00	101.22%	(1,353,231.00)	(1,117,826.51)	(235,404.49)	82.60%
240223 VRS INSTRUCTIONAL	(1,212,202.00)	(1,227,027.00)	14,825.00	101.22%	(2,258,815.00)	(1,865,877.82)	(392,937.18)	82.60%
240241 GROUP LIFE INST	(46,623.00)	(47,193.00)	570.00	101.22%	(87,471.00)	(72,255.18)	(15,215.82)	82.60%
240228 READING INTERVENTN	(141,000.00)	(137,137.00)	(3,863.00)	97.26%	(170,389.00)	(97,924.66)	(72,464.34)	57.47%
240205 CAT-REG FOSTER	(145,135.00)	(104,726.00)	(40,409.00)	72.16%	(101,400.00)	(22,501.34)	(78,898.66)	22.19%
240246 CAT-HOMEBOUND	(156,865.00)	(220,071.79)	63,206.79	140.29%	(232,366.00)	(150,673.48)	(81,692.52)	64.84%
240248 REGIONAL TUITION	(849,922.00)	(678,447.39)	(171,474.61)	79.82%	(743,344.00)	(189,253.33)	(554,090.67)	25.46%
240265 AT RISK SOQ	(1,074,910.00)	(1,087,894.00)	12,984.00	101.21%	(1,242,007.00)	(819,240.00)	(422,767.00)	65.96%
240309 ESL	(106,053.00)	(85,052.00)	(21,001.00)	80.20%	(102,484.00)	(53,860.00)	(48,624.00)	52.55%
330213 SCHOOL LUNCH	0.00	0.00	0.00	100.00%	0.00	0.00	0.00	0.00%
240281 AT RISK 4 YR OLDS	(1,231,987.00)	(1,231,987.00)	0.00	100.00%	(1,215,707.00)	(810,471.34)	(405,235.66)	66.67%
240218 CTE - ADULT ED	(19,175.00)	(1,117.00)	(18,058.00)	5.83%	(19,175.00)	0.00	(19,175.00)	0.00%
240252 CTE EQUIPMENT	0.00	(11,436.79)	11,436.79	100.00%	0.00	0.00	0.00	0.00%
240253 CTE OCC PREP	(33,809.00)	(29,476.00)	(4,333.00)	87.18%	(36,711.00)	0.00	(36,711.00)	0.00%
240273 CPI HOLD HARMLESS SUPPLEMENTAL SUPPORT	(126,411.00)	(126,411.00)	0.00	100.00%	0.00	0.00	0.00	0.00%
ADDITIONAL STATE SUPPORT	(671,477.00)	(679,689.00)	8,212.00	0.00%	(468,992.00)	(390,826.41)	(78,165.59)	83.33%
240275 PRIMARY CLASS SIZE	(1,190,402.00)	(1,216,417.00)	26,015.00	102.19%	(1,594,562.00)	(1,058,407.34)	(536,154.66)	66.38%
240214 TEXTBOOKS	(210,115.00)	(265,524.75)	55,409.75	126.37%	(461,694.00)	(381,379.00)	(80,315.00)	82.60%
240203 GED/ISAP	(23,576.00)	(23,576.00)	0.00	100.00%	(23,576.00)	(13,097.78)	(10,478.22)	55.56%
240405 ALGEBRA READINESS	(114,911.00)	(110,856.00)	(4,055.00)	96.47%	(126,366.00)	(84,120.00)	(42,246.00)	66.57%
COMMONWEALTH OF VA	(41,514,583.00)	(41,739,601.09)	225,018.09	100.54%	(43,527,260.00)	(33,812,412.55)	(9,714,847.45)	77.68%
330201 BASIC ADULT ED.	(50,000.00)	(37,589.50)	(12,410.50)	75.18%	(50,000.00)	0.00	(50,000.00)	0.00%
330212 IMPACT AIDPL81-874	(6,000.00)	(7,996.10)	1,996.10	133.27%	(6,000.00)	(4,987.60)	(1,012.40)	83.13%
180303 MEDICAID REIMBURSE	(300,000.00)	(410,601.02)	110,601.02	136.87%	(300,000.00)	(314,551.55)	14,551.55	104.85%
JR ROTC	(105,000.00)	(123,774.44)	18,774.44	117.88%	(105,000.00)	(53,191.47)	(51,808.53)	50.66%
FEDERAL	(461,000.00)	(579,961.06)	118,961.06	125.81%	(461,000.00)	(372,730.62)	(88,269.38)	80.85%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Ten Months Ending April 30, 2013

	FY 2011-2012			FY 2012-2013			% RECEIVED
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	
510500 CITY OPER APPR	(31,942,103.00)	(31,696,712.00)	(245,391.00)	(35,642,103.00)	(21,593,687.00)	(14,048,416.00)	99.23%
510500 FUND BALANCE RETURN	0.00	0.00	0.00	(149,825.00)	(149,825.00)	0.00	0.00%
510500 USE OF RESERVES	(200,000.00)	0.00	(200,000.00)	0.00	0.00	0.00	0.00%
510502 CITY DEBT SERV APP	(33,627.00)	(30,152.75)	(3,474.25)	(33,627.00)	0.00	(33,627.00)	89.67%
CITY	(32,175,730.00)	(31,726,864.75)	(448,865.25)	(35,825,555.00)	(21,743,512.00)	(14,082,043.00)	98.60%
189912 MISC REV/OTH FUNDS	0.00	(390,761.37)	390,761.37	0.00	(25,832.45)	25,832.45	100.00%
180303 REBATES & REFUNDS	(15,000.00)	(391,806.93)	376,806.93	(15,000.00)	(5,954.07)	(9,045.93)	39.69%
189903 DONATIONS & SP GF	0.00	(300.00)	300.00	(1,472.71)	(6,851.04)	5,378.33	0.00%
189909 SALE OTHER EQUIP	0.00	0.00	0.00	0.00	(7,167.15)	7,167.15	0.00%
189910 INSURANCE ADJUST	(3,000.00)	(98,943.16)	95,943.16	(3,000.00)	(133,109.34)	130,109.34	4436.98%
189912 OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E RATE REIMBURSEMENT	(85,000.00)	(114,211.32)	29,211.32	(100,000.00)	(51,899.17)	(48,100.83)	51.90%
TRANSFER IN/OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
MISCELLANEOUS	(103,000.00)	(996,022.78)	893,022.78	(119,472.71)	(230,813.22)	111,340.51	193.19%
150201 RENTS	(98,000.00)	(98,000.00)	0.00	(98,000.00)	(98,000.00)	0.00	100.00%
161201 TUITION DAY SCHOOL	(160,000.00)	(107,019.71)	(52,980.29)	(120,000.00)	(100,960.75)	(19,039.25)	84.13%
161206 TUITION ADULT	(10,000.00)	(17,705.00)	7,705.00	(10,000.00)	(58.00)	(9,942.00)	0.58%
161207 TUITION SUMMER SCH	(40,000.00)	(25,000.00)	(15,000.00)	(40,000.00)	(9,011.27)	(30,988.73)	22.53%
161202 SPEC PUPIL FEES	(45,000.00)	(43,847.19)	(1,152.81)	(244,188.00)	(12,417.77)	(231,770.23)	5.09%
161205 BUS RENTAL	(170,500.00)	(521,507.59)	351,007.59	(400,000.00)	(237,324.28)	(162,675.72)	59.33%
190101 TUIT FM OTH CO/CY	(634,620.00)	(596,903.89)	(37,716.11)	(634,620.00)	(315,049.82)	(319,570.18)	49.64%
161201 DUAL ENROLLMENT	(35,000.00)	(89,607.00)	54,607.00	(35,000.00)	(89,546.63)	54,546.63	255.85%
PRINT SHOP	(100,000.00)	(116,109.47)	16,109.47	(100,000.00)	(70,288.14)	(29,711.86)	70.29%
SCHOOL NUT UTILITIES	(98,500.00)	(85,061.80)	(13,438.20)	(98,500.00)	(68,075.70)	(30,424.30)	69.11%
FACILITY RENTALS	(60,020.00)	(56,596.63)	(3,423.37)	(60,020.00)	(63,725.84)	3,705.84	106.17%
CHARGES FOR SERVICES	(1,451,640.00)	(1,757,358.28)	305,718.28	(1,840,328.00)	(1,064,458.20)	(775,869.80)	57.84%
150101 INTEREST-BNK DPST	0.00	(136.14)	136.14	0.00	(85.59)	85.59	100.00%
USE OF MONEY							
LEASE PURCHASE PROCEEDS	0.00	0.00	0.00	(7,580.00)	0.00	(7,580.00)	0.00%
DESIGNATION - ENCUMBRANCES	0.00	0.00	0.00	(221,758.24)	0.00	(221,758.24)	0.00%
TOTAL OPERATING FUND	(75,705,953.00)	(76,799,944.10)	1,093,991.10	(82,002,953.95)	(57,224,012.18)	(24,557,183.53)	69.78%
Original budget			\$75,705,953.00			Original budget	
Fund Balance, net of use of reserve			\$ 1,692,695.00			Fund Balance Return	\$81,622,318.00
Insurance Proceeds - HHS			\$ 87,359.85			Restricted Donation Received	149,825.00
HHS Settlement			\$ 333,350.00			Lease Purchase Funds	1,472.71
Lease Purchase Funds			\$ 7,580.00			Designation - Prior Year Encumb	\$ 7,580.00
Designation - Prior Year Encumb			\$ 15,616.00			Adjusted Budget	\$ 221,758.24
Adjusted Budget			<u>\$77,842,553.85</u>				<u>\$82,002,953.95</u>

FY2012-2013 REVISED REVENUE BUDGET
AS OF APRIL 30, 2013

ACCOUNT TITLE	ORIGINAL	REVISED	YTD TRANSACTIONS	BUDGET BALANCE	%	CHANGE BETWEEN ORG & REVISED REV BUDGET INCREASE (DECREASE)
	REVENUE BUDGET As of 5/14/2012	REVENUE BUDGET As of 4/30/2013				
COMMONWEALTH OF VA REVENUE						
240308 SALES TAX RECEIPTS	(8,713,252.00)	(8,779,190.00)	(6,462,320.38)	(2,316,869.62)	73.61%	65,938.00
240202 BASIC SCHOOL AID	(20,446,238.00)	(20,126,594.00)	(16,825,435.66)	(3,301,158.34)	83.60%	(319,644.00)
240207 GIFTED & TALENTED	(236,687.00)	(234,098.00)	(195,513.18)	(38,584.82)	83.52%	(2,589.00)
240208 REMEDIAL EDUCATION	(1,193,725.00)	(1,180,670.00)	(986,067.50)	(194,602.50)	83.52%	(13,055.00)
240208 REMEDIAL EDUCATION	(157,258.00)	(173,577.00)	(115,718.00)	(57,859.00)	66.67%	16,319.00
240212 SPECIAL ED SOQ	(2,253,670.00)	(2,229,024.00)	(1,861,627.66)	(367,396.34)	83.52%	(24,646.00)
240217 VOCATIONAL ED SOQ	(288,140.00)	(284,989.00)	(238,015.98)	(46,973.02)	83.52%	(3,151.00)
240221 SOC SEC-INSTR	(1,353,231.00)	(1,338,432.00)	(1,117,826.51)	(220,605.49)	83.52%	(14,799.00)
240223 VRS INSTRUCTIONAL	(2,258,815.00)	(2,234,113.00)	(1,865,877.82)	(368,235.18)	83.52%	(24,702.00)
240241 GROUP LIFE INST	(87,471.00)	(86,515.00)	(72,255.18)	(14,259.82)	83.52%	(956.00)
240228 READING INTERVENTN	(170,389.00)	(146,887.00)	(97,924.66)	(48,962.34)	66.67%	(23,502.00)
240205 CAT-REG FOSTER	(101,400.00)	(67,152.00)	(22,501.34)	(44,650.66)	33.51%	(34,248.00)
240246 CAT-HOMEBOUND	(232,366.00)	(200,898.00)	(150,673.48)	(50,224.52)	75.00%	(31,468.00)
240248 REGIONAL TUITION	(743,344.00)	(703,496.00)	(189,253.33)	(514,242.67)	26.90%	(39,848.00)
240265 AT RISK SOQ	(1,242,007.00)	(1,228,860.00)	(819,240.00)	(409,620.00)	66.67%	(13,147.00)
240309 ESL	(102,484.00)	(80,790.00)	(53,860.00)	(26,930.00)	4.38%	(21,694.00)
330213 SCHOOL LUNCH	0.00	0.00	0.00	0.00	0.00%	0.00
240281 AT RISK 4 YR OLDS	(1,215,707.00)	(1,215,707.00)	(810,471.34)	(405,235.66)	66.67%	0.00
240218 CTE - ADULT ED	(19,175.00)	(19,175.00)	0.00	(19,175.00)	0.00%	0.00
240252 CTE EQUIPMENT	0.00	0.00	0.00	0.00	0.00%	0.00
240253 CTE OCC PREP	(36,711.00)	(42,030.00)	0.00	(42,030.00)	0.00%	5,319.00
SUPPLEMENTAL SUPPORT						
ADDITIONAL STATE SUPPORT	(468,992.00)	(468,992.00)	(390,826.41)	(78,165.59)	83.33%	0.00
240275 PRIMARY CLASS SIZE	(1,594,562.00)	(1,587,611.00)	(1,058,407.34)	(529,203.66)	66.67%	(6,951.00)
240214 TEXTBOOKS	(461,694.00)	(456,645.00)	(381,379.00)	(75,266.00)	83.52%	(5,049.00)
240203 GED/ISAEP	(23,576.00)	(23,576.00)	(13,097.78)	(10,478.22)	55.56%	0.00
240405 ALGEBRA READINESS	(126,366.00)	(126,180.00)	(84,120.00)	(42,060.00)	66.67%	(186.00)
COMMONWEALTH OF VA	(43,527,260.00)	(43,035,201.00)	(33,812,412.55)	(9,222,788.45)	78.57%	(492,059.00)
FEDERAL REVENUE						
330201 BASIC ADULT ED.	(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
330212 IMPACT AIDPL81-874	(6,000.00)	(6,000.00)	(4,987.60)	(1,012.40)	83.13%	0.00
180303 MEDICAID REIMBURSE	(300,000.00)	(315,000.00)	(314,551.55)	(448.45)	99.86%	15,000.00
JR ROTC	(105,000.00)	(105,000.00)	(53,191.47)	(51,808.53)	50.66%	0.00
FEDERAL	(461,000.00)	(476,000.00)	(372,730.62)	(103,269.38)	78.30%	15,000.00
CITY APPROPRIATIONS						
510500 CITY OPER APPR	(35,642,103.00)	(35,601,147.00)	(21,593,687.00)	(14,007,460.00)	60.65%	(40,956.00)
510500 FUND BALANCE RETURN	(149,825.00)	(149,825.00)	(149,825.00)	0.00	0.00%	0.00
510500 USE OF RESERVES	0.00	0.00	0.00	0.00	0.00%	0.00
510502 CITY DEBT SERV APP	(33,627.00)	(33,627.00)	0.00	(33,627.00)	0.00%	0.00
CITY	(35,825,555.00)	(35,784,599.00)	(21,743,512.00)	(14,041,087.00)	60.76%	(40,956.00)
MISCELLANEOUS REVENUE						
189912 MISC REV/OTH FUNDS	0.00	(26,000.00)	(25,832.45)	(167.55)	100.00%	26,000.00
180303 REBATES & REFUNDS	(15,000.00)	(15,000.00)	(5,954.07)	(9,045.93)	39.69%	0.00
189903 DONATIONS & SP GF	(1,000.00)	0.00	(6,851.04)	6,851.04	0.00%	(1,000.00)
189909 SALE OTHER EQUIP	0.00	(7,000.00)	(7,167.15)	167.15	0.00%	7,000.00
189910 INSURANCE ADJUST	(3,000.00)	(135,000.00)	(133,109.34)	(1,890.66)	98.60%	132,000.00
189912 OTHER FUNDS	0.00	0.00	0.00	0.00	0.00%	0.00
E RATE REIMBURSEMENT	(100,000.00)	(100,000.00)	(51,899.17)	(48,100.83)	51.90%	0.00
TRANSFER IN/OUT	0.00	0.00	0.00	0.00	0.00%	0.00
MISCELLANEOUS	(119,000.00)	(283,000.00)	(230,813.22)	(52,186.78)	81.56%	164,000.00

CHARGES FOR SERVICES

150201 RENTS	(98,000.00)	(98,000.00)	(98,000.00)	0.00	100.00%	0.00
161201 TUITION DAY SCHOOL	(120,000.00)	(120,000.00)	(100,960.75)	(19,039.25)	84.13%	0.00
161206 TUITION ADULT	(10,000.00)	(10,000.00)	(58.00)	(9,942.00)	0.58%	0.00
161207 TUITION SUMMER SCH	(40,000.00)	(40,000.00)	(9,011.27)	(30,988.73)	22.53%	0.00
161202 SPEC PUPIL FEES	(244,188.00)	(45,000.00)	(12,417.77)	(32,582.23)	27.60%	(199,188.00)
161205 BUS RENTAL	(400,000.00)	(400,000.00)	(237,324.28)	(162,675.72)	59.33%	0.00
190101 TUIT FM OTH CO/CY	(634,620.00)	(634,620.00)	(315,049.82)	(319,570.18)	49.64%	0.00
161201 DUAL ENROLLMENT	(35,000.00)	(90,000.00)	(89,546.63)	(453.37)	99.50%	55,000.00
PRINT SHOP	(100,000.00)	(100,000.00)	(70,288.14)	(29,711.86)	70.29%	0.00
SCHOOL NUT UTILITIES	(98,500.00)	(98,500.00)	(68,075.70)	(30,424.30)	69.11%	0.00
FACILITY RENTALS	(60,020.00)	(64,000.00)	(63,725.84)	(274.16)	99.57%	3,980.00
CHARGES FOR SERVICES	(1,840,328.00)	(1,700,120.00)	(1,064,458.20)	(635,661.80)	62.61%	(140,208.00)

150101 INTEREST-BNK DPST USE OF MONEY	0.00	0.00	(85.59)	85.59	100.00%	0.00
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LEASE PURCHASE PROCEEDS	(7,580.00)	(7,580.00)	0.00	(7,580.00)	0.00%	0.00
DESIGNATION - ENCUMBRANCES	(221,758.24)	(221,758.24)	0.00	(221,758.24)	0.00%	0.00

TOTAL OPERATING FUND	(82,002,481.24)	(81,508,258.24)	(57,224,012.18)	(24,062,487.82)	70.21%	(494,223.00)
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REVENUE OVER/(UNDER) ORIGINAL BUDGET	<u><u>(494,223.00)</u></u>
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Agenda Report

Date: 05/21/13

Agenda Number: E-2

Attachments: No

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

Subject: Request for Reallocation of Budget

Summary/Description:

The school administration has recognized a need to reallocate funds among various budget functional areas and would like to reallocate the following funds from its existing cost center to a different cost center as follows:

FROM:

Various cost centers leases & rentals	\$105,000.00
Various benefits accounts	460,000.00
Various salary accounts	<u>55,000.00</u>
	<u>\$620,000.00</u>
	=====

TO:

960 Asst. Supt for Instruction - Stipends for Pacing guides development	\$150,000.00
960 Asst. Supt for Instruction – Purchase of Interactive instructional software	81,000.00
914 Facilities and Maint. – Purchase of vehicles for maintenance department	100,000.00
914 Facilities and Maint. – Purchase of maintenance supplies	89,000.00
940 Deputy Superintendent - Purchase of equipment	100,000.00
911 Information Technology – Purchase of electronic equipment	<u>100,000.00</u>
	<u>\$620,000.00</u>
	=====

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the request for the reallocation of budget in the amount of \$620,000.

Agenda Report

Date: 05/21/13

Agenda Number: F-1

Attachments: No

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: Reorganization of Alternative Education

Summary/Description:

At its meeting on April 23, 2013, the school board received a proposal for the reorganization of alternative education. The primary focus of the proposal is to create an environment in which learning opportunities are not compromised because of any problems a student may be having. Additionally, a proposal for use of facilities was presented in order to determine options for the housing of alternative education students.

On May 13, 2013, per the request of the school board, a meeting with residents living in the vicinity of Fort Hill Community School was held at the school. The school administration, including Ms. Cathy J. Viar, coordinator of the alternative education program at Fort Hill Community School, presented information and discussed the proposed changes with approximately 25 community members. Also present at the meeting were four school board members.

Key topics discussed at the meeting included the following:

- Overall plan for the use of facilities, including Fort Hill Community School, Amelia Pride Center, Hutcherson Early Learning Center, and Perrymont Elementary School
- Effect on the student population in terms of the number of students
- General description of students who will attend, including the age range of students and the reasons they may be enrolled
- Effect on staffing
- Location of additional classrooms
- Options for additional parking

Agenda Report

Date: 05/21/13

Agenda Number: F-1

Attachments: No

- Bus traffic
- Safety and security
- The grounds' and facility's impact on the neighborhood

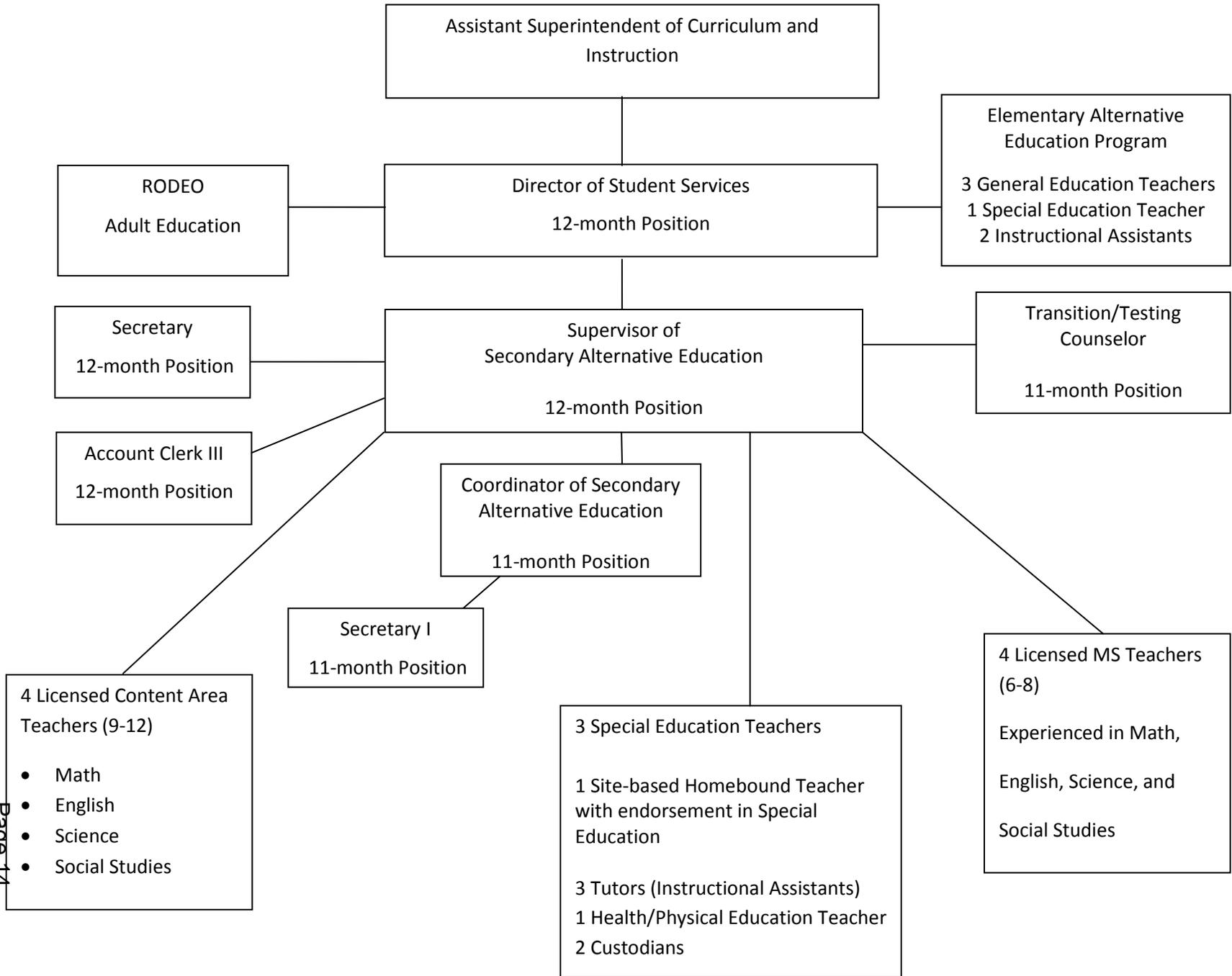
Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the reorganization and relocation of alternative education employees as well as modifications in the use of facilities to support the alternative education program.

Facilities Use Chart

Building	Current Use	Future Use
Amelia Pride	High School Alternative Education	Adult Education, GED and RODEO
Fort Hill	Middle School Alternative Education	6-12 Alternative Education
Miller Park Square	Adult Education, GED and RODEO	None – end of lease
Hutcherson Building	Offices and Storage	Early Learning Program K-5 Alternative Education
Perrymont ES	PreK-5 Elementary Early Learning Program Division Autism Classroom (1)	PreK-5 Elementary Division Autism Classrooms (2)



Agenda Report

Date: 05/07/13

Agenda Number: G-4

Attachments: Yes

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

Subject: Perrymont Elementary School: Cell Phone Tower

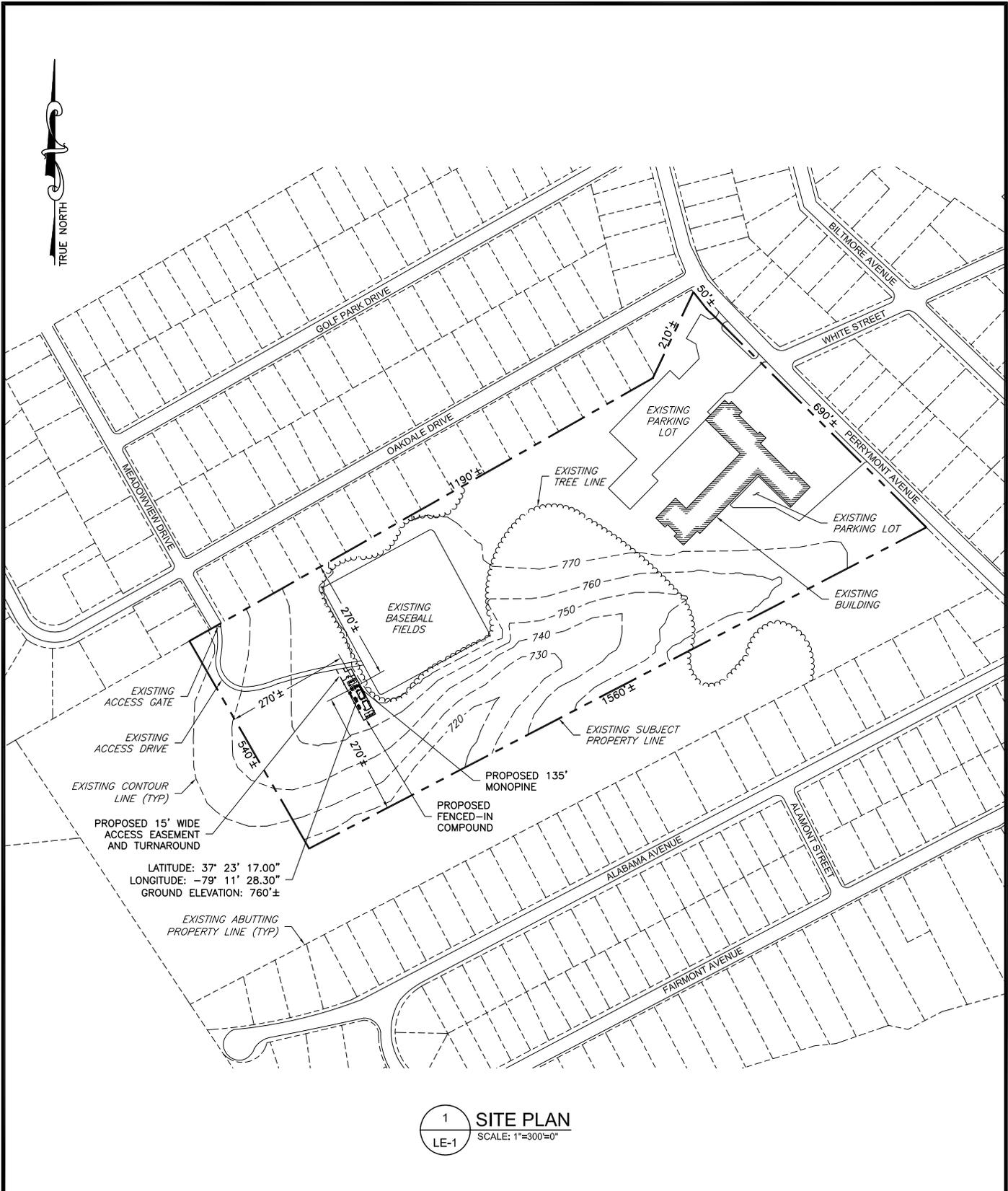
Summary/Description:

The City entered into an agreement with Milestone Communications concerning the possible placement of cell towers on city property throughout Lynchburg. Milestone is proposing a tower be located in the woods behind Perrymont Elementary School. Information and details concerning the site selection, equipment placement, tower type and other details will be presented to the school board during this presentation.

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

Recommendation:

The superintendent recommends that the school board approve the proposed cell tower in the vicinity of Perrymont Elementary School and consents to the developer pursuing land use approvals needed to obtain permission to construct the proposed tower and the contract with the city to construct the proposed tower.



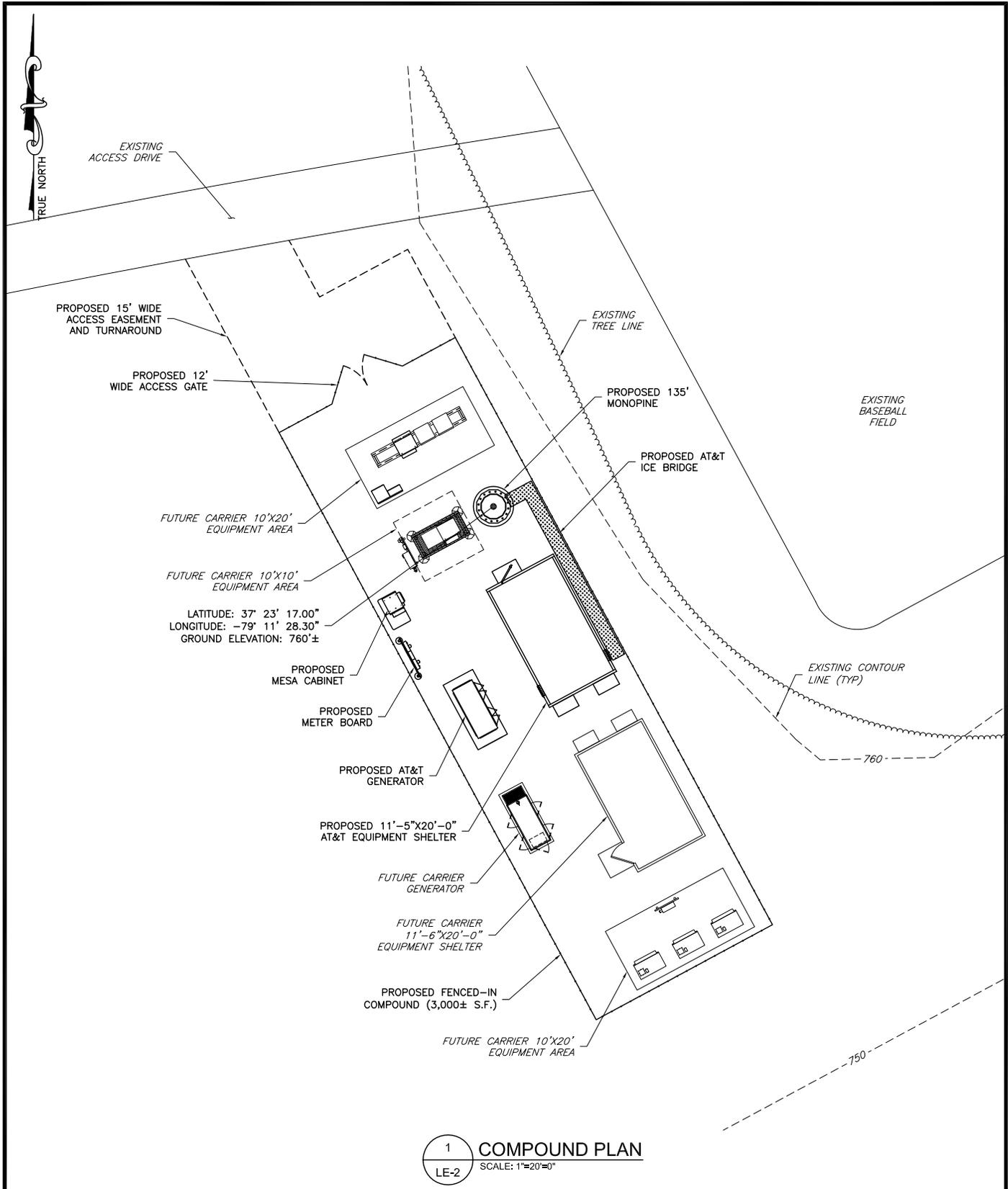
1 SITE PLAN
 LE-1 SCALE: 1"=300'±0"

NB&C
ENGINEERING
SERVICES, LLC.
 7380 COCA COLA DRIVE
 SUITE 106
 HANOVER, MD 21076
 P: 410.712.7092

Milestone
COMMUNICATIONS
 12110 SUNSET HILLS ROAD, SUITE 100
 RESTON, VA 20190
 TEL. (703) 620-2555
 FAX. (703) 620-8889

PERRYMONT PARK
 409 PERRYMONT AVENUE
 LYNCHBURG, VA 24502

SUBMITTALS	
A	03/13/13
B	03/18/13
C	03/19/13
D	03/21/13



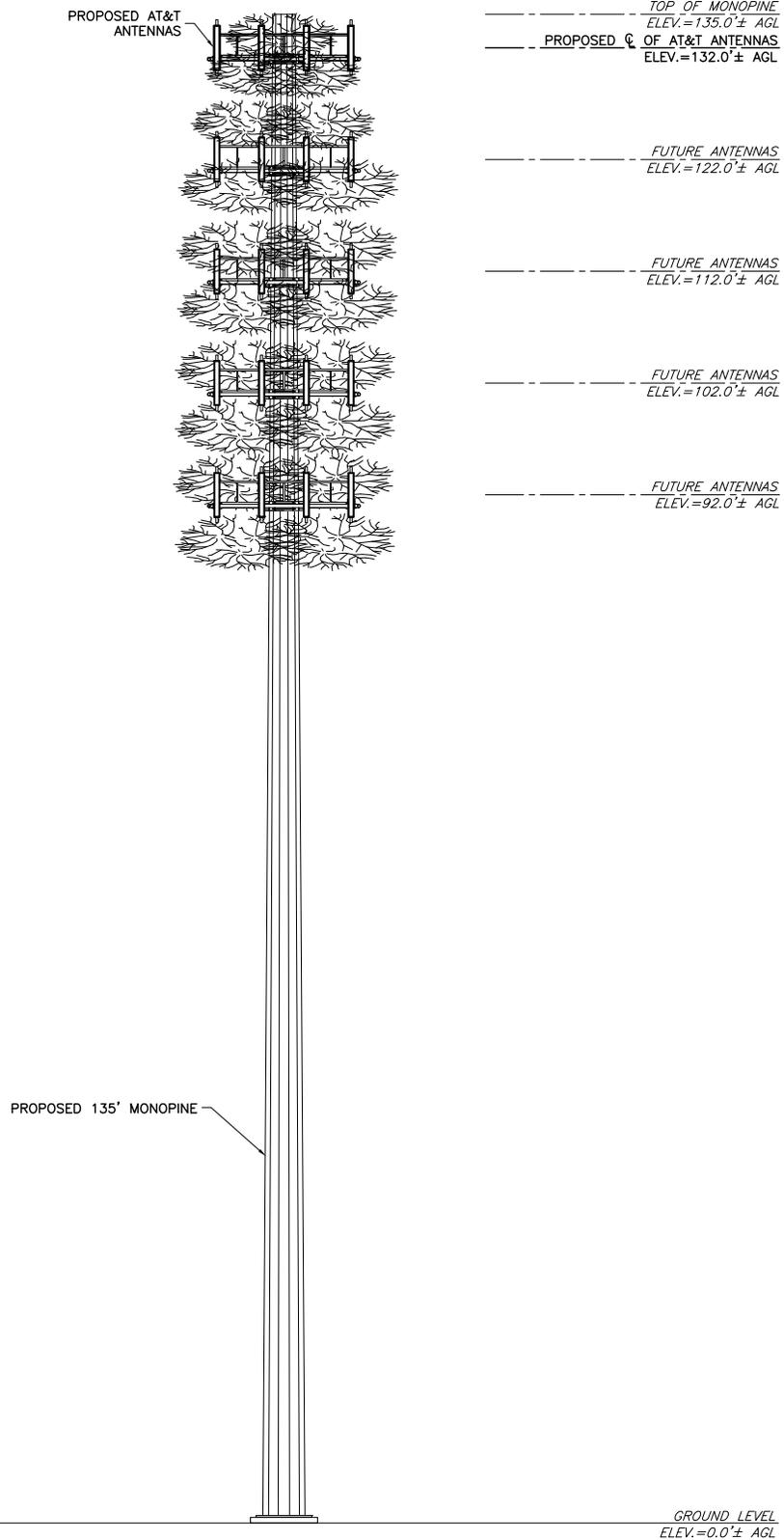
1 COMPOUND PLAN
 LE-2 SCALE: 1"=20'=0"



PERRYMONT PARK
 409 PERRYMONT AVENUE
 LYNCHBURG, VA 24502

SUBMITTALS

A	03/13/13
B	03/18/13
C	03/19/13
D	03/21/13



1 ELEVATION
LE-3 SCALE: 1/16"=1'-0"



PERRYMONT PARK
409 PERRYMONT AVENUE
LYNCHBURG, VA 24502

SUBMITTALS

A	03/13/13
B	03/18/13
C	03/19/13
D	03/21/13

Agenda Report

Date: 05/21/13

Agenda Number: G-1

Attachments: Yes

From: Scott Brabrand, Superintendent

Subject: Annual Personnel Report

Summary/Description:

1. Recommendation for continuing contracts for personnel completing fifth year or one year for personnel 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 180 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.
 - 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.

Agenda Report

Date: 05/21/13

Agenda Number: G-1

Attachments: Yes

- F. Recommendation for continuing contracts to remain in force for part-time and/or partially funded Title/Grant personnel.
- G. Recommendation for renewal of annual contracts for part-time and/or partially funded Title/Grant personnel.
- H. 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 2013-14.

- A. Personnel earning continuing contract status under School Board Policy 5-7.
- 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, location and assignment to be determined.

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

Recommendation:

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

Agenda Report

Date: 5/21/13

Agenda Number: G-2

Attachments: Yes

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

Subject: Lynchburg City Schools' Educational Technology Plan: 2013 - 2015

Summary/Description:

The Educational Technology Plan for Virginia: 2010-2015 is the Department of Education's most recently released vision for the use of technology in public schools. It serves as a blueprint for school divisions by identifying the necessary components of an effective technology program. In accordance with the No Child Left Behind Act, the universal services Act (E-Rate), and the Code of Virginia, school divisions must submit a local technology plan that is aligned with the state plan. The local plan must guide the division's use of educational technology for three to six years. The current Lynchburg City Schools' Educational Technology Plan outlines goals and objectives for years 2010-2012. The Technology Leadership Team, along with other stakeholders, has updated the current plan to align with the revised state plan until it expires on June 30, 2015. This timetable, if permitted, will also bring our local plan into the same renewal cycle as the Virginia Department of Education Technology Plan. A draft of the Lynchburg City Schools' Educational Technology Plan: 2013-2015 was provided to school board members for their review.

Disposition: Action
 Information
 Action at Meeting on: 06/04/13

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, 2013.

Agenda Report

Date: 05/21/13

Agenda Number: G-3

Attachments: No

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

Subject: Lynchburg City School Board Policies and Administrative Regulations
Conversion Process

Summary/Description:

The school administration is beginning the process of converting the Lynchburg City School Board Policies and Administrative Regulations to the Virginia School Boards Association's policies. As a member of the VSBA Policy Services, the school division receives regular updates to policies which coincide with changes to the Code of Virginia. Further, all policies developed by the VSBA are reviewed by legal counsel.

The first section in the conversion process is school board bylaws. Revisions and substitutions to the bylaws have been reviewed by the city attorney's office to ensure that they are legally sound. The bylaws will be presented to the school board for discussion during this presentation.

Disposition: Action
 Information
 Action at Meeting on: 06/04/13

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, 2013.

Agenda Report

Date: 05/21/13

Agenda Number: G-4

Attachments: No

From: Charles B. White, Chairman

Subject: Superintendent's Evaluation Instrument

Summary/Description:

On July 26, 2013, the school board approved a Superintendent's Evaluation Instrument that was the result of the work of a board-appointed Superintendent's Evaluation Instrument Committee. During this process, the committee gathered information from the Virginia School Boards Association and other school divisions in the state and across the country regarding superintendent evaluation instruments and processes. Using this information, the committee identified areas for improvement in the former instrument and added components that would assist in goal setting, timeline, accountability, and advocacy. The new instrument was used this year to evaluate the superintendent.

On September 27, 2012, the Virginia Board of Education approved the revised document, *Guidelines for Uniform Performance Standards and Evaluation Criteria for Superintendents*. The guidelines and standards will become effective on July 1, 2014; however, school boards and divisions are authorized to implement them prior to July 1, 2014.

The *Guidelines for Uniform Performance Standards and Evaluation Criteria* set forth seven standards for all Virginia superintendents. The model recommends that 40 percent of a superintendent's evaluation be based on student academic progress, as determined by multiple measures of learning and achievement, including incorporating student growth percentiles, when appropriate, into goal setting. Standards related to mission, vision, and goals, planning and assessment, instructional leadership, organizational leadership and safety, communication and community relations, and professionalism each account for ten percent of the evaluation and performance rating within the model.

Agenda Report

Date: 05/21/13

Agenda Number: G-4

Attachments: No

As a result of action taken by the Board of Education, the Lynchburg City School Board will need to revise the Superintendent's Evaluation Instrument so that it coincides with the new guidelines. At the last school board meeting, the chairman indicated that the Superintendent's Evaluation Instrument Committee would need to be re-instituted in order to perform this task. Mrs. Mary Ann Barker and Ms. J. Marie Waller served on the last committee. The school board will consider one additional member to join this committee during this presentation.

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

Recommendation:

The chairman recommends that the school board appoint a school board member to serve on the Superintendent's Evaluation Instrument Committee.

Agenda Report

Date: 05/21/13

Agenda Number: J-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Notice of Closed Meeting

Summary/Description:

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

Personnel Matters

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

Recommendation:

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

Agenda Report

Date: 05/21/13

Agenda Number: J-2

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Certification of Closed Meeting

Summary/Description:

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

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

Recommendation:

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