



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
June 4, 2019 5:30 p.m.
School Administration Building
Board Room

A. AGENDA APPROVAL

1. Approval of Agenda – June 4, 2019
Susan D. Morrison Page 1
Discussion/Action

B. SPECIAL PRESENTATION

1. E.C. Glass High School Air Force JROTC
Leslie Pratt, Lt. Col. Page 2
Discussion

C. PUBLIC COMMENTS

1. Public Comments
Susan D. Morrison. Page 3
Discussion/Action (30 Minutes)

D. FINANCE REPORT

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

E. CONSENT AGENDA

1. School Board Meeting Minutes: May 7, 2019 (Regular Board Meeting), May 9, 2019 (Student Discipline Committee Meeting), May 21, 2019 (Work Session), May 23, 2019 (Student Discipline Committee Meeting)
2. Personnel Report
Marie F. Gee Page 11
Discussion/Action

F. 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

E) Legislative Advocacy Committee

Meeting Dates:

May 6, 2019	June 10, 2019
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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 21, 2019 (Work Session)

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

G. UNFINISHED BUSINESS

1. Lynchburg City School Board Governance Policy Review
Crystal M. Edwards Page 14
Discussion

H. STRATEGIC PLAN DISCUSSION

1. Strategic Plan Discussion:
April M. Bruce. Page 34
Discussion

I. NEW BUSINESS

1. 2019-2020 Applications for Federal Programs
April M. Bruce Page 35
Discussion/Action
2. 2019-2020 Application for Extending Opportunities
for Success (EOS) Grant
April M. Bruce Page 36
Discussion/Action
3. Commonwealth of Virginia Voluntary Group Long
Term Care Insurance Program
Anthony E. Beckles, Sr. Page 37
Discussion/Action
4. Notice of Sole Source Procurement
Anthony E. Beckles, Sr. Page 51
Discussion/Action
5. FY2019-20 Operating Budget
Anthony E. Beckles, Sr. Page 52
Discussion/Action

J. 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

K. BOARD COMMENTS

L. INFORMATIONAL ITEMS

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

The next School Board Meeting will be held on Tuesday, July 2, 2019 at 5:30 p.m. in the board room at the Administration Building

M. CLOSED SESSION

- 1. Notice of Closed Meeting
Susan D. Morrison Page 66
Discussion/Action

- 2. Certification of Closed Meeting
Susan D. Morrison Page 67
Discussion/Action

N. ADJOURNMENT

Agenda Report

Date: 06/4/19

Agenda Number: A-1

Attachments: No

From: Susan D. Morrison, School Board Chair

Subject: Approval of Agenda – June 4, 2019

Summary/Description:

Consider approval of agenda for the June 4, 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 June 4, 2019 meeting.

Agenda Report

Date: 06/04/19

Agenda Number: B-1

Attachments: No

From: Crystal M. Edwards, Superintendent

Subject: E.C. Glass High School Air Force JROTC 50 Year Anniversary

Summary/Description:

Presentation by the E.C. Glass High School Air Force JROTC program. The AFJROTC is celebrating their 50th Anniversary and a recent state championship. This presentation will highlight the program and their accomplishments.

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: 06/04/19

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: 06/04/19

Agenda Number: D-1

Attachments: Yes

From: 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 April 30, 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 April 30, 2019 for the operating fund.

Total Operating Fund Budget	\$ 97,672,407.00
Insurance Proceeds	\$ 3,625.00
Additional State CTE Funds	\$ 6,028.74
Fund Balance Return	\$ 350,000.00
Prior Year Funds Encumbered	\$ 187,785.76
Adjusted Operating Budget	<u>\$ 98,219,846.50</u>

Through April 30, 2019

Actual Revenue Received	\$ 69,004,303.37
Actual Expenditures	\$ 72,097,420.43
Actual Encumbered	\$ 19,311,570.04

Percent of Budget Received	70.25%
Percent of Budget Used, excluding encumbrances	73.40%
As of 04/30/19 – 10 months	83.33%

The revenue and expenditure reports detail the transactions recorded through April 30, 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 Revenue
 For the Ten Months Ending April 30, 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)	(8,576,402.95)	(2,302,042.05)	78.84%
240202 BASIC SCHOOL AID	(21,769,498.00)	(21,765,334.61)	(4,163.39)	(22,885,425.00)	(18,780,623.22)	(4,104,801.78)	82.06%
240207 GIFTED & TALENTED	(243,593.00)	(243,964.00)	371.00	(249,529.00)	(205,782.91)	(43,746.09)	82.47%
240208 REMEDIAL EDUCATION-SOQ	(1,476,782.00)	(1,479,032.00)	2,250.00	(1,492,182.00)	(1,106,232.32)	(385,949.68)	74.14%
240204 REMEDIAL EDUCATION-SUMMER SCHOOL	(164,036.00)	(186,695.00)	22,659.00	(218,153.00)	(215,595.70)	(2,557.30)	98.83%
SUPPL LOTTERY PER PUPIL ALLOCATION	(1,394,118.00)	(1,394,509.00)	3,391.00	(1,677,233.00)	(1,118,155.34)	(559,077.66)	66.67%
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)	(2,510,550.30)	(533,701.70)	82.47%
240217 VOCATIONAL ED SOQ	(400,913.00)	(401,524.00)	611.00	(628,813.00)	(518,572.46)	(110,240.54)	82.47%
240221 SOC SEC-INSTR	(1,446,333.00)	(1,448,537.00)	2,204.00	(1,502,164.00)	(1,238,812.62)	(263,351.38)	82.47%
240223 VRS INSTRUCTIONAL	(3,324,028.00)	(3,329,093.00)	5,065.00	(3,318,733.00)	(2,736,910.82)	(581,822.18)	82.47%
240241 GROUP LIFE INST	(96,422.00)	(96,569.00)	147.00	(99,812.00)	(82,313.11)	(17,498.89)	82.47%
240228 READING INTERVENTN	(205,913.00)	(218,393.00)	12,480.00	(219,007.00)	(140,708.26)	(78,298.74)	64.25%
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)	(74,541.26)	(18,625.74)	80.01%
240248 REGIONAL TUITION	(1,011,481.00)	(1,002,226.65)	(9,254.35)	(1,233,366.00)	(222,014.25)	(1,011,351.75)	18.00%
240265 AT RISK SOQ	(1,489,206.00)	(1,520,272.52)	31,066.52	(1,584,718.00)	(1,320,598.34)	(264,119.66)	83.33%
240309 ESL	(154,875.00)	(148,421.87)	(6,453.13)	(154,277.00)	(111,571.98)	(42,705.02)	72.32%
240281 AT RISK 4 YR OLDS	(932,488.00)	(932,488.00)	0.00	(956,491.00)	(608,676.10)	(347,814.90)	63.64%
240252 CTE EQUIPMENT	(9,748.88)	(22,270.85)	12,521.97	(6,028.74)	(13,806.12)	7,777.38	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)	(24,752.40)	(16,501.60)	60.00%
EARLY READING SPECIALISTS INITIATIVE	0.00	0.00	0.00	(82,509.00)	(49,505.40)	(33,003.60)	0.00%
240275 PRIMARY CLASS SIZE	(1,915,875.00)	(1,864,678.00)	(51,197.00)	(1,846,920.00)	(1,141,960.90)	(704,959.10)	61.83%
240214 TEXTBOOKS	(557,117.00)	(557,966.00)	849.00	(502,501.00)	(414,405.10)	(88,095.90)	82.47%
240405 ALGEBRA READINESS	(143,036.00)	(143,035.75)	(0.25)	(145,199.00)	(91,059.18)	(54,139.82)	62.71%
COMMONWEALTH OF VA	(50,768,667.88)	(50,854,930.81)	86,262.93	(53,110,883.74)	(41,303,551.04)	(11,807,332.70)	77.77%
330212 IMPACT AIDPL81-874	(8,500.00)	(9,406.36)	906.36	(8,500.00)	(13,477.01)	4,977.01	158.55%
180303 MEDICAID REIMBURSE	(350,000.00)	(618,643.34)	268,643.34	(350,000.00)	(168,022.20)	(181,977.80)	48.01%
JR ROTC	(105,000.00)	(132,235.20)	27,235.20	(105,000.00)	(72,095.04)	(32,904.96)	68.66%
FEDERAL	(463,500.00)	(760,284.90)	296,784.90	(463,500.00)	(253,594.25)	(209,905.75)	54.71%

Agenda Attachment

Lynchburg City Schools
Operating Fund - Statement of Revenue
For the Ten Months Ending April 30, 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)	(26,050,000.00)	(16,328,498.00)	61.47%	
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)	(26,050,000.00)	(16,328,498.00)	61.47%	
189912 MISC REV/OTH FUNDS	(75,000.00)	(34,511.37)	(40,488.63)	46.02%	(55,000.00)	(102,506.62)	47,506.62	186.38%	
180303 REBATES & REFUNDS	(86,250.00)	(34,183.73)	(52,066.27)	39.63%	(86,250.00)	(107,583.06)	21,333.06	124.73%	
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%	(8,625.00)	(3,625.00)	(5,000.00)	42.03%	
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%	(239,875.00)	(287,955.62)	48,080.62	120.04%	
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)	(126,870.41)	26,870.41	126.87%	
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)	(35,467.85)	10,467.85	141.87%	
161205 BUS RENTAL	(325,000.00)	(430,608.70)	105,608.70	132.49%	(325,000.00)	(340,626.40)	15,626.40	104.81%	
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)	(38,695.52)	(11,304.48)	77.39%	
SCHOOL NUT UTILITIES	(90,000.00)	(80,411.32)	(9,588.68)	89.35%	(90,000.00)	(55,898.01)	(34,101.99)	62.11%	
FACILITY RENTALS	(50,000.00)	(128,490.38)	78,490.38	256.98%	(75,000.00)	(95,900.00)	20,900.00	127.87%	
INDIRET COSTS	(200,000.00)	(171,787.64)	(28,212.36)	85.89%	(203,304.00)	(205,184.27)	1,880.27	100.92%	
CHARGES FOR SERVICES	(1,694,000.00)	(1,948,069.62)	254,069.62	115.00%	(1,839,304.00)	(1,109,202.46)	(730,101.54)	60.31%	
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%	(98,219,846.50)	(69,004,303.37)	(29,215,543.13)	70.25%	

	Original budget	Additional State CTE Funds	Fund Balance Return	Prior Year Encumbrance	Insurance Proceeds	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 - Shelter	\$ 13,500.00			\$ 187,785.76		\$ 201,285.76
Insurance Proceeds	\$ 88,000.00				\$ 3,625.00	\$ 91,625.00
Restricted Donation	\$ 33,833.00					\$ 33,833.00
Adjusted Budget	\$ 96,750,650.26					\$ 98,219,846.50

FY2018-2019 REVISED REVENUE BUDGET
As of April 30, 2019

ACCOUNT TITLE	ORIGINAL	REVISED	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	CHANGE BETWEEN
	REVENUE BUDGET As of 7/1/2018	REVENUE BUDGET				ORG & REVISED REV BUDGET INCREASE (DECREASE)
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)	(8,576,402.95)	(2,302,042.05)	78.84%	0.00
240202 BASIC SCHOOL AID	(22,885,425.00)	(22,885,425.00)	(18,780,623.22)	(4,104,801.78)	82.06%	0.00
240207 GIFTED & TALENTED	(249,529.00)	(249,529.00)	(205,782.91)	(43,746.09)	82.47%	0.00
240208 REMEDIAL EDUCATION-SOQ	(1,492,182.00)	(1,492,182.00)	(1,106,232.32)	(385,949.68)	74.14%	0.00
240204 REMEDIAL EDUCATION -SUMMER SCHOOL	(218,153.00)	(218,153.00)	(215,595.70)	(2,557.30)	98.83%	0.00
SUPPL LOTTERY PER PUPIL ALLOCATION	(1,677,233.00)	(1,677,233.00)	(1,118,155.34)	(559,077.66)	66.67%	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)	(2,510,550.30)	(533,701.70)	82.47%	0.00
240217 VOCATIONAL ED SOQ	(628,813.00)	(628,813.00)	(518,572.46)	(110,240.54)	82.47%	0.00
240221 SOC SEC-INSTR	(1,502,164.00)	(1,502,164.00)	(1,238,812.62)	(263,351.38)	82.47%	0.00
240223 VRS INSTRUCTIONAL	(3,318,733.00)	(3,318,733.00)	(2,736,910.82)	(581,822.18)	82.47%	0.00
240241 GROUP LIFE INST	(99,812.00)	(99,812.00)	(82,313.11)	(17,498.89)	82.47%	0.00
240228 READING INTERVENTN	(219,007.00)	(219,007.00)	(140,708.26)	(78,298.74)	64.25%	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)	(74,541.26)	(18,625.74)	80.01%	0.00
240248 REGIONAL TUITION	(1,233,366.00)	(1,233,366.00)	(222,014.25)	(1,011,351.75)	18.00%	0.00
240265 AT RISK SOQ	(1,584,718.00)	(1,584,718.00)	(1,320,598.34)	(264,119.66)	83.33%	0.00
240309 ESL	(154,277.00)	(154,277.00)	(111,571.98)	(42,705.02)	72.32%	0.00
240281 AT RISK 4 YR OLDS	(956,491.00)	(956,491.00)	(608,676.10)	(347,814.90)	63.64%	0.00
240252 CTE EQUIPMENT	(6,028.74)	(6,028.74)	(13,806.12)	7,777.38	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)	(24,752.40)	(16,501.60)	60.00%	0.00
EARLY READING SPECIALISTS INITIATIVE	(82,509.00)	(82,509.00)	(49,505.40)	(33,003.60)	0.00%	0.00
240275 PRIMARY CLASS SIZE	(1,846,920.00)	(1,846,920.00)	(1,141,960.90)	(704,959.10)	61.83%	0.00
240214 TEXTBOOKS	(502,501.00)	(502,501.00)	(414,405.10)	(88,095.90)	82.47%	0.00
240405 ALGEBRA READINESS	(145,199.00)	(145,199.00)	(91,059.18)	(54,139.82)	62.71%	0.00
COMMONWEALTH OF VA	(53,110,883.74)	(53,110,883.74)	(41,303,551.04)	(11,807,332.70)	77.77%	0.00
FEDERAL REVENUE						
330212 IMPACT AIDPL81-874	(8,500.00)	(14,000.00)	(13,477.01)	4,977.01	158.55%	5,500.00
180303 MEDICAID REIMBURSE	(350,000.00)	(350,000.00)	(168,022.20)	(181,977.80)	48.01%	0.00
JR ROTC	(105,000.00)	(105,000.00)	(72,095.04)	(32,904.96)	68.66%	0.00
FEDERAL	(463,500.00)	(469,000.00)	(253,594.25)	(209,905.75)	54.71%	
CITY APPROPRIATIONS						
510500 CITY OPER APPR	(42,378,498.00)	(42,378,498.00)	(26,050,000.00)	(16,328,498.00)	61.47%	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)	(26,050,000.00)	(16,328,498.00)	61.47%	
MISCELLANEOUS REVENUE						
189912 MISC REV/OTH FUNDS	(55,000.00)	(102,000.00)	(102,506.62)	47,506.62	186.38%	47,000.00
180303 REBATES & REFUNDS	(86,250.00)	(110,000.00)	(107,583.06)	21,333.06	124.73%	23,750.00
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	(8,625.00)	(8,625.00)	(3,625.00)	(5,000.00)	42.03%	0.00
E RATE REIMBURSEMENT	(80,000.00)	(80,000.00)	(69,140.94)	(10,859.06)	86.43%	0.00
MISCELLANEOUS	(239,875.00)	(310,625.00)	(287,955.62)	48,080.62	120.04%	70,750.00
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)	(126,870.41)	26,870.41	126.87%	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)	(35,467.85)	10,467.85	141.87%	8,000.00
161205 BUS RENTAL	(325,000.00)	(325,000.00)	(340,626.40)	15,626.40	104.81%	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 April 30, 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)	(38,695.52)	(11,304.48)	77.39%	0.00
SCHOOL NUT UTILITIES	(90,000.00)	(90,000.00)	(55,898.01)	(34,101.99)	62.11%	0.00
FACILITY RENTALS	(75,000.00)	(100,000.00)	(95,900.00)	20,900.00	127.87%	25,000.00
INDIRET COSTS	(203,304.00)	(205,000.00)	(205,184.27)	1,880.27	100.92%	1,696.00
CHARGES FOR SERVICES	(1,839,304.00)	(1,902,000.00)	(1,109,202.46)	(730,101.54)	60.31%	62,696.00
DESIGNATION - ENCUMBRANCES	(187,785.76)	(187,785.76)	0.00	(187,785.76)	0.00%	0.00
TOTAL OPERATING FUND	(98,219,846.50)	(98,358,792.50)	(69,004,303.37)	(29,215,543.13)	70.25%	133,446.00

REVENUE OVER/(UNDER) ORIGINAL BUDGET \$133,446.00

Note

Bold accounts are affected by changes in ADM

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Ten Months Ending April 30, 2019

	BUDGET	TRANSACTIONS	Fiscal Year 2018-19		ENCUMBRANCES	BUDGET AVAILABLE	BUDGET % USED
			BUDGET % USED	ENCUMBRANCES			
INSTRUCTION							
FUNCTION 1100 CLASSROOM INSTRUCTION							
Personnel	50,179,941.76	37,136,758.39	74.01%	11,249,855.60	1,793,327.77	96.43%	
Other	4,985,607.56	2,999,144.58	60.16%	993,539.86	992,923.12	80.08%	
FUNCTION 1200 INST SUPPORT-STUDENT							
Personnel	3,793,495.74	2,942,941.96	77.58%	835,157.98	15,395.80	99.59%	
Other	206,406.80	58,694.11	28.44%	31,794.07	115,918.62	43.84%	
FUNCTION 1300 INST SUPPORT-STAFF							
Personnel	3,617,176.10	2,815,804.78	77.85%	681,351.96	120,019.36	96.68%	
Other	749,199.98	478,351.06	63.85%	43,430.96	227,417.96	69.65%	
FUNCTION 1400 INST SUPPORT-SCHOOL ADMIN							
Personnel	5,742,468.21	4,583,492.09	79.82%	1,031,012.90	127,963.22	97.77%	
Other	262,736.83	129,302.63	49.21%	74,984.10	58,450.10	77.75%	
TOTAL INSTRUCTION	69,537,032.98	51,144,489.60	73.55%	14,941,127.43	3,451,415.95	95.04%	
ADMINISTRATION							
FUNCTION 2100 ADMINISTRATION							
Personnel	3,180,490.66	1,942,669.36	61.08%	350,045.41	887,775.89	72.09%	
Other	1,378,213.35	839,418.14	60.91%	301,687.54	237,107.67	82.80%	
FUNCTION 2200 ATTENDANCE & HEALTH SERV							
Personnel	2,268,131.63	1,377,538.15	60.73%	406,986.49	483,606.99	78.68%	
Other	110,970.65	34,982.23	31.52%	15,605.70	60,382.72	45.59%	
TOTAL ADMINISTRATION	6,937,806.29	4,194,607.88	60.46%	1,074,325.14	1,668,873.27	75.95%	
PUPIL TRANSPORTATION							
FUNCTION 3100 MANAGEMENT & DIRECTION							
Personnel	400,936.01	291,292.83	72.65%	54,767.24	54,875.94	86.31%	
Other	36,790.66	25,833.84	70.22%	3,510.85	7,445.97	79.76%	
FUNCTION 3200 VEHICLE OPERATION SERVICE							
Personnel	3,121,634.59	2,404,563.55	77.03%	454,953.94	262,117.10	91.60%	
Other	871,661.50	748,372.46	85.86%	90,717.49	32,571.55	96.26%	
FUNCTION 3300 MONITORING SERVICE							
Personnel	807,288.88	500,183.85	61.96%	112,293.08	194,811.95	75.87%	
FUNCTION 3400 VEHICLE MAINT SERVICE							
Personnel	369,098.96	295,134.45	79.96%	51,312.46	22,652.05	93.86%	
Other	429,750.00	303,454.89	70.61%	97,040.57	29,254.54	93.19%	
FUNCTION 3500 BUS PURCHASE - REGULAR							
Other	542,990.00	510,990.00	0.00%	0.00	32,000.00	94.11%	
TOTAL PUPIL TRANSPORTATION	6,580,150.60	5,079,825.87	77.20%	864,595.63	635,729.10	90.34%	
OPERATIONS & MAINTENANCE							
FUNCTION 4100 MANAGEMENT & DIRECTION							
Personnel	292,904.20	244,474.39	83.47%	48,555.23	(125.42)	100.04%	
Other	27,500.00	18,197.52	66.17%	6,787.30	2,515.18	90.85%	
FUNCTION 4200 BUILDING SERVICES							
Personnel	4,632,981.28	3,672,867.06	79.28%	648,890.28	311,223.94	93.28%	

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Ten Months Ending April 30, 2019

FUNCTION 4300 GROUNDS SERVICES	Other	5,291,459.08	3,936,263.36	74.39%	1,104,336.83	250,858.89	95.26%
	Personnel	277,241.03	216,465.88	78.08%	44,489.11	16,286.04	94.13%
	Other	22,500.00	15,333.67	68.15%	6,719.50	446.83	98.01%
FUNCTION 4400 EQUIPMENT SERVICES	Other	64,500.00	46,778.65	72.53%	7,477.05	10,244.30	84.12%
FUNCTION 4500 VEHICLE SERVICES	Other	155,466.38	150,552.69	96.84%	0.00	4,913.69	96.84%
FUNCTION 4600 SECURITY SERVICES	Personnel	31,764.37	16,555.91	52.12%	3,947.82	11,260.64	64.55%
	Other	404,833.00	268,680.10	66.37%	53,063.72	83,089.18	79.48%
FUNCTION 4700 WAREHOUSING SERVICES	Personnel	9,163.34	6,144.66	67.06%	0.00	3,018.68	67.06%
TOTAL OPERATIONS & MAINTENANCE		11,210,312.68	8,592,313.89	76.65%	1,924,266.84	693,731.95	93.81%
Other Non-Instructional Operations							
FUNCTION 5000 Non-Instructional Operations - Other		20,577.73	3,176.53	15.44%	7,862.18	9,539.02	53.64%
TOTAL Non-Instructional Operations		20,577.73	3,176.53	15.44%	7,862.18	9,539.02	53.64%
FACILITIES							
FUNCTION 6200 SITE IMPROVEMENTS	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	34,335.55	14,654.04	42.68%	0.00	19,681.51	42.68%
FUNCTION 6600 BLDG ADD & IMP SERVICES	Personnel	20,000.00	0.00	0.00%	0.00	20,000.00	0.00%
	Other	54,335.55	14,654.04	26.97%	0.00	39,681.51	26.97%
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	1,398,547.29	80.84%	312,520.71	18,946.75	98.90%
	Other	400,393.01	214,674.09	53.62%	12,372.60	173,346.32	56.71%
FUNCTION 8200 INSTRUCTIONAL SUPPORT	Personnel	465,017.02	369,548.44	79.47%	65,658.57	29,810.01	93.59%
	Other	1,281,379.89	1,084,932.80	84.67%	108,840.94	87,606.15	93.16%
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	3,068,352.62	79.09%	499,392.82	311,885.23	91.96%
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		98,219,846.50	72,097,420.43	73.40%	19,311,570.04	6,810,856.03	93.07%

Agenda Report

Date: 06/04/19

Agenda Number: E-2

Attachments: Yes

From: Crystal M. Edwards, Superintendent

Subject: Personnel Report

Summary/Description:

The personnel recommendations for May 07, 2019 – June 04, 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 May 07, 2019 – June 04, 2019.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2019-2020:

Ross Cody	Liberty University	BA / (Lv. 5	5 yrs 4)	Heritage High School Carpentry Teacher	07-29-2019
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RESIGNATIONS:

Berry David	Lincoln Memorial University	DOCT / (Lv. 9	9 yrs 4)	Linkhorne Middle School Special Education Teacher	06-01-2019
Bower Stacie	Lynchburg University of	BA / (Lv. 1	1 yr 3)	Linkhorne Elementary School 2 nd Grade Teacher	06-01-2019
Brown Derrick	Lynchburg University of	MA / (Lv. 8	8 yrs 2)	Dunbar Middle School Principal	06-28-2019
Brown Douglas	Tennessee University of	BA / (Lv. 11	11 yrs 3)	Linkhorne Middle School Instrumental Music Teacher	06-01-2019
Darby Shaina	Liberty University	MA / (Lv. 2	2 yrs 1)	Heritage Elementary School 1 st Grade Teacher	06-01-2019
Dragan Eric	California U. of Penn.	MA / (Lv. 12	12 yrs 4)	Exceptional Learners School Psychologist	06-07-2019
Dunaway Michael	Indiana Wesleyan University	BA / (Lv. 8	8 yrs 4)	Dearington Elementary Art Teacher	06-01-2019
Edwards Sharon	Bob Jones University	BA / (Lv. 1	1 yr 3)	Laurel Regional Program Special Education Teacher	06-01-2019
Garthwaite Breanna	Liberty University	BA / (Lv. 1	1 yr 3)	Sandusky Middle School Social Studies Teacher	06-01-2019
Johnson Jane	Concordia (Irvine) University	MA / (Lv. 11	11 yrs 1)	William Marvin Bass Stream Teacher - PT	05-25-2019
Gamwell Justine	Winthrop College	BA / (Lv. 2	2 yrs 3)	R.S. Payne Elementary Gifted Teacher	06-01-2019
May Jessica	UVA	MA / (Lv. 1	1 yr 3)	Perrymont Elementary School 3 rd Grade Teacher	06-01-2019
May Shamra	Liberty University	MA / (Lv. 10	10 yrs 3)	Sandusky Middle School Math Teacher	06-01-2019

Agenda Attachment

Item: E-2

Moncada-Ossorio Amira	Catolica Boliv. University of	BA / (Lv. 4	4 yrs 3)	E.C. Glass High School Spanish Teacher	06-01-2019
Norwood Tammi	UNC	BA / (Lv. 9	9 yrs 3)	E.C. Glass High School Theater Teacher	06-01-2019
Phillips Jacquelyn	Liberty University	BA / (Lv. 3	3 yrs 3)	Dearington Elementary School 3 rd Grade Teacher	06-01-2019
Seymour Holli	Liberty University	BA / (Lv. 3	3 yrs 3)	Bedford Hills Elementary Special Education Teacher	06-01-2019
VanKuren Kay	Texas A & M University	BA / (Lv. 6	6 yrs 3)	Perrymont Elementary School 2 nd Grade Teacher	06-01-2019

RETIREMENTS:

Dalton Janet	Lynchburg University of	MA / (Lv. 37	37 yrs 3)	Heritage High School Special Education Teacher	06-01-2019
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LEAVE OF ABSENCE:

NONE

Agenda Report

Date: 06/04/19

Agenda Number: G-1

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 the following policies for approval:

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>
AE – School Division Goals	
BG/GBD – Board Staff Communications	
CBA – Qualifications for Superintendent	
AF – Comprehensive Plan	
AFA – Eval of School Board	
BBBB – Student Rep	Add “from each high school”

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

Recommendation:

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

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

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

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.}*

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.

Agenda Report

Date: 06/04/19

Agenda Number: H-1

Attachments: No

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

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) Academic Review Updates by Dr. April Bruce, Director of Curriculum and Instruction:

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: 06/04/19

Agenda Number: I-1

Attachments: No

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

Subject: 2019-2020 Applications for Federal Programs

Summary/Description:

Lynchburg City Schools (LCS) will be submitting individual grant applications for federal programs for the 2019-2020 school year. The applications for review during the June board meeting include Title I, Title II, Title III, and Title IV.

LCS anticipates level funding for each grant. However, funding levels could change when final allocations are determined later in the fall. The anticipated amounts are as follows:

Title I, Part A: Improving the Academic Achievement of the Disadvantaged Anticipated allocation for 2019-2020 \$3,982,668.89

Title I, Part D: Prevention and Intervention Programs for Children who are Neglected, Delinquent, or at Risk
Anticipated allocation for 2019-2020 \$57,583.84

Title II, Part A: Preparing, Training, & Recruiting High Quality Teachers and Principals
Anticipated allocation for 2019-2020 \$449,396.13

Title III: Language Instruction for English Learners
Anticipated allocation for 2019-2020: \$23,294.82

Title IV: Student Support and Academic Enrichment
(Safe & Healthy Students, Well-Rounded Students, & Technology)
Anticipated allocation for 2019-2020: \$285,516.82

These federal grants are used to support students in our schools. Grant applications are due to the Virginia Department of Education (VDOE) July 1, 2019. School board approval is needed prior to submitting the applications to the VDOE. Grant awards are distributed in the fall.

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

Recommendation:

The superintendent recommends that the school board approve the Title I, Title II, Title III, and Title IV grant applications.

Agenda Report

Date: 06/04/19

Agenda Number: I-2

Attachments: No

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

Subject: 2019-2020 Application for Extending Opportunities for Success (EOS) Grant

Summary/Description:

During the 2016-17 school year, the Lynchburg City Schools received a \$921,248 extended school year grant (EOS Grant) to support intersessions, credit recovery, summer school programs, and extended learning opportunities beyond the regular school day for students. This grant is due to expire June 30, 2019. On May 10, 2019, the Virginia Department of Education released the application for school divisions to reapply for a renewal of grant funds. W.M. Bass Elementary School, Dearington Elementary School for Innovation, Hutcherson Early Learning Center, Paul Munro Elementary School, Sandusky Elementary School, Sheffield Elementary School, E.C. Glass High School, Heritage High School, and the Empowerment Academy have expressed an interest in reapplying for the EOS grant so they can continue learning opportunities for students that extend beyond the school day. Schools are working on the details of their plans for us to include in the division-level application. The application is due to the Virginia Department of Education on June 14, 2019.

The schools who have expressed an interest in these funds are currently using EOS grant funds to support students beyond the regular school day, or at W.M. Bass Elementary, through intersessions. LCS administration is seeking the approval of the board to submit the application by the June 14, 2019, deadline.

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

Recommendation:

The superintendent recommends that the school board approve the submission of the application for the Extending Opportunities for Success (EOS) grant.

Agenda Report

Date: 06/04/19

Agenda Number: I-3

Attachments: Yes

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

Subject: Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program

Summary/Description:

The Virginia Retirement System is offering Employers the option of allowing their eligible employees to participant in the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program (the "Plan"). The Plan will not cost the School Board any money now or in the future to allow eligible employees to participate. The Plan will be underwritten by Genworth Life Insurance Company. If the School Board wishes to participate in the Plan, the terms of the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement are outlines in the attached agreement and it must be postmarked prior to June 14th, 2019.

Since participation in this Plan will not result in a cost to the School Board and the Plan is one that may benefits some of our eligible employees, the Administration is recommending approval for LCS to participate in this Plan.

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

Recommendation:

The superintendent recommends that the School Board approve and sign the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement.



VIRGINIA RETIREMENT SYSTEM
P.O. Box 2500
Richmond, VA 23218-2500

Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program
Employer Adoption Agreement

THIS AGREEMENT (the “Agreement”), executed this [insert date] ____ day of _____, 20____, is by and between [insert Locality, School Division, or Other Political Subdivision] _____ (the “Employer”) and the Virginia Retirement System (the “Plan Sponsor”) (hereinafter collectively referred to as the “Parties”).

WITNESSETH

WHEREAS, the Commonwealth of Virginia has established, and the Plan Sponsor is responsible for, the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program (the “Plan”) in which employees of local governments, local officers, and teachers, as defined in § 51.1-513.3 of the *Code of Virginia* (the “Code”), as amended, may participate; and

WHEREAS, pursuant to the same section of the *Code*, the Employer desires to enter into this Agreement with the Plan Sponsor to permit participation in the Plan by its eligible employees; and

WHEREAS, the official entering into this Agreement is duly authorized on behalf of the Employer’s governing body.

NOW, THEREFORE, in consideration of the premises herein, the Parties agree as follows:

- 1) The Plan Sponsor represents and warrants to the Employer that it will comply with all applicable laws affecting the Plan.
- 2) The Plan Sponsor represents to the Employer that it will provide sufficient services to administer the Plan and to appropriately respond to inquiries by employees and participants.
- 3) The Employer acknowledges and agrees to the terms and conditions established in the Plan.
- 4) The Employer agrees to provide the Plan Sponsor’s selected long term care insurance carrier with a mail file of all active employees, in the format provided by the insurance carrier.

-
- 5) When requested by the Plan Sponsor or the insurance carrier, the Employer agrees to permit the Plan Sponsor's selected long term care insurance carrier to conduct group and individual meetings for the purpose of explaining the Plan or enrolling employees on the Employer's premises during normal working hours subject to such reasonable restrictions that the Employer communicates in writing to the Plan Sponsor and that are accepted by the Plan Sponsor.

 - 6) This Agreement may be amended from time to time by written agreement between the Plan Sponsor and the Employer.

 - 7) The term of this Agreement shall be for three years beginning on the date of its execution, and thereafter may be terminated by either party upon 60 days written notice to the other party.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed, intending to be bound thereby.

Employer

Virginia Retirement System

By: _____

By: _____

Title: _____

Title: _____

Date: _____, 20__

Date: _____, 20__



April 23, 2019

VRS Special Enrollment for Voluntary Long Term Care Insurance

Dear Employer,

As a reminder, political subdivision and school division employers that did not adopt the Commonwealth of Virginia (COV) Voluntary Group Long Term Care Insurance Program in 2010 or 2011 now have an opportunity to adopt the updated program. The Virginia Retirement System (VRS) administers the program, which is underwritten by Genworth Life Insurance Co.

Program Details

Beginning September 16, active employees who work at least 20 hours a week and their eligible family members between the ages of 18 and 75 are eligible to apply for the COV Voluntary Group Long Term Care Insurance Program. Eligible family members include spouses, adult children, parents, parents-in-law, step parents, step parents-in-law, grandparents, grandparents-in-law, step grandparents and step grandparents-in-law. Family members who apply will be required to go through full medical underwriting.

During a special open enrollment period September 16 – October 11, eligible actively-at-work employees under age 66 will have the opportunity to apply for coverage with reduced medical underwriting. Full medical underwriting will be required after open enrollment ends.

Coverage and Eligibility Details [Attachment](#)

Program Election

If you wish to offer the program to your eligible employees, you must submit two original adoption agreements to VRS **postmarked no later than June 14**.

Adoption Agreement Process Instructions [Attachment](#)

Adoption Agreement [Attachment](#)

In addition to the employer adoption agreement, you are encouraged to submit a file to Genworth containing names and addresses of your eligible employees so that they can receive direct mail communications about the program. You also will receive instructions on how to securely transfer the employee information to Genworth by July 1.

In addition to direct mail promotions, VRS and Genworth will provide benefit administrators with prepared communications to distribute to employees. We appreciate your partnership to help notify eligible employees about this VRS benefit opportunity.

Questions?

If you have questions about the employer adoption agreements, contact ZaeAnne Allen, VRS employer coverage coordinator, at zallen@varetire.org or 804-775-3514.

For questions related to the program, contact the Genworth Account Management team at VRSLTC@genworth.com or toll-free at 800-870-0877.

Sincerely,

Genworth Life Insurance Co.

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331502 04/16/19

Coverage and Eligibility

Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program

April 2019



Underwritten by Genworth Life Insurance Company

Genworth Life

6620 West Broad Street, Richmond, VA 23230

Plan Selection Summary

Commonwealth of Virginia Employee Options

Coverage Effective Date	December 01, 2019
Situs State	Virginia
Benefit Period	2 Year 3 Year 4 Year
Benefit Amount Nursing Facility Maximum (Nursing Facilities and Assisted Living Facilities)	\$3,000 Monthly Nursing Facility Maximum \$4,500 Monthly Nursing Facility Maximum \$6,000 Monthly Nursing Facility Maximum
Inflation Protection	Future Purchase Option Automatic 3% Increase for Life - Compound Automatic 5% Increase for Life - Compound
Coverage Maximum (Total Coverage)	The Coverage Maximum is the total coverage, which is a product of the Benefit Period and the Benefit Amount. For example: A monthly benefit amount of \$6,000 x 36 months (3 Year) Period = \$216,000 Coverage Maximum.
Partnership-Qualified	This Group Program is Partnership-Qualified under the Virginia Partnership for Long Term Care.
Nonforfeiture Benefit	The optional Nonforfeiture Benefit maintains some coverage even if the Insured stops paying premiums. This Benefit may be made available to the applicant at an additional cost of 12%.

Built-In

Benefit Amount Nursing Facility Maximum	100%
Benefit Amount Home and Community Care Maximum	50% of the Nursing Facility Maximum
Elimination Period	One time, 90 Calendar Days
Informal Care	Included

Program & Plan Summary

Key Program Information

Tax Benefits for Employees	This plan is intended to be a federally tax-qualified long term care insurance contract under Section 7702B(b) of the Internal Revenue Code of 1986. Benefits received for qualified long term care services are not taxable and premiums paid may be tax deductible, under certain conditions. The individual should consult a tax advisor for details.
Participation Requirements	Genworth Life does not impose a minimum participation requirement beyond the statutory requirements for group insurance.
Pre-Existing Conditions Limitations	There is an exclusion for pre-existing conditions.
No Linkage Requirements	There are no linkage requirements. The employee does not need to apply for coverage in order for any other eligible family members to apply.
Fully Portable	If an Insured leaves the company or sponsorship of the program ends, those who are insured are guaranteed the right to continue the same coverage as long as they continue to pay premiums when due.
Payment Options	Electronic Funds Transfer (EFT), Direct Billing
Availability	The Program is available to eligible classes, based on the situs state of the Group Policy. Some states extend their governing authority to employer group insurance sold to their residents and may require variations to the coverage. Coverage under this plan is not available to residents of Vermont.
Online Enrollment	The customized website allows employees, spouses and other family members to enroll online.

Key Plan Information

Guaranteed Renewable	The coverage is Guaranteed Renewable, as long as premiums are paid when due.
Partnership-Qualified	The Partnership Program is designed to help provide asset protection for those who own long term care insurance and seek to access Medicaid benefits. Insureds with Partnership-qualified coverage may be able to qualify for Medicaid while retaining more assets than would otherwise be required under their state’s Medicaid eligibility requirements. In order to qualify an, insured must buy long term care insurance that has the basic benefits required by their resident state’s partnership program – including inflation protection tiered to certain age ranges.
Nursing Facility and Assisted Living Facility Benefit	This benefit reimburses covered expenses incurred for care (including room and board) provided by a Nursing Facility or an Assisted Living Facility.

Home and Community Care Benefit

Most people prefer to receive care at home. This benefit reimburses expenses incurred for adult day care, nurse and therapist services, home health or personal care services, and incidental homemaker and chore care services.

These services received from an independent provider or a home health agency, can include, but are not limited to the following:

- Substantial assistance with bathing, dressing, eating, moving in or out of a bed or chair; physical, occupational, respiratory, or speech therapy; managing medications, preparation of meals, changing bedding, washing dishes, mopping, laundry, cleaning and household chores and repairs.
-

Benefits Not Subject to the Elimination Period

Home Assistance Benefit

This benefit reimburses the following expenses incurred (including tax, installation and labor costs):

- Home Modifications, Assistive Devices and Supportive Equipment
- Emergency Medical Response Systems
- Caregiver Training

Covered Expenses must be:

- Intended to enable the Insured to remain safely in his or her home
- Stated in, and furnished in accordance with, the Insured's Plan of Care

This benefit is not subject to the Elimination Period. Its Coverage Maximum equals 3 times the Monthly Nursing Facility Maximum. For example, the Coverage Maximum based on a \$3,000 Monthly Nursing Facility Maximum would be \$9,000.

Hospice Care Benefit

This benefit reimburses expenses incurred for hospice care received in a Hospice, Assisted Living, or Nursing Facility or in the Insured's home.

- Inpatient - Covered up to Nursing Facility Maximum
 - Outpatient - Covered up to Home and Community Care Maximum
-

Respite Care Benefit

Many individuals who give their time and energy to help someone in need of care, eventually find they need a respite. This benefit reimburses expenses incurred for Home and Community Care, Assisted Living Facility care and Nursing Facility care when it provides temporary relief for regular, unpaid caregivers.

The calendar year maximum equals 1 x Monthly Nursing Facility Maximum.

Privileged Care Coordination Services

During the often difficult time when care is needed, it's an invaluable asset to have a care coordinator who can help in recognizing the types of care that are needed. Genworth's Privileged Care Coordinators are licensed health care practitioners, qualified by training and experience to assess and coordinate overall care needs. Their services are provided without charge and without reducing the amount available under the Insured's Coverage.

Other Important Benefits

International Nursing Facility Benefit	This benefit reimburses expenses incurred during confinement in an out-of-country Nursing Facility (including room and board), up to 75% of the Nursing Facility Maximum per calendar month, for up to 4 years.
Bed Reservation Benefit	This benefit reimburses expenses to reserve the Insured's room when receiving benefits for care in a Nursing Facility, Hospice Care Facility or Assisted Living Facility, when the Insured's confinement is interrupted by a temporary absence from the facility for any reason for up to 60 days per year.
Alternate Care Benefit	This benefit reimburses long term care expenses for care, services, devices, or treatments not otherwise included and allows covered expenses to be paid in a manner other than specified, upon agreement between Genworth Life, the Insured and the Insured's physician.
Waiver of Premium Benefit	While receiving benefits for care in a Nursing Facility, Assisted Living Facility, Home and Community Care, Hospice Care, or under the Bed Reservation Benefit, the Insured's premium will be waived.
30 Day Free Look	An Insured may return his or her Certificate to Genworth Life within 30 days of receipt, if dissatisfied for any reason. Any premium paid will be returned.
Informal Care Benefit	<p>This benefit pays for personal care and maintenance or supervision that helps the Insured to stay in his or her home and is furnished based on the Insured's Plan of Care, when received from someone who is not with a Home Health Agency or an independent provider. This care may be provided by a friend or family member (other than a person who normally resided in the Insured's home prior to the time the Insured became eligible for benefits) to help with simple health care tasks, personal hygiene, managing medications or activities of daily living.</p> <p>This benefit covers up to 1% of the Monthly Nursing Facility Maximum per day for up to 30 days per calendar year.</p>
Contingent Nonforfeiture Benefit	This benefit provides reduced coverage, if a substantial premium increase were to occur and cause coverage to lapse.
Nonforfeiture Benefit	A reduced coverage amount is provided without further premium payments, if coverage ends due to non-payment of premiums after 3 years. Employees can choose this option for an additional 12% increase to the premium.

Eligible Participants

Eligible Persons

Eligible Persons Include

All individuals associated with Commonwealth of Virginia in the manner described below. Persons must be 18 or older at the time of application, maintain a permanent U.S. residence and have a valid Social Security or Tax Identification Number from the U.S. Government. There is no maximum issue age for the eligible Employee, but eligible family members must be less than age 76.

Employees

- Actively at Work full-time or part-time Commonwealth of Virginia employees who work at least 20 hours per week.
 - Actively at Work full-time or part-time employees and faculty (including adjunct) of a Virginia Public Institution of higher Education who work at least 20 hours per week.
 - Actively at Work full-time, part-time, or other employees as determined and defined by any participating Virginia school division, city, county, town, or political subdivision who work at least 20 hours per week.
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- Newly hired employees who are eligible for all broadly offered employer sponsored benefits, and are Actively at Work, Full-time or Part-time and work at least 20 hours per week up to and including age 65, who apply during their initial new hire enrollment period

- Modified Guarantee Issue Comprehensive: An abbreviated health question form, Height/weight parameters.
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- During an open enrollment period mutually agreed upon by both parties, employees who are eligible for all broadly offered employer sponsored benefits and are Actively at Work, Full-time or Part-Time, and work at least 20 hours per week up to and including age 65, who apply during the initial enrollment period

- Modified Guarantee Issue Comprehensive: An abbreviated health question form, Height/weight parameters.
-

- Employees who are eligible for all broadly offered employer sponsored benefits and are Actively at Work, Full-time or Part-time, and work at least 20 hours per week ages 66 and older and new hires meeting the same criteria as above

- Long Form: Full medical underwriting, a telephonic or in-person interview may be requested. In-person interviews may include a cognitive exam and the applicant will be asked to provide blood and urine samples.

Other Eligible Individuals

Spouses, Surviving Spouses

Spouse: A person to whom an eligible Employee is joined by marriage. The eligible Employee and such person cannot be joined to anyone else: by (a) marriage; or (b) a relationship legally recognized under State law. A Spouse does not include a person from whom the eligible Employee is divorced or legally separated. Surviving Spouse : A person who is participating in a health benefits program or a retirement plan sponsored by the Policyholder and was a Spouse at the time of the eligible Employee's death.

Retirees and Spouses of Retirees

Retirees and their spouses who have retired under the Commonwealth of Virginia retirement plan, satisfy the appropriate plan's age and service requirements, and are former employees of:

- The Commonwealth of Virginia
- Virginia Public Institutions of Higher Education
- Any school, division, city, county, town, or political subdivision that participates in one of the retirement plans administered by VRS
- Any school division, city, county, town, or political subdivision that does not participate in any of the retirement plans administered by VRS but has elected to participate in the Commonwealth of Virginia Group Long Term Care Insurance Program

Parents and Grandparents of Eligible Employees, Spouses

The natural or adoptive parent, or step-parent of an eligible Employee or Spouse. The natural grandparent, adoptive grandparent or step-grandparents of an eligible Employee, or Spouse.

Adult Children and Siblings of Eligible Employees

Children include a natural, step or adopted child who has reached full legal age, with attendant rights and responsibilities. Siblings include those related to the eligible Employee or Spouse, as a brother, sister, step-brother or step-sister.

Terminated employees of any employer participating in a retirement plan administered by the Virginia Retirement System who:

- Have five or more years of service
- Are not active employees or retirees of any local government or school system in the Commonwealth of Virginia

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- **Spouses up to and including age 75**
 - **All other eligible applicants ages 18-75; including late entrants into the plan**
 - **Long Form:** Full medical underwriting, a telephonic or in-person interview may be requested. In-person interviews may include a cognitive exam and the applicant will be asked to provide blood and urine samples.

Elimination Period	<p>The Elimination Period, based on calendar days, is the total number of days that the Insured remains a Chronically Ill Individual before benefits are payable. The Elimination Period begins on the first day that the Insured is both a Chronically Ill Individual and incurs covered expenses. However, the Insured is not required to continue to incur covered expenses to satisfy the Elimination Period. Elimination Period days may be accumulated before the filing of a claim if it can be established that the Insured met these requirements before the claim was filed.</p>
Policy Exclusions and Limitations	<p>We will not pay benefits for any expenses incurred for any Covered Care:</p> <ul style="list-style-type: none"> • For which no charge is normally made in the absence of insurance. • Provided outside the fifty (50) United States, the District of Columbia and any territory or possession of the United States of America, unless specifically provided for by a Benefit, • Provided by an Insured's immediate family, unless a benefit specifically states that a member of an Insured's immediate family can provide Covered Care. We will not consider care to have been provided by a member of the Insured's immediate family when: <ul style="list-style-type: none"> - He or she is a regular employee of the organization that is providing the services; and - Such organization received payment for the services; and - He or she receives no compensation other than the normal compensation for employees in his or her job category. • Provided by or in a Veteran's Administration or Federal government facility, unless a valid charge is made to an Insured or an Insured's estate; • Resulting from illness, treatment or medical condition arising out of any of the following: <ul style="list-style-type: none"> - War or any act of war; whether declared or not; - Attempted suicide or an intentionally self-inflicted injury; - Participation in a felony; riot or insurrection; • Provided for an Insured's alcoholism or addiction to drugs or narcotics (except for an addiction to a prescription medication when administered in accordance with the advice of a Physician). <p>Note: We will pay benefits for Alzheimer's Disease, subject to the same exclusions, limitations and provisions otherwise applicable to other Covered Care.</p>
Coordination of Benefits	<p>We will reduce the amount of benefits we will pay for Covered Expenses when the total amount payable under this and all other group Long Term Care Coverage is greater than the actual Covered Expense incurred for that Covered Care. State variations may apply.</p>
Non-Duplication of Benefits	<p>Benefits will be paid only for Covered Care expenses that are in excess of the amount paid or payable under:</p> <ul style="list-style-type: none"> • Medicare (including amounts that would be reimbursable, but for the application of a deductible or coinsurance amount); and • Any other Federal, State or other governmental health care program or long term care program or law, except Medicaid. • Any State or Federal workers' compensation, employer's liability or occupational disease law • State variations may apply. Please refer to the state specific Certificate of Coverage.
Pre-Existing Conditions Limitations	<p>Genworth Life will not pay for Covered Expenses incurred for any care or confinement that is a result of a Pre-Existing Condition. A Pre-Existing condition means a condition (illness, disease, injury, or symptom) for which medical advice or treatment was recommended by, or received from, a Health Care Professional within a defined period prior to the initial Certificate Effective Date. State variations may apply.</p>

**Commonwealth of Virginia Voluntary Group
Long Term Care Insurance Program****Adoption Agreement Process Instructions**

If you wish to offer the Commonwealth of Virginia Voluntary Group Long Term Care program to your eligible employees, please follow the instructions below.

1. Two original, signed adoption agreements must be submitted to VRS in order to elect the program.
2. Once your governing body adopts the program using the provided VRS agreement, your Primary Administrative Authority or your governing body chairperson should sign both copies and send them to ZaeAnne Allen, VRS employer coverage coordinator, P.O. Box 2500, Richmond, VA 23218-2500.
3. VRS Director Patricia Bishop will sign both agreements. VRS will keep one of the originals for its records and the second fully signed original will be returned to you for your records.
4. All adoption agreements must be postmarked no later than June 14.

If you have questions about the adoption process, contact ZaeAnne Allen, VRS employer coverage coordinator, at zallen@varetire.org or 804-775-3514.

Agenda Report

Date: 06/04/19

Agenda Number: I-4

Attachments: Yes

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

Subject: Notice of Sole Source Procurement

Summary/Description:

Lynchburg City Schools Liability and Property & Casualty insurance policies ends June 30, 2019. The administration is recommending that the Lynchburg City School Board award a sole source contract for Property & Casualty insurance for the fiscal year beginning July 1, 2019 to Liberty Mutual Insurance, the current carrier, as allowed by Section 2.2-4303 (E) of the Code of Virginia.

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

Recommendation:

The superintendent recommends that the School Board receive and approve the sole source contract for Property & Casualty insurance for the fiscal year beginning July 1, 2019 to Liberty Mutual Insurance, the current carrier, as allowed by Section 2.2-4303 (E) of the Code of Virginia.

Agenda Report

Date: 06/04/19

Agenda Number: I-5

Attachments: Yes

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

Subject: FY2019-20 Operating Budget

Summary/Description:

At the City Council meeting on April 23, they agreed to provide LCS with level funding of \$42,028,498 and \$862,000 to assist with funding additional 2% salary increase contained in the Governor's FY2019-20 Budget. The FY2019-20 Proposed Operating Budget presented tonight includes the revenue funding from the State and City Council.

The school administration will present additional information relative to the FY2019-20 School Operating Budget during this presentation.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the School Board receive and approve the FY2019-20 Operating Budget.

REVENUE SUMMARY

Lynchburg City Schools - FY 2019-20 Budget

The FY2019-2020 operating budget revenue totals \$99,614,961. The increase in FY2019-2020 operating budget revenue is \$1,942,554 over the FY2018-2019 adopted budget or 1.99%.

- Revenue from the Commonwealth of Virginia is \$54,015,289, an increase of \$910,434 over the FY2018-2019 adopted budget or 1.71%. The State revenue by category is as follows:

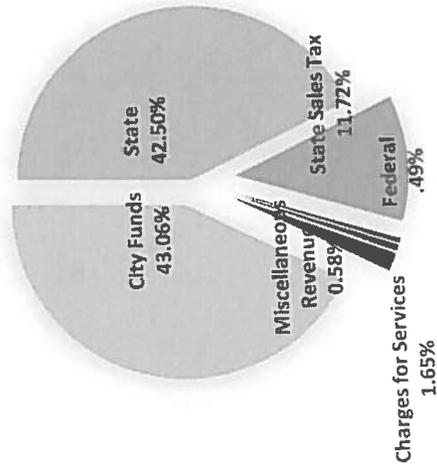
o State Sales Tax	\$ 11,678,652
o Standards of Quality Funds	\$ 32,652,584
o Incentive Programs	\$ 3,070,586
o Categorical Accounts	\$ 108,209
o Lottery Funded Programs	\$ 6,505,258

- Revenue from the Federal Government for FY2019-20 is \$488,500, which is an increase of \$25,000 over the FY2018-2019 adopted budget or 5.39%.
- Revenue from Other Sources for FY2019-20 is \$2,220,674, which is \$145,120 more than the FY2018-2019 adopted budget or 6.99%.
- Revenue from the City of Lynchburg (City) for FY2019-20 is \$42,890,498, which is an increase of \$862,000 over the FY2018-2019 adopted budget or 2.05%.

OPERATING FUND REVENUE SUMMARY

Lynchburg City Schools FY 2019 - 2020 Budget

6/1/2019 16:38	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Percent Change
	Actual Revenue	Actual Revenue	Actual Revenue	Adopted Budget	Proposed Budget	Dollar Change
Average Daily Membership	8,009.13	8,030.67	7,978.94	7,921.55	7,742.80	(178.75)
						-2.26%
REVENUE CATEGORY						
State	\$ 36,602,110	\$ 38,717,882	\$ 40,162,492	\$ 42,226,410	\$ 42,336,637	\$ 110,227
State Sales Tax	10,253,347	10,590,644	10,692,440	10,878,445	11,678,652	800,207
Total State	46,855,457	49,308,526	50,854,932	53,104,855	54,015,289	910,434
Federal	320,000	846,621	760,284	463,500	488,500	25,000
Miscellaneous Revenue	1,365,368	412,650	632,056	579,554	574,174	(5,380)
Charges for Services	1,491,359	1,820,727	1,640,533	1,496,000	1,646,500	150,500
Total Other	2,856,727	2,233,377	2,272,589	2,075,554	2,220,674	145,120
Total Non-City	50,032,184	52,388,524	53,887,805	55,643,909	56,724,463	1,080,554
City Funds	42,621,770	42,873,232	38,824,342	42,028,498	42,890,498	862,000
TOTAL OPERATING BUDGET	\$ 92,653,954	\$ 95,261,756	\$ 92,712,147	\$ 97,672,407	\$ 99,614,961	\$ 1,942,554



The chart illustrates the percentage of FY 2019-2020 operating budget revenue to be received from each funding source:

OPERATING FUND REVENUE: STATE

Lynchburg City Schools FY2019-20 Budget

CATEGORY	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020		Percent Change	Dollar Change	Percent of Total
	Actual Revenue		Actual Revenue		Actual Revenue		Adopted Budget		Proposed Budget				
State Sales Tax	\$ 10,253,347		\$ 10,590,644		\$ 10,692,440		10,878,445		11,678,652		7.36%	\$ 800,207	21.62%
SOQ Programs:													
Basic Aid	\$ 21,111,601	\$	21,971,533	\$	21,765,335	\$	22,885,425	\$	21,783,406	\$	-4.82%	(1,102,019)	40.33%
Textbooks	\$ -	\$	89,675	\$	557,966	\$	502,601	\$	491,162	\$	-2.26%	(11,339)	0.91%
Vocational Education	\$ 222,718	\$	404,127	\$	401,524	\$	628,813	\$	614,623	\$	-2.26%	(14,190)	1.14%
Gifted Education	\$ 237,903	\$	245,546	\$	243,964	\$	249,529	\$	243,898	\$	-2.26%	(5,631)	0.45%
Special Education	\$ 2,758,665	\$	2,834,007	\$	2,815,752	\$	3,044,252	\$	2,975,558	\$	-2.26%	(68,694)	5.51%
Prevention, Intervention, & Remediation	\$ 1,275,566	\$	1,488,621	\$	1,479,032	\$	1,492,182	\$	1,458,511	\$	-2.26%	(33,671)	2.70%
Fringe Benefits	\$ 4,216,454	\$	4,563,059	\$	4,874,199	\$	4,920,709	\$	4,829,184	\$	-1.86%	(91,525)	8.94%
English as a Second Language	\$ 138,897	\$	149,127	\$	148,422	\$	154,277	\$	131,814	\$	-14.56%	(22,463)	0.24%
Remedial Summer School	\$ 130,650	\$	164,036	\$	186,695	\$	218,153	\$	124,428	\$	-42.96%	(93,725)	0.23%
	\$ 30,092,454	\$	31,909,731	\$	32,472,889	\$	34,095,941	\$	32,652,584	\$	-4.44%	(1,443,257)	60.45%
Incentive Programs:													
At Risk	\$ -	\$	-	\$	843,610	\$	1,584,718	\$	541,437	\$	-65.83%	(1,043,281)	1.00%
Compensation Supplement	\$ 384,793	\$	-	\$	231,854	\$	-	\$	1,465,679	\$	100.00%	1,465,679	2.71%
Special Ed - Regional Tuition	\$ -	\$	-	\$	-	\$	361,153	\$	977,408	\$	170.64%	616,255	1.81%
Early Reading Specialists Initiative	\$ 38,807	\$	30,117	\$	20,502	\$	82,509	\$	43,031	\$	-47.85%	(39,478)	0.08%
Math/Reading Instructional Specialists	\$ 40,624	\$	-	\$	-	\$	41,254	\$	43,031	\$	4.31%	1,777	0.08%
	\$ 464,224	\$	30,117	\$	1,095,966	\$	2,069,634	\$	3,070,586	\$	48.36%	1,000,952	5.68%
Categorical Programs:													
Adult Education	\$ -	\$	-	\$	-	\$	-	\$	-	\$	0.00%	-	0.00%
Special Ed - Homebound	\$ 104,828	\$	108,063	\$	93,734	\$	93,167	\$	108,209	\$	16.15%	15,042	0.20%
Special Ed - Regional Tuition	\$ -	\$	-	\$	22,271	\$	-	\$	-	\$	0.00%	-	0.00%
Career & Tech Education-Equipment	\$ 12,988	\$	23,334	\$	18,164	\$	-	\$	-	\$	0.00%	-	0.00%
	\$ 117,816	\$	131,397	\$	134,169	\$	93,167	\$	108,209	\$	16.15%	15,042	0.20%
Lottery Funded Programs:													
Foster Care	\$ 81,045	\$	178,330	\$	188,242	\$	202,382	\$	217,714	\$	7.58%	15,332	0.40%
At-Risk	\$ 1,420,874	\$	1,498,543	\$	676,662	\$	-	\$	1,358,474	\$	100.00%	1,358,474	2.51%
VA Preschool Initiative at Risk 4 YR OLDS	\$ 1,092,096	\$	936,390	\$	932,488	\$	956,491	\$	948,520	\$	-0.83%	(7,971)	1.76%
Early Reading Intervention	\$ 180,349	\$	207,993	\$	218,393	\$	219,007	\$	219,007	\$	0.00%	-	0.41%
K-3 Primary Class Size	\$ 1,634,375	\$	1,899,533	\$	1,864,678	\$	1,846,920	\$	1,776,566	\$	-3.81%	(70,354)	3.29%
SOL Algebra Readiness	\$ 135,579	\$	145,275	\$	143,036	\$	145,199	\$	140,863	\$	-2.99%	(4,336)	0.26%
Special Ed - Regional Tuition	\$ 851,347	\$	1,004,586	\$	1,002,227	\$	872,213	\$	-	\$	-100.00%	(872,213)	0.00%
Career & Tech Education	\$ 44,907	\$	35,205	\$	39,233	\$	48,323	\$	51,755	\$	3.43%	3,432	0.10%
Supplemental Lottery Per Pupil Allocation	\$ -	\$	268,873	\$	1,394,509	\$	1,677,233	\$	1,792,359	\$	6.86%	115,126	3.32%
Textbooks	\$ 487,044	\$	471,909	\$	-	\$	-	\$	-	\$	0.00%	-	0.00%
	\$ 5,927,616	\$	6,646,637	\$	6,459,468	\$	5,967,768	\$	6,505,258	\$	9.01%	537,490	12.04%
Total State Revenue	\$ 36,602,110	\$	38,717,882	\$	40,162,492	\$	42,226,410	\$	42,336,637	\$	0.26%	110,227	78.38%
TOTAL STATE REVENUE & STATE SALES TAX	\$ 46,855,457	\$	49,308,526	\$	50,854,932	\$	53,104,855	\$	54,015,289	\$	1.71%	910,434	100.00%

OPERATING FUND- FEDERAL AND OTHER REVENUE
Lynchburg City Schools - FY 2019-20 Budget

		2015-2016		2016-2017		2017-2018		2018-2019		2019-2020		Percent of Total			
CATEGORY	Federal:	Actual	Revenue	Actual	Revenue	Actual	Revenue	Adopted	Budget	Proposed	Budget	Dollar	Change	Percent	Change
												Change			
Impact Aid		\$ 8,942	\$	12,070	\$	9,406	\$	8,500	\$	8,500	\$	-	-	0.00%	1.74%
Medicaid Reimbursement		\$ 200,914	\$	708,471	\$	618,643	\$	350,000	\$	350,000	\$	-	-	0.00%	71.65%
Junior ROTC		\$ 110,144	\$	126,080	\$	132,235	\$	105,000	\$	130,000	\$	25,000	23.81%	23.81%	26.61%
TOTAL FEDERAL		\$ 320,000	\$	846,621	\$	760,284	\$	463,500	\$	488,500	\$	25,000	5.39%	5.39%	100.00%

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OPERATING FUND- FEDERAL AND OTHER REVENUE
Lynchburg City Schools - FY 2019-20 Budget

CATEGORY	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020		Percent of Total	
	Actual Revenue		Actual Revenue		Actual Revenue		Adopted Budget		Proposed Budget			
								Dollar Change		Dollar Change	Percent Change	
Miscellaneous:												
Other Funds	\$ 71,651	\$	70,252	\$	53,871	\$	55,000	\$	45,000	\$	(10,000)	-22.22%
Rebates & Refunds	\$ 21,645	\$	18,170	\$	21,136	\$	86,250	\$	40,000	\$	(46,250)	-115.63%
Sale Other Equipment	\$ 15,340	\$	9,237	\$	28,500	\$	10,000	\$	15,000	\$	5,000	33.33%
Insurance Adjustments	\$ 134,414	\$	87,859	\$	66,047	\$	5,000	\$	50,000	\$	45,000	90.00%
E-Rate Reimbursements	\$ 938,886	\$	77,035	\$	154,965	\$	80,000	\$	-	\$	(80,000)	-100.00%
Print Production	\$ 93,429	\$	64,519	\$	55,338	\$	50,000	\$	50,000	\$	-	0.00%
School Nutrition Utilities	\$ 90,003	\$	85,578	\$	80,411	\$	90,000	\$	85,000	\$	(5,000)	-5.88%
Indirect costs from Grants	\$ -	\$	-	\$	171,788	\$	203,304	\$	289,174	\$	85,870	29.70%
	\$ 1,365,368	\$	412,650	\$	632,056	\$	579,554	\$	574,174	\$	(5,380)	-0.93%
Charges for Services:												
Rents-LAUREL	\$ 123,000	\$	155,250	\$	123,000	\$	123,000	\$	123,000	\$	-	0.00%
Rents-CVGS	\$ -	\$	84,747	\$	43,000	\$	43,000	\$	43,000	\$	-	0.00%
Tuition - Day School	\$ 80,994	\$	15,473	\$	106,127	\$	100,000	\$	100,000	\$	-	0.00%
Tuition - Adult	\$ 20,076	\$	39,816	\$	27,885	\$	25,000	\$	25,000	\$	-	0.00%
Tuition - Summer School	\$ 29,556	\$	777,654	\$	43,442	\$	30,000	\$	40,000	\$	10,000	25.00%
Tuition - NonCenter Based	\$ 556,434	\$	25,770	\$	575,178	\$	600,000	\$	600,000	\$	-	0.00%
Special Pupil Fees	\$ 31,026	\$	494,425	\$	16,759	\$	25,000	\$	18,000	\$	(7,000)	-38.89%
Bus Rentals	\$ 420,602	\$	143,800	\$	430,609	\$	325,000	\$	400,000	\$	75,000	18.75%
Dual Enrollment	\$ 156,180	\$	83,792	\$	146,043	\$	150,000	\$	172,500	\$	22,500	13.04%
Facility Rentals	\$ 73,491	\$	1,820,727	\$	128,490	\$	75,000	\$	125,000	\$	50,000	40.00%
	\$ 1,491,359	\$	1,820,727	\$	1,640,533	\$	1,496,000	\$	1,646,500	\$	150,500	10.06%
TOTAL OTHER REVENUE	\$ 2,856,727	\$	2,233,377	\$	2,272,589	\$	2,075,554	\$	2,220,674	\$	145,120	6.99%
												100.00%

OPERATING FUND- FEDERAL AND OTHER REVENUE
 Lynchburg City Schools - FY 2019-20 Budget

CATEGORY	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020		Percent Change	Percent of Total
	Actual Revenue		Actual Revenue		Actual Revenue		Adopted Budget		Proposed Budget			
City Funds	\$ 42,621,770	\$ -	\$ 42,873,232	\$ -	\$ 38,824,342	\$ -	\$ 42,028,498	\$ -	\$ 42,890,498	\$ 862,000	2.05%	100.00%
City - School buses funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
TOTAL CITY FUNDS	\$ 42,621,770	\$ -	\$ 42,873,232	\$ -	\$ 38,824,342	\$ -	\$ 42,028,498	\$ -	\$ 42,890,498	\$ 862,000	2.05%	100.00%

EXPENDITURE SUMMARY

Lynchburg City Schools - FY2019-20 Budget

The FY2019-2020 operating budget is aligned with Lynchburg City Schools Strategic Plan Goals:

Goal #1 (Student Growth, Development and Success): Lynchburg City Schools affirms that all students are challenged and are 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 Development): Lynchburg City Schools 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 and Management): Lynchburg City Schools 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 for all students.

Goal #4: (Family and Community Engagement): Lynchburg City Schools purposefully works collaboratively with families, the community and businesses to provide the best education for our students.

The expenditure totals \$99,614,961 represents an increase of \$1,942,554, a 1.99% increase from FY2018-2019 adopted operating budget. Some of the objectives reflected in this current budget include, but not limited to:

1. Provide employees with an average salary increase of 5% in line with the Governor's recommended budget – Goal #1, 2 & 3.
2. Make it a priority that the all staff received at minimum, a salary reflective of living wage which at the time of this publication is an hourly wage of \$11.28 – Goal #2 & 3.
3. Implement a plan to adequately fund maintenance, technology and transportation to ensure that we maintain, refurbish, and/or replace equipment and division assets in a timely manner – Goal #1 & 3.
4. Assess and evaluate over the previous budget cycles expenditures related to health and medical costs – Goal #3.
5. Enhance and expand family and community engagement and Partners in Education programs – Goal #1 & 4.

As submitted by CFO
6/1/2019

OPERATING FUND- EXPENDITURE SUMMARY BY OBJECT CODE
Lynchburg City Schools - FY 2019-20 Budget

	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Dollar Change	Percent Change	Percent of Total
	Actual Expenditure	Actual Expenditure	Actual Expenditure	Adopted Budget	Adopted Budget			
Total Personnel Services	\$ 56,945,659	\$ 56,908,320	\$ 57,142,915	\$ 58,227,701	\$ 59,658,948	\$ 1,431,247	2.46%	59.89%
Employee Benefits								
FICA	\$ 4,724,276	\$ 4,173,971	\$ 4,205,996	\$ 4,457,938	\$ 4,368,606	\$ (89,332)	-2.00%	4.39%
VRS	7,120,012	7,203,038	7,958,541	7,906,258	8,344,098	437,840	5.54%	8.38%
RHCC	555,290	528,615	583,632	585,582	595,772	10,190	1.74%	0.60%
403 (b) Plan Contribution	1,805	15,174	1,810	25,063	-	(25,063)	-100.00%	0.00%
Hospitalization	5,481,906	7,615,064	6,989,660	8,961,015	7,137,718	(1,823,297)	-20.35%	7.17%
Dental	494,716	384,525	390,779	391,115	438,737	47,622	12.18%	0.44%
Vision	154,421	27,273	28,099	21,542	32,073	10,531	48.88%	0.03%
Group Life	872,107	674,269	671,066	703,498	707,250	3,751	0.53%	0.71%
Disability Insurance	33,272	31,165	39,213	-	56,620	56,620	100.00%	0.06%
Unemployment	47,824	25,672	48,286	50,000	50,000	-	0.00%	0.05%
Worker's Comp	26,631	592,437	529,447	526,676	522,695	(3,981)	-0.76%	0.52%
Tuition	-	-	1,605	-	-	-	0.00%	0.00%
Terminal Pay	14,345	195,527	205,919	200,000	200,000	-	0.00%	0.20%
Total Employee Benefits	\$ 19,526,605	\$ 21,466,730	\$ 21,654,053	\$ 23,828,688	\$ 22,453,569	\$ (1,375,119)	-5.77%	22.54%
Benefits	\$ 76,472,264	\$ 78,375,050	\$ 78,796,968	\$ 82,056,389	\$ 82,112,517	\$ 56,128	0.07%	82.43%
Total Purchased Services	\$ 3,888,118	\$ 4,093,639	\$ 4,068,998	\$ 4,569,973	\$ 5,231,142	\$ 661,169	14.47%	5.25%
Total Internal Services	181,773	186,826	168,596	234,350	227,779	(6,571)	-2.80%	0.23%
Total Other Charges	3,843,468	4,564,438	4,387,460	4,543,572	4,530,789	(12,783)	-0.28%	4.55%
Total Materials and Supplies	3,925,727	3,915,350	3,393,976	3,655,861	4,186,627	530,766	14.52%	4.20%
Total Tuition Payments/Joint Operation	1,421,651	1,733,205	1,530,402	1,971,436	2,053,918	82,482	4.18%	2.06%
Total Capital Outlay	2,861,490	1,147,769	1,487,476	640,827	1,272,189	631,362	98.52%	1.28%
Total Non-Personnel Accounts	\$ 16,122,227	\$ 15,641,228	\$ 15,036,908	\$ 15,616,018	\$ 17,502,444	\$ 1,886,426	12.08%	17.57%
TOTAL OPERATING FUND	\$ 92,594,491	\$ 94,016,276	\$ 93,833,876	\$ 97,672,407	\$ 99,614,961	\$ 1,942,554	1.99%	100.00%

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OPERATING FUND- EXPENDITURE SUMMARY BY OBJECT CODE
Lynchburg City Schools - FY 2019-20 Budget

	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020		Percent Change	Percent of Total	
	Actual Expenditure		Actual Expenditure		Actual Expenditure		Adopted Budget		Adopted Budget				Dollar Change
Total Personnel Services	\$ 56,945,659		\$ 56,908,320		\$ 57,142,915		\$ 58,227,701		\$ 59,658,948		\$ 1,431,247	2.46%	59.89%
Employee Benefits													
FICA	\$ 4,724,276		\$ 4,173,971		\$ 4,205,996		\$ 4,457,938		\$ 4,368,606		\$ (89,332)	-2.00%	4.39%
VRS	7,120,012		7,203,038		7,958,541		7,906,258		8,344,098		437,840	5.54%	8.38%
RHCC	555,290		528,615		583,632		585,582		595,772		10,190	1.74%	0.60%
403 (b) Plan Contribution	1,805		15,174		1,810		25,063		-		(25,063)	-100.00%	0.00%
Hospitalization	5,481,906		7,615,064		6,989,660		8,961,015		7,137,718		(1,823,297)	-20.35%	7.17%
Dental	494,716		384,525		390,779		391,115		438,737		47,622	12.18%	0.44%
Vision	154,421		27,273		28,099		21,542		32,073		10,531	48.88%	0.03%
Group Life	872,107		674,269		671,066		703,498		707,250		3,751	0.53%	0.71%
Disability Insurance	33,272		31,165		39,213		-		56,620		56,620	100.00%	0.06%
Unemployment	47,824		25,672		48,286		50,000		50,000		-	0.00%	0.05%
Worker's Comp	26,631		592,437		529,447		526,676		522,695		(3,981)	-0.76%	0.52%
Tuition	-		-		1,605		-		-		-	0.00%	0.00%
Terminal Pay	14,345		195,527		205,919		200,000		200,000		-	0.00%	0.20%
Total Employee Benefits	\$ 19,526,605		\$ 21,466,730		\$ 21,654,053		\$ 23,828,688		\$ 22,453,569		\$ (1,375,119)	-5.77%	22.54%
Benefits	\$ 76,472,264		\$ 78,375,050		\$ 78,796,968		\$ 82,056,389		\$ 82,112,517		\$ 56,128	0.07%	82.43%
Total Purchased Services	\$ 3,888,118		\$ 4,093,639		\$ 4,068,998		\$ 4,569,973		\$ 5,231,142		\$ 661,169	14.47%	5.25%
Total Internal Services	181,773		186,826		168,596		234,350		227,779		(6,571)	-2.80%	0.23%
Total Other Charges	3,843,468		4,564,438		4,387,460		4,543,572		4,530,789		(12,783)	-0.28%	4.55%
Total Materials and Supplies	3,925,727		3,915,350		3,393,976		3,655,861		4,186,627		530,766	14.52%	4.20%
Total Tuition Payments/Joint Operation	1,421,651		1,733,205		1,530,402		1,971,436		2,053,918		82,482	4.18%	2.06%
Total Capital Outlay	2,861,490		1,147,769		1,487,476		640,827		1,272,189		631,362	98.52%	1.28%
Total Non-Personnel Accounts	\$ 16,122,227		\$ 15,641,228		\$ 15,036,908		\$ 15,616,018		\$ 17,502,444		\$ 1,886,426	12.08%	17.57%
TOTAL OPERATING FUND	\$ 92,594,491		\$ 94,016,276		\$ 93,833,876		\$ 97,672,407		\$ 99,614,961		\$ 1,942,554	1.99%	100.00%

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OPERATING FUND - EXPENDITURES BY MAJOR CATEGORY
Lynchburg City Schools - FY 2019-20 Budget

	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Dollar	Percent
	Actual	Actual	Actual	Adopted	Proposed	Chan ge	Chan ge
	Ex penditures	Ex penditures	Ex penditures	Bud get	Bud get		
INSTRUCTION							
Personnel Services	\$ 45,592,706	\$ 45,857,864	\$ 45,403,957	\$ 46,038,223	\$46,849,193	\$ 810,970	1.76%
Employee Benefits	14,868,316	17,265,793	17,058,442	18,378,076	\$17,634,713	(743,363)	-4.04%
Purchased Services	2,291,358	2,079,896	1,878,156	2,079,235	1,947,808	(131,427)	-6.32%
Internal Services	162,451	148,279	135,473	162,650	149,100	(13,550)	-8.33%
Other Charges	227,242	182,961	158,069	266,817	222,610	(44,207)	-16.57%
Materials and Supplies	1,276,116	1,641,219	1,112,369	1,627,244	1,573,069	(54,175)	-3.33%
Tuition Payments / Joint Operations	1,421,651	1,733,206	1,530,402	1,971,436	2,053,918	82,482	4.18%
Capital Outlay	6,900	-	-	5,000	5,000	-	0.00%
TOTAL INSTRUCTION	\$ 65,846,740	\$ 68,909,218	\$ 67,276,868	\$ 70,528,681	\$ 70,435,411	\$ (93,270)	-0.13%
ADMINISTRATION							
Personnel Services	\$ 3,107,962	\$ 2,644,976	\$ 3,093,633	\$ 3,319,065	\$3,352,480	\$ 33,415	1.01%
Employee Benefits	2,132,624	1,709,466	1,889,702	2,265,043	\$1,667,693	(597,350)	-26.37%
Purchased Services	58,926	409,988	526,371	592,535	559,435	(33,100)	-5.59%
Internal Services	16,286	34,492	19,950	15,500	11,500	(4,000)	-25.81%
Other Charges	78,161	826,533	766,082	735,375	753,379	18,004	2.45%
Materials and Supplies	32,470	92,476	80,739	118,707	123,675	4,968	4.18%
Capital Outlay	-	-	-	-	-	-	0.00%
TOTAL ADMINISTRATION	\$ 5,426,428	\$ 5,717,931	\$ 6,376,477	\$ 7,046,226	\$ 6,468,162	\$ (578,064)	-8.20%
PUPIL TRANSPORTATION							
Personnel Services	\$ 2,908,153	\$ 3,011,571	\$ 3,236,909	\$ 3,293,120	\$3,628,815	\$ 335,694	10.19%
Employee Benefits	826,919	822,209	935,199	1,147,962	\$1,183,830	35,868	3.12%
Purchased Services	132,720	119,673	88,983	158,120	163,500	5,380	3.40%
Internal Services	1,226	1,358	11,292	55,200	66,179	10,979	19.89%
Other Charges	212,085	220,471	233,310	275,477	236,426	(39,051)	-14.18%
Materials and Supplies	681,577	841,308	787,415	829,938	984,388	154,450	18.61%
Capital Outlay	1,037,548	503,550	1,131,568	300,000	840,000	540,000	180.00%
TOTAL PUPIL TRANSPORTATION	\$ 5,800,226	\$ 5,520,140	\$ 6,424,676	\$ 6,059,817	\$ 7,103,138	\$ 1,043,321	17.22%

OPERATING FUND - EXPENDITURES BY MAJOR CATEGORY
Lynchburg City Schools - FY 2019-20 Budget

	2015-2016 Actual Expenditures	2016-2017 Actual Expenditures	2017-2018 Actual Expenditures	2018-2019 Adopted Budget	2019-2020 Proposed Budget	Dollar Change	Percent Change
OPERATION & MAINTENANCE							
Personnel Services	\$ 3,709,559	\$ 3,671,235	\$ 3,777,842	\$ 3,928,232	\$ 4,211,793	\$ 283,561	7.22%
Employee Benefits	1,184,064	1,107,694	1,197,218	1,389,623	\$ 1,388,948	(675)	-0.05%
Purchased Services	1,181,457	1,082,032	1,074,618	1,223,896	1,507,000	283,104	23.13%
Internal Services	-	-	-	-	-	-	0.00%
Other Charges	3,305,861	3,311,401	3,154,797	3,236,802	3,220,333	(16,469)	-0.51%
Materials and Supplies	1,104,442	985,492	1,092,444	745,503	1,075,500	329,997	44.27%
Capital Outlay	623,780	237,634	51,328	105,000	190,000	85,000	80.95%
TOTAL OPERATION & MAINTENANCE	\$ 11,109,162	\$ 10,395,488	\$ 10,348,247	\$ 10,629,055	\$ 11,593,574	\$ 964,519	9.07%
FACILITIES							
Personnel Services	\$ 13,774	\$ 19,306	\$ 24,202	\$ 55,463	\$ -	\$ (55,463)	-100.00%
Employee Benefits	1,051	1,452	1,936	46,565	-	(46,565)	-100.00%
Purchase Services	-	-	-	-	-	-	0.00%
Other Charges	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	20,000	20,000	-	0.00%
TOTAL FACILITIES	\$ 14,825	\$ 20,758	\$ 26,138	\$ 122,029	\$ 20,000	\$ (102,029)	-83.61%
Food Services & Other Non-Instructional Operations							
Personnel Services	\$ -	\$ 45	\$ 45	\$ -	\$ -	\$ -	0.00%
Employee Benefits	-	4	-	-	-	-	0.00%
Purchased Services	10,249	9,465	6,955	5,000	8,800	3,800	76.00%
Internal Services	483	450	734	500	500	-	0.00%
Other Charges	655	-	-	5,000	-	(5,000)	-100.00%
Materials and Supplies	9,971	2,189	8,957	10,500	9,100	(1,400)	-13.33%
Capital Outlay	-	-	-	-	-	-	0.00%
TOTAL Non-Instructional Operations	\$ 21,358	\$ 12,153	\$ 16,691	\$ 21,000	\$ 18,400	\$ (2,600)	-12.38%

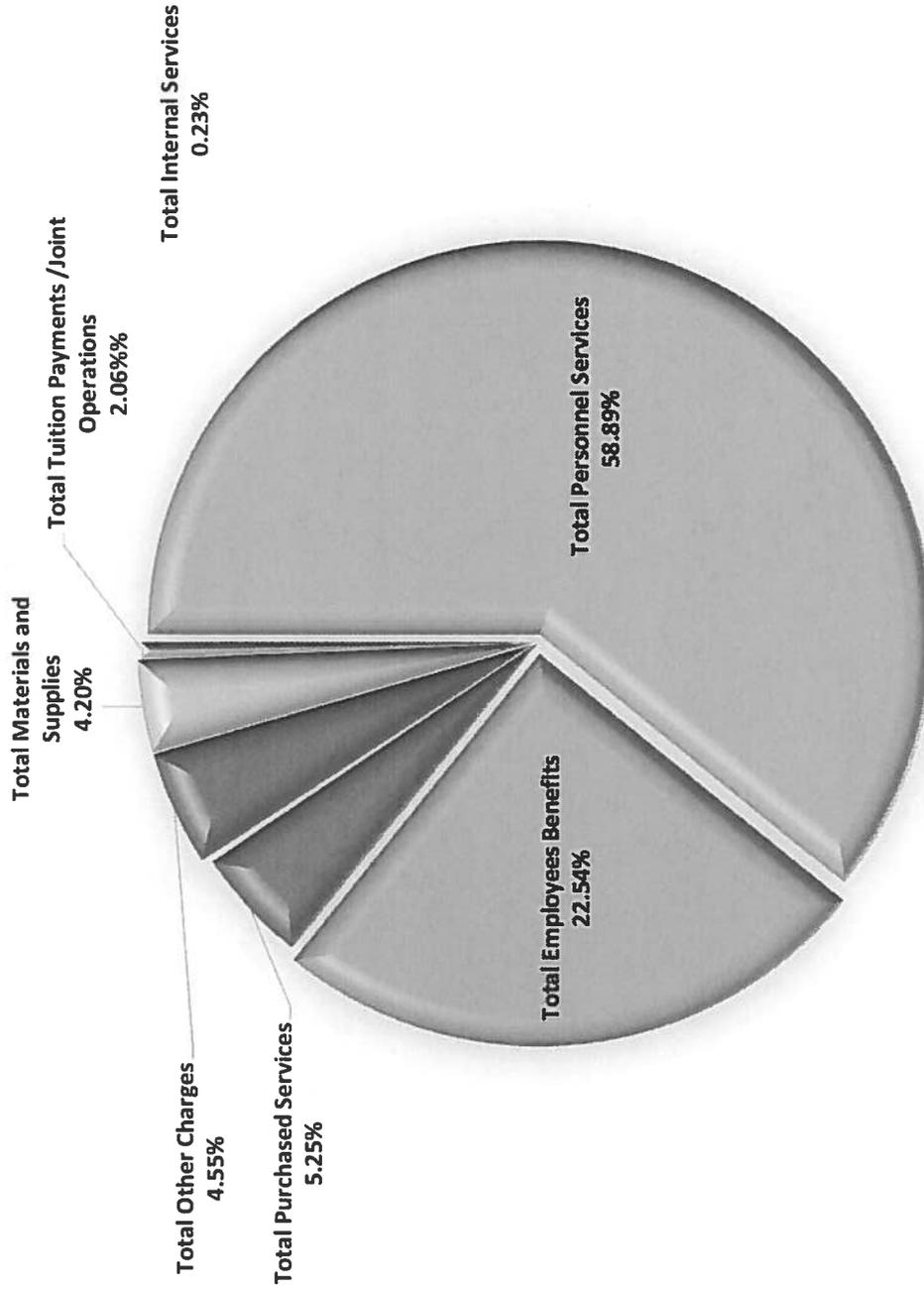
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OPERATING FUND - EXPENDITURES BY MAJOR CATEGORY
Lynchburg City Schools - FY 2019-20 Budget

	2015-2016 Actual Expenditures	2016-2017 Actual Expenditures	2017-2018 Actual Expenditures	2018-2019 Adopted Budget	2019-2020 Proposed Budget	Dollar Change	Percent Change
TECHNOLOGY							
Personnel Services	\$ 1,613,506	\$ 1,703,323	\$ 1,606,327	\$ 1,593,598	\$ 1,616,667	\$ 23,069	1.45%
Employee Benefits	513,632	560,112	571,556	601,419	\$578,385	(23,034)	-3.83%
Purchased Services	213,408	392,585	493,915	511,187	1,044,599	533,412	104.35%
Internal Services	1,328	2,247	1,147	500	500	-	0.00%
Other Charges	19,465	23,072	75,202	24,100	98,041	73,941	306.81%
Materials and Supplies	869,087	352,665	312,052	323,970	420,895	96,925	29.92%
Capital Outlay	1,145,326	406,585	304,580	210,827	217,189	6,362	3.02%
TOTAL TECHNOLOGY	\$ 4,375,751	\$ 3,440,589	\$ 3,364,779	\$ 3,265,601	\$ 3,976,276	\$ 710,675	21.76%
TOTAL OPERATING FUND	\$ 92,594,491	\$ 94,016,276	\$ 93,833,876	\$ 97,672,407	\$ 99,614,961	\$ 1,942,554	1.99%
OPERATING FUND							
Personnel Services	\$ 56,945,659	\$ 56,908,320	\$ 57,142,915	\$ 58,227,701	\$59,658,948	\$ 1,431,247	2.46%
Employee Benefits	19,526,605	21,466,730	21,654,053	23,828,688	22,453,569	(1,375,119)	-5.77%
Purchased Services	3,888,118	4,093,639	4,068,998	4,569,973	5,231,142	661,169	14.47%
Internal Services	181,773	186,826	168,596	234,350	227,779	(6,571)	-2.80%
Other Charges	3,843,468	4,564,438	4,387,460	4,543,571	4,530,789	(12,782)	-0.28%
Materials and Supplies	3,973,663	3,915,349	3,393,976	3,655,861	4,186,627	530,766	14.52%
Debt Services / Tuition Payments Joint Operations	1,421,651	1,733,206	1,530,402	1,971,436	2,053,918	82,482	4.18%
Capital Outlay	2,813,554	1,147,769	1,487,476	640,827	1,272,189	631,362	98.52%
TOTAL OPERATING FUND	\$ 92,594,491	\$ 94,016,276	\$ 93,833,876	\$ 97,672,407	\$ 99,614,961	\$ 1,942,554	1.99%

OPERATING FUND - EXPENDITURE SUMMARY BY OBJECT CODE

Lynchburg City Schools FY 2015-16 Budget



Agenda Report

Date: 06/04/19

Agenda Number: L-1

Attachments: No

From: Susan D. Morrison, School Board Chair

Subject: Notice of Closed Meeting

Summary/Description:

The school board needs to convene a closed meeting to discuss the following:

- 1.) As permitted by Virginia Code § 2.2-3711(A)(1), a personnel matter involving the performance, evaluation or assignment of the superintendent.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The school board Chair recommends that the school board approve a motion to convene a closed meeting to discuss the following: 1.) As permitted by Virginia Code § 2.2-3711(A)(1), a personnel matter involving the performance, evaluation or assignment of the superintendent.

Agenda Report

Date: 06/04/19

Agenda Number: L-2

Attachments: No

From: Susan D. Morrison, School Board Chair

Subject: Certification of Closed Meeting

Summary/Description:

The board chair moves that the Lynchburg School Board certify that, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in a closed meeting and (2) 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).