



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

Lynchburg City School Board

Keith R. Anderson
School Board District 2

Mary Ann H. Barker
School Board District 1

Albert L. Billingsly
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Treney L. Tweedy
School Board District 3

J. Marie Waller
School Board District 2

Thomas H. Webb
School Board District 2

Charles B. White
School Board District 1

School Administration

Paul McKendrick
Superintendent

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

Beverly A. Padgett
Chief Financial Officer

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
August 17, 2010 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

- 1. Public Comments
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Discussion/Action (30 Minutes)

B. SPECIAL PRESENTATION

- 1. Lynchburg Beacon of Hope
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C. FINANCE REPORT

- 1. Finance Report
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D. CONSENT AGENDA

- 1. Personnel Report
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E. OLD BUSINESS

- 1. Administrative Regulation 2-32: Fund Raising by Students
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- 2. School Board Policy 7-50: Security of Buildings and Grounds:
Communications Devices
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3. Administrative Regulation 7-50: Security of Buildings and Grounds: Communications Devices
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F. NEW BUSINESS

1. Central Virginia Governor's School for Science and Technology: 2010-11 Budget
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2. School Board Finance Committee
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3. Budget Adjustment: Title I A School Improvement Funds for FY 2010-11
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4. Requirements for Perrymont Elementary School Improvement
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5. School Board Policy 2-12: Advertising in the Schools
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6. School Board Policy 2-13: Distribution of Outside Communications
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7. Athletic Program Review
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G. SUPERINTENDENT'S COMMENTS

H. BOARD COMMENTS

I. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, September 7, 2010, 5:30 p.m.
Board Room, School Administration Building

J. ADJOURNMENT

Agenda Report

Date: 08/17/10

Agenda Number: A-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Public Comments

Summary/Description:

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

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Agenda Report

Date: 08/17/10

Agenda Number: B-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Lynchburg Beacon of Hope

Summary/Description:

Mr. Robert G. Wade of the Lynchburg Beacon of Hope provided the following information:

The Lynchburg Beacon of Hope is a community-based initiative to inspire and empower students to change their future. We are an action subcommittee of the Many Voices One Community initiative. The idea of providing a scholarship promise to all graduates of the Lynchburg City Schools was one of the highest recommendations from the study circles. Over 50 communities across the nation have begun to reap the rewards of the Promise Net scholarship programs in quantifiable terms. Dropout rates are declining, student enrollment is increasing, more tax dollars are being generated through increased real estate assessments and overall economic growth. By providing college advice and scholarships, the Lynchburg Beacon of Hope would empower a new generation for success. The program relies on three key strategies:

1. Developing Future Centers

- Seeking grants to develop “Future Centers” in each Lynchburg city high school with a full-time professional college and financial aid advisor. The Center would:
 - Provide college admission and financial aid guidance to students by appointment or drop-in,
 - Use intrusive intervention via classroom presentations or one-on-one/small group sessions to discuss college plans throughout K-12,
 - Collect data on college applications, college acceptance, FAFSA, scholarship applications and amount of scholarship offered – reporting annually to schools and constituents, and
 - Establish partnerships with the schools to share information and clearly define the roles of advisor vs. guidance counselor to encourage collaboration and maximize success.

Agenda Report

Date: 08/17/10

Agenda Number: B-1

Attachments: No

2. Providing Scholarships

- Assisting all college bound students in seeking at least three college scholarships.
- Seeking community support to offer a place-based scholarship (defined by where you live, not need or merit based). Additional monetary assistance given where needed.

3. Aiding College Retention

- Partnering with colleges to provide students with academic and personal guidance to help them graduate.
- Seeking mentors for first generation students.

The Lynchburg Beacon of Hope will have universal benefits for all high school graduates; however, it will have the greatest impact on low income and first generation students. The goal is to develop a K-16 culture in our community. We want Lynchburg to be the first Promise Net Scholarship program in Virginia.

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: 08/17/10

Agenda Number: C-1

Attachments: Yes

From: Paul McKendrick, Superintendent
Beverly A. Padgett, Chief Financial Officer

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the 2009-10 school operating budget, authorized, approved, and processed the necessary payments through June 30, 2010. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The attached operating fund expenditure report summarizes the payments made through June 30, 2010, for the operating fund (**unaudited**). Additional year-end adjustments will be made which should reduce the available balance after payroll that is noted below; the available balance includes "stimulus" carryover funds of approximately \$1.2 million. The final data for available balance will be determined after the audit is complete. However, preliminary data are available.

Total Operating Fund Budget	\$89,460,750.84
Expenditures through 06/30/10	(\$82,953,843.91)
Outstanding Encumbrances	(\$0.00)
Available Balance	\$6,506,906.93
Outstanding Payroll Encumbrances	(\$0.00)
Available Balance after Payroll	\$6,506,906.93
Percent of Budget Used as of 06/30/10 with payroll encumbrances	92.73%
Percent of Budget Used as of 06/30/10 without payroll encumbrances	92.73%

As of 06/30/10 – 12 months 100.00%

The operating fund revenue report details the revenue received through June 30, 2010. The expenditure summary report summarizes the payments made through June 30, 2010, for all funds. Both 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.

	FY 2008 - 2009			FY 2009 - 2010			ENCUMB	BALANCE	% OF BUDGET USED
	BUDGET	ACTUAL TRANSACTIONS	% OF BUDGET USED	BUDGET	ACTUAL TRANSACTIONS	% OF BUDGET USED			
INSTRUCTION									
CLASSROOM INSTRUCTION	51,787,760.00	51,352,794.69	99.16%	51,900,873.92	46,778,350.53	90.13%	-	5,122,523.39	90.13%
INSTR SUPPORT - STUDENT	2,935,857.99	3,168,772.70	107.93%	3,313,480.28	3,002,918.81	90.63%	-	310,561.47	90.63%
INSTR SUPPORT- STAFF	4,792,492.48	5,038,344.39	105.13%	6,926,720.66	7,127,281.91	102.90%	-	(200,561.25)	102.90%
INSTR SUPPORT-SCHOOL ADM	5,006,130.07	4,900,321.51	97.89%	4,469,025.03	4,266,141.49	95.46%	-	202,883.54	95.46%
TOTAL INSTRUCTION	64,522,240.54	64,460,233.29	99.90%	66,610,099.89	61,174,692.74	91.84%	-	5,435,407.15	91.84%
ADMINISTRATION									
ADMINISTRATION	2,561,014.95	2,567,357.32	100.25%	2,402,568.92	2,204,891.12	91.77%	-	197,677.80	91.77%
ATTENDANCE & HEALTH SERV	2,105,875.80	2,136,084.33	101.43%	2,090,418.59	1,862,538.77	89.10%	-	227,879.82	89.10%
TOTAL ADMINISTRATION	4,666,890.75	4,703,441.65	100.78%	4,492,987.51	4,067,429.89	90.53%	-	425,557.62	90.53%
PUPIL TRANSPORTATION									
MANAGEMENT & DIRECTION	350,249.85	337,545.42	96.37%	295,854.22	279,121.92	94.34%	-	16,732.30	94.34%
VEHICLE OPERATION SERVICE	2,474,185.00	2,874,953.02	116.20%	2,488,818.40	2,558,797.75	102.81%	-	(69,979.35)	102.81%
MONITORING SERVICE	235,671.00	347,957.30	147.65%	325,078.86	322,177.67	99.11%	-	2,901.19	99.11%
VEHICLE MAINT SERVICE	548,639.60	572,462.67	104.34%	468,890.50	412,696.13	88.02%	-	56,194.37	88.02%
BUSES-LEASE PURCHASE	535,000.00	435,006.00	81.31%	-	-	-	-	-	-
TOTAL PUPIL TRANSPORTATION	4,143,745.45	4,567,924.41	110.24%	3,578,641.98	3,572,793.47	99.84%	-	5,848.51	99.84%
OPERATION & MAINTENANCE									
MANAGEMENT & DIRECTION	372,446.00	369,786.62	99.29%	342,756.50	313,670.37	91.51%	-	29,086.13	91.51%
BUILDING SERVICES	9,829,535.68	9,515,615.73	96.81%	9,384,379.73	8,970,075.16	95.59%	-	414,304.57	95.59%
GROUNDS SERVICES	263,713.60	254,769.22	96.61%	250,103.57	235,106.62	94.00%	-	14,996.95	94.00%
EQUIPMENT SERVICES	52,000.00	19,172.07	36.87%	52,000.00	39,719.58	76.38%	-	12,280.42	76.38%
VEHICLE SERVICES	17,000.00	20,818.19	122.46%	27,000.00	23,575.04	87.31%	-	3,424.96	87.31%
SECURITY SERVICES	213,377.00	289,586.31	135.72%	208,377.00	289,996.63	139.17%	-	(81,619.63)	139.17%
TOTAL OPERATION & MAINT	10,748,072.28	10,469,748.14	97.41%	10,264,616.80	9,872,143.40	96.18%	-	392,473.40	96.18%
SCHOOL FOOD SERVICES	55,215.00	527.81	0.96%	55,215.00	-	0.00%	-	55,215.00	0.00%
COMMUNITY SERVICES	-	-	0.00%	-	-	0.00%	-	-	0.00%
FACILITIES	1,106,457.57	878,253.37	79.38%	1,002,490.00	923,185.16	92.09%	-	79,304.84	92.09%
CONTINGENCY RESERVES	500,000.00	-	-	103,000.00	-	-	-	103,000.00	-
DEBT SERVICE	906,817.00	1,070,148.37	118.01%	1,027,410.00	1,025,636.45	99.83%	-	1,773.55	99.83%
TECHNOLOGY									
INSTR TECHNOLOGY	1,755,175.76	1,811,433.38	103.21%	1,609,920.90	1,810,661.66	112.47%	-	(200,740.76)	112.47%
ADMIN TECHNOLOGY	902,372.87	679,104.91	75.26%	716,368.76	507,301.14	70.82%	-	209,067.62	70.82%
TOTAL TECHNOLOGY	2,657,548.63	2,490,538.29	93.72%	2,326,289.66	2,317,962.80	99.64%	-	8,326.86	99.64%
TOTAL OPERATING FUND	89,306,987.22	88,640,815.33	99.25%	89,460,750.84	82,953,843.91	92.73%	-	6,506,906.93	92.73%

FY 2008-2009

FY 2009-2010

ACCOUNT TITLE	REVENUE BUDGET	YEAR-TO-DATE TRANSACTIONS	BUDGET BALANCE	% BUDGET RECEIVED	REVENUE BUDGET	YEAR-TO-DATE TRANSACTIONS	BUDGET BALANCE	% BUDGET RECEIVED
SALES TAX RECEIPTS	(9,253,060.00)	(8,439,205.16)	(813,854.84)	91.20%	(8,736,195.00)	(8,268,428.81)	(467,766.19)	94.65%
240202 BASIC SCHOOL AID	(25,740,683.00)	(26,241,523.00)	500,840.00	101.95%	(21,519,537.21)	(21,331,799.84)	(187,737.37)	99.13%
240202 BASIC SCH AID-SFSF	-	-	-	-	(1,644,400.79)	(1,644,400.79)	-	-
240207 GIFTED & TALENTED	(252,164.00)	(252,634.00)	470.00	100.19%	(249,571.00)	(251,576.00)	2,005.00	100.80%
240208 REMEDIAL EDUCATION	(992,212.00)	(994,058.00)	1,846.00	100.19%	(982,006.00)	(989,896.00)	7,890.00	100.80%
240208 REMEDIAL ED-SUMMER	(195,994.00)	(203,425.00)	7,431.00	103.79%	(215,497.00)	(211,765.00)	(3,732.00)	98.27%
240209 ENROLLMENT LOSS	(171,829.00)	(157,991.00)	(13,838.00)	91.95%	(174,302.00)	(68,539.00)	(105,763.00)	39.32%
240212 SPECIAL ED SOQ	(3,623,494.00)	(3,630,236.00)	6,742.00	100.19%	(3,586,222.00)	(3,615,034.00)	28,812.00	100.80%
240217 VOCATIONAL ED SOQ	(312,465.00)	(313,046.00)	581.00	100.19%	(314,676.00)	(317,204.00)	2,528.00	100.80%
240221 SOC SEC-INSTR	(1,496,541.00)	(1,499,326.00)	2,785.00	100.19%	(1,481,148.00)	(1,493,047.00)	11,899.00	100.80%
240223 VRS INSTRUCTIONAL	(1,935,088.00)	(1,938,689.00)	3,601.00	100.19%	(1,909,758.00)	(1,443,826.00)	(465,932.00)	75.60%
240241 GROUP LIFE INST	(65,782.00)	(65,904.00)	122.00	100.19%	(54,254.00)	(38,283.00)	(15,971.00)	70.56%
240228 READING INTERVENTION	(133,077.00)	(120,793.00)	(12,284.00)	90.77%	(118,746.00)	(126,935.00)	8,189.00	106.90%
240205 CAT-REG FOSTER	(163,827.00)	(199,066.00)	35,239.00	121.51%	(205,262.00)	(126,535.00)	(8,727.00)	61.65%
240246 CAT-HOMEBOUND	(72,121.00)	(64,854.35)	(7,266.65)	89.92%	(65,417.00)	(159,994.16)	94,577.16	244.58%
240248 REGIONAL TUITION	(979,174.00)	(731,663.64)	(247,510.36)	74.72%	(800,760.00)	(1,200,180.75)	399,420.75	149.88%
240265 AT RISK SOQ	(1,133,398.00)	(1,135,564.00)	2,166.00	100.19%	(1,029,835.00)	(1,018,840.00)	(10,995.00)	98.93%
240309 ESL	(85,194.00)	(120,205.00)	35,011.00	141.10%	(128,081.00)	(120,097.00)	(7,984.00)	93.77%
330213 SCHOOL LUNCH	-	-	-	-	-	-	-	-
240281 AT RISK 4 YR OLDS	(984,935.00)	(1,089,033.80)	104,098.80	110.57%	(1,089,034.00)	(1,089,034.00)	-	100.00%
240218 CTE - ADULT ED	(19,175.00)	(1,957.00)	(17,218.00)	10.21%	(19,175.00)	(1,609.00)	(17,566.00)	8.39%
240252 CTE - EQUIPMENT	(8,650.00)	(8,650.44)	0.44	-	-	(10,123.30)	10,123.30	100.00%
240253 CTE OCC PREP	(18,466.00)	(18,466.00)	-	100.00%	(30,573.00)	(22,077.00)	(8,496.00)	72.21%
LOTTERY PROCEEDS	(1,306,102.00)	(1,090,883.00)	(215,219.00)	83.52%	(493,011.00)	(631,400.00)	138,389.00	128.07%
REG SPEC SERV	(701,368.00)	(588,902.30)	(112,465.70)	83.96%	(817,514.00)	(316,361.54)	(501,152.46)	38.70%
240275 PRIMARY CLASS SIZE	(1,346,207.00)	(1,401,749.00)	55,542.00	104.13%	(1,386,843.00)	(1,377,979.00)	(8,864.00)	99.36%
240214 TEXTBOOKS	(649,707.00)	(650,916.00)	1,209.00	100.19%	(643,024.00)	(294,719.37)	(348,304.63)	45.83%
240203 GED/ISAEP	(23,576.00)	(23,576.00)	-	100.00%	(23,576.00)	(23,576.00)	-	100.00%
240306 SCHOOL CONSTRUCT	(213,956.00)	(214,122.00)	166.00	100.08%	-	-	-	-
240405 ALGEBRA READINESS	(121,377.00)	(113,012.00)	(8,365.00)	93.11%	(110,877.00)	(108,654.00)	(2,223.00)	98.00%
COMMONWEALTH OF VA	(51,999,622.00)	(51,309,450.69)	(690,171.31)	98.67%	(47,829,295.00)	(46,301,914.56)	(1,527,380.44)	96.81%
330201 BASIC ADULT ED.	(80,000.00)	-	(80,000.00)	0.00%	(80,000.00)	(59,123.05)	(20,876.95)	73.90%
330212 IMPACT AIDPL81-874	(6,000.00)	(1,200.27)	(4,799.73)	20.00%	(6,000.00)	(13,891.62)	7,891.62	231.53%
330219 TITLE VI-B SPED	(2,199,240.22)	(1,982,885.84)	(216,354.38)	90.16%	(2,382,737.38)	(2,296,416.92)	(86,320.46)	96.38%
330219 TITLE VI-B SPED-STIMULUS	-	-	-	-	(2,322,955.00)	(1,456,801.56)	(866,153.44)	62.71%
330219 TITLE VI-B SPED-SPEECH	-	-	-	-	(3,000.00)	(3,000.00)	-	100.00%
180303 MEDICAID REIMBURSE	(180,000.00)	(707,140.60)	527,140.60	392.86%	(180,000.00)	(629,579.18)	449,579.18	349.77%
JR ROTC	-	(109,568.92)	109,568.92	-	(40,000.00)	(116,420.64)	76,420.64	291.05%
FED STIMULUS-STABILIZATION	-	-	-	-	(2,892,748.00)	(2,577,236.55)	(315,511.45)	89.09%
FEDERAL	(2,465,240.22)	(2,800,795.63)	335,555.41	113.61%	(7,907,440.38)	(7,152,469.52)	(754,970.86)	90.45%
510500 CITY OPER APPR	(32,442,103.00)	(32,150,370.00)	(291,733.00)	99.10%	(31,942,103.00)	(31,942,103.00)	-	100.00%
510502 CITY DEBT SERV APP	(33,627.00)	(32,758.45)	(868.55)	97.42%	(33,627.00)	(31,890.02)	(1,736.98)	94.83%
CITY	(32,475,730.00)	(32,183,128.45)	(292,601.55)	99.10%	(31,975,730.00)	(31,973,993.02)	(1,736.98)	99.99%
189912 MISC REV/OTH FUNDS	-	(1,609.52)	1,609.52	-	-	(3,005.29)	3,005.29	100.00%
180303 REBATES & REFUNDS	(115,000.00)	(9,971.38)	(105,028.62)	8.67%	(115,000.00)	(7,240.41)	(107,759.59)	6.30%
189903 DONATIONS & SP GF	-	(200.00)	200.00	-	(3,000.00)	(3,000.00)	-	100.00%
189908 SALE OF SCHOOL BUSES	-	(17,265.85)	17,265.85	-	-	-	-	-
189909 SALE OTHER EQUIPMENT	-	(1,940.66)	1,940.66	-	(2,317.24)	(3,606.91)	1,289.67	155.66%
189910 INSURANCE ADJUST	-	(3,973.00)	3,973.00	-	(16,797.82)	(19,431.83)	2,634.01	115.68%
189912 OTHER FUNDS	(10,000.00)	-	(10,000.00)	0.00%	(10,000.00)	-	(10,000.00)	-
FLEX BENEFIT REVENUE	-	(2,419.32)	2,419.32	-	-	(21,175.30)	21,175.30	100.00%

E RATE REIMBURSEMENT	-	(74,162.62)	74,162.62	-	(85,000.00)	(172,619.95)	87,619.95	203.08%
MISCELLANEOUS	(125,000.00)	(111,542.35)	(13,457.65)	89.23%	(232,115.06)	(230,079.69)	(2,035.37)	99.12%
150201 RENTS	(110,000.00)	(98,000.00)	(12,000.00)	89.09%	(110,000.00)	(110,000.00)	-	100.00%
161201 TUITION DAY SCHOOL	(189,000.00)	(177,846.25)	(11,153.75)	94.10%	(189,000.00)	(170,086.13)	(18,913.87)	89.99%
161206 TUITION ADULT	(15,750.00)	(15,502.00)	(248.00)	98.43%	(15,750.00)	(8,962.00)	(6,788.00)	56.90%
161207 TUITION SUMMER SCH	(42,000.00)	(49,651.00)	7,651.00	118.22%	(42,000.00)	(41,290.00)	(710.00)	98.31%
161202 SPEC PUPIL FEES	(525.00)	(65,919.00)	65,394.00	12556.00%	(35,000.00)	(35,959.64)	959.64	102.74%
161205 BUS RENTAL	(122,500.00)	(267,098.62)	144,598.62	218.04%	(122,500.00)	(122,500.00)	-	100.00%
190101 TUIT FM OTH CO/CY	(634,620.00)	(627,016.37)	(7,603.63)	-	(634,620.00)	(623,945.00)	(10,675.00)	98.32%
161201 DUAL ENROLLMENT	(42,000.00)	-	(42,000.00)	0.00%	(42,000.00)	(34,314.55)	(7,685.45)	81.70%
FACILITY RENTALS	(85,000.00)	(66,907.00)	(18,093.00)	78.71%	(85,000.00)	(81,138.26)	(3,861.74)	95.46%
CHARGES FOR SERVICES	(1,241,395.00)	(1,367,940.24)	126,545.24	110.19%	(1,275,870.00)	(1,228,195.58)	(47,674.42)	96.26%
150102 INTEREST-INVEST	-	(3,057.82)	3,057.82	100.00%	-	-	-	-
150101 INTEREST-BNK DPST	-	(3,689.82)	3,689.82	100.00%	-	(1,313.59)	1,313.59	100.00%
GRANTOR TRUST INTEREST	-	-	-	-	-	-	-	-
USE OF MONEY	-	(6,747.64)	6,747.64	100.00%	-	(1,313.59)	1,313.59	100.00%
LEASE PURCHASE PROCEEDS	(1,000,000.00)	(1,000,000.00)	-	100.00%	(240,300.01)	-	(240,300.01)	-
TOTAL OPERATING FUND	(89,306,987.22)	(88,779,605.00)	(527,382.22)	99.41%	(89,460,750.45)	(86,887,965.96)	(2,572,784.49)	97.12%

	ADOPTED	CARRYOVER	TOTAL	YEAR TO	OUTSTANDING	UNCOMMITTED	% OF
	BUDGET	BUDGET	BUDGET	DATE	ENCUMBRANCES	FUNDS	BUDGET
				ACTIVITY			USED
FUND 1 OPERATING	86,476,567.00	2,984,183.84	89,460,750.84	82,953,843.91	-	6,506,906.93	92.73%
FUND 5 FEDERAL PROJECT							
005 09-10 HOUSE CONSTRUCTION	12,000.00	-	12,000.00	1,055.91	-	10,944.09	8.80%
045 PERRY POETS' FUND	-	700.00	700.00	442.29	-	257.71	63.18%
127 PARTNERS IN EDUCATION	10,195.00	16,548.55	26,743.55	19,262.80	-	7,480.75	72.03%
281 DISTINGUISHED SCHOOLS	-	8,488.00	8,488.00	4,377.38	-	4,110.62	51.57%
480 07-08 TITLE I, PART D N&D	-	3,823.85	3,823.85	3,823.85	-	-	100.00%
491 21ST CENTURY GRANT 08-09	-	23,212.70	23,212.70	23,212.70	-	-	100.00%
503 NATIONAL BOARD INCENTIVE	-	12,500.00	12,500.00	12,500.00	-	-	100.00%
510 PLAY IT SMART	-	55,323.92	55,323.92	56,143.30	-	(819.38)	101.48%
520 QUALITY INITIATIVE	-	5,063.00	5,063.00	5,063.00	-	-	100.00%
529 ED TECH SERIES VIII	-	26,000.00	26,000.00	25,079.00	-	921.00	96.46%
810 08-09 CARL PERKINS VOC FUNDS	-	9,680.76	9,680.76	9,680.76	-	-	100.00%
813 08-09 619-A PRESCHOOL SPED	-	31,695.95	31,695.95	31,695.95	-	-	100.00%
814 08-09 TITLE I, PART A	-	391,866.29	391,866.29	375,895.14	-	15,971.15	95.92%
815 08-09 TITLE I, PART D N&D	-	35,949.28	35,949.28	35,949.28	-	-	100.00%
816 08-09 TITLE II, PART A	-	241,217.24	241,217.24	223,647.81	-	17,569.43	92.72%
817 08-09 TITLE II,PART D	-	22,383.39	22,383.39	20,004.60	-	2,378.79	89.37%
818 08-09 TITLE I PART D JDH (SOP)	-	15,159.67	15,159.67	14,553.40	-	606.27	96.00%
819 08-09 TITLE IV, PART A S&D	-	12,517.08	12,517.08	10,551.84	-	1,965.24	84.30%
831 08-09 BLUE RIDGE CONSORT	-	1,570.16	1,570.16	103.02	-	1,467.14	6.56%
834 ED TECH SERIES VIII - MSLC	26,000.00	-	26,000.00	22,355.16	-	3,644.84	85.98%
837 08-09 TITLE VII - HOMELESS	-	10,507.31	10,507.31	10,507.31	-	-	100.00%
842 09-10 PROJECT GRADUATION	-	9,616.65	9,616.65	8,531.96	-	1,084.69	88.72%
845 08-09 21ST CENTURY GRANT #2	-	292,829.01	292,829.01	254,309.45	-	38,519.56	86.85%
847 WEYERHAEUSER GRANT-HES	-	2,759.10	2,759.10	2,498.50	-	260.60	90.55%
910 09-10 CARL PERKINS VOC FUNDS	233,979.00	20,083.31	254,062.31	176,288.06	-	77,774.25	69.39%
911 09-10 GEAR UP GRANT	46,700.00	2,744.00	49,444.00	48,370.07	-	1,073.93	97.83%
912 09-10 GENERAL ADULT ED	17,635.00	-	17,635.00	940.27	-	16,694.73	5.33%
913 09-10 619-A PRESCHOOL SPED	62,854.00	(701.00)	62,153.00	53,156.83	-	8,996.17	85.53%
913 09-10 619-A PRESCHOOL SPED-STIMULUS	-	78,222.00	78,222.00	-	-	78,222.00	0.00%
915 09-10 TITLE I, PART D N&D	302,470.00	(88,652.29)	213,817.71	185,529.68	-	28,288.03	86.77%
915 09-10 TITLE I, PART D N&D - STIMULUS	-	78,957.40	78,957.40	44,570.19	-	34,387.21	56.45%
916 09-10 TITLE II,PART A	673,750.00	13,224.81	686,974.81	551,908.49	-	135,066.32	80.34%
917 09-10 TITLE II,PART D	31,000.00	5,257.68	36,257.68	2,207.59	-	34,050.09	6.09%
917 09-10 TITLE II, PART D - STIMULUS	-	92,439.46	92,439.46	73,386.14	-	19,053.32	79.39%
918 09-10 TITLE I-D JDH-SOP	-	25,184.42	25,184.42	16,101.42	-	9,083.00	63.93%
919 09-10 TITLE IV,PART A S&D	60,000.00	(10,552.86)	49,447.14	35,344.63	-	14,102.51	71.48%
920 09-10 TITLE V,PART A	25,039.00	-	25,039.00	-	-	25,039.00	0.00%
921 09-10 TITLE III, PART A	-	19,771.53	19,771.53	17,755.93	-	2,015.60	89.81%

924	09-10 TITLE I, PART A	3,005,099.00	947,981.08	3,953,080.08	3,129,464.42	-	823,615.66	79.17%
924	09-10 TITLE I, PART A - STIMULUS	-	2,779,108.02	2,779,108.02	590,862.48	-	2,188,245.54	21.26%
927	ISTATION - PERRYMONT	-	6,500.00	6,500.00	6,500.00	-	-	100.00%
930	09-10 ALT ED REGIONAL	268,336.00	-	268,336.00	239,874.41	-	28,461.59	89.39%
932	09-10 BLUE RIDGE REG JAIL	195,719.00	(12,957.00)	182,762.00	166,506.52	-	16,255.48	91.11%
933	09-10 DETENTION HOME/CDC	519,830.00	241,644.00	761,474.00	620,455.06	-	141,018.94	81.48%
934	09-10 ED TECH INIT BOND	492,000.00	-	492,000.00	10,623.00	-	481,377.00	2.16%
934	09-10 ED TECH INIT BOND - MSLC	26,000.00	-	26,000.00	11,456.25	-	14,543.75	44.06%
937	09-10 TITLE X PART C	-	26,000.00	26,000.00	15,153.36	-	10,846.64	58.28%
938	09-10 MENTOR TEACHERS	6,456.00	3,184.34	9,640.34	7,380.32	-	2,260.02	76.56%
945	09-10 21ST CENTURY GRANT	-	180,000.00	180,000.00	130,806.46	-	49,193.54	72.67%
	TOTAL FEDERAL PROJECTS	6,015,062.00	5,636,850.81	11,651,912.81	7,305,885.99	-	4,346,026.82	62.70%
	FUND 7 STEP WITH LINKS							
	STEP WITH LINKS	44,918.00	-	44,918.00	38,330.72	-	6,587.28	85.33%
	TOTAL STEP WITH LINKS	44,918.00	-	44,918.00	38,330.72	-	6,587.28	85.33%
	FUND 8 CENTRAL VA GOV SCHOOL							
	GOV SCHOOL	892,367.70	6,273.00	898,640.70	844,934.03	-	53,706.67	94.02%
	TOTAL CENTRAL VA GOV SCH	892,367.70	6,273.00	898,640.70	844,934.03	-	53,706.67	94.02%
	FUND 9 LAUREL REGIONAL PROGRAM							
	LAUREL PROGRAM	4,575,068.00	-	4,575,068.00	4,522,526.63	-	52,541.37	98.85%
	TOTAL LAUREL REGIONAL PROGRAM	4,575,068.00	-	4,575,068.00	4,522,526.63	-	52,541.37	98.85%
	TOTAL ALL FUNDS	98,003,982.70	8,627,307.65	106,631,290.35	95,665,521.28	-	10,965,769.07	89.72%

Agenda Report

Date: 08/17/10

Agenda Number: D-1

Attachments: Yes

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

Subject: Personnel Report

Summary/Description:

The personnel recommendations for July 21 – August 17, 2010, 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 July 21 – August 17, 2010.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2010-11:

Bailey, Shannon	Lynchburg College	M.Ed./0 yr. (Lv. 0 3)	Heritage High Guidance Counselor	08/09/10
Cutsail, April	Longwood University	B.S./0 yrs. (Lv.0 3)	Dunbar Middle Sixth Grade Teacher	08/16/10
Decker, Dawn	Lynchburg College	M.A./18 yrs. (Lv. 11 3)	E C Glass High School Special Education Teacher	08/16/10
Fast, Kristin	Liberty University	B.S./0yrs. (Lv. 0 3)	Amelia Pride Center Mathematics Teacher	08/16/10
Foster, Tracy	Campbellsville University	B.A./6 yrs. (Lv. 6 3)	Dunbar Middle School English Teacher	08/16/10
Napper, Lucille	Lynchburg College	M.A./6 yrs. (Lv. 6 1)	Lynchburg Detention Center Special Education Teacher	08/02/10

RESIGNATIONS:

Alderman, Cheryl	Averett University	M.Ed./17 yrs. (Lv. 11 3)	Heritage Elementary Kindergarten Teacher	07/23/10
Goettsche, Kirsten	Liberty University	B.S./1 yr. (Lv. 1 3)	Perrymont Elementary Kindergarten	06/12/10
Jennings, Pamela	Virginia Tech	B.S./9 yrs. (Lv. 9 1)	E.C. Glass High Biology Teacher	06/12/10
Vanairsdale, Nancy	Lynchburg College	M.Ed./4 yrs. (Lv. 4 3)	Bedford Hills Elementary Fourth Grade Teacher	06/12/10

Agenda Report

Date: 08/17/10

Agenda Number: E-1

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: Administrative Regulation 2-32: Fund Raising by Students

Summary/Description:

Several parent organizations, such as Parent Teacher Organizations (PTO), have recently inquired about and have asked for changes to *Administrative Regulation 2-32 Fund Raising by Students*. Most of the requests have related to parents' beliefs that some aspects of the regulation have limited their chances for sponsoring successful fundraisers. Specifically, most complaints have centered on the part of the regulation, which prohibits the use of incentives, in the form of sales prizes and awards, for elementary students during these fundraisers. The regulation states, "For the elementary and middle schools, general door-to-door sales/solicitation campaigns by students are prohibited as are the use of sales prizes or awards for individual students."

The school board reviewed the administrative regulation at its meeting on July 21, 2010, and changed the regulation so that awards could be given to individual students. The revised administrative regulation appears as an attachment to the agenda report.

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

Recommendation:

The superintendent recommends that the school board approve revisions to Administrative Regulation 2-32: Fund Raising by Students.

COMMUNITY RELATIONS

Fund Raising by Students R 2-32

1. All fund raising projects which involve community solicitation, i.e., door-to-door or business sales, must be submitted to the superintendent/designee for approval two weeks prior to the proposed activity. Examples of community solicitation activities requiring approval are outside groups performing at school for fund raising purposes, March of Dimes, trash bag sales, patron ticket drives, magazine drives, and candy sales.
2. Each fund raising request must be submitted to the superintendent/designee at least two weeks prior to the date of the fund raiser. No fund raiser will be considered for approval unless it has been pre-approved by the principal.
3. The principal should strive to maintain a balance between fund raising and service/educational activities for parent groups.
4. For the elementary and middle schools, general door to door sales/solicitation campaigns by students are prohibited ~~as are the use of sales prizes or awards for individual students.~~
5. No cash prizes will be given to any student K-12.
6. All car washes must occur on the premises of the city schools. The car wash does not have to be on the premises of the school requesting the fund raiser, but it must be on school-owned property. It is the requesting school's responsibility to make all arrangements with the other school to use the facilities/premises. Students will not drive any customer's cars at car washes due to insurance regulations.
7. Businesses in the community should be advised, through whatever means are appropriate, to be aware of groups and businesses soliciting in the name of the schools which may not have proper authorization. Any school or community group which carries out a solicitation project will have a letter, signed by the school principal, which states that the project has been approved by the superintendent/designee of schools. If a solicitor does not have the letter of approval, businesses are advised to reject the solicitation and report the matter to the superintendent by calling 522-3700.

Approved by School Board: August 16, 1977

Revised by School Board: November 2, 1982

Revised by School Board: August 9, 1988

Revised by School Board: August 1, 1989

Revised by School Board: September 3, 1996

Revised by School Board:

Agenda Report

Date: 08/17/10

Agenda Number: E-2

Attachments: Yes

From: Paul McKendrick, Superintendent
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration

Subject: School Board Policy 7-50: Security of Buildings and Grounds: Communications Devices

Summary/Description:

School Board Policy 7-50: Security of Buildings and Grounds: Communications Devices was last revised by the school board in January 1997 in accordance with the Code of Virginia §22.1-278.2, which specifically addresses authority for regulation of the use of beepers or other portable communications devices. Through collaboration with elementary and secondary principals, along with the Technology Leadership Team, School Board Policy 7-50 has been updated. The proposed changes to the policy appear as an attachment to this agenda report.

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

Recommendation:

The superintendent recommends that the school board approve revisions to School Board Policy 7-50: Security of Buildings and Grounds: Communications Devices.

STUDENTS

Security of Buildings and Grounds: Communication Devices P 7-50

~~The unauthorized use or possession of beepers, cellular telephones, or similar communication devices by any person on property (including vehicles) controlled by the school board is prohibited.~~

~~In enforcing this policy school administrators are to be guided by the provisions of §18.2-322.1 quoted in the legal reference.~~

~~Disciplinary measures will follow procedures outlined in Lynchburg City School Board Policy 7-19.~~

{Possession of Beepers, Cellular Telephones, Personal Digital Assistants (PDAs) or Similar Devices

Students may possess a beeper, cellular telephone, Personal Digital Assistant (PDA) or other communications device on school property, including school buses, provided that the device must remain off and out of sight during instructional time. If a student possesses such a device other than as permitted in this policy, in addition to other disciplinary sanctions which may be imposed, the device may be confiscated from the student and returned only to the student's parent.}

Legal Reference

Code of Va., §22.1-278.2 Authority for regulation of use of beepers or other portable communications devices

Any school division in the Commonwealth may regulate the use or possession of beepers or other portable communications devices and laser pointers by students on school property or attending school functions or activities and establish disciplinary procedures pursuant to § [22.1-277](#) to which students violating such regulations will be subject.

Adopted by School Board: August 1, 1989
Revised by School Board: January 21, 1997
Revised by School Board:

Agenda Report

Date: 08/17/10

Agenda Number: E-3

Attachments: Yes

From: Paul McKendrick, Superintendent
Edward R. Witt, Assistant Superintendent of Operations and Administration

Subject: Administrative Regulation 7-50: Security of Buildings and Grounds:
Communications Devices

Summary/Description:

Administrative Regulation 7-50: Security of Buildings and Grounds: Communications Devices was last revised by the school board in January 1997 in accordance with the Code of Virginia §22.1-278.2, which specifically addresses authority for regulation of the use of beepers or other portable communications devices. Through collaboration with elementary and secondary principals, along with the Technology Leadership Team, Administrative Regulation 7-50 has been updated. The proposed changes to the regulation appear as an attachment to this agenda report.

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

Recommendation:

The superintendent recommends that the school board revisions to Administrative Regulation 7-50: Security of Buildings and Grounds: Communication Devices.

STUDENTS

Security of Buildings and Grounds: Communication Devices R 7-50**Cellular Telephones**

~~The possession or use of cellular telephones by students within school buildings is prohibited.~~

{A. Generally

Students bring personal communication devices on school property at students' own risk. The Lynchburg City Schools is not responsible for any damaged, missing, or stolen cellular telephones. If a student's cellular telephone becomes damaged or stolen, the school division will ~~not commit administrative time and/or resources to~~ investigate the incident; ~~{however, the school division will not}~~ ~~nor will the school division~~ take any financial responsibility for the ~~{loss or damage of the}~~ student's cellular telephone or his/her cellular telephone charges.

B. Cellular Telephones at the Secondary Level

Students enrolled in grades 9 through 12 may have a cellular telephone in their possession during the regular hours of operation of the school day. However, high school students may use a cellular telephone on school grounds or in the building before and/or after these hours. **No cellular telephones may be turned on or in use during instructional hours {time}**. They must be turned off and remain out of plain sight in a pocket, purse, book bag or locker during this time.

Students enrolled at the middle school level and in grades six through eight may have a cellular phone in their possession before and/or after the regular hours of the school day. Middle school students are required to deposit their cellular telephones in a locker during the instructional day, and they are not permitted to have or use a cellular telephone in their possession or anywhere on their person, including book bags, purses, etc. during this time. Middle school students may use a cellular telephone on school grounds or in the building before and/or after these hours.

Use is interpreted as using any cellular telephone phone function or feature, not just the sending or receiving of calls. Any inappropriate use of cellular telephones, including but not limited to, inappropriate photographs, text messaging, practice known as sexting, and recording/videotaping will result in confiscation of the phone; further consequences may include suspension from school and possible referral to the school resource officer.

C. Cellular Telephones at the Elementary Level and Alternative Education Sites

Students enrolled in the elementary schools {and at alternative education sites} may not have a cellular telephone in their possession or anywhere on their

STUDENTS

Security of Buildings and Grounds: Communication Devices R 7-50
person, including but not limited to book

bags, and purses, while on school grounds and during the course of the school day.

Lynchburg City Schools is not responsible for any loss, theft or damage to the phone. If the phone is in plain view or in use during the school day, it is subject to confiscation by school officials, and/or the student could be subject to other disciplinary action.

Use is interpreted as using any cellular telephone phone function or feature, not just the sending or receiving of calls. Any inappropriate use of cellular telephones, including but not limited to, inappropriate photographs, text messaging, and recording/video taping will result in the confiscation of the phone. Further consequences could include suspension and possible referral to the school resource officer.

Violations of the policy regarding cellular telephones and personal communication devices on school property will result in progressive disciplinary action as set forth by procedures outlined in Lynchburg City School Board Policy 7-19.}

Legal Reference:

Code of Va., § 22.1-278.2 Authority for regulation of use of beepers or other portable communications devices Any school division in the Commonwealth may regulate the use or possession of beepers or other portable communications devices by students on school property or attending school functions or activities and establish disciplinary procedures pursuant to §22.1-277 of the Code of Virginia to which students violating such regulations will be subject.

Adopted by School Board: January 21, 1997

Revised by School Board:

Agenda Report

Date: 08/17/10

Agenda Number: F-1

Attachments: Yes

From: Paul McKendrick, Superintendent
Beverly A. Padgett, Chief Financial Officer

Subject: Central Virginia Governor's School for Science and Technology:
2010-11 Budget

Summary/Description:

The Lynchburg City School Board serves as fiscal agent for the Central Virginia Governor's School for Science and Technology. The governing board of the school has approved its 2010-11 operating budget in the amount of \$918,722.93, which represents an increase of \$29,355.23 (2.95%) more than the 2009-10 fiscal year. All funds expended at the school are totally reimbursable from participating school divisions and state funds as listed on the attached budget. School divisions supporting this program are Amherst County Schools, Appomattox County Schools, Bedford County Schools, Campbell County Schools and Lynchburg City Schools.

Provided below is the financial impact summary for Lynchburg City Schools:

	<u>2009-10</u>	<u>2010-11</u>
Student Tuition	\$4,200	\$4,200
Number of students	30	30
Total Tuition	\$126,000	\$126,000

The tuition is budgeted to remain the same at \$4,200 per student.

Dr. Stephen C. Smith, director for the Central Virginia Governor's School for Science and Technology, will be present to answer any questions.

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the Central Virginia Governor's School for Science and Technology and to administer its 2010-11 budget in the amount of \$918,722.93.

Agenda Report Attachment

Item: F-1

REVENUE ACCOUNTS

ACCOUNT NUMBER	DESCRIPTION	2009-2010	2010-2011
8.0000.000.0380.400.715	240229 GOVERNOR'S SCHOOL	277,158.00	287,094.00
8.0000.000.0386.400.715	240299 OTHER STATE FUNDS	26,000.00	26,000.00
8.0000.000.0711.400.714	180303 REBATES & REFUNDS	-	-
8.0000.000.0718.400.715	189912 OTHER FUNDS	10,000.00	10,000.00
8.0000.000.0718.401.715	GRANTS	-	4,500.00
8.0000.000.0719.400.715	190101 TUIT FM OTH CO/CY	495,599.70	495,599.71
8.0000.000.0720.400.715	190102 OTH PMT OTH CO/CY	59,250.00	71,250.00
8.0000.000.0700.400.715	TRANSFER FROM FUND BALANCE	24,360.00	24,279.22
		892,367.70	918,722.93

EXPENSE ACCOUNTS

ACCOUNT NUMBER	DESCRIPTION	2009-2010	2010-2011
8.1100.304.1121.400.715	SALARIES-TEACHERS	373,013.90	347,435.30
8.1100.304.1520.400.715	SALARIES-SUB TEACHER	3,000.00	3,000.00
8.1100.304.2100.400.715	FICA	28,765.06	26,808.30
8.1100.304.2211.400.715	INST VRS	58,973.50	31,025.97
8.1100.304.2213.400.715	VRS-PROF HEALTH CREDIT	4,177.76	2,084.61
8.1100.304.2310.400.715	PROF HOSPITAL INS	21,780.00	20,525.34
8.1100.304.2330.400.715	DENTAL INS	1,405.80	-
8.1100.304.2340.400.715	VISION INS	454.08	-
8.1100.304.2411.400.715	GROUP LIFE INS	3,319.82	972.82
8.1100.304.2710.400.715	SELF INSURED-WORK COMP	1,661.86	1,575.83
8.1100.304.2800.400.715	OTHER BENEFITS	2,500.00	2,500.00
8.1100.304.3000.400.715	PURCHASED SERVICES	79,000.00	95,000.00
8.1100.304.5400.400.715	LEASES & RENTALS	15,420.00	15,420.00
8.1100.304.5500.400.715	TRAVEL	12,000.00	13,000.00
8.1100.304.6007.400.715	REPAIR & MAINT SUPPLIES	13,013.43	13,013.43
8.1100.304.6012.400.715	BOOKS & SUBSCRIPTIONS	3,000.00	5,000.00
8.1100.304.6013.400.714	INSTRUCTIONAL SUPPLIES	10,000.00	-
8.1100.304.6013.400.715	INSTRUCTIONAL SUPPLIES	-	12,300.00
8.1100.304.6014.400.715	OTHER OPERATING SUPPLIES	500.00	2,000.00
8.1100.304.8200.400.715	CAPITAL OUTLAY ADDITION	1,000.00	29,961.22
8.1100.304.8207.400.715	ADP EQUIP-NEW	26,000.00	46,000.00
8.1310.920.1020.100.011	SALARIES - E.R.I.P.	14,160.51	14,160.51
8.1310.920.2120.100.011	FICA - E.R.I.P.	1,083.28	1,083.28
8.1310.920.2321.100.011	HEALTH INS - E.R.I.P.	3,600.00	3,600.00
8.1310.920.2835.100.011	TERMINAL PAY-SICK LEAVE	5,516.21	5,435.43
8.1410.304.1126.400.715	SALARIES-PRINCIPALS	41,836.00	46,250.00
8.1410.304.1150.400.715	SALARIES-OFFICE CLERICAL	27,959.00	27,959.00
8.1410.304.1621.400.715	SALARIES-TEACHER SUPPLMTS	1,000.00	1,000.00
8.1410.304.2100.400.715	FICA	5,415.82	5,753.49
8.1410.304.2211.400.715	INST VRS	11,034.59	6,626.86
8.1410.304.2213.400.715	VRS-PROF HEALTH CREDIT	781.70	445.25
8.1410.304.2310.400.715	PROF HOSPITAL INS	5,940.00	5,597.82
8.1410.304.2330.400.715	DENTAL INS	383.40	-
8.1410.304.2340.400.715	VISION INS	123.84	-
8.1410.304.2411.400.715	GROUP LIFE INS	621.18	207.79
8.1410.304.3310.400.715	REPAIRS & MAINTENANCE	1,000.00	2,000.00

Agenda Report Attachment

Item: F-1

8.1410.304.3500.400.715	PRINTING & BINDING	2,500.00	10,200.00
8.1410.304.5000.400.715	OTHER CHARGES	500.00	500.00
8.1410.304.5500.400.715	TRAVEL	7,900.00	9,000.00
8.1410.304.6001.400.715	OFFICE SUPPLIES	7,000.00	9,000.00
8.1410.304.6013.400.715	INSTRUCTIONAL SUPPLIES	16,250.00	20,000.00
8.2140.304.3120.400.715	OTHER PROFESSIONAL SERV	4,000.00	8,000.00
8.2140.304.3134.400.715	EVALUATION SERVICES	69.00	1,000.00
8.4200.304.1191.400.715	SALARIES-CUSTODIAL	21,340.00	19,947.00
8.4200.304.1291.400.715	SALARIES-CUSTODIAL OT	800.00	928.00
8.4200.304.2100.400.715	FICA	1,693.71	1,596.94
8.4200.304.2212.400.715	NON INST VRS	2,996.14	2,499.36
8.4200.304.2310.400.715	PROF HOSPITAL INS	3,960.00	3,731.88
8.4200.304.2330.400.715	DENTAL INS	255.60	-
8.4200.304.2340.400.715	VISION INS	82.56	-
8.4200.304.2412.400.715	GROUP LIFE INS	189.93	55.85
8.4200.304.5200.400.715	COMMUNICATIONS	5,000.00	7,000.00
8.4200.304.5300.400.715	INSURANCE	6,500.00	6,500.00
8.4200.304.9100.400.715	REDEMPTION OF PRIN	25,838.00	26,629.00
8.4200.304.9200.400.715	INTEREST	6,052.02	4,392.65
		892,367.70	918,722.93

Agenda Report

Date: 08/17/10

Agenda Number: F-2

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: School Board Finance Committee

Summary/Description:

In an effort to keep school board members more informed about the school division's operating budget, the school board formed and approved a finance committee. Membership is determined by the school board chairman and includes the superintendent, the chief financial officer, and three school board members. Membership also includes the chairman and an alternate school board member, but they serve as ex-officio members. The committee meets quarterly or as needed at noon at the School Administration Building. Specific dates will be determined.

This committee assumed the responsibilities of the school division's Internal Audit Committee. That committee's purpose was to review reports from the Office of Internal Audit and to make suggestions for areas to be audited. Further, internal audits assisted officials and management in carrying out their responsibilities by appraising the effectiveness, efficiency, and accurateness of activities and programs.

Proposed membership for the committee includes:

Keith R. Anderson
Albert L. Billingsly

Thomas H. Webb
Charles B. White (Alternate)

These members will serve from August 17, 2010 – July 31, 2011.

A copy of the guidelines for the finance committee appears as an attachment to this agenda report.

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

Recommendation:

The superintendent recommends that the school board approve the membership of the School Board Finance Committee for the period August 4, 2009 – July 31, 2010.

Finance Committee Guidelines

Purpose

The purpose of the Finance Committee is to monitor the school operating budget revenues and expenditures, to monitor the school division's fund balance, to review student enrollment reports, to review financial reports on a quarterly basis to determine if any revenue or expenditure adjustments are necessary during the fiscal year, and to review the management letter prepared as a result of the annual audit. The committee will also review reports from the Office of Internal Audit and make suggestions for areas to be audited. Internal audits assist officials and management in carrying out their responsibilities by appraising the effectiveness, efficiency, and accuracy of activities and programs.

To facilitate the Finance Committee's meetings, the agenda is divided into two sections: General Business and Other Information. The following is an example of items that might be included in those sections.

I. General Business

1. Proposed Amendments to Fiscal Management Policies
2. Review of Revenue Projections
3. Quarterly Financial Reports
4. School Operating Fund Balance
5. Student Enrollment Trends
6. Internal Audit

II. Other Information

Agenda items designated as other information do not require immediate school board action. They are presented as informational items or to inform school board members about pending issues. Those items could include changes in accounting identified by the Governmental Accounting Standards Board (GASB), changes in Virginia Retirement System costs, and/or the receipt of grants that will impact the school operating budget.

The school board chairman will appoint three committee members who shall be the sole voting members during the first regular school board meeting in August. Participants would also include the superintendent, the chief financial officer, the chairman, and an alternate school board member. The chairman and the alternate school board member will serve as ex-officio members.

The chairman of the committee will be determined by the three voting members at the committee's first meeting. The school board chairman, the alternate school board member, and the school administrators are non-voting members.

The school board will consider the following financial items during its regular business meetings:

- Capital Improvement Plan
- School Operating Budget
- Proposed Capital Improvement Projects
- Requests for Funding by Outside Agencies
- Fund Balance
- Third Quarter Adjustments

Agenda Report

Date: 08/17/10

Agenda Number: F-3

Attachments: No

From: Paul McKendrick, Superintendent
Beverly A. Padgett, Chief Financial Officer

Subject: Budget Adjustment: Title I A School Improvement Funds for FY 2010-11

Summary/Description:

Lynchburg City Schools has received notification from the Virginia Department of Education that the application for Title I A School Improvement Funds in the amount of \$175,608 for Perrymont Elementary School has been received and approved for the 2010-11 fiscal year.

This amount was not included in the 2010-11 Grant Fund budget and results in an increase to the Lynchburg City Schools grant fund budget of \$175,608.

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

Recommendation:

The superintendent recommends that the school board approve the increase in the grant fund budget of \$175,608.

Agenda Report

Date: 08/17/10

Agenda Number: F-4

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Requirements for Perrymont Elementary School Improvement

Summary/Description:

On June 14, 2010, the school division submitted an application to the Virginia Department of Education (VDOE) on behalf of Perrymont Elementary School as part of a requirement for Perrymont Elementary School to be eligible to receive \$175,608 in school improvement funding.

In addition, the funding is contingent upon the Perrymont staff complying with requirements established by the VDOE that are designed to promote improvement in student achievement at Perrymont.

These requirements include:

- Employing a school improvement coach,
- Sending a prescribed team to a VDOE sponsored school improvement institute,
- Implementing teacher leader training,
- Participating in on-going teacher leader training opportunities sponsored by VDOE,
- Participating in VDOE-sponsored webinars focused on researched-based school improvement indicators,
- Developing and implementing a school improvement plan utilizing the planning tool developed by the Center on Innovation and Improvement,
- Working collaboratively with a VDOE appointed school improvement coach and a VDOE appointed teacher leader training mentor, and
- Completing and submitting a quarterly report to the VDOE to report on student progress and school progress on the completion of tasks.

Furthermore, the school division will participate in activities required by VDOE that include:

- Developing a school division improvement plan utilizing the planning tool developed by the Center on Innovation and Improvement,

Agenda Report

Date: 08/17/10

Agenda Number: F-4

Attachments: No

- Providing the support of central office personnel to assist the Perrymont Elementary School staff in meeting all VDOE requirements, and
- Participating in VDOE-sponsored webinars focused on researched-based school improvement indicators.

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: 08/17/10

Agenda Number: F-5

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: School Board Policy 2-12: Advertising in the Schools

Summary/Description:

The school administration recommends that the Lynchburg City School Board deletes Lynchburg City School Board Policy School Board Policy 2-12: Advertising in the Schools. The school administration makes this recommendation for several reasons. The practice, for example, encumbers an increasing amount of time for clerical staffs both in the central office and in schools, for those staffs must assist in the distribution the documents and fliers to staff and students. Staffs also are responsible for removing the documents after the events have occurred. Moreover, the volume of these requests has increased over the years and therefore even more of staffs' time is encumbered. Coupled with the reduction of staff in schools and offices, brought on by the shortfalls in the last two general operating budgets, at certain times of the year clerical staff find themselves spending more and more time completing this task. Further, the school administration often debates if more of these documents meet the standards of the school board's policies. As an example, more commercial entities are submitting fliers that promise discounts for LCS employees. While employees benefit from these savings, without the promise of the discounts, the school administration probably would not approve fliers for commercial entities.

The school administration will discuss this agenda report with the school board.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at its meeting on September 7, 2010.

COMMUNITY RELATIONS

Advertising in the Schools P 2-12

~~The school board does not approve of commercialism within its schools. However, the school board recognizes the value and approves the use of materials developed by commercial organizations when, in the opinion of the superintendent, instructional value far outweighs the commercial or advertising aspect.~~

~~Adopted by School Board: June 19, 1973~~

Deleted by School Board:

Agenda Report

Date: 08/17/10

Agenda Number: F-6

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: School Board Policy 2-13: Distribution of Outside Communications

Summary/Description:

The school administration recommends that the Lynchburg City School Board delete Section A of Lynchburg City School Board Policy 2-13: Distribution of Outside Communications. The school administration makes this recommendation for several reasons. The practice, for example, encumbers an increasing amount of time for clerical staffs both in the central office and in schools, for those staffs must assist in the distribution the documents and fliers to staff and students. Staffs also are responsible for removing the documents after the events have occurred. Moreover, the volume of these requests has increased over the years and therefore even more of staffs' time is encumbered. Coupled with the reduction of staff in schools and offices, brought on by the shortfalls in the last two general operating budgets, at certain times of the year clerical staff find themselves spending more and more time completing this task. Further, the school administration often debates if more of these documents meet the standards of the school board's policies. As an example, more commercial entities are submitting fliers that promise discounts for LCS employees. While employees benefit from these savings, without the promise of the discounts, the school administration probably would not approve fliers for commercial entities.

The school administration will discuss this agenda report with the school board.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at its meeting on September 7, 2010.

COMMUNITY RELATIONS

Distribution of Outside Communications P 2-13

~~A. In the Community~~

~~—Students should not be used as a means of distributing notices or communications to parents not originating within the schools or of an official school nature with the exception of communication to parents from the parent organizations affiliated with the school or when, in the judgment of the superintendent, such communications are of a significant educational value.~~

{A}B. In the Schools

The announcing of nonschool-related events is discouraged; however, announcements or notices having, in the judgment of the superintendent, significant educational value or widespread community importance may be announced in the schools.

{B}C. Use of School Mail Services

The use of the school division mail distribution service shall be limited to school business. The use of this service may be extended to parent-teacher organizations or other school-related organizations with the permission of the superintendent.

Adopted by School Board: June 19, 1973
Revised by School Board: September 7, 1976
Revised by School Board:

Agenda Report

Date: 08/17/10

Agenda Number: F-7

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Athletic Programs

Summary/Description:

During the development of the 2010-11 operating budget, several discussions occurred related to a variety of athletic issues. At the recommendation of the superintendent, dramatic changes in the school division's athletic program were removed from discussion with the understanding that the school administration would conduct a review of all athletic programs during the 2010-11 school year. The purposes of this presentation are to provide the school board with a preliminary plan for this review and to seek the school board's input regarding any additional athletic-related topics.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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