



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

Lynchburg City School Board

Mary Ann H. Barker
School Board District 1

Albert L. Billingsly
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Jennifer R. Poore
School Board District 2

Katie K. Snyder
School Board District 3

Treney L. Tweedy
School Board District 3

J. Marie Waller
School Board District 2

Thomas H. Webb
School Board District 2

Charles B. White
School Board District 1

School Administration

Scott S. Brabrand
Superintendent

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

Ben W. Copeland
Assistant Superintendent of
Operations and Administration

Anthony E. Beckles, Sr.
Chief Financial Officer

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
November 13, 2012 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

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

B. SPECIAL PRESENTATION

- 1. American Education Week: November 11 - 17, 2012
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Discussion
- 2. School Improvement Plan: Perrymont Elementary School
William A. Coleman, Jr.Page 3
Discussion

C. CONSENT AGENDA

- 1. School Board Meeting Minutes: September 18, 2012 (Regular Meeting)
- 2. Personnel Report
Marie F. Gee.Page 4
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- 3. Religious Exemption
Scott S. Brabrand. Page 6
Discussion/Action

D. STUDENT REPRESENTATIVE COMMENTS

E. UNFINISHED BUSINESS

- 1. Early College Scholars Program
William A. Coleman, Jr. Page 8
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- 2. Safe Routes to School
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F. NEW BUSINESS

1. Legislative Positions: 2012-13
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2. Fund Balance Recommendations: 2011-12
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3. Juvenile Detention Center Education Program
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4. Central Virginia Child Development Clinic Budget: 2012-13
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5. Long-term Capital Improvement Plan
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6. Special Education Annual Plan/Part B Flow-Through
Application and Section 619 Preschool Grant
Applications 2012-2013
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7. Academic Calendar 2013-14
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8. Central Virginia Governor's School for Science and
Technology: 2012-13 Budget
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9. Pauline F. Maloney STEP with Links Program: 2012-13
Budget
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G. SUPERINTENDENT'S COMMENTS

H. BOARD COMMENTS

I. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, November 27, 2012, 5:30 p.m.
Board Room, School Administration Building

J. ADJOURNMENT

Agenda Report

Date: 11/13/12

Agenda Number: A-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Public Comments

Summary/Description:

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

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Agenda Report

Date: 11/13/12

Agenda Number: B-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: American Education Week: November 11 - 17, 2012

Summary/Description:

In 1921, the National Education Association representative assembly in Des Moines, Iowa, called for the designation of one week each year to be designated to public education awareness. The resolution called for an educational week to be observed in all communities once a year to inform the public of the accomplishments and needs of public schools and to secure the support of the public in meeting those needs. This resolution stemmed from the fact that in 1919, 25 percent of the country's World War I draftees were illiterate, and nine percent were physically unfit. The first observance of American Education Week occurred December 4-10, 1921, with the NEA and American Legion as cosponsors.

This year marks the 91st Annual American Education Week (AEW) spotlights the importance of providing every child in the United States with a quality public education from kindergarten through college and the need for everyone to do his or her part in making public schools great. This year, AEW will be celebrated November 11 – 17, 2012. The weeklong celebration spotlights the different people who are critical in building great public schools for the nation's K-12 students. Celebration days include:

- Monday – November 12, 2012: Kick Off Day
- Tuesday – November 13, 2012: Get to Know Your School Day
- Wednesday – November 14, 2012: Education Support Professionals Day
- Thursday – November 15, 2012: Educator for a Day
- Friday – November 16, 2012: Substitute Educators Day

The event's theme, "Great Public Schools for Every Student," reflects the National Education Association's calling upon America to provide students with quality public schools so that they can grow, prosper, and achieve in the 21st Century.

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: 11/13/12

Agenda Number: B-2

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: School Improvement Plan: Perrymont Elementary School

Summary/Description:

The superintendent has directed each school within the school division to form a School Improvement Planning Team that will develop school improvement plans that identify areas for growth and improvement specific to their students' academic, behavioral, and cultural needs. During this presentation, Mrs. Karen S. Nelson, principal at Perrymont Elementary School, will present data relative to that school's plan to the school board.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Agenda Report

Date: 11/13/12

Agenda Number: C-2

Attachments: Yes

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

Subject: Personnel Report

Summary/Description:

The personnel recommendations for October 16 – November 13, 2012, 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 October 16 – November 13, 2012.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2012-13:

Wheeler, Kathy	Liberty University	M.A./3 yrs. (Lv.3 3)	Paul Munro Special Education	10/29/12
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RESIGNATIONS:

Boardwine, Brooke	Lynchburg College	B.S./6 yrs. (Lv.6 3)	Sheffield Special Education	11/07/12
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Agenda Report

Date: 11/13/12

Agenda Number: C-3

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Religious Exemption

Summary/Description:

The school board, pursuant to the Code of Virginia 22.1-254 (B) (1) “shall excuse from attendance at school any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school.” The school board is in receipt of a Statement of Religious Beliefs from a parent.

The Statement of Religious Beliefs is confidential and is shared with members of the school board only.

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

Recommendation:

The superintendent recommends that the school board excuse the student(s) from public school attendance by reason of bona fide religious training or belief of both the parent(s) and the student(s).

Agenda Report

Date: 11/13/12

Agenda Number: E-1

Attachments: Yes

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

Subject: Early College Scholars Program

Summary/Description:

In September 2012, the school board approved the concept of offering an Early College Scholars program in collaboration with Central Virginia Community College (CVCC) to qualified student beginning in fall semester of 2013. Students enrolled in the Early College Scholars program for their junior and senior years of high school will earn an Associate of Arts and Science degree from CVCC as well as their high school diplomas.

Representatives from the two high schools and members of the Department of Curriculum and Instruction met with representatives of CVCC to develop guidelines for the implementation of the Early College Scholars program.

Tonight's presentation will provide specific details regarding the implementation of the Early College Scholars program, including the recommendation that families will be responsible for tuition costs.

Disposition: Action
 Information
 Action at Meeting on: 11/27/12

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the meeting on November 27, 2012.

Curriculum:

- All students will complete the same courses.
- All students' daily schedules will be the same.

JUNIOR YEAR

Course Number	Course Title	Credits	
		First Semester	Second Semester
English 111-112	College Composition	3	3
History 121-122	United States History I – II	3	3
Math 163	Pre-Calculus I	3	
Math 271	Applied Calculus I		3
Biology 101-102	General Biology I – II	4	4
Communication Studies 100	Principals of Public Speaking	3	
Health 110	Concepts of Personal and Community Health		3
Student Development 100	College Success Skills	1	
Total Credits		17	16

SENIOR YEAR

Course Number	Course Title	Credits	
		First Semester	Second Semester
English 241-242	Survey of American Literature I – II	3	3
Political Science 211-212	US Government I – II	3	3
Information Technology 115	Introduction to Computer Applications and Concepts	3	
Math 164	Pre-Calculus II	3	
Math 240	Statistics		3
Psychology 230	Developmental Psychology		3
Spanish 101-102	Beginning Spanish I – II	4	4
Total Credits		16	16

Selection Process:

- Ideally, each cohort will consist of 24 students.
- CVCC application procedures will be followed.
 - A selection rubric based on current high school GPA, scores on the CVCC Compass assessment in mathematics and English, teacher recommendations, attendance history, and the general quality of the application packet will be used to rank all applicants.
 - CVCC officials will assess and rank the applications.

- Of the 24 students, eight slots will be reserved for the top eight applicants from each high school (16 total). The final eight slots will be filled by the remaining top eight applicants regardless of high school.

Tuition and Books

- Currently, CVCC tuition rates are \$129.50 per credit hour (\$117.00 per credit hour + \$12.50 per hour for technology fee).
 - \$4,273.50 – Junior year tuition (33 hours x \$129.50)
 - \$4,144.00 – Senior year tuition (32 hours x \$129.50)
 - \$8,417.50 – Associate of Arts and Science degree (65 hours x \$129.50)
 - For a cohort of 24 students, total tuition for completion of the two-year program based on current rates of \$202,020.00.
- Estimating textbook costs is a less-exact process.
 - A conservative estimated cost is \$500 per student year.
 - For a cohort of 24 students, estimated textbook cost is \$12,000 per year.
 - LCS officials will work with CVCC officials to use the same textbooks for consecutive cohorts.
- CVCC officials are currently researching a plan to provide some level of tuition support for students eligible for free/reduced lunch.

Transportation and Daily Schedule:

- All classes will be held on the Lynchburg campus of CVCC.
- Classes will be scheduled per the traditional college weekly schedule (three hours per week for a three-hour credit course, etc.)
- Students in need of transportation will ride a school bus to their high school campus and then be transported by shuttle bus to CVCC.
- CVCC classes will begin at 8:00 a.m. and conclude by 1:00 p.m.
- A shuttle bus will return students to their high school campus in time for seventh period.
- Students may choose to complete an elective class during seventh period.
- Students will return to campus in time either to participate in after-school activities or to ride the bus home.

Academic Year Calendar:

- Early College Scholar students will follow the CVCC calendar for all Early College courses, including observing the same holidays and academic breaks (fall, semester, and spring).
- If CVCC is closed for inclement weather, cohort students do not report to CVCC.
- The academic year for CVCC will begin August 19, 2013.

Reporting Attendance:

- CVCC official will report daily attendance of cohort student using the email attendance procedures established for parents to submit excuses.

Daily High School Announcements:

- CVCC Early College Scholar teaching staff as well as Early College Scholar students will receive daily announcements through the same email blast currently used to send announcements to parents.

Agenda Report

Date: 11/13/12

Agenda Number: E-2

Attachments: No

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

Subject: Safe Routes to School

Summary/Description:

The partnership between Region 2000, the City of Lynchburg, and the Lynchburg City Schools has yielded three grants for construction related to Safe Routes to School (SRTS): Dearington Elementary School for Innovation, Thomas C. Miller Elementary School for Innovation, and Perrymont Elementary School. The City is pursuing additional construction grants for the four remaining pilot schools: Paul Munro Elementary School, Robert S. Payne Elementary School, William Marvin Bass Elementary School, and Linkhorne Elementary School.

In the coming months, LCS will be applying for a VDOT SRTS Non-Construction Application for implementing SRST programmatic activities. Part of that application will require a letter of support from the school board. During this presentation, Ms. Kelly Hitchcock of Virginia's Region 2000 will provide additional information about the application.

Disposition: Action
 Information
 Action at Meeting on: 11/27/12

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the meeting on November 27, 2012.

Agenda Report

Date: 11/13/12

Agenda Number: F-1

Attachments: Yes

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

Subject: Legislative Positions: 2012-13

Summary/Description:

The Lynchburg City School Board approved its legislative positions for 2011-12 on November 1, 2011. Those positions appear as an attachment to this agenda report. Also, the Virginia School Boards Association's Delegate Assembly Handbook, which includes VSBA's legislative positions have been provided to the school board for review. The school board will review these and make any possible revisions to the Lynchburg City School Board's legislative positions for 2012-13. Once approved, the positions will be forwarded to area legislators.

Disposition: Action
 Information
 Action at Meeting on: 11/27/12

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at its school board meeting on November 27, 2012.

Lynchburg City Schools
2011-12 2012-13 Legislative Positions

Compensation and Employee Relations

- **The Lynchburg City School Board opposes legislation that would provide for binding arbitration, meet-and-confer requirements, and imposed grievance procedures thus restricting the authority of school boards.**

Instruction

- **The Lynchburg City School Board continues to urge legislators to request that the United States Department of Education allow the Commonwealth of Virginia to use the state's standards of accreditation system as the sole accountability system for public schools.**
 - The school board appreciates recent flexibility provided in the No Child Left Behind (NCLB) requirements; however, the school board believes that the Virginia Standard's of Learning assessments, which were in place before the No Child Left Behind legislation was enacted, is the appropriate program for measuring the academic progress of Virginia's students. The school board also supports modification of the Virginia's Standards of Accreditation to include provisions for monitoring the achievement of major subgroups of students and including specific goals for continuous academic improvement.
- **The Lynchburg City School Board supports passage of legislation to permit each local school board to set the school calendar and determine the opening of the school year.**
- **The Lynchburg City School Board supports modifications to the requirements for the General Achievement Diploma.**
 - The current requirements include actually withdrawing the student from school after completing the 20 required credits. The requirement that the student drop out of school may push the student further from needed resources and support. That requirement should be removed.
- **{The Lynchburg City School Board supports continued priority funding for Career and Technical Education classroom lab equipment and program improvement in order to prepare students for a competitive workforce and further education.**
 - **Under the Virginia Standards of Accreditation, high schools are expected to offer a minimum of three career and technical programs to meet students' needs. Most high schools in the state have multiple labs that must be updated with new technology on a regular basis.**

Under the present funding level, local and federal funds support the largest percentages of CTE equipment resources.

- **The Lynchburg City School Board supports increased funding to modernize and expand capacity of Career and Technical Education equipment and to teach and apply STEM initiatives and performances-based, problem-solving processes for all students.}**

Funding

- **The Lynchburg City School Board supports legislation that would provide the necessary state funding for increased compensation for its teachers.**
 - Teachers throughout the Commonwealth deserve salaries commensurate with their duties and the average national salary for teachers.
- **The Lynchburg City School Board supports legislation establishing incentives to encourage students to consider teaching as a career and to keep teachers trained in Virginia colleges in the Commonwealth.**
 - As the pool of qualified teacher candidates decreases, teacher recruitment becomes increasingly challenging. Incentives such as those offered in North Carolina (see <http://www.ncpublicschools.org/scholarships/>) may encourage students to consider teaching as a career and may also encourage veteran teachers to remain in the profession and stay in Virginia. Efforts to increase the pool of qualified teachers would benefit all school divisions in the state.
- **The Lynchburg City School Board supports legislation which requires both public and private pre-kindergarten programs that use public tax dollars meet the same standards required of local school boards and school divisions.**
- **The Lynchburg City School Board urges the General Assembly to eliminate the Federal Revenue Deduction from the Basic Aid formula.**
- **The Lynchburg City School Board is appreciative of the Virginia General Assembly’s support for many of the Standards of Quality (SOQ). The school board understands and is aware of the present financial downturn, but still believes that the SOQ are needed in order to meet the prescribed requirements for a quality education for each student in the school division. Thus the school board supports the legislation that funds the following:**
 - one principal at every elementary school,
 - an assistant principal for every 400 students in grades K-12
 - reduced caseloads for speech-language pathologist (from 68 to 60 students)
 - one full-time instructional position for each 1,000 students to serve as a reading specialist

- **one full-time counselor for each 250 students as prescribed by the American School Counselor Association National Model**
 - In addition to supporting funding for these modifications, the Lynchburg City School Board requests funding for one testing coordinator for every 1,000 students.
- **The Lynchburg City School Board supports legislation that fully funds the educational costs of students with disabilities.**
 - **The Lynchburg City School Board supports legislation to provide additional funds to maintain alternative education opportunities for students {at all levels} who would benefit from non-traditional programs housed in smaller, highly structured environments.**
 - **The Lynchburg City School Board supports the Virginia General Assembly's effort to provide funding for the improvement of aging schools through *School Construction Grants* thereby allowing for the implementation of instructional improvements. The School Board also supports legislation which would increase the level of support provided through consistent funding sources.**
 - **The Lynchburg City School Board supports legislation that would maintain the level of funding provided through the *Literary Fund* for the renovation and construction of public school buildings. The current funding application process must be shortened so that funds are available to localities more quickly.**
 - **The Lynchburg City School Board opposes federal or state legislation that would create or expand private school voucher programs.**
 - Private school vouchers and tuition tax credits undermine public education by diverting dwindling education tax dollars from public schools to subsidize the tuition of private school students. There is no reliable data to suggest that private schools outperform public schools when adjusting for differences in student populations. Additionally, Virginia public schools are required to meet accountability measured under the state's accreditation system through the Standards of Learning and the federal Adequate Yearly Progress under the *No Child Left Behind Act*, now known as the *Elementary and Secondary Education Act*. In using public funds, private school voucher programs do not use public accountability standards, do not make achievement and budget information public, and do not have to meet the standards of equity and special services provided in public schools.

Lynchburg City School Board

~~Mary Ann Hoss Barker, Chairman~~ **Charles B. White, Chairman**

~~Thomas H. Webb, Vice Chairman~~ **Treney L. Tweedy, Vice Chairman**

~~Keith R. Anderson~~

Mary Ann Barker

Albert L. Billingsly

Regina T. Dolan-Sewell

~~Troy L. McHenry~~

~~Treney L. Tweedy~~

Jennifer R. Poore

Katie K. Snyder

J. Marie Waller

~~Charles B. White~~ **Thomas H. Webb**

School Administration

~~Paul McKendrick, Superintendent~~ **Scott S. Brabrand, Superintendent**

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

~~Edward R. Witt, Jr.~~, **Ben W. Copeland**, Assistant Superintendent for Operations and Administration

Anthony E. Beckles, Sr., Chief Financial Officer

Marie F. Gee, Director of Personnel

Agenda Report

Date: 11/13/12

Agenda Number: F-2

Attachments: No

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

Subject: Fund Balance Recommendations: 2011-12

Summary/Description:

The fund balance for the 2011-12 school year is \$2,138,086. The school administration has discussed possible uses for those funds and recommends the following:

Replenish Health Insurance Reserve	\$300,000
Allot Unspent Textbook Funds for 2012 to Textbook Reserve	\$372,862
Capital Improvement Projects: 2012-13	\$975,000
Purchase IP Phones for All Facilities/Schools	\$149,825
Establish Special Education Disproportional Penalty Reserve	\$321,000

Additional information regarding the recommended uses for the 2011-12 fund balance will be shared during this presentation.

Disposition: Action
 Information
 Action at Meeting on: 11/27/12

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the meeting on November 27, 2012.

Agenda Report

Date: 11/13/12

Agenda Number: F-3

Attachments: No

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

Subject: Lynchburg Juvenile Detention Center Education Program Budget: 2012-13

Summary/Description:

The 2012-13 funding for the Lynchburg Regional Juvenile Detention Center Education Program in the amount of \$829,267.95 has been approved by the Virginia Department of Education. Lynchburg City Schools serves as the fiscal agent for this state-operated program. Lynchburg City Schools employs nine teachers, a principal, and a part-time administrative secretary at the Lynchburg Regional Juvenile Detention Center where educational services are provided to approximately 25 students. The summary below outlines expenditures for the 2012-13 school year.

Budget:

Personnel Salary Compensation	\$543,119.00
5% of Salaries Expanded-Indirect	\$27,155.95
Fringe Benefits and Fixed Charges	\$184,363.00
Substitutes	\$2,500.00
<u>Sub-total Personal Salary Compensation</u>	<u>\$757,137.95</u>
Travel Expenses	\$9,310.00
Instructional Supplies and Equipment	\$20,000.00
Tuition Reimbursement	\$1,600.00
Text	\$10,000.00
Music Materials	\$3,000.00
Related Services & GED Testing	\$7,500.00
Technology Replenish	\$10,920.00
Fax/ Copier	\$3,000.00
PD Materials –OSHA Certification	\$500.00
Staff Development & New Teacher Institute	\$2,550.00
Postage	\$750.00

Agenda Report

Date: 11/13/12

Agenda Number: F-3

Attachments: No

Computer Support	\$3,000.00
<u>Sub-total Non-Personnel Expenses:</u>	<u>\$72,130.00</u>
Total	\$829,267.95

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the Lynchburg Regional Juvenile Detention Center Program Budget in the amount of \$829,267.95 for the 2012-13 school year.

Agenda Report

Date: 11/13/12

Agenda Number: F-4

Attachments: No

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

Subject: Central Virginia Child Development Clinic Budget: 2012-13

Summary/Description:

The 2012-13 funding for the Central Virginia Child Development Clinic in the amount of \$98,881.00 has been approved by the Virginia Department of Education. Lynchburg City Schools serves as the fiscal agent for this state-funded program. Lynchburg City Schools employs one teacher, who serves as the educational diagnostician for the Lynchburg Child Development Clinic. This state-operated program provides assessments and diagnostic services to families living in Central Virginia. The summary below outlines expenditures for the 2012-13 school year.

Budget:

Personnel Salary Compensation	\$68,835.00
Five Percent of Salaries Expanded-Indirect	\$3,441.75
Fringe Benefits and Fixed Charges	\$23,404.00
Substitutes	\$0.00
<u>Sub-total Personal Salary Compensation</u>	<u>\$95,680.75</u>
Travel Expenses	\$1,000.00
Instructional Supplies and Equipment	\$1,000.00
<u>Sub-total Non-Personnel Expenses:</u>	<u>\$2,000.00</u>
Total All:	\$97,680.75

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the Central Virginia Child Development Clinic Program Budget in the amount of \$97,680.75 for the 2012-13 school year.

Agenda Report

Date: 11/13/12

Agenda Number: F-5

Attachments: Yes

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

Subject: Capital Improvement Plan: 2014 - 2022

Summary/Description:

The attached spreadsheet contains a draft capital improvement plan for FY 2014 to 2022. This draft will be refined and become the submission to the city for capital improvement projects for FY 2014-2018. The city administration has requested the school division's CIP package by November 21, 2012. The school administration will provide additional information during this presentation.

Disposition: Action
 Information
 Action at Meeting on: 11/27/12

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on November 27, 2012.

LYNCHBURG CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN
FY 2014 - FY 2022

Adopted by the School Board
xx-xx-xx

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost	
Renovations/Replacement Projects											
Heritage High School Replacement	2,000,000	20,000,000	35,000,000	35,000,000						92,000,000	Agenda Report Attachment
Sandusky Elementary School Renovation	400,000	8,000,000								8,400,000	
Linkhorne Elementary School Renovation		500,000	9,300,000							9,800,000	
Paul Munro Elementary School Renovation			400,000	7,600,000						8,000,000	
Paul Munro Window Replacement	275,000									275,000	
Paul Munro Gym Addition				450,000						450,000	
Linkhorne Elementary Gym Addition			450,000							450,000	
Sandusky Elementary Gym Addition		450,000								450,000	
Bedford Hill Gym Addition		450,000								450,000	
Dearington Gym Addition				450,000						450,000	
Heritage Elementary Gym Addition		450,000								450,000	
Perrymont Gym Addition			450,000							450,000	
Sheffield Gym Addition			450,000							450,000	
Facilities Condition Assessment (FCA)	200,000										
Total Replacment/Renovation Projects	2,400,000	29,850,000	46,050,000	43,500,000	0	0	0	0	0	121,800,000	
Capital Maintenance Projects:										0	
Mechanical/Electrical:										0	
Admn Bldg - HVAC Upgrade				900,000						900,000	
HES main elec service		210,000								210,000	
DESI Lighting/Ceiling Upgrade			560,000							560,000	
Governor's School Chiller	150,000									150,000	
HELC HVAC replacement	175,000									175,000	
DMS Mozee HVAC Replacement					180,000					180,000	
RS Payne HVAC Upgrade						700,000				700,000	
TC Miller Lighting Upgrade	40,000									40,000	
BHES Lighting Upgrade	45,000									45,000	
Bass Lighting Upgrade	35,000									35,000	
RS Payne Lighting Upgrade	45,000									45,000	
Bus Lot Electrical Upgrade		125,000								125,000	
Gym Lighting Upgrade (10 Gyms)	55,000									55,000	
Bass Fire Sprinkler Head Replacement	20,000									20,000	
LMS Fire Sprinkler Flow Switch Add.		30,000								30,000	
ECG Fire Sprinkler Flow Switch Add.		35,000								35,000	
BHES Chiller Replacement							200,000			200,000	
DESI Chiller Replacement								200,000		200,000	
Perrymont Chiller Replacement									200,000	200,000	
TCM Chiller Replacement					200,000					200,000	
Security											
Security Vestibule Additions - 14 schools		140,000								140,000	
Visitor Check Hardware		26,000								26,000	
Secondary School Athletics -											
DMS Tennis Courts		500,000								500,000	
HHS Track			200,000							200,000	
ECG Track			200,000							200,000	
ECG Turf				650,000						650,000	
Roof Replacement/Repair:											
Admin Building		150,000								150,000	
ECG Annex 5,6,12,13	320,000									320,000	
ECG Section A		500,000								500,000	
ECG Section B			500,000							500,000	
LAUREL Round Section	36,000									36,000	
Sandusky ES	350,000									350,000	
Heritage ES				720,000						720,000	
Bass ES							300,000			300,000	
Paul Munro ES							400,000			400,000	
Linkhorne MS								850,000		850,000	

LYNCHBURG CITY SCHOOLS
 CAPITAL IMPROVEMENT PLAN
 FY 2014 - FY 2022

Adopted by the School Board
 xx-xx-xx

Dunbar West High Roof					130,000						130,000	
Linkhorne Elementary B.C,D,E K						300,000					300,000	
Dunbar MS retaining walls and parking			300,000								300,000	
Admin Bldg Elevator Replacement			250,000								250,000	
EC Glass Auditorium Stage Upgrades	300,000										300,000	
ECG Auditorium Stage Smoke Vent Repl.			100,000								100,000	
ECG Aud. Stage Lighting Upgrade	200,000										200,000	
ECG Aud. Stage Apron Repl.			75,000								75,000	
Dunbar Auditorium Stage Upgrades	50,000										50,000	
School Bus Replacement (note 1)	1,000,000	1,000,000	950,000	950,000	670,000	670,000	680,000	680,000	690,000		7,290,000	
Furniture/Fixtures/Equipment (FFE)	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000	
Contracted Painting	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000	
Paving & Fencing	140,000	140,000	140,000	150,000	100,000	100,000	0	0	0	0	770,000	
Playgrounds	110,000	110,000	110,000	110,000	110,000	0	0	0	0	0	550,000	
IT Infrastructure Upgrades	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000	
Contingency	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000	
Total Capital Maintenance Projects	3,471,000	4,091,000	3,060,000	3,880,000	1,790,000	2,170,000	1,980,000	2,130,000	1,290,000		23,862,000	
TOTAL ANNUAL CIP	5,871,000	33,941,000	49,110,000	47,380,000	1,790,000	2,170,000	1,980,000	2,130,000	1,290,000		145,662,000	
<i>Bus replacements Note 1</i>												
	<i>Planned purchase of 11 regular ed buses and one activity bus for 2014 and 2015</i>											
	<i>Planned purchase of 10 regular ed buses and one special ed bus for 2016 and 2017</i>											
	<i>Planned purchase of 8 regular ed buses for 2018 and 2022</i>											

Draft

Agenda Report Attachment

Item: F-4

Agenda Report

Date: 11/13/12

Agenda Number: F-6

Attachments: Yes

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

Subject: Special Education Annual Plan/Part B Flow-through Application and Section 619 Preschool Grant Applications: 2012-2013

Summary/Description:

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

On May 1, 2012, the Lynchburg City Schools submitted the Special Education Annual Plan Part B Flow-through and Section 619 Preschool Grant application to the Virginia Department of Education

Lynchburg City Schools received notification \$2,082,585.00 was awarded in Special Education Flow-through funds for the 2012-2013 school year. This amount reflects a \$60,581.00 decrease in funds for the year. Funds provide salaries and staff development activities focused on addressing the unique needs of student with disabilities.

The Lynchburg City Schools also received notification that \$61,856.00 was awarded for the Section 619 Preschool Funds for the 2012–2013 school year. This amount reflects a \$158.00 decrease in funds for the year. This funding will be used to support the Hutcherson Early Learning Program as the staff provides special education and related services to preschool children (ages 2-5) who have been determined eligible for special education services. Funds provide adaptive equipment, computers, diagnostic services, inclusion support, salaries, instructional materials, teacher stipends, and child-find activities.

Disposition: Action
 Information
 Action at Meeting on: 11/27/12

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on November 27, 2012.

**VIRGINIA DEPARTMENT OF EDUCATION
SPECIAL EDUCATION FEDERAL PROGRAM
PROPOSED GRANT BUDGET**

Part B, Section 611, Flow-through Funds (July 1, 2012 – September 30, 2014)

Applicant Name: Lynchburg City Schools	Applicant 3-digit Code Number: 115
Contact Person Name: Wyllys D. VanDerwerker	Contact Person Title: Director for Special Education
Telephone No.: (434) 515-5026	E-mail: vanderwerkerwd@lcsedu.net
	Fax No.: (434) 522-3774

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) PROPOSED BUDGET AMOUNT	(D) FOR DOE USE ONLY
Personal Services	1000	1,520,923.42	
Employee Benefits	2000	470,060.26	
Purchased Services	3000	63,753.76	
Internal Services	4000		
Other Charges	5000	7,022.79	
Materials/Supplies	6000	20,824.77	
Joint Operations	7000		
Capital Outlay (list below)	8000		
TOTAL PROPOSED BUDGET		\$2,082,585.00	

Proposed Equipment: (List items costing \$5,000 or more):

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

**PROPOSED USE OF PART B, SECTION 611, FLOW-THROUGH FUNDS
GRANT PERIOD: JULY 1, 2012 – SEPTEMBER 30, 2014**

List and briefly describe all personnel (i.e. teachers, instructional assistants, administrators, clerical, support personnel, and other) to be supported in whole or in part with grant funds (with proposed budget amounts and FTEs).

Lynchburg City Schools has been granted **\$2,082,585.00** in Federal Flow Through Part B funds for the 2012-2013 school year.

Briefly describe all additional activities, goods and services (with proposed budget amounts) to be supported with grant funds.

\$2,082,585.00	In Federal Funds have been allocated to LCS
\$1,915,978.20	of the total will be used to implement the non-federal set aside portion of the Lynchburg City Schools Special Education Annual Plan.
\$ 166,606.80	of the total will be used to implement the federal set-aside portion of the Lynchburg City Schools Special Education Annual Plan.

Non-Federal Set Aside Summary

Total: **\$1,915,978.20**

\$1,834,667.71	will be used for special education teachers' and speech therapist' salaries
\$ 15,647.56	will be used to fully implement the Lynchburg City Schools staff development priorities for the 2012-13 school year as follows:
	Staff Development Travel 6,222.79
	Medicaid Billing, Highly Qualified, Autism Spectrum Disorders, State Performance Plan - LCS Priorities)
	Staff Development (pay for substitutes) \$ 4,100.00
	Staff Development (Contracted) \$ 2,500 .00
	Staff Development (Training CDs) \$ 2,324.77
	Staff Development for after hours work \$ 500.00
\$ 800.00	Printing and postage for mailing special education department newsletter each semester
\$ 46,362.93	Will be used to provide autism programming consultation and the technical assistance for students with disabilities.
\$ 18,500.00	Special Education Materials and Supplies (LCS instructional Initiatives: Reading & Math students with disabilities)

Federal Set Aside Summary

Total: **\$166,606.80**

Implementation of the required federal set aside program for Lynchburg City Schools

\$166,606,80

Services provided through contracted services

Special Education Instruction	\$14,890.83 (contracted non-LCS staff)
Special Education Instruction Provided through LCS SPED Teachers (1.5 FTE)	\$80,910.63 (LCS staff)
Assistive Technology	NONE
Assistive Technology Consultation	NONE
Assistive Technology Consultation	NONE
Occupational Therapy	NONE
Physical Therapy	NONE
Speech Therapy	NONE
Counseling as a related service	NONE
Materials and Supplies	NONE
Speech Therapy Services provided Through LCS speech pathologist	\$70,805.34

Lynchburg City Schools

2012-2014 Special Education Annual Plan/Part B Flow Through Application

Proposed Project Budget Part B, Section 611, Flow-Through / Flow-Through (Non Federal Set-Aside)

By Expenditure Accounts	Total Amount	Staff Development	Total
1. Personal Services (1000)	1,400,509.70	4,600.00	1,405,109.70
2. Employee Benefits (2000)	434,158.01		434,158.01
3. Purchased Services (3000)	46,362.93	2,500.00	48,862.93
4. Internal Services (4000)			
5. Other Charges (5000)	800.00	6,222.79	7,022.79
6. Materials and Supplies (6000)	18,500.00	2,324.77	20,824.77
7. Capital Outlay (8000)			
Subtotal	1,900,330.64	15,647.56	1,915,978.20

Flow Through (Federal Set-Aside)

By Expenditure Accounts	Federal Set-Aside
1. Personal Services (1000)	115,813.72
2. Employee Benefits (2000)	35,902.25
3. Purchased Services (3000)	14,890.83
4. Internal Services (4000)	
5. Other Charges (5000)	
6. Materials and Supplies (6000)	
7. Capital Outlay (8000)	
Subtotal	166,606.80

Total 2012-14 Part B Flow Through

Flow-Through (Non Federal Set-Aside)	\$1,915,978.20
Flow-Through (Federal Set-Aside)	<u>\$ 166,606.80</u>
Total	\$2,082,585.00

**VIRGINIA DEPARTMENT OF EDUCATION
SPECIAL EDUCATION FEDERAL PROGRAM
PROPOSED GRANT BUDGET**

Part B, Section 619, Preschool Funds (July 1, 2012– September 30, 2014) –H173A120112

Applicant Name: Lynchburg City Schools

Applicant 3-digit Code Number: 115

Contact Person Name: Wyllys D. VanDerwerker

Contact Person Title: Director for Special Education

Telephone No.: (434) 515-5026

E-mail: vanderwerkerwd@lcsedu.net

FaxNo.:(434) 522-3774

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) PROPOSED BUDGET AMOUNT	(D) FOR DOE USE ONLY
Personal Services	1000	2,500.00	
Employee Benefits	2000	191.00	
Purchased Services	3000	50,206.38	
Internal Services	4000	0.00	
Other Charges	5000	6,000.00	
Materials/Supplies	6000	2,958.62	
Joint Operations	7000	0.00	
Capital Outlay (list below)	8000	0.00	
TOTAL PROPOSED BUDGET		\$ 61,856.00	

Proposed Equipment: (List items costing \$5,000 or more):

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

Agenda Report

Date: 11/13/12

Agenda Number: F-7

Attachments: Yes

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

Subject: Academic Calendar: 2013-14

Summary/Description:

In previous discussions about the school calendar, the school administration has been asked to consider an academic calendar that is more like William Marvin Bass' extended-year calendar. Through discussions with a division-level calendar committee as well as with all principals, a calendar has been developed that includes one of the distinguishing features of the William Marvin Bass calendar. The proposed 2013-14 calendar, presented for discussion tonight, includes three weeks of intersession, during which time students will receive more timely intervention and support and opportunities for enrichment.

Included in tonight's presentation are the following discussion points:

- Effects of intersession on academic interventions and support, including elementary summer school
- Effects of intersession on the beginning of the school year
- Effects of intersession on teachers and support personnel
- Effects of intersession on opportunities for enrichment

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

2013-2014 Academic Year Calendar

July 2013						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2013						
S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2013						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2013						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2013						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2013						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2014						
S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2014						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2014						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2014						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2014						
S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2014						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Draft E Revised 11/5/12

New Teacher Orientation 3 days	
Teacher PD/Planning 10 (including conf.)	
Student Attendance Days 180	
Holidays 22	
Intercession Days 15	
Graduation/Teacher Workday	
Early Dismissals 4	

	1st Semester	2nd Semester
	45	43
	46	46
	91	89

Agenda Report

Date: 11/13/12

Agenda Number: F-8

Attachments: Yes

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

Subject: Central Virginia Governor's School for Science and Technology: 2012-13 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 2012-13 operating budget in the amount of \$928,083, which represents a decrease of \$11,368.20 over the prior year budget of \$939,451.20. 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 the Lynchburg City Schools:

	2011-12	2012-13
Student Tuition	\$4,200	\$4,200
Number of Students	32	32
Total Tuition	\$134,400	\$134,400

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

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 2012-13 budget in the amount of \$928,083.



The August 8, 2012, meeting of the Governing Board of the Central Virginia Governor's School for Science and Technology (CVGS) was held in the Conference Room of the Governor's School.

Governing Board members in attendance included Alan Wood (Amherst County Public Schools), Dorinda Grasty (Appomattox County Public Schools), John Hicks (Bedford County Schools), Roger Akers (Campbell County Schools), and Albert Billingsly (Lynchburg City Schools).

Others in attendance were Brian Ratliff (Amherst County Public Schools), Annette Bennett (Appomattox County Public Schools), Denver Drennen (Bedford County Schools), Mark Mear (Campbell County Schools), Steve Smith (CVGS), Cheryl Lindeman (CVGS), and Kim McMillan (CVGS).

1. Call to Order

Dr. Smith made the recommendation that Mr. Billingsly serve as temporary chairman until a permanent chairman for the 2012-13 school year could be elected. Mr. Billingsly was willing to serve, the board expressed consensus on the matter, and Mr. Billingsly called the meeting to order at 1:04 p.m..

2. Election of Superintendent-in-charge

Mr. Billingsly asked for a motion to approve Dr. Dorinda Grasty, superintendent for Appomattox County Public Schools, to serve as superintendent-in-charge for the 2012-13 and 2013-14 school years. Mr. Wood made the motion; Mr. Akers seconded the motion, and it was approved by the Board.

3. Election of Chairman

Traditionally, the chairman is selected from the same school division as the superintendent-in-charge. It was recommended that Greg Smith, from Appomattox County Public Schools, serve as chairman for the 2012-13 and 2013-14 school years. Mr. Wood made the motion; Mr. Akers seconded the motion, and it was approved by the Board. Since Mr. Smith was not present at the meeting, Mr. Billingsly agreed to serve for the remainder of the meeting.

4. Election of Vice Chairman

Mr. Drennen made a motion to elect Dr. Hicks as vice chairman. Mr. Akers seconded the motion, and it was approved by the Board.

5. Appointment of Clerk

It was recommended that Dr. Smith be appointed clerk of the Board. Mr. Akers made the motion; Mr. Wood seconded the motion, and it was approved by the Board.

6. Appointment of Deputy Clerk

It was recommended that Mrs. McMillan, CVGS administrative assistant, be appointed deputy clerk of the Board. Mr. Akers made the motion; Mr. Wood seconded the motion, and it was approved by the Board.

7. Establishment of time, date, and location for meetings for the 2012-13 school year

It was recommended that the current schedule be continued: meetings will typically occur on the first Wednesday of each month at 1:00 p.m. in the Conference Room of the Governor’s School. These are the 2012-13 dates:

August 8	February 6
September 5	March 6
November 7	April 10 (later than usual due to spring break)
December 5	May 1

The Board agreed to eliminate the proposed meetings in October and January with the provision that they could be rescheduled if the need arises. Mr. Wood made the motion to approve the schedule as listed above; Dr. Hicks seconded the motion, and it was approved by the Board.

8. Recommendation for approval of the minutes of the May 2, 2012, meeting

Mr. Akers made a motion to approve the minutes of the May 2, 2012, meeting; Mr. Billingsly seconded the motion, and it was approved by the Board. Mr. Wood abstained, as he was not present at the May 2 meeting. Dr. Smith noted that former Board members received the minutes, and he had not been notified of any errors or omissions.

9. Review of June 2012 Financial Report

Dr. Smith distributed the financial reports noting that the report is not always finalized at the time of the meeting but is always the most up to date information available. This explains why this information is not usually distributed with the board bundle the week prior to the meeting.

Dr. Smith explained various line items in the budget, paying particular attention to the following:

- a. The Ford Explorer was sold for \$18,000, and that amount was revenue in FY12.
- b. Dr. Lindeman is continuing work to obtain the grant money (\$4,500) listed as a revenue line.
- c. School divisions are charged a tuition cost of \$4,200 per student slot per year at CVGS. This amount has not changed in many years and is in fact lower than the per pupil tuition charge 8 years ago.
- d. CVGS pays CVCC tuition for the students that take dual enrollment courses, and at the end of the year CVCC refunds 75% of the tuition, which is shown as a revenue line of \$86,250 in FY12.

- e. Salary lines in FY12 have funds remaining because a new physics teacher was hired after budget approval and the actual salary of that teacher was less than the maximum amount budgeted.
- f. The bottom line is that it is likely that about \$10,000 will remain from FY12 funds, and that amount will be added to the fund balance.
- g. The fund balance can be used only if the budget is overspent. This does not usually occur, and therefore the fund balance has increased over the years.

Mrs. Bennett asked about the impact of any participants in the Early Retirement Incentive Program. Dr. Smith explained the significance of that when explaining the 2012-13 (FY13) budget (see item 10 below).

10. Review of updated 2012-13 budget with report on final budgets from FY10 and FY11

Dr. Smith explained that our current budget was approved by the Board with the understanding that the amounts would change slightly due to changes in benefit costs. Dr. Smith asked the Board to approve the final budget with the adjustments. Mr. Wood made a motion to approve the adjusted budget as explained in Attachment B; Mr. Akers seconded the motion, and it was approved by the board.

CVGS has one retiree that participates in the Early Retirement Incentive Program (ERIP). The employee has two more years (FY13 and FY14) to fulfill his requirement to this program. The current cost of ERIP participation is about \$20,000, and Dr. Smith believes the benefits of having the additional guidance and support during these years of changing staffing in physics have been worth even more.

Dr. Smith noted that many of the lines in the CVGS budget are required expenses (92%) with little flexibility to cut costs after several years of doing so.

For FY14 about \$29,000 will be available because there will no longer be any debt service, and for FY15 about \$20,000 will be available due to the ending of the ERIP program.

Mr. Billingsly reminded the Board that Lynchburg City Schools is in the process of planning a new facility to house Heritage High School and the Governor's School. LCS would like to have initial proposed floor plans by January 2013. Dr. Smith will contact the architects at Dominion 7 to remind them of his willingness to participate in the design process.

11. Update on CVGS Foundation's Larbie Mensah Scholarship Endowment

The CVGS Foundation established a scholarship fund to honor the memory of Larbie Mensah, a CVGS and Brookville High School student who passed away last year. That fund has a balance in excess of \$10,000, and one CVGS student will receive a \$500 award this spring.

12. Update on student selection and 2012-13 enrollment

CVGS is serving 63 juniors and 58 seniors this year, for a total of 121 students.

Dr. Smith stated that Governor McDonnell has approved a state-wide grant to investigate the feasibility of expansion for the 19 Governor's Schools across the state. Discussion followed centering on the possibility of enrolling more students, adding another grade level, or offering more courses. Beyond the possibility of a minor expansion in the number of students, nothing can be done at CVGS without additional space. Mr. Billingsly noted that the currently proposed space (15,000 square feet) in the new facility does not allow for more students, and that this possibility should be explored before the January deadline for floor plans.

13. Items from the Board

As there were no items from the Board, Mr. Billingsly adjourned the meeting at 1:58 p.m.

REVENUE		2012-13 ADJ	2012-13 APP	CHANGE
8.0000.000.0380.400.715	GOVERNOR'S SCHOOL (STATE 118 STUDENTS)	282,166	282,166	0
8.0000.000.0386.400.715	OTHER STATE FUNDS (TECH GRANT)	26,000	26,000	0
	CPI HOLD HARMLESS	0	0	0
8.0000.000.0700.400.714	MISC REV/OTH FUNDS (FUND BAL OFFSET)	28,067	28,269	-202
8.0000.000.0718.400.715	OTHER FUNDS (CVGS FOUNDATION)	10,000	10,000	0
8.0000.000.0718.401.715	OTHER FUNDS (GRANTS)	0	0	0
8.0000.000.0719.400.715	TUIT FM OTH CO/CY (4200 * 118)	495,600	495,600	0
8.0000.000.0720.400.715	OTH PMT OTH CO/CY (CVCC 75% REIMB)	86,250	86,250	0
	TOTAL REVENUE	928,083	928,285	-202
				0
EXPENSE		2012-13 ADJ	2012-13 APP	CHANGE
8.1100.304.1121.400.715	SALARIES TEACHERS	350,743	348,256	2,488
8.1100.304.1520.400.715	SALARIES SUBSTITUTE TEACHERS	3,000	3,000	0
	BONUSES	0	0	0
8.1100.304.2100.400.715	FICA	28,864	28,750	114
8.1100.304.2211.400.715	PROF VRS (INSTR)	43,644	43,470	173
8.1100.304.2213.400.715	VRS-PROF RETIREE HEALTH CREDIT	2,246	2,237	9
8.1100.304.2310.400.715	PROF HOSPITAL INS	29,898	26,400	3,498
8.1100.304.2411.400.715	PROF GROUP LIFE (INSTR)	4,454	1,044	3,410
8.1100.304.2710.400.715	SELF INS WORKMAN'S COMP (INSTR)	1,396	1,165	231
8.1100.304.2800.400.715	OTHER BENEFITS (STAFF TUITION REIMB)	8,000	8,000	0
8.1100.304.3000.400.715	PURCHASED SERVICES (CVCC TUITION)	115,000	115,000	0
8.1100.304.5400.400.715	LEASES & RENTALS (SEM)	0	0	0
8.1100.304.5500.400.715	TRAVEL (STUDENTS)	8,000	8,000	0
8.1100.304.6007.400.715	REPAIR & MAINT (SEM)	13,000	13,000	0
8.1100.304.6012.400.715	BOOKS & SUBSCRIPTIONS	4,000	4,000	0
8.1100.304.6013.400.715	INSTRUCTIONAL SUPPLIES (TECH LABS)	6,000	8,000	-2,000
8.1100.304.6014.400.715	OTHER OPERATION SUPPLIES (SEM)	0	0	0
8.1100.304.8200.400.715	CAPITAL OUTLAYS	4,000	10,000	-6,000
8.1100.304.8207.400.715	ADP EQUIP-NEW	40,000	40,000	0
8.1310.304.6014.400.715	OTHER OPER SUPPLIES (LOCKERS)	0	0	0
8.1310.920.1020.100.715	SALARIES-E.R.I.P.	14,161	14,161	0
8.1310.920.2120.100.715	FICA-E.R.I.P.	1,083	1,083	0
8.1310.920.2321.100.715	HEALTH INS-E.R.I.P.	5,000	5,000	0
8.1310.920.2834.100.715	TERMINAL PAY-VACATION	2,500	2,500	0
8.1310.920.2835.100.715	TERMINAL PAY-SICK	2,500	2,500	0
8.1320.304.5400.400.715	LEASES & RENTALS (XEROX COPIER)	4,000	4,000	0
8.1410.304.1126.400.715	SALARIES PRINCIPALS	46,123	45,796	327
8.1410.304.1150.400.715	SALARIES OFFICE CLERICAL	29,839	29,357	482
8.1410.304.1621.400.715	SALARIES TEACHER SUPPLEMENTS	23,559	24,559	-1,000
	BONUSES	0	0	0
8.1410.304.2100.400.715	FICA (PRINCIPAL + CLERICAL)	5,811	5,749	62
8.1410.304.2211.400.715	PROF VRS (PRINCIPAL+CLERICAL)	8,857	8,763	94
8.1410.304.2213.400.715	VRS-PROF RETIREE HEALTH CREDIT (P+C)	456	451	5
8.1410.304.2310.400.715	PROF HOSPITAL INS (P+C)	8,154	7,200	954
8.1410.304.2411.400.715	INSTRUCTION GROUP LIFE (P+C)	904	210	694
8.1410.304.3310.400.715	REPAIRS AND MAINTENANCE	2,000	2,000	0
8.1410.304.3500.400.715	PRINTING AND BINDING (AND PAPER)	4,000	4,000	0
8.1410.304.5000.400.715	OTHER CHARGES(INSERVICE)	0	0	0
8.1410.304.5500.400.715	TRAVEL (STAFF & CVGS VEHICLE)	4,000	5,000	-1,000
8.1410.304.6001.400.715	OFFICE SUPPLIES	3,000	4,000	-1,000
8.1410.304.6013.400.715	INSTRUCTIONAL SUPPLIES (COURSES)	12,500	15,000	-2,500
8.2140.304.3120.400.715	OTHER PROFESSIONAL SERV	2,000	2,000	0
8.2150.304.3134.400.715	EVALUATION SERVICES	0	0	0
8.4200.304.1191.400.715	SALARIES CUSTODIAL	23,271	23,106	165
8.4200.304.1291.400.715	SALARIES OT CUSTODIAL	1,000	1,000	0
	BONUSES	0	0	0
8.4200.304.2100.400.715	FICA (CUSTODIAL)	1,857	1,844	13
8.4200.304.2212.400.715	NON PROF VRS (CUSTODIAL)	2,334	2,895	-561
8.4200.304.2310.400.715	PROF HOSPITAL INS (CUSTODIAL)	5,436	4,800	636
8.4200.304.2412.400.715	NON-PROF GROUP LIFE (CUSTODIAL)	277	206	71
8.4200.304.2710.400.715	SELF INS WORKMAN'S COMP (CUSTODIAL)	433	0	433
8.4200.304.5200.400.715	COMMUNICATIONS (LICENSES)	15,000	15,000	0
8.4200.304.5300.400.715	INSURANCE (ADMIN ERROR/OMISSION)	6,500	6,500	0
8.7100.304.9100.400.715	REDEMPTION OF PRINCIPAL (LOAN)	28,383	28,383	0
8.7100.304.9200.400.715	INTEREST (LOAN)	901	901	0
	TOTALS	928,083	928,285	-202

Agenda Report

Date: 11/13/12

Agenda Number: F-9

Attachments: Yes

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

Subject: Pauline F. Maloney STEP with Links Program: 2012-13 Budget

Summary/Description:

The Lynchburg City School Board serves as fiscal agent for the Pauline F. Maloney STEP with Links program. The organization's governing board has approved its 2012-13 operating budget in the amount of \$43,732, which represents an increase of \$600.00 over the 2011-12 fiscal year.

The Pauline F. Maloney STEP with Links program enhances academic and cultural development of minority students who are in the sixth grade and is sponsored by the Links, Inc., a national organization of professional women. The program is funded entirely through donations. Lynchburg City Schools contributes \$10,000 annually to this program.

The 2012-13 budget appears as an attachment to this agenda report.

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 Pauline F. Maloney STEP with Links Program and to administer the 2012-13 budget in the amount of \$43,732.



June 26, 2012

Mrs. Kimberly Lukanich
Lynchburg City Schools
P.O. Box 1599
Lynchburg, VA 24505-1599

Re: STEP with Links Program

Dear Kim:

Enclosed is the STEP with Links Program's Budget for 2012-2013 which the Board of Directors approved at its annual meeting on June 18, 2012.

Please advise if you have questions.

Sincerely,



James K. Candler
Vice Chairman

Enclosure

JKC/mpf

C – Arelia Langhorne

STEP WITH LINKS PROPOSED 2012-2013 PROGRAM BUDGET

	<u>2012-2013</u>	<u>2011-2012</u>
Staff Salaries		
Director (9 ½ mos.)	\$21,733.00	\$21,733.00
Part-Time Temporary Help	2,000.00	1,000.00
Administrative Expenses		
FICA	1,737.00	1,737.00
Medical Insurance (12 mos.) (311.42)	3,737.00	3,737.00
Office Supplies	400.00	450.00
Postage	100.00	100.00
Telephone	700.00	800.00
Equipment	400.00	500.00
Insurance Gen. Comp & Group Acc.	375.00	375.00
Board Expenses	100.00	100.00
Professional Services	400.00	500.00
Advertising	400.00	400.00
Program Activities	7,500.00	7,700.00
Transportation	3,000.00	3,000.00
Director's Bonus (optional)	650.00	500.00
Director's Mileage Allowance	500.00	500.00
TOTAL	\$43,732.00	\$43,132.00