



Lynchburg City School Board

Sharon Y. Carter
School Board District 2

James E. Coleman
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Mary Ann Hoss
School Board District 1

Michael J. Nilles
School Board District 3

Derek L. Polley
School Board District 1

Jennifer R. Poore
School Board District 2

Katie Snyder
School Board District 3

J. Marie Waller
School Board District 2

School Administration

Scott S. Brabrand
Superintendent

John C. McClain
Assistant Superintendent of
Student Learning and Success

Ben W. Copeland
Assistant Superintendent of
Operations and Administration

Anthony E. Beckles, Sr.
Chief Financial Officer

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
November 17, 2015 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

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

B. SPECIAL PRESENTATION

- 1. Student Recognition
Scott S. Brabrand. Page 2
Discussion

C. FINANCE REPORT

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

D. CONSENT AGENDA

- 1. School Board Meeting Minutes: November 2, 2015 (Regular Meeting)
November 2, 2015 (Joint Meeting)

- 2. Personnel Report
Marie F. Gee. Page 8
Discussion/Action

E. STUDENT REPRESENTATIVE COMMENTS

F. UNFINISHED BUSINESS

- 1. Standards of Learning, Federal Designations, and State
Accreditation Results
John C. McClain. Page 10
Discussion

2. Special Education Advisory Committee: 2015-16
John C. McClainPage 11
Discussion/Action

G. NEW BUSINESS

1. Special Education Advisory Committee: Report
John C. McClain. Page 13
Discussion
2. Promise Plan: Professional Development in Lynchburg
City Schools
John C. McClainPage 14
Discussion
3. Capital Improvement Plan: Heritage Elementary School
Replacement
Ben W. Copeland. Page 15
Discussion
4. LAUREL Regional School Budget: 2015-16
Anthony E. Beckles, Sr. Page 16
Discussion/Action
5. Central Virginia Governor's School for Science and
Technology Budget: 2015-16
Anthony E. Beckles, Sr.Page 29
Discussion/Action
6. XLR8 STEM Academy Budget: 2015-16
Anthony E. Beckles, Sr.Page 35
Discussion/Action

H. SUPERINTENDENT'S COMMENTS

I. BOARD COMMENTS

J. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, December 1, 2015, 5:30 p.m., Board Room, School Administration Building

K. ADJOURNMENT

Agenda Report

Date: 11/17/15

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: 11/17/15

Agenda Number: B-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Student Recognition

Summary/Description:

Seven students from E. C. Glass High School and Heritage High School were selected to perform at the South Central Senior Regional Orchestra in November. The event took place at Glen Allen High School in Henrico County on November 13-14, 2015. Students selected to perform are as follows:

E. C. Glass High School

Violin: Andrew Yi
Viola: Kurt Cox
Cello: Asher Sizemore
Bass: Sydney Walker

Heritage High School

T. J. Cass and Andrew Patterson
Jake Sandvig

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: 11/17/15

Agenda Number: C-1

Attachments:

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

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the FY2015-16 school operating budget, authorized, approved, and processed the necessary payments through October 31, 2015. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through October 31, 2015, for the operating fund.

Total Operating Fund Budget	\$ 90,820,024.00
Insurance Proceeds	\$ 47,617.22
School Bus Funding	\$ 977,000.00
Restricted Donations	\$ 1,105.00
Adjusted Budget	\$ 91,845,746.22

Through October 31, 2015

Actual Revenue Received	\$ 19,941,431.74
Actual Expenditures	\$ 24,886,198.10
Actual Encumbered	\$ 55,974,259.69

Percent of Budget Received	21.71%
Percent of Budget Used, excluding encumbrances	27.10%

As of 10/31/15 – 4 months 33.34%

The revenue and expenditure reports detail the transactions recorded through October 31, 2015. All reports appear as attachments to the agenda report.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Month Ending
 October 31, 2015

	Fiscal Year 2015-16					BUDGET AVAILABLE	BUDGET % USED
	BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES			
INSTRUCTION							
FUNCTION 1100 CLASSROOM INSTRUCTION							
Personnel	49,144,969.00	12,346,521.83	25.12%	34,533,313.35	2,265,133.82		
Other	3,901,527.98	1,049,769.78	26.91%	148,060.79	2,703,697.41		
FUNCTION 1200 INST SUPPORT-STUDENT							
Personnel	3,449,198.59	860,131.57	24.94%	2,124,222.92	464,844.10		
Other	167,094.00	13,904.73	8.32%	33,085.81	120,103.46		
FUNCTION 1300 INST SUPPORT-STAFF							
Personnel	3,700,427.10	1,199,426.12	32.41%	2,516,077.54	(15,076.56)		
Other	1,569,384.41	246,423.08	15.70%	284,316.05	1,038,645.28		
FUNCTION 1400 INST SUPPORT-SCHOOL ADMN							
Personnel	5,252,359.04	1,637,197.57	31.17%	3,546,738.24	68,423.23		
Other	126,375.00	35,738.29	28.28%	12,966.47	77,670.24		
TOTAL INSTRUCTION	67,311,335.12	17,389,112.97	25.83%	43,198,781.17	6,723,440.98		90.01%
ADMINISTRATION							
FUNCTION 2100 ADMINISTRATION							
Personnel	2,416,531.68	735,454.48	30.43%	1,413,458.03	267,619.17		
Other	1,341,920.97	333,600.94	24.86%	476,850.01	531,470.02		
FUNCTION 2200 ATTENDANCE & HEALTH SERV							
Personnel	1,380,954.49	342,280.86	24.79%	999,754.74	38,918.89		
Other	82,225.00	46,414.31	56.45%	784.50	35,026.19		
TOTAL ADMINISTRATION	5,221,632.14	1,457,750.59	27.92%	2,890,847.28	873,034.27		83.28%
PUPIL TRANSPORTATION							
FUNCTION 3100 MANAGEMENT & DIRECTION							
Personnel	339,286.50	108,923.87	32.10%	212,821.44	17,541.19		
Other	23,276.00	10,521.05	45.20%	6,583.20	6,171.75		
FUNCTION 3200 VEHICLE OPERATION SERVICE							
Personnel	2,479,454.66	688,288.08	27.76%	1,490,685.78	300,480.80		
Other	965,210.00	330,195.63	34.21%	481,704.28	153,310.09		
FUNCTION 3300 MONITORING SERVICE							
Personnel	420,630.43	105,629.28	25.11%	286,246.48	28,754.67		
Other	0.00	0.00	0.00%	0.00	0.00		
FUNCTION 3400 VEHICLE MAINT SERVICE							
Personnel	351,419.67	119,996.84	34.15%	228,243.36	3,179.47		
Other	381,750.00	159,366.70	41.75%	128,082.02	94,301.28		
FUNCTION 3500 BUS PURCHASE - REGULAR							
Other	977,000.00	0.00	0.00%	0.00	977,000.00		
TOTAL PUPIL TRANSPORTATION	5,938,027.26	1,522,921.45	25.65%	2,834,366.56	1,580,739.25		73.38%
OPERATIONS & MAINTENANCE							
FUNCTION 4100 MANAGEMENT & DIRECTION							
Personnel	274,470.20	67,491.74	24.59%	134,983.36	71,995.10		
Other	84,000.00	25,295.25	30.11%	29,459.66	29,245.09		

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Month Ending
 October 31, 2015

FUNCTION 4200 BUILDING SERVICES							
	Personnel	4,326,902.39	1,513,777.49	34.99%	2,680,810.72	132,314.18	
	Other	4,973,392.22	1,673,549.40	33.65%	2,416,265.63	883,577.19	
FUNCTION 4300 GROUNDS SERVICES							
	Personnel	242,869.76	78,265.96	32.23%	163,728.96	874.84	
	Other	35,000.00	6,012.22	17.18%	871.00	28,116.78	
FUNCTION 4400 EQUIPMENT SERVICES							
	Personnel	0.00	0.00	0.00%	0.00	0.00	
	Other	80,000.00	64,902.95	81.13%	7,485.95	7,611.10	
FUNCTION 4500 VEHICLE SERVICES							
	Personnel	0.00	0.00	0.00%	0.00	0.00	
	Other	62,500.00	16,314.93	26.10%	16,024.18	30,160.89	
FUNCTION 4600 SECURITY SERVICES							
	Personnel	30,257.65	4,580.60	15.14%	15,512.46	10,164.59	
	Other	334,002.00	32,733.40	9.80%	132,716.60	168,552.00	
FUNCTION 4700 WAREHOUSING SERVICES							
	Personnel	8,651.93	5,993.93	69.28%	0.00	2,658.00	
TOTAL OPERATIONS & MAINTENANCE		10,452,046.15	3,488,917.87	33.38%	5,597,858.52	1,365,269.76	86.94%
Other Non-Instructional Operations							
FUNCTION 5000 Non-Instructional Operations - Other		28,614.73	2,301.78	8.04%	0.00	26,312.95	
TOTAL Non-Instructional Operations		28,614.73	2,301.78	8.04%	0.00	26,312.95	8.04%
FACILITIES							
FUNCTION 6200 SITE IMPROVEMENTS		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 6600 BLDG ADD & IMP SERVICES							
	Personnel	22,178.34	2,124.88	9.58%	0.00	20,053.46	
	Other	20,000.00	0.00	0.00%	0.00	20,000.00	
TOTAL FACILITIES		42,178.34	2,124.88	5.04%	0.00	40,053.46	5.04%
DEBT SERVICE							
FUNCTION 7100 DEBT SERVICE - Other		0.00	0.00	0.00%	0.00	0.00	
TOTAL DEBT SERVICE		0.00	0.00	0.00%	0.00	0.00	0.00%
TECHNOLOGY							
FUNCTION 8100 CLASSROOM INSTRUCTION							
	Personnel	1,575,533.85	530,928.47	33.70%	1,128,445.42	(83,840.04)	
	Other	212,505.49	92,400.46	43.48%	13,921.52	106,183.51	
FUNCTION 8200 INSTRUCTIONAL SUPPORT							
	Personnel	406,208.63	139,845.48	34.43%	283,237.60	(16,874.45)	
	Other	657,664.51	259,894.15	39.52%	26,801.62	370,968.74	
TOTAL TECHNOLOGY		2,851,912.48	1,023,068.56	35.87%	1,452,406.16	376,437.76	86.80%
CONTINGENCY RESERVES							
FUNCTION 9100 CLASSROOM INSTRUCTION		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 9300 ADMINISTRATION		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 9500 PUPIL TRANSPORTATION		0.00	0.00	0.00%	0.00	0.00	
FUNCTION 9600 OPERATIONS & MAINTENANCE		0.00	0.00	0.00%	0.00	0.00	
TOTAL CONTINGENCY RESERVES		0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL OPERATING BUDGET		91,845,746.22	24,886,198.10	27.10%	55,974,259.69	10,985,288.43	88.04%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Month Ending
 October 31, 2015

ACCOUNT TITLE	FY 2014-15				FY 2015-16			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(9,950,157.00)	(9,126,637.48)	(823,519.52)	91.72%	(10,248,262.00)	(2,612,303.46)	(7,635,958.54)	25.49%
240202 BASIC SCHOOL AID	(21,651,824.00)	(22,176,759.37)	524,935.37	102.42%	(22,130,823.00)	(7,376,941.00)	(14,753,882.00)	33.33%
240207 GIFTED & TALENTED	(240,997.00)	(245,765.00)	4,768.00	101.98%	(246,845.00)	(82,281.68)	(164,563.32)	33.33%
240208 REMEDIAL EDUCATION	(1,292,157.00)	(1,317,718.00)	25,561.00	101.98%	(1,323,508.00)	(441,169.36)	(882,338.64)	33.33%
240208 REMEDIAL EDUCATION COMPENSATION SUPPLEMENT	(123,629.00) 0.00	(107,296.63) 0.00	(16,332.37) 0.00	86.79% 0.00%	(105,619.00) (399,315.00)	0.00 (79,863.00)	(105,619.00) (319,452.00)	0.00% 20.00%
240212 SPECIAL ED SOQ	(2,794,545.00)	(2,880,857.56)	86,312.56	103.09%	(2,862,348.00)	(954,116.00)	(1,908,232.00)	33.33%
240217 VOCATIONAL ED SOQ	(225,615.00)	(230,078.00)	4,463.00	101.98%	(231,089.00)	(77,029.68)	(154,059.32)	33.33%
240221 SOC SEC-INSTR	(1,404,964.00)	(1,432,757.00)	27,793.00	101.98%	(1,439,052.00)	(479,684.00)	(959,368.00)	33.33%
240223 VRS INSTRUCTIONAL	(2,861,204.00)	(2,917,805.00)	56,601.00	101.98%	(2,846,592.00)	(948,864.00)	(1,897,728.00)	33.33%
240241 GROUP LIFE INST	(87,169.00)	(88,894.00)	1,725.00	101.98%	(89,284.00)	(29,761.36)	(59,522.64)	33.33%
240228 READING INTERVENTN	(168,326.00)	(170,830.92)	2,504.92	101.49%	(188,365.00)	0.00	(188,365.00)	0.00%
240205 CAT-REG FOSTER	(71,041.00)	(134,715.00)	63,674.00	189.63%	(132,031.00)	0.00	(132,031.00)	0.00%
240246 CAT-HOMEBOUND	(208,242.00)	(100,051.45)	(108,190.55)	48.05%	(102,053.00)	(6,166.36)	(95,886.64)	6.04%
240248 REGIONAL TUITION	(766,658.00)	(716,395.02)	(50,262.98)	93.44%	(739,236.00)	0.00	(739,236.00)	0.00%
240265 AT RISK SOQ	(1,439,822.00)	(1,468,098.00)	28,276.00	101.96%	(1,474,228.00)	0.00	(1,474,228.00)	0.00%
240309 ESL	(117,708.00)	(129,125.00)	11,417.00	109.70%	(148,706.00)	0.00	(148,706.00)	0.00%
240281 AT RISK 4 YR OLDS	(1,059,219.00)	(1,057,968.00)	(1,251.00)	99.88%	(1,221,024.00)	0.00	(1,221,024.00)	0.00%
240218 CTE - ADULT ED	(19,175.00)	0.00	(19,175.00)	0.00%	0.00	0.00	0.00	0.00%
240252 CTE EQUIPMENT	0.00	(13,266.87)	13,266.87	100.00%	0.00	0.00	0.00	0.00%
240253 CTE OCC PREP	(42,990.00)	(39,387.00)	(3,603.00)	91.62%	(48,230.00)	0.00	(48,230.00)	0.00%
MATH/READING INSTR SPECIALISTS	(40,267.00)	(40,267.00)	0.00	100.00%	(40,624.00)	0.00	(40,624.00)	0.00%
EARLY READING SPECIALISTS INIT	0.00	0.00	0.00	0.00%	(38,807.00)	0.00	(38,807.00)	0.00%
240275 PRIMARY CLASS SIZE	(1,707,979.00)	(1,693,633.00)	(14,346.00)	99.16%	(1,705,555.00)	0.00	(1,705,555.00)	0.00%
240214 TEXTBOOKS	(493,378.00)	(518,668.08)	25,290.08	105.13%	(505,349.00)	(168,449.68)	(336,899.32)	33.33%
240405 ALGEBRA READINESS	(139,687.00)	(137,583.00)	(2,104.00)	98.49%	(137,583.00)	0.00	(137,583.00)	0.00%
COMMONWEALTH OF VA	(46,906,753.00)	(46,744,556.38)	(162,196.62)	99.65%	(48,404,528.00)	(13,256,629.58)	(35,147,898.42)	27.39%
330212 IMPACT AIDPL81-874	(6,000.00)	(9,173.69)	3,173.69	152.89%	(6,000.00)	(435.81)	(5,564.19)	7.26%
180303 MEDICAID REIMBURSE	(300,000.00)	(397,969.97)	97,969.97	132.66%	(300,000.00)	(13,096.30)	(286,903.70)	4.37%
JR ROTC	(120,000.00)	(100,170.96)	(19,829.04)	83.48%	(120,000.00)	(15,815.92)	(104,184.08)	13.18%
FEDERAL	(426,000.00)	(507,314.62)	81,314.62	119.09%	(426,000.00)	(29,348.03)	(396,651.97)	6.89%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Month Ending
 October 31, 2015

	FY 2014-2015				FY 2015-16			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
510500 CITY OPER APPR	(38,924,147.00)	(38,924,147.00)	0.00	100.00%	(40,114,276.00)	(6,177,000.00)	(33,937,276.00)	15.40%
510500 FUND BALANCE RETURN	(907,000.00)	(907,000.00)	0.00	100.00%	0.00	0.00	0.00	0.00%
510500 USE OF CIP FUNDS	(75,000.00)	(75,000.00)	0.00	0.00%	(977,000.00)	0.00	(977,000.00)	0.00%
CITY	(39,906,147.00)	(39,906,147.00)	0.00	100.00%	(41,091,276.00)	(6,177,000.00)	(34,914,276.00)	15.03%
189912 MISC REV/OTH FUNDS	(238.75)	(78,106.70)	77,867.95	100.00%	(100,000.00)	(7,129.58)	(92,870.42)	0.00%
180303 REBATES & REFUNDS	(30,000.00)	(30,237.78)	237.78	100.79%	(30,000.00)	(9,922.00)	(20,078.00)	33.07%
189903 DONATIONS & SP GF	(7,075.00)	(7,075.00)	0.00	100.00%	(1,105.00)	(1,105.00)	0.00	100.00%
189909 SALE OTHER EQUIP	(3,500.00)	(30,295.02)	26,795.02	865.57%	(3,000.00)	(6,340.39)	3,340.39	211.35%
189910 INSURANCE ADJUST	(127,289.54)	(141,384.78)	14,095.24	111.07%	(50,617.22)	(47,617.22)	(3,000.00)	94.07%
E RATE REIMBURSEMENT	(120,000.00)	(149,288.83)	29,288.83	124.41%	(115,500.00)	(28,074.10)	(87,425.90)	24.31%
TRANSFER IN/OUT	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
MISCELLANEOUS	(288,103.29)	(436,388.11)	148,284.82	151.47%	(300,222.22)	(100,188.29)	(200,033.93)	33.37%
150201 RENTS	(118,000.00)	(123,000.00)	5,000.00	104.24%	(123,000.00)	(123,000.00)	0.00	100.00%
161201 TUITION DAY SCHOOL	(110,000.00)	(84,781.17)	(25,218.83)	77.07%	(110,000.00)	(26,425.58)	(83,574.42)	24.02%
161206 TUITION ADULT	(18,000.00)	(33,115.78)	15,115.78	183.98%	(11,000.00)	(4,837.50)	(6,162.50)	43.98%
161207 TUITION SUMMER SCH	(25,000.00)	(150.00)	(24,850.00)	0.60%	(25,000.00)	0.00	(25,000.00)	0.00%
161202 SPEC PUPIL FEES	(40,000.00)	(31,816.32)	(8,183.68)	79.54%	(40,000.00)	(7,319.33)	(32,680.67)	18.30%
161205 BUS RENTAL	(400,000.00)	(322,611.46)	(77,388.54)	80.65%	(325,000.00)	(140,012.00)	(184,988.00)	43.08%
190101 TUIT FM OTH CO/CY	(634,620.00)	(29,227.68)	(605,392.32)	4.61%	(634,620.00)	0.00	(634,620.00)	0.00%
161201 DUAL ENROLLMENT	(85,000.00)	(128,214.00)	43,214.00	150.84%	(125,000.00)	0.00	(125,000.00)	0.00%
PRINT SHOP	(100,000.00)	(62,165.39)	(37,834.61)	62.17%	(75,000.00)	(42,619.70)	(32,380.30)	56.83%
SCHOOL NUT UTILITIES	(98,500.00)	(95,131.14)	(3,368.86)	96.58%	(95,000.00)	(18,425.48)	(76,574.52)	19.40%
FACILITY RENTALS	(75,000.00)	(46,735.00)	(28,265.00)	62.31%	(60,000.00)	(15,626.25)	(44,373.75)	26.04%
CHARGES FOR SERVICES	(1,704,120.00)	(956,947.94)	(747,172.06)	56.15%	(1,623,620.00)	(378,265.84)	(1,245,354.16)	23.30%
150101 INTEREST-BNK DPST	(100.00)	0.00	(100.00)	100.00%	(100.00)	0.00	(100.00)	100.00%
USE OF MONEY								
LEASE PURCHASE PROCEEDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
DESIGNATION - ENCUMBRANCES	(500,478.90)	0.00	(500,478.90)	0.00%	0.00	0.00	0.00	0.00%
TOTAL OPERATING FUND	(89,731,702.19)	(88,551,354.05)	(679,869.24)	98.68%	(91,845,746.22)	(19,941,431.74)	(71,904,314.48)	21.71%

Original budget	\$ 88,114,120.00
Fund Balance Return/Textbooks/CIP	\$ 982,000.00
Restricted Donation Received	\$ 7,075.00
Insurance proceeds allocated	\$ 124,289.54
Restricted Sale of Assets (CTE)	\$ 3,500.00
Miscellaneous Revenue	\$ 238.75
Designation - Prior Year Encumb	\$ 500,478.90
Adjusted Budget	\$ 89,731,702.19

Original budget	\$ 90,820,024.00
Restricted Donation Received	\$ 1,105.00
School Bus Proceeds from CIP	\$ 977,000.00
Insurance Proceeds	\$ 47,617.22
Adjusted Budget	\$ 91,845,746.22

Agenda Report

Date: 11/17/15

Agenda Number: D-2

Attachments: Yes

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

Subject: Personnel Report

Summary/Description:

The personnel recommendations for November 2 – 17, 2015, 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 November 2 – 17, 2015.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2015-2016:

Reese, Angela	University of Phoenix	M.A./ 2 yrs. (Lv. 2 3)	Linkhorne Elementary Fourth Grade	12-1-15
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Agenda Report

Date: 11/17/15

Agenda Number: F-1

Attachments: No

From: Scott Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success

Subject: Standards of Learning, Federal Designations, and State Accreditation Results

Summary/Description:

Each year the school division administers Standards of Learning (SOL) tests in grades three through eight as well as 12 high school end-of-course tests. On October 27, 2015, the Virginia Department of Education released official federal designations for schools and accreditation results based on Standards of Learning tests. During this presentation, the school administration will share these results and the status of each school.

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: 11/17/15

Agenda Number: F-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success

Subject: Special Education Advisory Committee: 2015 - 16

Summary/Description:

State regulations governing the education of students with disabilities require the Lynchburg City School Board to appoint a Special Education Advisory Committee annually. This committee meets a minimum of four times per year. Members serve two-year terms.

The Virginia Department of Education guidelines define the role of the Special Education Advisory Committee as follows:

- To advise the school division of unmet needs in the education of students with disabilities,
- To assist the school division in the formulation and development of long range plans designed to provide needed educational services for students with disabilities,
- To participate in the development of priorities and strategies for meeting the identified needs of students with disabilities,
- To submit periodic reports and recommendations regarding the education of students with disabilities to the division superintendent for transmission to the school board, and
- To assist the school division in interpreting plans to the community for meeting the special needs of students with disabilities.

The proposed membership appears as an attachment to this agenda report. New members are noted in bold.

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

Recommendation:

The superintendent recommends that the school board approve the membership of the Special Education Advisory Committee for 2015-16.

Special Education Advisory Committee (SEAC)

School Representatives:

School	Representative	Ending Year
William Marvin Bass Elementary School	Phillip Langhorne	2016
Bedford Hills Elementary School	Tiffany Ellis (co-chair of SEAC)	2016
Dearington Elementary School for Innovation	Catherine Adams	2017
Heritage Elementary School	Ted Jennings	2017
Linkhorne Elementary School	Kenia Lopez	2017
Paul Monroe Elementary School	Nicole Byrd	2017
Perrymont Elementary School	Kenya Jefferson	2017
Robert S. Payne Elementary School	Latisha Smith	2017
Sandusky Elementary School	Tammy Porter	2016
Sheffield Elementary School	Marisa Briggs	2017
Thomas C. Miller Elementary School for Innovation	Michelle Duncan	2016
Paul Laurence Dunbar Middle School for Innovation	Karen Bucklew	2017
Linkhorne Middle School	Renee Maca	2017
Sandusky Middle School	Stacie Tyree	2017
Carl B. Hutcherson Building	Kim Hibbard	2016
LAUREL Regional School	Shakima Thomas	2016
E.C. Glass High School	Ceceilia Reid-Perry	2017
Heritage High School	Alma Thomas	2016

Additional Roles:

Past Chair	Suzanne Conway
Community Representative	Danielle Englund
Special Education Teacher Representative	Elaine Gaston
Co-Chair Person	Sydney Gunn
Co-Chair Person	Tiffany Ellis

Lynchburg City Schools Consultants:

Wyllys D. VanDerwerker	Director for Exceptional Learners
Amanda Myers-Ramirez	Coordinator for Special Education Instruction
Janenne Daniels-Bosher	Coordinator for Special Education Instruction

SEAC Public Meetings Dates for the 2015-2016 School Year

Meeting Location: Lynchburg Public Library, 2315 Memorial Ave.

Meeting Time: 6:00 pm - 7:30 pm (unless noted)

Tuesday, September 29, 2015

Monday, October 26, 2015

Tuesday, March 29, 2016

Tuesday, April 26, 2016

Tuesday, May 17, 2016

Agenda Report

Date: 11/17/15

Agenda Number: G-1

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success

Subject: Special Education Advisory Committee: Report

Summary/Description:

The Special Education Advisory Committee (SEAC) requests to present to the Lynchburg City Schools Board on November 3, 2015. The SEAC would like the opportunity to share a presentation outlining their accomplishments to date as well as recommendations for the coming school year.

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: 11/17/15

Agenda Number: G-2

Attachments: No

From: Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent for Student Learning and Success

Subject: Promise Plan: Professional Development in Lynchburg City Schools

Summary/Description:

Professional development for instructional staff is a key component of the LCS Promise Plan (particularly actions in Strategy Cluster #6) to increase student achievement as well as student engagement and behavior. During this presentation, the school administration will summarize the approach to professional development in LCS this year, share data on division-wide professional development this fall, and identify plans going forward.

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: 11/17/15

Agenda Number: G-3

Attachments: No

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

Subject: Capital Improvement Plan: Heritage Elementary School

Summary/Description:

The 2015-16 capital improvement plan includes \$200,000 in construction funding for replacement of the main electrical service at Heritage Elementary School. This work involves the removal of the existing and installation of the new main electrical switch gear including the current transformer cabinet, main distribution panel, transformer, breakers, feeders, wiring, and conduit necessary to complete the electrical service upgrade for this school. AEP installed a new pad mounted transformer last summer as part of an electrical upgrade for both Heritage Elementary School and the new Heritage High School. The existing sub panels and their breakers and circuits are not part of this work.

The City of Lynchburg Office of Procurement and Purchasing has received a total of five bids for the main electrical service replacement project. The school administration recommends A & L Electrical based on their bid of \$74,373, which was the lowest bid. All bids received are listed below.

BIDDER	A & L Electrical, Inc.	Unlimited Electrical Contracting, Inc.	J. B. Moore Electrical Contractor, Inc.	Southern Air, Inc.	IES Commercial, Inc.
BASE BID	\$74,373	\$88,500	\$93,544	\$101,500	\$205,862

Disposition: Action
 Information
 Action at Meeting on: 12/01/15

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 December 1, 2015.

Agenda Report

Date: 11/17/15

Agenda Number: G-4

Attachments: Yes

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

Subject: LAUREL Regional School Budget: 2015-16

Summary/Description:

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2015-16 operating budget in the amount of \$5,391,942.00, which represents an increase of \$111,761.00 from the 2014-15 approved budget.

Funds expended at the LAUREL Regional School are totally reimbursable from participating school divisions and the Commonwealth of Virginia. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools. The LAUREL Regional School provides services for students with severe disabilities. The following services are also provided by staff employed through LAUREL Regional School to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

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 LAUREL Regional School and to administer their 2015-16 budget in the amount of \$5,391,942.00.

**LAUREL REGIONAL PROGRAM
APPROVED BUDGET 2015-2016SY**

REVENUE

Account Number	Description	Budget 2015-16
9.0000.000.0719.200.914	Tuition from other County/City- Center Based	\$3,529,246.00
9.0000.000.0393.200.914	Ed Technology	\$26,000.00
9.0000.000.0719.299.914	Tuition from other County/City • Non Center Based	\$1,836,696.00
TOTAL REVENUE		\$5,391,942.00

EXPENDITURES

Account Number	Description	Budget
9.8100.112.8000.200.914	VPSA Technology	\$26,000.00
Total VPSA Technology		\$26,000.00

SPH Services

Account Number	Description	Budget
9.1100.112.1120.200.914	Teachers	\$554,865.00
9.1100.112.1151.200.914	Therapeutic Educational Assistants	\$353,838.00
9.1100.112.1154.200.914	Speech Therapist	\$73,923.00
9.1100.112.1156.200.914	Occupational Therapist	\$67,476.00
9.1100.112.1157.200.914	Physical Therapist	\$30,628.00
9.1100.112.1158.200.914	Vision Teachers	\$40,750.00
9.1100.112.1520.200.914	Substitute Teachers	\$35,000.00
9.1100.112.1620.200.914	Teacher Supplements	\$37,873.00
9.1100.112.2100.200.914	FICA	\$88,022.00
9.1100.112.2211.200.914	VRS	\$161,347.00
9.1100.112.2750.200.914	HCC	\$12,164.00
9.1100.112.2300.200.914	Medical Insurance	\$203,073.00
9.1100.112.2330.200.914	Dental Insurance	\$12,802.00

9.1100.112.2340.200.914	Vision Insurance	\$914.00
9.1100.112.2411.200.914	Group Life Insurance	\$13,656.00
9.1100.112.2700.200.914	Workers' Compensation Insurance	\$3,222.00
9.1100.112.3000.200.914	Purchased Services (CLM, Tech Support)	\$20,000.00
9.1100.112.5500.200.914	Travel/Professional Development	\$4,700.00
9.1100.112.5800.200.914	Miscellaneous (meals,lodging, membership dues)	\$1,500.00
9.1100.112.6000.200.914	Materials and Supplies	\$48,000.00
9.1100.112.6002.200.914	Food Supplies	\$5,265.00
9.1100.112.6040.200.914	Technology Software	\$5,000.00
	Total Budget SPH Services	\$1,774,018.00

Office of the Director

Account Number	Description	Budget
9.1310.112.2834.200.914	Terminal Pay- Vacation	\$5,000.00
9.1310.112.2835.200.914	Terminal Pay- Sick Leave	\$4,000.00
9.1410.112.5400.200.914	Rental-Copier	\$15,000.00
9.1410.112.1126.200.914	Director	\$77,410.00
9.1410.112.1150.200.914	Clerical	\$53,166.00
9.1410.112.1620.200.914	Supplements	\$1,200.00
9.1410.112.2100.200.914	FICA	\$10,081.00
9.1410.112.2211.200.914	VRS	\$18,359.00
9.1410.112.2750.200.914	HCC	\$1,384.00
9.1410.112.2300.200.914	Medical Insurance	\$15,990.00
9.1410.112.2330.200.914	Dental Insurance	\$1,008.00
9.1410.112.2340.200.914	Vision Insurance	\$72.00
9.1410.112.2411.200.914	Group Life Insurance	\$1,554.00
9.1410.112.2700.200.914	Workers' Compensation Insurance	\$369.00
9.1410.112.2820.200.914	Tuition Reimbursement	\$3,000.00
9.1410.112.3000.200.914	Purchased Services (legal, audit, misc)	\$65,000.00
9.1410.112.5200.200.914	Communications (postage)	\$1,400.00
9.1410.112.5400.200.914	Rental-Building	\$123,000.00
9.1410.112.5300.200.914	Insurance	\$12,000.00
9.1410.112.5500.200.914	Travel/Professional Development-mileage, registration costs, trainings)	\$1,500.00

9.1410.112.5800.200.914	Miscellaneous (meals, lodging, and membership dues)	\$750.00
9.1410.112.6000.200.914	Materials and Supplies	\$11,000.00
	Total Budget-Office of the Director	\$422,243.00

Nursing Services

Account Number	Description	Budget
9.2224.112.1131.200.914	Licensed Nurse	\$74,734.00
9.2224.112.1620.200.914	Supplements	\$1,200.00
9.2224.112.2100.200.914	FICA	\$5,809.00
9.2224.112.2211.200.914	VRS	\$10,508.00
9.2224.112.2750.200.914	HCC	\$792.00
9.2224.112.2300.200.914	Medical Insurance	\$10,660.00
9.2224.112.2330.200.914	Dental Insurance	\$672.00
9.2224.112.2340.200.914	Vision Insurance	\$48.00
9.2224.112.2411.200.914	Group Life Insurance	\$889.00
9.2224.112.2700.200.914	Workers' Compensation Insurance	\$213.00
9.2224.112.6000.200.914	Materials and Supplies (gloves and other supplies)	\$2,000.00
	Total Budget - Nursing Services	\$107,525.00

Total Budget SPH Center-Based **\$2,303,786.00**

Vision Services- Classroom Instruction

Account Number	Description	Budget
9.1100.112.1120.216.914	Vision Teachers	\$253,344.00
9.1100.112.1620.216.914	Teacher Supplements	\$15,344.00
9.1100.112.2100.216.914	FICA	\$20,555.00
9.1100.112.2211.216.914	VRS	\$37,637.00
9.1100.112.2750.216.914	HCC	\$2,837.00
9.1100.112.2300.216.914	Medical Insurance	\$26,650.00
9.1100.112.2330.216.914	Dental Insurance	\$1,680.00
9.1100.112.2340.216.914	Vision Insurance	\$120.00

9.1100.112.2411.216.914	Group Life Insurance	\$3,185.00
9.1100.112.2700.216.914	Workers' Compensation Insurance	\$752.00
9.1100.112.3000.216.914	Purchased Service- (AIS)	\$20,000.00
9.1100.112.5200.216.914	Communications (postage)	\$300.00
9.1100.112.5500.216.914	Travel/Professional Development	\$11,000.00
9.1100.112.5800.216.914	Miscellaneous- meals, lodging, and membership dues	\$500.00
9.1100.112.6000.216.914	Materials and Supplies	\$16,000.00
9.1100.112.8000.216.914	Capital Outlay (over \$5000 each)	<u>\$6,000.00</u>
	Total Vision Services Classroom Instruction	\$415,904.00

Vision Services- Office of the Director

Account Number	Description	Budget
9.1410.112.1150.216.914	Vision Clerical	\$20,581.00
9.1410.112.2100.216.914	FICA	\$1,574.00
9.1410.112.2211.216.914	VRS	\$2,894.00
9.1410.112.2750.216.914	HCC	\$218.00
9.1410.112.2300.216.914	Medical Insurance	\$5,330.00
9.1410.112.2330.216.914	Dental Insurance	\$336.00
9.1410.112.2340.216.914	Vision Insurance	\$24.00
9.1410.112.2411.216.914	Group Life Insurance	\$245.00
9.1410.112.2700.216.914	Workers' Compensation Insurance	\$58.00
	Total Vision Services Clerical Support	<u>\$31,260.00</u>

Total Vision Services **\$447,164.00**

Autism Services

Account Number	Description	Budget
9.1100.112.1120.220.914	Instructional	\$73,152.00
9.1100.112.1620.220.914	Supplements	\$3,260.00
9.1100.112.2100.220.914	FICA	\$5,846.00
9.1100.112.2211.220.914	VRS	\$10,744.00
9.1100.112.2750.220.914	HCC	\$810.00
9.1100.112.2300.220.914	Medical Insurance	\$5,330.00

9.1100.112.2330.220.914	Dental Insurance	\$336.00
9.1100.112.2340.220.914	Vision Insurance	\$24.00
9.1100.112.2411.220.914	Group Life Insurance	\$909.00
9.1100.112.2700.220.914	Workers' Compensation Insurance	\$214.00
9.1100.112.5500.220.914	Travel/Professional Development	\$3,750.00
9.1100.112.6000.220.914	Materials and Supplies	\$2,650.00
Total Budget Autism Services		\$107,025.00

Occupational Therapy- Classroom Instruction

Account Number	Description	Budget
9.1100.112.1120.225.914	Instructional	\$389,367.00
9.1100.112.2100.225.914	FICA	\$29,787.00
9.1100.112.2211.225.914	VRS	\$54,745.00
9.1100.112.2750.225.914	VRS Prof Health Credit	\$4,127.00
9.1100.112.2300.225.914	Medical Insurance	\$31,447.00
9.1100.112.2330.225.914	Dental Insurance	\$1,982.00
9.1100.112.2340.225.914	Vision Insurance	\$142.00
9.1100.112.2411.225.914	Group Life Insurance	\$4,633.00
9.1100.112.2700.225.914	Workers' Compensation Insurance	\$1,090.00
9.1100.112.5500.225.914	Travel/Professional Development	\$8,000.00
9.1100.112.5800.225.914	Miscellaneous-meals, lodging, dues	\$600.00
9.1100.112.6000.225.914	Materials and Supplies	\$10,000.00
Total Occupational Therapy Classroom Instruction		\$535,920.00

Occupational Therapy-Office of the Director

9.1410.112.1150.225.914	Clerical Support	\$20,582.00
9.1410.112.2100.225.914	FICA	\$1,574.00
9.1410.112.2211.225.914	VRS	\$2,894.00
9.1410.112.2750.225.914	VRS Prof Health Credit	\$218.00
9.1410.112.2300.225.914	Medical Insurance	\$5,330.00
9.1410.112.2330.225.914	Dental Insurance	\$336.00
9.1410.112.2340.225.914	Vision Insurance	\$24.00
9.1410.112.2411.225.914	Group Life Insurance	\$245.00

9.1410.112.2700.225.914	Workers' Compensation Insurance	\$58.00
	Total Occupational Therapy Clerical Support	\$31,261.00
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	Total Occupational Therapy	\$567,181.00
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Physical Therapy Services

Account Number	Description	Budget
9.1100.112.1120.226.914	Physical Therapists	\$73,366.00
9.1100.112.2100.226.914	FICA	\$5,613.00
9.1100.112.2211.226.914	VRS	\$10,315.00
9.1100.112.2750.226.914	HCC	\$778.00
9.1100.112.2300.226.914	Medical Insurance	\$5,330.00
9.1100.112.2330.226.914	Dental Insurance	\$336.00
9.1100.112.2340.226.914	Vision Insurance	\$24.00
9.1100.112.2411.226.914	Group Life Insurance	\$873.00
9.1100.112.2700.226.914	Workers' Compensation Insurance	\$205.00
9.1100.112.5500.226.914	Travel/Professional Development- mileage, registration costs, trainings	\$4,450.00
9.1100.112.6000.226.914	Materials and Supplies	\$2,800.00
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	TOTAL BUDGET - Physical Therapy	\$104,090.00
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Non Center-Based

Account Number	Description	Budget
9.1100.112.1120.299.914	Teachers	\$608,087.00
9.1100.112.1151.299.914	Teacher Assistants	\$374,429.00
9.1100.112.2800.299.914	Other Benefits	\$44,320.00
9.1100.112.1520.299.914	Substitutes	\$2,000.00
9.1100.112.1154.299.914	Speech Therapists	\$79,854.00
9.1100.112.1157.299.914	Physical Therapists	\$1,426.00
9.1100.112.1156.299.914	Occupational Therapists	\$57,449.00
9.1100.112.1153.299.914	Other Staff (Autism)	\$50,957.00
9.1100.112.1159.299.914	Other Staff (Interpreter)	\$37,163.00
9.1100.112.1158.299.914	Other Staff (Vision)	\$5,268.00

9.1100.112.2100.299.914	FICA	\$65,548.00
9.1100.112.2211.299.914	VRS	\$155,757.00
9.1100.112.2411.299.914	Group Life Insurance	\$12,930.00
9.1100.112.2750.299.914	RHCC	\$51,839.00
9.1100.112.2300.299.914	Medical Insurance	\$184,856.00
9.1100.112.2330.299.914	Dental Insurance	\$3,417.00
9.1100.112.2340.299.914	Vision Insurance	\$312.00
9.1100.112.2700.299.914	Workers Comp Insurance	\$2,397.00
9.1100.112.1620.299.914	Supplements	\$9,413.00
9.1100.112.2511.299.914	VLDP	\$274.00
9.1100.112.3000.299.914	Contract Services	\$89,000.00
TOTAL BUDGET- Non Center-Based		\$1,836,696.00
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TOTAL BUDGET EXPENDITURE		\$5,391,942.00
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**LAUREL Regional Program
Board Meeting**

May 6, 2015

Board Members Present: Ms. Julie Bennington, Ms. Susan Hogg, Ms. Priscilla Liggon, Ms. J. Marie Waller, Rev. J. Wesley Williams

Administrators Present: Dr. Scott S. Brabrand, Dr. Donna D. Lewis, Ms. Beth Haught, Ms. Sara Staton, Mr. Wyllys D. VanDerwerker

Others Present: Mr. Anthony Beckles, Dr. Cherie Whitehurst, Ms. Susan Landis

Call To Order:

On May 6, 2015 at 10:00 a.m. the LAUREL Regional Program Board met for their board meeting. A quorum was present. A LAUREL student led the Board, Administrators and others present in the Pledge of Allegiance.

I. Motion to approve or amend the Agenda

MOTION to approve or amend the agenda for the May 6, 2015 Board Meeting was made by Rev. J. Wesley Williams and SECONDED by Ms. Susan Hogg.

Yes Votes: Ms. Julie Bennington, Ms. Priscilla Liggon, J. Marie Waller

No Votes: None

Abstentions: None

II. ACTION ITEMS:

A. Approval of Minutes from the February 4, 2015 Board Meeting

MOTION to approve the LAUREL Program Minutes from the February 4, 2015 meeting was made by Ms. Priscilla Liggon and SECONDED by Ms. Susan Hogg.

Yes Votes: Ms. Julie Bennington, Ms. J. Marie Waller, Rev. J. Wesley Williams

No Votes: None

Abstentions: None

B. Consideration of Approving Payment of Accounts by Fiscal Agent

Dr. Lewis told the Board that Kimberly Lukanich, LCS Assistant Director of Finance said that LAUREL's accounts look great and that there are no red flags. Ms. Lukanich also explained to Dr. Lewis that as long as each section of the budget had a positive number the budget was good.

MOTION to approve the Payment of Accounts as presented was made by Rev. J. Wesley Williams and SECONDED by Ms. Julie Bennington.

Yes Votes: Ms. Susan Hogg, Ms. Priscilla Liggon, Ms. J. Marie Waller

No Votes: None

Abstentions: None

C. Consideration of Reallocation of Tuition Reimbursement Funds to Materials and Supplies.

Dr. Lewis explained that not all of the Tuition Reimbursement Funds account # 9.1410.112.2820.200.914 were used and asked the Board to approve her reallocating the unused funds to the Materials and Supplies account # 9.1410.112.6000.200.914. Dr. Lewis would like to purchase 5 new smart boards for classrooms and 6 new radios with these funds.

MOTION to approve the Reallocation of Tuition Reimbursement Funds to Materials and Supplies was made by Rev. J. Wesley Williams and SECONDED by Ms. Julie Bennington.

Yes Votes: Ms. Susan Hogg, Ms. Priscilla Liggon, Ms. J. Marie Waller

No Votes: None

Abstentions: None

D. Consideration of Personnel Report

Each Board Member was given a Personnel Report that reflects changes as of January 30, 2015 through April 30, 2015.

MOTION to approve the Personnel Report was made by Ms. Julie Bennington and SECONDED by Ms. Susan Hogg.

Yes Votes: Ms. Priscilla Liggon, Ms. J. Marie Waller, Rev. J. Wesley Williams

No Votes: None

Abstentions: None

E. Approval of the 2015-2016 Budget

The Board was given additional reports with information regarding the budget. Dr. Lewis explained the upcoming changes to staff and adding a new Autism classroom for younger children.

MOTION to approve the 2015-2016 Budget was made by Rev. J. Wesley Williams and SECONDED by Ms. Susan Hogg.

Yes Votes: Ms. Julie Bennington, Ms. Priscilla Liggon, Ms. J. Marie Waller

No Votes: None

Abstentions: None

F. Approval of the 2015-2016 Calendar

Dr. Lewis told the Board that the proposed 2015-2016 LAUREL Calendar works well with LCS our Fiscal Agent.

Dr. Brabrand shared LCS approved the calendar for 2 years after that time they will revisit the calendar issue. All LCS staff likes the fact that it gives intervention time for students during the school year. In the first semester there is time to help catch students up before the second semester begins and in the second semester before nothing can be done to help the student.

MOTION to approve the 2015-2016 Calendar was made by Ms. Priscilla Liggon and SECONDED by Ms. Susan Hogg.

Yes Votes: Ms. Julie Bennington, Ms. J. Marie Waller, Rev. J. Wesley Williams

No Votes: None

Abstentions: None

III. INFORMATION ITEMS

A. Board Members

- Ms. Susan Hogg came to LAUREL in February to read to the students in their classrooms. Ms. Hogg said she had a wonderful time.
- Ms. J. Marie Waller was able to come to the Prom in April. She saw the EC Glass Ambassadors helping our and said how great it is for those students to have the opportunity to work with the LAUREL students.

- Ms. Priscilla Liggon said all is well in Amherst. She is excited about all that is going on at LAUREL. Ms. Liggon said the entire Board appreciates Donna and all that she has done this year.

B. Regional Council Representative Mr. Wyllys VanDerwerker

Mr. Wyllys VanDerwerker reviewed the minutes from the April 16, 2015 LAUREL Advisory Council Meeting. Mr. VanDerwerker shared the exciting news the Directors decided to go ahead with the Registered Behavior Training for Autistic Children. Mr. Jim Gallagher is contacting the Department of Education to see if there are any funds available to help pay the cost of the training.

C. Superintendent –in-Charge

Dr. Brabrand shared the following:

- He feels it has been a great 1st year under Dr. Donna Lewis and is confident that this will continue.
- A lot of great events this year that helped with the morale of students and staff. He has seen the excitement in the LAUREL staff.
- There was a Principal Survey sent out in the spring and Dr. Lewis will be able to use her glows and grows.
- Dr. Lewis is becoming more educated in the financial aspect of her job.
- Fund Balance- Dr. Brabrand is hoping to have an answer regarding the fund balance issue at the August board meeting.

D. LAUREL Director

1. Enrollment Report

Dr. Donna D. Lewis shared with the Board, LAUREL has 58 center based students and 100 non-center based students for a total enrollment of 158 students. Dr. Lewis pointed out that 4 LAUREL students are now on homebound.

2. 2013-2014 Audit Report

All Board Members, Superintendents and SPED Directors were given copies of the 2013-2014 Audit.

Dr. Lewis was informed by Kimberly Lukanich, LCS Assistant Director of Finance there were no significant findings and no recommendations.

3. VDOE-Regional Tuition Reimbursement Program Study

The study will be complete before the General Assembly reconvenes in November 2015.

4. Updates on Program

The Board enjoyed a power point presentation that highlighted some of the many activities that the LAUREL students and staff have enjoyed and some that are planned for the rest of the school year. Dr. Lewis invited the Board, Superintendents and Special Education Directors to come to any of the activities that are listed.

5. Dates for LAUREL Board Meetings

A listing of the 2015-2016 Board Dates were included in the Board packets.

IV. NEXT MEETING

Wednesday, August 5, 2015 at 10:00 A.M

V. ADJOURNMENT

MOTION to adjourn the meeting was made by Rev. J. Wesley Williams and SECONDED by Ms. Susan Hogg.

Yes Votes: Ms. Julie Bennington, Ms. Priscilla Liggon, Ms. J. Marie Waller

No Votes: None

Abstentions: None

TIME: 10:51 A.M

Ms. J. Marie Waller, Chairperson
2014-2015 School Year

Dr. Donna D. Lewis, Director

Agenda Report

Date: 11/17/15

Agenda Number: G-5

Attachments: Yes

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

Subject: Central Virginia Governor's School for Science and Technology
Budget: 2015-16

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 2015-16 operating budget in the amount of \$1,051,077, which represents an increase of \$25,485 over the prior year budget of \$1,025,592. 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:

	2014-15	2015-16
Student Tuition	\$4,700	\$4,700
Number of Students	33	32
Total Tuition	\$155,100	\$150,400

Lynchburg City Schools has a total of 44 slots available for students to attend the Central Virginia Governor's School. In addition to the 32 students listed above, we have an additional 2 non-resident students attending that pay their own tuition. We also receive 10 students attending at no charge as a result of the Heritage High School rental agreement that was entered into on September 24, 2014.

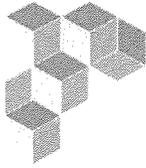
Disposition: **Action**
 Information
 Action at Meeting on:

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 2015-16 budget in the amount of \$1,051,077.

	REVENUE	2014-15	2015-16	DIFF
8.0000.000.0380.400.715	GOVERNOR'S SCHOOL (STATE 128)	303,742	339,227	35,485
8.0000.000.0386.400.715	OTHER STATE FUNDS (TECH GRANT)	26,000	26,000	0
8.0000.000.0718.400.715	OTHER FUNDS (CVGS FOUNDATION)	10,000	0	(10,000)
8.0000.000.0719.400.715	TUIT FM OTH CO/CY (4700*118)	554,600	554,600	0
8.0000.000.0720.400.715	OTH PMT OTH CO/CY (CVCC 75% REIMB)	131,250	131,250	0
	TOTAL REVENUE	1,025,592	1,051,077	25,485
	EXPENSE	2014-15	2015-16	DIFF
8.1100.304.1120.400.715	SALARIES TEACHERS	379,573	387,168	7,595
8.1100.304.1520.400.715	SALARIES SUBSTITUTE TEACHERS	3,329	3,000	(329)
8.1100.304.1620.400.715	SALARIES TEACHER SUPPLEMENTS	31,390	26,390	(5,000)
8.1100.304.2100.400.715	FICA	31,694	31,867	173
8.1100.304.2211.400.715	VRS PROF (INSTR)	59,590	59,966	376
8.1100.304.2221.400.715	VRS HYBRID (PROFESSIONAL)	0	1,500	1,500
8.1100.304.2300.400.715	HMP (HOSPITAL/MEDICAL PLAN) (INSTR)	31,532	27,989	(3,543)
8.1100.304.2330.400.715	DENTAL INSURANCE (INSTR)	858	2,184	1,326
8.1100.304.2340.400.715	VISION INSURANCE (INSTR)	169	156	(13)
8.1100.304.2411.400.715	GROUP LIFE PROF (INSTR)	4,891	4,921	30
8.1100.304.2511.400.715	VLDP-HYBRID (PROFESSIONAL)	0	100	100
8.1100.304.2700.400.715	WORKMAN'S COMP (INSTR)	1,276	1,386	110
8.1100.304.2750.400.715	RETIREE HEALTH CARE CREDIT (VRS-PROF)	4,356	4,384	28
8.1100.304.2820.400.715	TUITION REIMBURSEMENT	8,000	6,000	(2,000)
8.1100.304.3000.400.715	PURCHASED SERVICES (CVCC & SEM)	190,000	190,000	0
8.1100.304.5000.400.715	OTHER CHARGES	500	0	(500)
8.1100.304.5200.400.715	COMMUNICATIONS (phone, Internet, etc)	500	500	0
8.1100.304.5500.400.715	TRAVEL (CONF + MILEAGE)	8,000	0	(8,000)
8.1100.304.5800.400.715	MISCELLANEOUS (MEALS, LODGING, DUES)	3,000	0	(3,000)
8.1100.304.6000.400.715	MATERIALS AND SUPPLIES (CONSUMABLE)	10,000	10,000	0
8.1100.304.6008.400.715	VEH & POWER EQUIP- FUEL	500	500	0
8.1100.304.6009.400.715	VEH & POWER EQUIP- SUPPLY	500	500	0
8.1100.304.6020.400.715	TEXTBOOKS AND WORKBOOKS	3,000	3,000	0
8.1100.304.6030.400.715	INSTRUCTIONAL MATERIALS (NON-CONSUMABLE)	7,500	7,500	0
8.1100.304.8200.400.715	CAPITAL OUTLAY ADDITION	3,000	3,000	0
8.1310.304.2834.400.715	TERMINAL PAY-VACATION	2,500	2,500	0
8.1310.304.2835.400.715	TERMINAL PAY-SICK	2,500	2,500	0
8.1320.304.5400.400.715	LEASES & RENTALS (XEROX COPIER)	3,000	3,000	0
8.1410.304.1126.400.715	SALARIES PRINCIPALS	48,457	49,426	969
8.1410.304.1150.400.715	SALARIES OFFICE ADMINISTRATIVE ASSISTANT	31,349	31,976	627
8.1410.304.1620.400.715	SALARIES SUPPLEMENTAL	0	5,000	5,000
8.1410.304.2100.400.715	FICA (ADMIN)	6,105	6,227	122
8.1410.304.2211.400.715	VRS PROFESSIONAL (ADMIN)	11,572	11,803	231

EXPENSE		2014-15	2015-16	DIFF
8.1410.304.2300.400.715	HMP (HOSPITAL/MEDICAL PLAN) (ADMIN)	7,277	6,459	(818)
8.1410.304.2330.400.715	DENTAL INSURANCE (ADMIN)	198	504	306
8.1410.304.2340.400.715	VISION INSURANCE (ADMIN)	39	39	0
8.1410.304.2411.400.715	GROUP LIFE (ADMIN)	950	969	19
8.1410.304.2750.400.715	RETIREE HEALTH CARE CREDIT (ADMIN)	846	863	17
8.1410.304.3000.400.715	PURCHASED SERVICES	3,000	3,000	0
8.1410.304.5000.400.715	OTHER CHARGES	1,000	1,000	0
8.1410.304.5200.400.715	COMMUNICATIONS (POSTAGE)	500	500	0
8.1410.304.5300.400.715	INSURANCE (ERRORS & OMISSIONS)	500	500	0
8.1410.304.5500.400.715	TRAVEL (CONF FEES + MILEAGE)	5,000	5,000	0
8.1410.304.5800.400.715	MISCELLANEOUS (MEALS, LODGING, DUES)	2,000	2,000	0
8.1410.304.6000.400.715	MATERIALS AND SUPPLIES (CONSUMABLE)	5,000	5,000	0
8.2140.304.3000.400.715	PURCHASED SERVICES (RECRUIT/IN-SERVICE)	2,000	2,000	0
8.4200.304.1180.400.715	SALARIES CUSTODIAL	24,449	24,938	489
8.4200.304.1280.400.715	OT-CUSTODIAL	1,000	1,000	0
8.4200.304.2100.400.715	FICA (CUSTODIAL)	1,947	1,984	37
8.4200.304.2212.400.715	VRS NON PROFESSIONAL (CUSTODIAL)	2,452	2,209	(243)
8.4200.304.2300.400.715	HMP (HOSPITAL/MEDICAL PLAN) (CUSTODIAL)	4,851	4,306	(545)
8.4200.304.2330.400.715	DENTAL INSURANCE (CUSTODIAL)	0	168	168
8.4200.304.2412.400.715	GROUP LIFE NON-PROF (CUSTODIAL)	291	297	6
8.4200.304.2700.400.715	WORKER'S COMPENSATION (CUSTODIAL)	465	529	64
8.4200.304.5200.400.715	COMMUNICATIONS (LICENSES)	15,000	15,000	0
8.4200.304.5300.400.715	INSURANCE (ERRORS & OMISSIONS)	6,000	6,000	0
8.8100.304.8200.400.715	CAPITAL OUTLAY (TECH FOR INSTRUCTION)	52,186	39,370	(12,816)
	LCS ANNUAL PAYMENT (Begins Spring '17)	0	43,000	43,000
	TOTALS	1,025,592	1,051,077	25,485



**Central Virginia Governor's School
Governing Board Meeting Minutes
Wednesday, May 6, 2015, 1:00 p.m.**

This 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), John Hicks (Bedford County Schools), Roger Akers (Campbell County Schools), and Tom Webb (Lynchburg City Schools).

Others in attendance were Brendon Albôn (Amherst County Public Schools), Annette Bennett (Appomattox County Public Schools), Dr. Douglas Schuch (Bedford County Schools), Denver Drennen (Bedford County Schools), Sarah Danaher (Bedford County Schools), James Rinella (Campbell County Schools), April Bruce (Lynchburg City Schools), Steve Smith (CVGS), and Kim McMillan (CVGS).

1. Call to Order

Mr. Akers called the meeting to order at 1:02 p.m.

2. Approval of meeting agenda

Mr. Wood made a motion to approve the agenda; Mr. Akers seconded the motion, and it was approved by the Board.

3. Approval of consent agenda (math curriculum change)

Mr. Wood made a motion to approve the consent agenda; Mr. Akers seconded the motion, and it was approved by the Board.

4. Recommendation for approval of the minutes of the April 1, 2015, meeting

Mr. Webb made a motion to approve the minutes; Mr. Wood seconded the motion, and it was approved by the Board.

5. Review of monthly financial report

Dr. Smith indicated that all revenue and expenditures were in alignment with projections at this time.

6. Recommendation for approval of the 2015-16 Budget

There have been no recommended changes since the proposed budget was discussed at the April 1, 2015, meeting. As a reminder, the recommended 2015-16 budget includes a line item for \$43,000 to demonstrate that given sufficient cuts in other lines, the budget does have the capacity to support the annual payments to the Lynchburg City Schools which will be required beginning in the spring of 2017.

The question was raised whether any response had been received from the state attorney general regarding the proper use of monies remaining at the end of a budget year for a regional program. In the past, these funds were placed into a fund balance and were

available to the regional program's administration for one-time purchases. CVGS has accumulated about \$306,000 in the CVGS Fund Balance, and these funds are targeted for fixtures, furniture, and equipment in the new CVGS facility. Without access to these funds, additional allocations will need to be made to the program from the participating school divisions. Dr. Smith will alert the Governing Board when additional information is available.

Mr. Wood made a motion to approve the 2015-16 budget; Mr. Akers seconded the motion and it was approved by the Board.

7. Items of Information

A. Recent Events

- i. Middle School Day was held on Friday, March 27, 2015, at the Governor's School.
- ii. Nine CVGS students attended the Virginia State Science Fair located at the Virginia Military Institute on March 27, and 28, 2015.
- iii. All middle school visits have been completed.
- iv. CVGS was open on Saturday, April 18, 2015, for those students who wanted extra instruction or study time.
- v. Final exams were April 20 and April 22, 2015.
- vi. The CVGS Foundation Board met on Wednesday, April 22, 2015.
- vii. Juniors presented their research at the research symposium at CVGS on April 23, 2015. Each student gave a ten minute presentation of his or her research. Constructive feedback was given by professionals in the area.
- viii. The CVGS Recognition Reception was Monday, April 27, 2015.
- ix. The CVGS Foundation awarded three scholarships at the Recognition Reception. The recipients were Rebekah Chun from Heritage High School, Jamie May from Brookville High School, and Galen Shen from EC Glass High School. Two other scholarships were awarded that night. The Larbie Mensah Scholarship was awarded to Ravdeep Mathone from Heritage High School and the Brandi Nichols Scholarship was awarded to Danielle Garrett from Jefferson High School.

B. Upcoming Events

- i. The Middle School Science Challenge is scheduled for May 5, 2015. This event helps to promote scientific thinking at the elementary and middle schools throughout the region.
- ii. One CVGS student, Bobby Carlson from Rustburg High School, qualified to attend the Intel ISEF science fair in Pittsburg, PA, from May 10 to May 15, 2015.
- iii. The industrial Advisory Board will meet at the Governor's School on Wednesday, May 13, 2015, at noon.
- iv. The last day for internships is May 15, 2015.
- v. Forty juniors will accompany Mrs. Coghill and Dr. Smith to James Madison University to present their research at the Virginia Junior Academy of Science Symposium (VJAS) on May 20 and 21, 2105. All costs associated with

participation, estimated at approximately \$200 per student, are covered by the Governor's School Foundation.

- vi. On Wednesday, May 20, 2015, and Thursday, May 21, 2015, the seniors will present their Senior Science Scenario project at Lynchburg College in Schewel Hall from 7:30 am until 10:10 am. All Board members are invited to attend.
- vii. New Student Orientation will be June 8, 9, and 10, 2015. There will be 63 new juniors and 6 new seniors at CVGS for 2015-16.

8. Items from the Board

- A. There was a question about the role of the Industrial Advisory Board. Dr. Smith noted that this board meets two or three times a year and has a number of functions, including assisting with identifying potential partners and internship sponsors, assisting with the engineering bridge project and research projects, providing feedback for students at the annual research symposium, and more.
- B. Dr. Smith also noted that the primary role of the CVGS Foundation Board is to write policies for the 501(c)3 and raise money for the endowments.
- C. Dr. Smith reminded Board members of the May 30 Gala and asked the voting members to please reserve their tickets or let him know that they will not be able to attend so that we may sell any unused tickets.
- D. Dr. Smith noted that Governing Board members would no longer receive certificates, as a cost and time saving measure, but the Foundation did provide sweatshirts for voting Governing Board members.
- E. The Board thanked Dr. April Bruce for her 14 years of service to the Governor's School as the LCS division advocate.
- F. Dr. Smith asked all board members to please inform him if they were aware that they would not be serving for 2015-16. Mr. Tom Webb noted that this would be his last year on the CVGS Governing Board.
- G. Mr. Wood officially thanked Mr. Webb for his service to the Governing Board and the Governor's School.
- H. The CVGS staff was also complimented on the quality and organization of the annual recognition reception. Dr. Smith noted that 9 students were not able to be present at the reception, but they were photographed later, and then their images were Photoshopped into the class picture. Dr. Smith also noted that in the fall he might bring a recommendation to the Governing Board to move the date of the spring 2016 recognition reception to a Sunday.
- I. Dr. Smith also noted that there were students from both Campbell County (William Campbell High School) and from Appomattox who were interesting in attending CVGS as second session students. Dr. Smith asked Mr. Rinella and Mrs. Bennett to please work with those students to ensure transportation arrangements were in place for the fall.

As there were no further items from the Board, Mr. Wood made a motion to adjourn at 1:29 p.m.; Mr. Akers seconded the motion, and it was approved by the Board.

**Next Governing Board meeting is scheduled for
Wednesday, August 5, 2015, at 1:00 p.m.**

Agenda Report

Date: 11/17/15

Agenda Number: G-6

Attachments:

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

Subject: XLR8 STEM Academy Budget: 2015-16

Summary/Description:

The Lynchburg City School Board serves as the fiscal agent for the XLR8 STEM Academy. The governing board of the school has approved its 2015-16 operating budget in the amount of \$277,250, which represents an increase of \$ 500 from the 2014-15 approved budget.

Funds expended at the XLR8 STEM Academy are totally reimbursable from participating school divisions and through grants or donations. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools.

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 XLR8 STEM Academy and to administer their 2015-16 budget in the amount of \$277,250.

		2015-2016
Revenue Accounts		(50 students)
Number	Title/Purpose	Budgeted Amount
6.0000.000.0705.526.010	Special Pupil Fees	\$ 1,250.00
6.0000.000.0712.526.010	Donations - Unrestricted	\$ 6,000.00
6.0000.000.0712.526.010	Donations- Restricted	\$ -
6.0000.000.0712.526.010B	Donations - Restricted - Tobacco Commission	\$ -
6.0000.000.0719.526.010	Tuition From County/City	\$ 270,000.00
	Total Revenue	\$ 277,250.00
Expense Accounts		
Number	Title/Purpose	
6.1100.307.3000.526.010	Purchased Services - Dual Enrollment Costs	\$ 154,088.00
6.1100.307.3000.526.010B	Purchased Services - PLTW Fee	\$ 1,750.00
6.1100.307.3000.526.010C	Travel - Student Bussing Costs	\$ 250.00
6.1100.307.5200.526.010	Communications	\$ 150.00
6.1100.307.5300.526.010	Insurance	\$ 6,200.00
6.1100.307.5800.526.010	Miscellaneous - Student Costs	\$ 3,331.50
6.1100.307.6000.526.010	Materials and Supplies for Students	\$ 1,462.00
6.1100.307.6020.526.010	Textbooks and Workbooks for Students	\$ 275.00
6.1100.307.6030.526.010	Instructional Materials for Students	\$ 5,300.00
6.1100.307.6040.526.010	Tech Software - Website Subscription	\$ 130.00
6.1410.307.1130.526.010	Director Salaries - Other Prof	\$ 68,777.58
6.1410.307.1150.526.010	Clerical Salaries	\$ 11,444.49
6.1410.307.2100.526.010	FICA	\$ 6,136.99
6.1410.307.2211.526.010	VRS Professional	\$ 9,670.13
6.1410.307.2300.526.010	HMP (Hospital/Medical) Plan	\$ 5,400.00
6.1410.307.2330.526.010	Dental Insurance	\$ 132.00
6.1410.307.2340.526.010	Vision Insurance	\$ 26.00
6.1410.307.2411.526.010	Group Life - Professional	\$ 914.74
6.1410.307.2750.526.010	Retiree Health Care Credit	\$ 811.58
6.1310.307.5800.526.010	Miscellaneous - Teacher Travel Costs	\$ 1,000.00
6.1410.307.5500.526.010	Travel- Admin/Teachers	\$ -
	Total Expenditures	\$ 277,250.00
		\$ (0.00)

XLR8 STEM Academy Board

Meeting Minutes

July 28, 2015

Present: Dr. Dorinda Grasty, Susan Cash, Mark Epperson, Dr. John Hicks, Patricia Massie, Regina Dolan-Sewell, Wyatt Torrence, Maria Jaeger, Elizabeth Narehood, Kim Lukanich

Absent: Wyatt Torrence, Annette Bennett, Fred Conner, Mary Mays, James Rinella

1. Call to Order

Meeting was called to order by Dr. John Hicks at 12:35 PM.

2. Review of Meeting Minutes 6/23/2015

Minutes from the meeting held June 23, 2015 were reviewed by members. Mark Epperson made a motion to accept the minutes as written and Patricia Massie seconded the motion. The motion to accept the minutes from the previous meeting was passed.

3. Introduction of New Members

Susan Cash introduced Erin Hand as the newly hired administrative assistant for the XLR8 STEM Academy. She also introduced Regina Dolan-Sewell as the newest member of the XLR8 STEM Academy Board representing Lynchburg City Schools.

4. Selection of Chair and Vice-Chair for 2015-2016

The Board intends for tenure as chair/vice-chair to last for 2 years, with a new selection made at the conclusion of each 2 year rotation. Dr. Dorinda Grasty stated that Wyatt Torrence will finish out the remainder of the calendar year as chair as Mr. Torrence did not choose to be reelected to the Appomattox County School Board, thus his successor will be elected in November. The Board that a new person will be named to this position at the end of December/beginning of January once his successor is elected in the November Massie made a motion to accept this; Mark Epperson seconded the motion, and the motion carried.

Dr. John Hicks will serve as vice-chair for the XLR8 STEM Academy Board – as it is accepted policy that whomever is the “outgoing” chair, they will remain on as vice-chair for consistency purposes.

5. Director’s ReportSTEM Camp 2015

Thirteen students attended STEM Camp June 22nd- 26th. The camp was put together in collaboration with Bedford County Schools 21st Century grants with Liberty High School and Staunton River High School. The students learned about and used quad copters as well as taking a field trip to TRAX. Marci Brown, of the STEM Academy, was the instructor. Regina Dolan-Sewell asked if the camp was open to everyone or only Bedford County. Susan Cash responded that it was only Bedford County students as the funding came from BCS 21st

Century grant money – it was also something that happened unexpectedly as the funding became available so late.

2015-16 New Staff:

- Administrative Assistant – Erin Hand
- PLTW Principle of Engineering – Rex Fisher (currently in PLTW training at Duke University)

2015-16 Returning Staff:

- Dr. Yalitza Figueroa – Chemistry
- Ms. Beth Shelton – Math
- Marcella Brown – Introduction to Engineering Design
- David Abbott – Physics
- Dr. Carl Pettiford – Digital Electronics
- Dr. John Varga – Computer Integrated Manufacturing (Lecture & Lab*)

*Harold Klasser who was originally doing the lab portion of Computer Integrated Manufacturing, has taken a job elsewhere and will not be with us this year.

Enrollment for 2015-2016

The senior class will consist of 25 students made up of 3 students from Amherst, 1 student from Appomattox, 8 students from Bedford (3 JF, 5 SRHS), 8 students from Campbell County (2 Altavista, 3 Brookville, 2 Rustburg, 1 WCHS), and 5 from Lynchburg (1 ECG, 4 HHS). The senior class demographic breakdown is: 20% Female, 24% Minority (8% African American, 4% Asian, 4% American Indian, 8% Hispanic), and 24% of students will participate in Biotech.

The junior class will consist of 25 students made up of 3 students from Amherst, 1 student from Appomattox, 8 students from Bedford (1 JF, 4 Liberty, 3 SRHS), 7 students from Campbell County (1 Altavista, 1 Brookville, 4 Rustburg, 1 WCHS) and 7 from Lynchburg (3 ECG, 4 HHS). The junior class demographic breakdown is: 32% female, 24% minority (16% African American, 8% Asian), and 32% of students will participate in Biotech.

Lynchburg City Schools had 2 seniors who will not be returning in the Senior Class – 2 students from Campbell County Public Schools will be taking those spots (LCS will still pay for them). Bedford County had one junior who decided against coming to the STEM Academy and that spot, too, was taken by a student from Campbell County Public Schools.

With the “swapping” of slots, Dr. John Hicks mentioned the idea of change in the bylaws for a potential buy/sell situation instead of districts paying for slots they are not using – paying to students for other districts. Regina Dolan-Sewell said that while this theory is good in concept, it would put not only a potential strain on the STEM Academy as well as school boards. “Open” slots would most likely become available *after* budgets are already approved this would be mean having to go back to the board and reappropriate monies. Susan Cash stated that

the biggest hurdle for filling spots has been passing the placement test. Empty spots have come from the fact that students simply cannot pass the test. LCS has been doing a "Math Boot Camp" to try to help boost scores; other systems are in place to help the students gear up for testing.

Dr. John Hicks made suggestions regarding the possibility the implementation of a buy/sell program spots between divisions who have a wait-list if your district doesn't. He also added that perhaps if there are no students on the wait list from other divisions THEN the original school system will pay for the spot that was theirs originally as to not cause a budget crunch for STEM. Regina Dolan-Sewell mentioned that this program would be good, however trying to go back to the district's School Board in order to get the funding for "buying" a spot once the budget has been passed could result in a serious problem.

Mark Epperson inquired about the equity in giving slots away (CCPS picked up 3 seats this year, 2 seniors and 1 junior). Susan Cash pointed out that for the last two years CCPS paid for two seats that were used by other students from other divisions because they were unable to fill those spots – all in all it basically comes out as a wash. She also said that before the seats are given to students outside of the division where the seats are available, they then look to districts that have waiting lists.

Dorinda Grasty said they have had parents contact them stating that they would pay for a slot in order to get their student into Governor's School. Susan Cash stated that the STEM Academy has been contacted with the same questions. It is not a possibility to have "extra" students pay their way in as it would cause problems with lab sizes.

Internships

The following companies will be working with us as internship partners this year (number of interns taken): AECOM (1), AMG (1), AMTI (1), AREVA (6), Centra Health (6), Delta Star (2), EDM (1), Harris Corp (1), Masters Engineers & Design (1), Moore's Electric (1), VDOT (2), WW Associates (1), TRAX (1)

Susan Cash mentioned that we are hoping to work internships in Amherst and Appomattox where currently there are none. She also stated that she is working with a RR Donnelley to perhaps have an internship program with them as well.

Career Studies Certificate in Biotechnology

Susan Cash has been working in conjunction with Dr. Jeff Laub, Dean of Science, Math, and Engineering at CVCC to develop a Career Studies Certificate in Biotechnology. The curriculum is designed to challenge the student with hands-on instruction in biotechnology in preparation for a career in Biotechnology or Health related field.

6. Financial Report

2014-2015 Budget:

Susan Cash presented a budget update for the 2014-2015 school year. In unrestricted operating funds, there is a balance shown of \$9031.37, however this amount does not include expenditures on the June 2015 pcard or expenditures for Worker's Comp. The full amount of the \$2000.00 grant from Wells Fargo has been spent. Of the \$22,000.00 in grant monies as well as an additional \$3000.00 (given June 6th for use by June 30th) only

\$2905.00 remained as of June 30, 2015. The amount remaining of \$2905.00 has been encumbered and once all invoices are paid and updated report will be made available to reflect that the grant monies have been expended.

2015-2016 Budget:

Susan Cash shared the final draft of the proposed budget for 2015-2016. Mark Epperson made a motion for the budget to be approved; Regina Dolan-Sewell seconded; the motion carried.

7. Fundraising Report

Elizabeth Narehood presented the Fundraising report to the team for review. She explained that the remaining monies from the Tobacco Commission Grant will expire in December of 2016. As of 6.23.15 there was an unencumbered balance of \$8839.00. There was interest expressed in using these monies toward expansion of dual pathways and equipment needed for that.

Elizabeth Narehood also discussed the success of approaching the private sector to work as sponsors for the internship luncheon held in May of this year. This is something we will continue to expand upon in the future. Luke Towles stated that Wells Fargo has approved a \$4000.00 grant for the 2015-2016 school year with the intent of matching funds from the Tobacco Commission. Elizabeth Narehood also stated that unrestricted sponsorships brought in a large amount of money.

Susan Cash stated that the \$4000.00 from Wells Fargo will be used to purchase new laptops, digitizers, additional print materials (including glow in the dark ink). The biggest part would be laptops – we currently have 3 that stay checked out most of the time because of one of the programs the students use being too large for them to download, or they simply don't have access to a computer at home.

8. New Business

Strategic Plan

Goal One: Gaining, Sustaining, and Strengthening Support of STEM Academy through Partnerships and Resources

Susan Cash stated that setting up a formal opportunities guide for giving (in addition to sponsorships) would help to achieve this goal. In the recent past it has been difficult for Susan to attend conferences, local organization meetings, lunches and dinners, and solicit support of companies in the Region 2000 area simply because she was without an administrative support person and was doing that work on top of running the STEM Academy. Her hope is that with the addition of an administrative assistant she will be able to do more of this.

Patricia Massie expressed concern about “most” internships being local to Lynchburg. Susan Cash explained that the number did not reflect a lack of effort to find internships throughout Region 2000.

Hoping to add at least two new internships (one in Appomattox and one in Amherst) – suggestions are welcomed.

Goal Two: Gaining and Sustaining Highly Qualified Staff for Teaching and Learning

Susan Cash stated that through this goal she feels it is critical to find teachers who will mesh well with high school students – understanding that the teens at the STEM Academy aren't the same as the 20 something's in a typical college classroom.

Goal Three: Strengthen Articulation Efforts between XLR8 STEM Academy and Local Colleges and Universities and Region 2000 Businesses

Susan Cash stated that bringing in guest speakers is a large part of this, as it also helps facilitate setting up internships. She also stated that she intends to continue to work with each student "like a second school counselor" to help students with multiple pathways to becoming career and college ready.

Goal Four: Strengthen the Plan to Ensure Student Achievement at the XLR8 STEM Academy

Susan Cash stated that the intent of this goal is to help ensure student success. One thing she intends to do is make certain that parents are aware that they have 24/7 real-time access to their students grades.

Goal Five: Strategic Marketing Plan to Promote Positive Happenings in STEM at the XLR8 STEM Academy and Encourage Diversity at the XLR8 STEM Academy

Currently have 26% nontraditional students and 24% minority. Hoping that through this goal those numbers will continue to rise. One thing that will be done as a part of this is to develop a new marketing video as the first one was created two years ago; they are hoping to have it created by November. Susan Cash also stated that they are hoping by using the website and social media they will be able to market the STEM Academy to all age ranges.

STEM Quotas (See Attached)

Projected STEM Quotas for the 2016-2017 school year were shared by Susan Cash. Cost projections broken down per seat by school system. The cost projections include the \$400 raise in tuition without a decrease. Luke Towles noted that in addition to using cost projections for school boards as Susan Cash had mentioned, perhaps this would be something to approach the private sector with in hopes of raising funds.

Dr. John Capps remarked that perhaps it is also time, especially given the implementation of the strategic plan, to approach the state again regarding funding.

Susan Cash stated that if any members had changes they would like to see made to the Strategic Plan she is open to suggestions and would like to have them by the next meeting of the Board.

Dorinda Grasty suggested that this Strategic Plan would be good to send out to the school boards in Region 2000. Regina Dolan-Sewell agreed saying that the plan was "well done" and could be good to use for fund raising purposes. Dorinda Grasty said that now that we have "measurable feedback" this would be a good time to approach the State again for help in funding the program. Susan Cash stated that the Governor's Schools receive money from the State (based on pupil count), but the STEM Academy is basically on the shoulders of the school divisions and donations from businesses. We are fortunate that businesses have been very generous not only in taking interns, but also in making donations and/or sponsorships. Regina Dolan-Sewell suggested that perhaps we should revisit the school boards in Region 2000 toward the end of the year when they have carry-over funds.

STEM was originally going to be 100 students, which is why the budget is tighter now than if it were 100 students. Susan Cash stated that the intent had been to go up to 75 students this year, but the Board decided to keep it at 50 because school boards had expressed the difficulty of paying tuition for more students – plus not being able to fill all of the seats. Susan Cash explained that “recruiting” students to the STEM Academy is (and will continue to become) easier because we have data to show, and students to talk about the program and what it did for them. Field trips for small 9th and 10th grade classes to come “see STEM in action” was mentioned as well as getting teachers and counselors on board to recruit for STEM. All members expressed interest in learning what Campbell County Schools is doing to recruit students to STEM as their number is so large *and* they have a waiting list. Mark Epperson stated that he would get more information and share it with everyone.

9. Old Business

No old business to discuss. Just working toward starting the new year.

Next Meeting: Tuesday, November 10th, at 1:00

Patricia Massie made a motion to conclude the meeting; Regina Dolan-Sewell seconded the motion. Meeting was adjourned at 1:35.