



LYNCHBURG CITY SCHOOLS

Superintendent's Personnel Advisory Committee
October 18, 2012
Meeting Minutes

Members Present: Ben Copeland, Assistant Superintendent of Operations and Administration; Marie Gee, Director of Personnel; Amy Huskin, Elementary Principals; Jane Hood, Thomas C. Miller Elementary School for Innovation; Donald Dougherty, E. C. Glass High School; Melinda Wheeler, Sheffield Elementary School; Angela Llamas, Sandusky Elementary School; Karen Dearden, Robert S. Payne Elementary School; Susan Stanbery, Heritage High School; Chris Smith, Perrymont Elementary School; Jane Snyder, Sandusky Middle School; Carrie Lewis, Dearington Elementary School for Innovation; Lyn Nash, William Marvin Bass Elementary School; Martha Padgett, Paul Munro Elementary School; Susan Wolk, Bedford Hills Elementary School; Barbara Lucy, Linkhorne Middle School; Gretchen Morgan, Linkhorne Middle School; Amy Jennings, Paul Laurence Dunbar Middle School for Innovation; Jason Ferguson, Director of Transportation; Jennifer Kerns, Nurses and Health Assistants; Kathleen Brooks, School Nutrition; Rachel Madigan, Heritage Elementary School, Karen Heaphy, Heritage Elementary School; Scott Brabrand, Superintendent; Wendie Sullivan, Recording Secretary

The Superintendent's Personnel Advisory Committee met at 3:52 p.m. in the Board Room at the School Administration Building. Dr. Brabrand opened the meeting and thanked everyone for their attendance. He explained that the meetings this year will not include the regular question and answer session. Dr. Brabrand asked that all questions relating to the policies, procedures, and operations of the school division be forwarded to Wendie Sullivan, and the questions will be answered in the weekly Superintendent's Preview. Questions associated with improvements to instructional programs, curriculum development, and professional development needs will be discussed during the bi-monthly meetings. Questions or suggestions about ways in which to help employees complete tasks more efficiently or in some way improve the work environment should also be submitted. Those items should be submitted at least one week in advance of the meeting to Brenda S. Hines, department of personnel, at hinesbs@lcsedu.net.

Dr. Brabrand reviewed information gathered from the recent employee survey regarding budget issues. The following link will provide additional information relative to those results.

http://commons.lcsedu.net/sites/default/files/superintendents-preview/2012/10/employee_budget_survey_results.pdf

A copy of the comprehensive plan was provided to each member of the committee, and Dr. Brabrand asked committee members to break into three groups to discuss the Achievement, Behavior, and Culture sections of the plan. Following the discussion, each group provided feedback to the full committee regarding their discussions. The meeting adjourned at 4:55 p.m.

The next Superintendent's Personnel Advisory Committee meeting will occur on December 6, 2012, at 3:45 p.m. in the Board Room at the School Administration Building.