

**Lynchburg City School Board
Regular Meeting
January 5, 2010**

**BOARD
MEMBERS
PRESENT:**

Mary Ann H. Barker, Chairman
Thomas H. Webb, Vice Chairman
Keith R. Anderson
Regina T. Dolan-Sewell
Darin L. Gerdes
Ingrid M. Hamlett
Trenay L. Tweedy
Charles B. White
Robert W. Jones, Student Representative, Heritage High School
Joshua K. Graham, Student Representative, E. C. Glass High School

**BOARD
MEMBERS
ABSENT:**

Albert L. Billingsly

**ADMINISTRATION
PRESENT:**

Paul McKendrick, Superintendent
Stephen C. Smith, Assistant Superintendent of Curriculum and Instruction
Edward R. Witt, Jr., Assistant Superintendent of Operations and Administration
Beverly A. Padgett, Chief Financial Officer
William A. Coleman, Jr., Director of Secondary Education
Leigh F. Farmer, Public Information Officer
Merle P. Herndon, Director of Professional Development and School Business Partnerships
Michael K. Rudder, Director of Elementary Education
Douglas L. Wickham, Acting Director of Information Technology
Billie Kay Wingfield, Director of Personnel
Wendie L. Sullivan, Recording Secretary/Clerk

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B. Student Representative Comments
- D-4. Public School Activity Funds and Audit for Fiscal Year Ended June 30, 2009
- C-1. Lynchburg City Schools' Comprehensive Plan
- C-2. Capital Improvement Plan: 2011-15
- C-3. School Operating Budget 2009-10
- D-1. 2010 Summer Programs
- D-2. Middle School Program of Studies: 2010-11
- D-3. Lynchburg Juvenile Detention Center Educational Program Budget: 2009-10 Title I Teacher
- E. Superintendent's Comments
- F. Board Comments
- G. Informational Items
- H. Adjournment

A public hearing for the school operating budget 2010-11 was scheduled to occur prior to the beginning of the regular meeting; however, there were no individuals who wished to speak before the school board. Therefore, the Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Mrs. Barker opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

Upon MOTION by Rev. Anderson, SECONDED by Mr. White, the school board added item C-3. School Operating Budget: 2009-10 to the school board meeting agenda and moved item D-4. Public School Activity Funds and Audit for Fiscal Year Ended June 30, 2009, to follow item B. Student Representative Comments.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

A-1. Public Comments

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.

There were no individuals who wished to speak before the school board.

B. Student Representative Comments

Mr. Robert W. Jones, student representative for Heritage High School, and Mr. Joshua K. Graham, student representative for E. C. Glass High School, provided information about events and activities occurring at their schools.

D-4. Public School Activity Funds and Audit for Fiscal Year Ended June 30, 2009

R.J. Singleton, CPA, has completed the financial audit of Lynchburg City Schools Activity Funds for the year ended June 30, 2009. Mr. R.J. Singleton, CPA, presented the audit and cash basis financial statements to the school board.

The school administration sent a copy of the City of Lynchburg, Virginia Public School Activity Funds Cash Basis Financial Statements to school board members. School board members and the general public may obtain additional copies of the report from the school division's Department of Finance.

Mr. Singleton reviewed the procedures used for auditing activity funds and said that the audit received a "clean opinion." He also stated that the financial books have improved over the past three years.

C-1. Lynchburg City Schools' Comprehensive Plan

The *Standards of Quality* require local school boards to adopt a division-wide comprehensive plan to improve classroom instruction and student achievement. The Lynchburg City Schools' proposed comprehensive plan is built around the six school board *Vision for Education* foci: Academic Eminence; Sound, Honorable Character; Exemplary Personnel; Parental Involvement and Community Investment; Respect for Diversity; and Model Facilities. Each vision focus area includes goals followed by strategies for meeting the goals. Each strategy is followed by columns providing the titles of those responsible, the timeline for completion, and the method of evaluation or evidence of completion.

As required by the *Standards of Quality*, the proposed comprehensive plan also includes a description of regional services, a forecast of anticipated enrollment changes, a technology plan, and evidence of community involvement in the development of the plan.

During the meeting on December 15, 2009, the school administration summarized key elements of the plan and answered questions regarding the goals, strategies, and other information included in the most recent draft provided to school board members.

The plan has been posted on the school division's website for public comment, and comments from the public will be received at the school board meeting on January 19, 2010.

C-2. Capital Improvement Plan: 2011-15

Each year the school division prepares a five year plan requesting funds for capital improvements needed at sites within the school division. After approval by the school board, the plan is forwarded to the Lynchburg City Council as a request for funding.

The CIP plan classifies capital projects into one of two categories:

1. Capital projects required to renovate or construct school facilities
2. Capital maintenance and equipment replacement projects required to maintain school facilities and grounds, and to replace capital equipment

The majority of funds required for the first category are normally provided by the City of Lynchburg through capital bonds. The school board assists the city with the funding of these projects through the allocation of State Lottery and School Construction funds. The second category of capital projects are funded through year-end funds or funds included in the annual operating budget for capital outlay purposes.

The draft summary of the FY 2011-2015 Capital Improvement Plan appeared as an attachment to the agenda report.

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The school administration has identified sources for funding the Heritage High School roof and plans to solicit requests for proposals in June.

Upon MOTION by Mr. Webb, SECONDED by Mrs. Tweedy, the school board approved the Capital Improvement Plan for 2011-15.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 5, 2010, EXHIBIT "A," FOR A COPY OF THE CAPITAL IMPROVEMENT PLAN FOR 2011-15.)

C-3. School Operating Budget: 2009-10

Governor Timothy Kaine presented amendments to the Commonwealth's current budget (i.e., July 1, 2009, through June 30, 2010) on December 18, 2009. Those amendments, found in House Bill 29/Senate Bill 29, and referred to as the "Caboose Bill," involve adjustments in several categories. Some of the categories affected by the proposed reductions include technical adjustments to the Standards of Quality, incentive, categorical, and Virginia Lottery funded accounts. Further, the bill includes adjustments to the revenue reductions. The governor's proposed recommendations would result in a reduction in state funding by more than \$1.7 million for Lynchburg City Schools.

The General Assembly will consider the governor's proposed adjustments during its 2010 session, which begins January 13, 2010. Please note that the aforementioned proposals reflect only that emanating from the governor's office. The process of amending the budget could possibly include proposals from the Senate and from the House of Delegates as well as from Governor-elect Bob McDonnell.

The school administration presented the school board with more information regarding the proposed adjustments. This presentation also cited the categories affected as well as the amount of funding reduced. The school administration also discussed its preliminary ideas for funding sources relative to the proposed budget reductions.

D-1. 2010 Summer Programs

Each summer the school division offers programs to provide enrichment, acceleration, and academic support opportunities for elementary, middle, and high school students. The attachment to the agenda report provided the name, description, student groups, dates, times, transportation needs, and funding sources for each of the proposed summer programs.

Summer elementary and middle school remedial programs are mandatory and are funded by the state. There is also a grant for which the school administration has applied for the past few years that is used to provide summer classes for student who need to pass a particular Standards of Learning end-of-course test in order to graduate. High school summer school courses provided for students who did not pass courses is paid for by the students; however, the program is not self supporting. The school division pays approximately \$22,000 to offset costs for this program.

This item will be considered for action at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 5, 2010, EXHIBIT "B," FOR A COPY OF THE SUMMER SCHOOL PROGRAMS.)

D-2. Middle School Program of Studies: 2010-11

The middle school program of studies provides information to the parents of rising and current middle school students about middle school programs and practices. In addition, the middle school program of studies includes excerpts, from pages two through 10, of the high school program of studies.

The recommended changes to the 2010-11 Middle School Program of Studies include the following:

- 1) For first-time ninth grade students in 2010-11 and beyond, there are new graduation requirements.
- 2) Eighth grade math offerings will reflect the higher math standards required at the high schools with the removal of Algebra I Part I and Part II. Eighth grade math offerings will include Advanced Algebra I, Standard Algebra I, and the non-high school credit course Foundations of Algebra.
- 3) Information will be provided on each school's enrichment/achievement period.
- 4) The other recommended changes to the middle school program of studies are adjustments to exploratory and elective offerings at specific middle schools. Examples include renaming a chorus

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rotation to Dunbar Glee; adding a course in geography and digital cartography (map making); offering beginning guitar; and Greek and Roman culture and mythology, among others.

Draft copies of the proposed 2010-2011 Middle School Program of Studies were distributed to members of the school board prior to the meeting. This item will be considered for action at the January 19, 2010, school board meeting.

D-3. Lynchburg Juvenile Detention Center Educational Program Budget: 2009-10 Title I Teacher

The Virginia Department of Education has approved the 2009-10 funding for the Lynchburg Juvenile Detention Center Title I teacher in the amount of \$20,184.42. The Lynchburg City Schools serves as the fiscal agent for this state-operated position. The Lynchburg City Schools employs one part-time (20 hours per week) teacher who serves as the Title I teacher for the Lynchburg Juvenile Detention. This position administers assessments and delivers educational services monthly to approximately 30 students enrolled in the Lynchburg Juvenile Detention Center. The summary below outlines expenditures for the 2009-10 school year.

Budget

| | |
|-----------------------------------|-------------|
| Personnel Salary Compensation | \$18,749.95 |
| Fringe Benefits and Fixed Charges | \$1,434.47 |
| Total | \$20,184.42 |

Upon MOTION by Rev. Anderson, SECONDED by Mr. Webb, the school board approved the Juvenile Detention Center Program budget for a part-time Title I teacher in the amount of \$20,184.42 for the 2009-10 school year.

Yes Votes: Mrs. Barker, Mr. Webb, Rev. Anderson, Dr. Dolan-Sewell, Dr. Gerdes, Ms. Hamlett, Mrs. Tweedy, Mr. White

No Votes: None

Abstentions: None

E. Superintendent's Comments

Dr. McKendrick stated that he had attended a recent Family Fun Night at Hutcherson Early Learning Center and noted that there were a lot of parents in attendance. It was a wonderful experience.

The open house at the Fort Hill Community School will occur on January 9, 2010, from 11:00 a.m. until 1:00 p.m.

F. Board Comments

Mr. Webb also noted the open house for the Fort Hill Community School and encouraged everyone to attend.

Rev. Anderson announced that the Finance Committee will meet on January 12, 2010, at 12 noon at the School Administration Building.

G. Informational Items

Next School Board Meeting: Tuesday, January 19, 2010, 5:30 p.m., Board Room, School Administration Building

H. Adjournment

The meeting adjourned at 7:35 p.m.

Mary Ann H. Barker, Chairman

Wendie L. Sullivan, Clerk

(SCHOOL BOARD DOCUMENT FILES ARE LOCATED IN THE DEPARTMENT FOR FINANCE AT THE SCHOOL ADMINISTRATION BUILDING.)