

**Lynchburg City School Board
Regular Meeting
February 19, 2013**

**BOARD
MEMBERS
PRESENT:**

Charles B. White, Chairman
Trenay L. Tweedy, Vice Chairman
Mary Ann H. Barker
Albert L. Billingsly
Regina T. Dolan-Sewell
Jennifer R. Poore
Katie K. Snyder
J. Marie Waller
Thomas H. Webb
Sara B. Natour, Student Representative for E. C. Glass High School

**BOARD
MEMBERS
ABSENT:**

Tiani O. Pannell, Student Representative for Heritage High School

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction
Ben W. Copeland, Assistant Superintendent of Operations and Administration
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director of Testing, Gifted, and Guidance
David A. Childress, Director of Information Technology
Jason J. Ferguson, Director of Transportation
Steven L. Gatzke, Director of Facilities and Maintenance
Marie F. Gee, Director of Personnel
Kevin M. Latham, Director of Secondary Education
Gloria C. Preston, Director of Student Services and Alternative Education
Michael K. Rudder, Director of Elementary School
Wyllys D. VanDerwerker, Director of Special Education
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Notice of Closed Meeting
- A-2. Certification of Closed Meeting
- B. Public Comments
- C-1. School Improvement Plan: Dearington Elementary School for Innovation
- D-1. Finance Report
- E. Consent Agenda
- F. Student Representative Comments
- G-1. Lynchburg City Schools Comprehensive Plan: Update
- H-1. Youth Risk Behavior Survey
- H-2. Mobile Website
- H-3. Middle School Program of Studies: 2013-14
- H-4. E. C. Glass High School : Discus and Shot Put Facility
- H-5. Educational Technology Series XIII (Spring 2013) Notes
- H-6. School Board Policy 5-49.1: Licensed Personnel: Contracts
- I. Superintendent's Comments
- J. Board Comments
- K-1. Notice of Closed Meeting
- K-2. Certification of Closed Meeting
- L. Informational Items
- M. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Mr. White opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

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Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the school board approve the addition of item A-1. Notice of Closed Meeting and item A-2. Certification of Closed Meeting.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

A-1. Notice of Closed Meeting

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board convened a closed meeting at 5:31 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) to discuss personnel matters.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

A-2. Certification of Closed Meeting

Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the school board reconvened in open session at 5:46 p.m.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mr. Billingsly, the school board approved by roll call vote the following the Certification of Closed Meeting:

The Lynchburg City School Board certifies that, in the closed meeting just concluded, nothing was discussed except the matters specifically identified in the motion to convene in a closed meeting and lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

B-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.

The following individuals provided comments in support of Terrie H. Haley: Garnell, Stamps, Patrick Slayton Jacqueline Britton, Kimberly Brown-Hampton, Barbara Ritchie, Carl B. Hutcherson, Rev. Nash, Charlie Saunders, Mr. Dixon, and Rev. James Coleman.

C-1. School Improvement Plan: Dearington Elementary School for Innovation

The superintendent has directed each school within the school division to form a School Improvement Planning Team that will develop school improvement plans that identify areas for growth and improvement specific to their students' academic, behavioral, and cultural needs. During this presentation, Mrs. Terrie H. Haley, principal at Dearington Elementary School for Innovation, and members of her staff reviewed each section of the school improvement plan and outlined the various goals and strategies in place for achievement, behavior, and culture.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 19, 2013, EXHIBIT "A," FOR A COPY OF THE SCHOOL IMPROVEMENT PLAN FOR DEARINGTON ELEMENTARY SCHOOL FOR INNOVATION.)

D-1. Finance Report

The school administration, in accordance with the 2012-13 school operating budget, authorized, approved, and processed the necessary payments through January 31, 2013. The school administration certifies that the amounts approved are within budgetary limits and revenue.

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The operating fund expenditure report summarized the payments made through January 31, 2013, for the operating fund.

Total Operating Fund Budget		\$81,622,318.00
Through January 31, 2013		
Actual Revenue Received	\$ 34,804,341.24	
Actual Expenditures	\$ 38,518,543.63	
Actual Encumbered	\$ 34,893,807.07	
Percent of Budget Received		42.64%
Percent of Budget Used, excluding encumbrances		47.19%
As of 1/31/1 – 7 months		58.31%

The revenue and expenditure reports detailed the transactions recorded through January 31, 2013. All reports appeared as attachments to the agenda report.

The January state revenue based on new numbers from December was down \$492,000, and as the school administration did not charge the \$200,000 for the athletic fees this brings the total to approximately \$700,000. There are no issues on the expense report. The school administration is in the process of reallocating funds within function areas. Once those reallocations are firm, the school administration will bring this to the school board for approval. The goal is to fully utilize all of the funds that were allocated for the 2012-13 school operating budget.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 19, 2013, EXHIBIT "B," FOR A COPY OF THE FINANCE REPORT.)

E. Consent Agenda

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board approved the personnel report for the period February 5 – 19, 2013.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 19, 2013, EXHIBIT "C," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

F. Student Representative Comments

Miss, Sara B. Natour, student representative for E. C. Glass High School, provided comments about the events and activities occurring at her school.

G-1. Lynchburg City Schools Comprehensive Plan: Update

At its meeting on February 5, 2013, the school board requested that the administration recommend approval to changes to some of the strategies in the 2012-13 Comprehensive Plan. As presented at that meeting, some strategies have been modified, postponed, or eliminated.

A copy of the changes to the Lynchburg City Schools Comprehensive Plan has been provided to the school board.

Upon MOTION by Mr. Billingsly, SECONDED by Ms. Waller, the school board approved the changes to the Lynchburg City Schools Comprehensive Plan for 2012-13 as presented on February 5, 2013.

H-1. Youth Risk Behavior Survey

The School Health Advisory Board and Lynchburg Health District's Health Department in collaboration with the Lynchburg City Schools conducted the Lynchburg Youth Survey with students in sixth, ninth, and twelfth grades in the spring of 2012. Two versions of the survey were used; one for high school students and a modified version for middle school students. The surveys are based on the Centers for Disease Control and Prevention (CDC) 2011 Youth Risk Behavior Survey with some modification of local interest.

Since the survey has been conducted every three years since 1999, it allows for a comparison of Lynchburg youth health behaviors with the results of the 2009 survey and with youth across the nation.

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Dr. Kerry Gateley, director of the Central Virginia Health District, presented information associated with smoking, consumption of alcohol, drug use, sexual intercourse, and physical education. The data was compared to the three year comparison as well as the national statistics.

H-2. Mobile Website

On March 1, 2013, a mobile version of the school division's website will be launched. Mr. M. Scott Kirkwood, webmaster, provided additional information to the school board about the application. The Lynchburg City Schools is one of very few in Virginia that has a mobile website.

H-3. Middle School Program of Studies: 2013-14

The Middle School Program of Studies provides information to the parents of rising and current middle school students about middle school programs and practices. Middle school counselors use the program of studies when working with students and parents in the scheduling of classes for the next school year. The Middle School Program of Studies includes links to the Lynchburg City Schools' website regarding high school graduation requirements and NCAA Clearinghouse information.

Recommended changes to the Middle School Program of Studies for 2013-14 include the following:

- Course descriptions for Blocked Math and Blocked English instruction in grades 6-8
- Explanation of the middle school 8-period day
- References to the Lynchburg City Schools' website for further information on High School Graduation Requirements
- References to the Lynchburg City Schools' website for further information regarding NCAA eligibility for college freshmen (NCAA Clearinghouse information)
- Inclusion of a brief description of the unique programs available at Paul Laurence Dunbar Middle School for Innovation

Draft copies of the proposed 2013-2014 Middle School Program of Studies were distributed to members of the school board.

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

H-4. E. C. Glass High School: Discus and Shot Put Facility

The school administration has been approached by a group of E. C. Glass High School alumni with a request to name the throwing field at the high school. With this request, the group proposes a fundraising campaign for a redesign of the throwing field to fix drainage issues, provide on-site storage, and increase the safety of the athletes. The naming rights for the throwing field are contingent upon 100 percent of the funds being raised to complete the project. Mr. Reid A. Wodicka, Class of 2005, indicated that phase one of the project would begin with the drainage of the field, construction of pads for seating, and a storage building. It is anticipated that it will cost approximately \$800,000 for building materials.

H-5. Educational Technology Series XIII (Spring 2013) Notes

The Virginia Department of Education has notified Lynchburg City Schools that its share of the Educational Technology Series XIII (Spring 2013) Grant Funds will be \$492,000. A 20 percent matching expenditure of \$98,400 is required. Grant funds may be expended on networking/infrastructure equipment, classroom multimedia network computers, instructional software, and local technology plan hardware. Purchases from these funds are financed by Virginia Public School Authority Bonds, which are sold in the spring of each year.

Ordinarily, these funds may not be spent more than 60 days prior to the date the bonds are sold. However, a school division may spend funds prior to that date and be reimbursed for those expenditures if the school board passes a resolution stating its intention to do so. A resolution stating the school board's intention to be reimbursed for expenditures is attached for school board consideration.

The Central Virginia Governor's School for Science and Technology, the LAUREL Regional Special Education Program, and the Secondary Alternative Education Program are also eligible for \$26,000 each. There is no local match required for these grants. The resolution attached to the agenda report refers to these funds as well.

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board approved the resolution to permit reimbursement for expenditures under the Educational Technology Issue Series XIII Notes.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

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Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 19, 2013, EXHIBIT "D," FOR A COPY OF THE RESOLUTION.)

H-6. School Board Policy 5-49.1: Licensed Personnel: Contracts

The Code of Virginia §22.1-304, which provides regulations associated with teacher contracts has been changed so that written notice of nonrenewal of a teacher contract must be given by the school board on or before June 15. School Board Policy 5-49.1: Licensed Personnel: Contracts has been revised to reflect this change.

The school board will consider this item for action at the next school board meeting.

I. Superintendent's Comments

Dr. Brabrand commended Kate Carrington, a student at E. C. Glass High School, for her sportsmanship and the character she displayed during a recent cross country event where another student tripped and Kate waited for the other student to get herself righted before continuing the race.

In the very near future, the Lynchburg City Schools and the City will share a joint budget presentation with the Lynchburg City Council.

J. Board Comments

Mr. Billingsly recognized JoEllen Porter who is retiring from Heritage Elementary School with 31 years of service.

Mr. Webb provided information about the events and activities in which he participated since the last school board meeting.

Ms. Waller noted that she attended many of the activities that Mr. Webb mentioned. She also had the opportunity to have lunch with fifth grade students at Linkhorne Elementary School.

Mrs. Tweedy announced that she and Dr. Brabrand will co-host a meeting with the NAACP and share information about the Lynchburg City Schools operating budget. The meeting will occur at Diamond Hill Baptist Church at 7:00 p.m. on February 28, 2013.

Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the school board approved the following resolution of recognition for Mrs. Wendie L. Sullivan:

WHEREAS, school board clerks in each locality throughout our great Commonwealth are appointed by law to fulfill their duties and responsibilities; and

WHEREAS, school board clerks are responsible for keeping accurate records of the meetings and proceedings of the school board, a record of all receipts and disbursements, and a record of all official acts; and

WHEREAS, school board clerks perform such other duties in connection with the school business of the city as may be required by the school board; and

WHEREAS, school board clerks maintain frequent contact with the public, including parents, employees, and the media, on behalf of the school board and superintendent; and

WHEREAS, school board clerks in the performance of their duties, are often required to work extra hours attending school board meetings; and

WHEREAS, school board clerks join with school boards to help ensure that students achieve to their highest potential; and

WHEREAS, school board clerks provide an invaluable service for school boards and superintendents; and members for their training and development needs, the VSBA Board of Directors does hereby recognize the third week of February as School Board Clerk Appreciation Week in the Commonwealth of Virginia, and

WHEREAS, the Lynchburg City School Board joins the VSBA in recognizing the many and varied contributions of school board clerks;

Now, therefore, be it resolved that at its meeting on the nineteenth day of February, the year 2013, the Lynchburg City School Board also recognizes the third week of February as School Board Clerk Appreciation Week.

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Charles B. White, Chairman

Date

Treney L. Tweedy, Vice Chairwoman

Date

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

K-1. Notice of Closed Meeting

Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the Lynchburg City School Board convened a closed meeting at 8:59 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) to discuss employee performance and personnel matters.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

Mrs. Snyder left at 9:00 a.m.

K-2. Certification of Closed Meeting

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board reconvened in open session at 9:45 p.m.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board approved by roll call vote the following Certification of Closed Meeting:

The Lynchburg City School Board certifies that, in the closed meeting just concluded, nothing was discussed except the matters specifically identified in the motion to convene in a closed meeting and lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

Yes Votes: Mr. White, Mrs. Tweedy, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Ms. Poore, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

L. Informational Items

Public Budget Hearing: Tuesday, March 5, 2013, 5:30 p.m., Board Room, School Administration Building

Next School Board Meeting: Tuesday, March 5, 2013, immediately following the public budget hearing, Board Room, School Administration Building

M. Adjournment

The meeting adjourned at 9:45 p.m.

Charles B. White, Chairman

Wendie L. Sullivan, Clerk

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