

**Lynchburg City School Board
Regular Meeting
March 5, 2019**

**BOARD
MEMBERS
PRESENT:**

Robert O. Brennan
Sharon Carter
James E. Coleman, Jr.
Belle H. Evans
Atul Gupta
Charleta F. Mason (Arrived at 5:23 p.m.)
Susan D. Morrison
Michael J. Nilles
Kimberly Sinha
Sedora A. Booker-Felder, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Maggie Kicklighter, Student Representative, E.C. Glass High School

**ADMINISTRATION
PRESENT:**

Crystal M. Edwards, Superintendent
Ben W. Copeland, Deputy Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer
Marie F. Gee, Director of Personnel
Wyllys D. VanDerwerker, Director of Special Education
April Bruce, Director of Curriculum and Instruction
LaTonya Brown, Director of Student Services
Angel Garcia-Ablanque, Director of Transportation
Steve Gatzke, Director of Facilities
Ethel Reeves, Director of Engagement, Equity, and Opportunity
R. Denise Spinner, Clerk/Recording Secretary
Heather Boyles, Instructional Supervisor of Elementary Math, Science and Gifted
Maria Jaeger, Instructional Supervisor of Secondary Math, Science and Gifted

**MEDIA
PRESENT:**

Liz Ramos, *The News & Advance*
Valencia Jones, WSET 13

Agenda Items:

- A-1. Agenda Approval
- B-1. Notice of Closed Meeting
- B-2. Certification of Closed Meeting

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- C. Public Comments
- D. Special Presentation
- E. Finance Report
- F. Consent Agenda
- G. Student Representative Comments
- H. School Board Committee Report
- I-1. Lynchburg City School Board Governance Policy Review
- I-2. Lynchburg City School Board Personnel Policies and Regulations – Section 5 Personnel
- J-1. Strategic Plan Discussion
- K-1. Capital Improvement Plan: Dearington Elementary School Roof Replacement
- K-2. Capital Improvement Plan: E.C. Glass High School Roof Replacement (Main Gym and Locker Room_
- K-3. Lynchburg City School Board Regulation JNZ-R Student Fees, Fines, Charges and Tuition
- L. Superintendent’s Comments
- M. Board Comments
- N. Informational Items
- O. Adjournment

A-1. Agenda Approval

Upon MOTION Dr. Nilles, SECONDED by Ms. Carter, the school board approved the March 5, 2019 Board Meeting Agenda.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION Ms. Carter, SECONDED by Dr. Sinha, the school board approved the addition of an addendum to item B-1, Notice of Closed Meeting. F-1, Adjustments to Student Discipline Committee Meetings 2.6.19 and 2.14.19, and to the Personnel Report.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

B-1. Notice of Closed Meeting

Upon MOTION by Dr. Coleman, SECONDED by Dr. Nilles, the school board convened a closed meeting at 5:04 p.m. to discuss the following:

- 1.) As permitted by the Virginia Code §2.2-3711(A)(7), for consultation with legal counsel about the pending case of Twanna Hancock vs. Lynchburg City Schools and Lynchburg City School Board because consultation in an open meeting would adversely affect the negotiating or litigating posture of the School Board;
- 2.) As permitted by the Virginia Code §2.2-3711(A)(1), for the purpose of discussing a personnel matter regarding the discipline and compensation of teacher (03052019-A);and
- 3.) As permitted by the Virginia Code §2.2-3711(A)(1), for the purpose of discussing a personnel matter regarding the discipline and compensation of teacher (03052019-B).

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- 4.) As permitted by Virginia Code Section 2.2-3711(A)(7), consultation with legal counsel, or a briefing by staff or consultants, about probable litigation by a former employee, because consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the School Board.

The school board Chair recommends that the school board approve a motion to convene a closed meeting to discuss the following: 1.) As permitted by the Virginia Code §2.2-3711(A)(7), for consultation with legal counsel about the pending case of Twanna Hancock vs. Lynchburg City Schools and Lynchburg City School Board because consultation in an open meeting would adversely affect the negotiating or litigating posture of the School Board; 2.) As permitted by the Virginia Code §2.2-3711(A)(1), for the purpose of discussing a personnel matter regarding the discipline and compensation of teacher (03052019-A); and 3.) As permitted by the Virginia Code §2.2-3711(A)(1), for the purpose of discussing a personnel matter regarding the discipline and compensation of teacher (03052019-B); 4.) As permitted by Virginia Code Section 2.2-3711(A)(7), consultation with legal counsel, or a briefing by staff or consultants, about probable litigation by a former employee, because consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the School Board.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

B-2. Certification of Closed Meeting

Upon MOTION by Ms. Carter, SECONDED by Dr. Coleman, the school board reconvened in open session at 5:27 p.m.

Yes Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION by Ms. Carter, SECONDED by Dr. Sinha, 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 matter or matters (1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Susan D. Morrison called the meeting to order at 5:28 p.m. and led the board in the Pledge of Allegiance.

C. Public Comments

In accordance with Policy BDDH Public Participation at School Board Meetings, 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.

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Ms. Susie Joyner spoke on behalf of Lynchburg Organizing regarding school suspensions.

Anthony Jones spoke on behalf of Rescuers of the Youth regarding ex-felons not being allowed to volunteer.
 Michael Bremer spoke regarding compensation issues.

John Meadows spoke on behalf of Teachers United with a Voice regarding salary scales.

Consuela Mosely on behalf of Virginia Organizing regarding volunteers.

Lisa Bowie spoke regarding concerns on jobs.

Katherine Allen spoke on salary concerns.

D. Special Presentation

During this presentation Ms. Jodi K. Gillette, director of the Lynchburg City Schools Education Foundation, Inc. and Dr. Crystal M. Edwards will recognize the 6 generous sponsors of the Excellence in Science Scholarship with each donor receiving a plaque of appreciation. Following the donor recognition, the 2018-2019 Excellence in Science Scholarship recipient was announced as Chloe Seng, senior at E. C. Glass High School.

E. Finance Report

The school administration, in accordance with the FY2018-19 school's operating budget, authorized, approved, and processed the necessary payments through January 31, 2019. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through January 31, 2019 for the operating fund.

Total Operating Fund Budget	\$ 97,672,407.00
Prior Year Funds Encumbered	<u>\$ 187,785.76</u>
Adjusted Operating Budget	<u>\$ 97,860,192.76</u>

Through January 31, 2019	
Actual Revenue Received	\$ 43,427,673.65
Actual Expenditures	\$ 48,423,826.63
Actual Encumbered	\$ 37,812,953.65

Percent of Budget Received	44.38%
Percent of Budget Used, excluding encumbrances	49.48%
As of 01/31/19 – 7 months	58.34%

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

Mr. Beckles shared that expenses and revenues are on target. No significant items to report at this time.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 5, 2019, FOR A COPY OF THE AGENDA AND ALL ATTACHMENTS)

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F. Consent Agenda

Upon MOTION by Dr. Brennan, SECONDED by Ms. Mason, the school board moved to approve the Personnel Report from February 5, 2019 – March 5, 2019, the Personnel Report Addendum, the minutes from February 5, 2019, (Regular Meeting), February 6, 2019 (Student Discipline Committee Meeting), February 7, 2019 (Work Session), February 14, 2019 (Student Discipline Committee Meeting), K-12 Mathematics Textbook Adoption, Memorandum of Agreement – Marine Corps Junior Reserve Officers' Training Corps, and Religious Exemption.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 5, 2019, FOR A COPY OF THE AGENDA AND ALL ATTACHMENTS)

G. Student Representative Comments

Sedora Booker-Felder, student representative for Heritage High School, shared updates on events, activities, and educational opportunities at Heritage High School.

H. School Board Committee Report

1. School Board Committees:

Finance Committee – Next meeting is on March 14, 2019

Governor's School Committee – Ms. Mason shared information from the February 25, 2019 meeting.

LAUREL Regional School Committee – Ms. Carter shared that the school is working on finalizing budget and on an autistic program.

XLR8 STEM Academy Committee – Dr. Brennan provided information from committee meeting. He shared that the STEM Academy is working on their budget and there will be a possible proposal of an increase in cost per student.

2. Advisory Committees to the School Board:

Career Technical Advisory Board – Mr. Dellinger presented overview of meeting. Program reports were provided and he shared the success of LCS students at competitions.

Equity Task Force Committee – Next meeting is on March 20, 2019.

Health Advisory Board Committee – Next meeting is on March 20, 2019.

Special Education Advisory Committee – Mr. VanDerwerker shared information from the previous meeting held. The committee continues to have large numbers of members participating and the committee is thrilled with Community Conversation and follow up.

I-1. Lynchburg City School Board Governance Policy Review

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As a result of school board review at the February 5, 2019, School Board meeting, several revisions were made by the Governance Policy Workgroup to the governance policies listed below. At the request of the Board, Virginia School Board Association (VSBA) changes to policies will be reflected in red print. Lynchburg City School recommended changes will be reflected in blue print. These governance policies have also been reviewed by legal counsel.

The Governance Policy Work Group met on February 18, 2019.

- BCA School Board Organizational Meeting
 - *Changed chairman to Chair*
- BCB(Z) School Board Officers
 - *Changed chairman to Chair*
- BCE(Z) School Board Committees
 - *Changed chairman to Chair*
 - *Proposed changing Business & Finance to Finance & Facilities*
 - *Proposed adding a Community Relations & Legislative Advocacy Committee*
 - *Proposed adding language explaining the purpose of the three committees*
- BDB Special School Board Meetings
 - *Changed chairman to Chair*
 - *Incorporated VSBA changes*

The superintendent recommended that the school board approve the governance policies listed above.

Upon MOTION by Dr. Gupta, SECONDED by Ms. Mason, the school board moved to amend to wording to the following: "This committee reviews current practices and needs in the areas of communication, community engagement and legislative advocacy. The committee will discover ways the Board can assist the community. ~~Finding and recommendations will be shared with the School Board. The full board will determine appropriate matters for further discussion and subsequent action, and~~ **The committee will also address** the development of an ongoing legislative advocacy agenda that will be modified based upon the changing needs of the school division. **Findings and recommendations will be shared with the School Board. The full board will determine appropriate matters for further discussion and subsequent action.**

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION by Dr. Gupta, SECONDED by Ms. Mason, the school board moved to approve Lynchburg City School Board Governance Policies listed above.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Sinha

No Votes: Dr. Nilles

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MARCH 5, 2019, FOR A COPY OF THE AGENDA AND ALL ATTACHMENTS)

I-2. Lynchburg City School Board Personnel Policies and Regulations – Section 5 Personnel

Converting the Lynchburg City School Board policies and administrative regulations to the Virginia School Board Association policies is an ongoing process. These remaining Section 5 – Personnel policies and regulations were reviewed by the personnel policy committee. As a result of the, revisions were made and a copy of the revised manual has been provided to school board members.

In addition, legal counsel has reviewed the policies and regulations relative to personnel. The school administration will provide an overview of the policies and respond to questions during this presentation.

Upon MOTION Dr. Gupta, SECONDED by Ms. Carter, the school board approved the Lynchburg City School Board Personnel Policies and Regulations in Section 5 Personnel as amended above.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF FEBRUARY 5, 2019 (NO ATTACHMENT WAS PROVIDED FOR THIS MEETING. IT WAS PROVIDED ELECTRONICALLY AND THE HARD COPY IS WITH THE FEBRUARY 5, 2019 MEETING), FOR A COPY OF THE LYNCHBURG CITY SCHOOL BOARD PERSONNEL POLICIES AND REGULATIONS – SECTION 5 PERSONNEL)

J-1. Strategic Plan Discussion

The Lynchburg City School Board is committed to an ongoing review of student data and discussion regarding strategies to address and close the learning/achievement gaps. The focus of tonight’s discussion will be:

Increasing opportunity to learn through creative programming.

Dr. Edwards shared the Community Conversation follow up group meetings and possible ways to provide creative programming to the students of LCS.

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

At 6:55 p.m. the board chair dismissed for a five minute break and reconvened at 7:00 p.m.

K-1. Capital Improvement Plan: Dearington Elementary School Roof Replacement

The capital improvement plan includes \$300,000 in construction funding for replacement of the Dearington Elementary School roof. The City of Lynchburg Office of Procurement and Purchasing has received four bids on the project.

The school administration recommends Roofing Solutions, Inc. based on their bid of \$179, 500 which was the lowest bid. All bids received are listed below.

BIDDER	J.S. Construction Association, Inc.	Roofing Solutions, Inc.	Craftsman Roofing, Inc.	Custom Roofing, Inc.
BASE BID	Withdrawn	\$179,500	\$298,025	\$356,000

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The superintendent recommended that the school board receive this agenda report as an informational item and consider action at the school board meeting on April 2, 2019.

Dr. Copeland asked the board to approve the Capital Improvement Plan for the Dearington Elementary School roof replacement so that contracts can be in place for when school is out.

Upon MOTION Dr. Coleman, SECONDED by Dr. Sinha, the school board approved the Capital Improvement Plan for the Dearington Elementary School roof replacement.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

K-2. Capital Improvement Plan: E.C. Glass High School Roof Replacement (Main Gym and Locker Room)

The capital improvement plan includes \$325,000 in construction funding for the replacement of the E. C. Glass High School roof on the main gym and locker room. The City of Lynchburg Office of Procurement and Purchasing has received a total of two bids on the project.

The school administration recommends Craftsman Roofing Inc. based on their bid of \$409,725, which was the lowest bid. All bids received are listed below.

BIDDER	Craftsman Roofing, Inc.	Custom Roofing, Inc.
BASE BID	\$409,725	\$788,590

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on April 2, 2019.

Dr. Copeland asked the board to approve the Capital Improvement Plan for the Dearington Elementary School roof replacement so that contracts can be in place for when school is out.

Upon MOTION Dr. Coleman, SECONDED by Dr. Sinha, the school board approved the Capital Improvement Plan for the E. C. Glass High School roof replacement (Main Gym and Locker Room).

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

K-3. Lynchburg City School Board Regulation JNZ-R Student Fees, Fines, Charges and Tuition

A review of regulation JNZ-R Student Fees, Fines, Charges and Tuition revealed the need for several rate increases and

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adjustments to our fee and tuition schedules. The regulation is attached to this agenda report and is being presented to the school board for discussion.

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on April 2, 2019.

Upon MOTION Dr. Nilles, SECONDED by Ms. Mason, the school board approved moving this agenda report to the consent agenda on the April 2, 2019 board meeting.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

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L. Superintendent's Comments

Dr. Edwards shared that she attended the Mayor's Youth Council Breakfast, the Region V Superintendent's Meeting that was hosted in Nelson County, met with council members, attended the Optimist Club Luncheon that honored students in the division, as well as attended the Suzuki Festival at E.C. Glass.

The superintendent held Superintendent's Personnel Advisory Meeting and Parent Advisory Meeting.

Staffing and budget meetings have been held with administration departments as well as continued meetings with all principals.

The superintendent also shared that she met with Leland Melvin, served on a panel at Dunbar Middle School along with the mayor and chief of the fire department, attended a Spelling Bee at the Detention Center, and the recognition of the Heritage High School Football Team at City Council.

Division elementary schools participated in Read Across America. Dr. Edwards read to students at Sheffield Elementary School and Bedford Hills Elementary School.

Dr. Edwards spoke at Providence Transformation Church as well as participated in marathons this past month.

M. Board Comments

Dr. Sinha thanked second graders at Sheffield Elementary for allowing her the opportunity to read to their class.

Dr. Coleman enjoyed the Wiz at DESI, it was exceptional. He spoke of the need for a three member nominating committee for VSBA Southern Region. He would like to appoint someone from this board. He asked board members to let Mrs. Morrison know of interest.

Mrs. Morrison read to students at Sheffield Elementary School and Bedford Hills Elementary School. She share that it was a lot of fun and she enjoyed the opportunity to get into the classrooms with students.

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Dr. Brennan thanked Dr. Edwards and Dr. Copeland for allowing him to participate in a meeting that was held with a group of parents regarding school safety. He also read to various schools. He shared that his respect for our teachers and can't thank them enough.

Dr. Gupta shared that focus should not be lost on the living wages for employees.

Ms. Carter read *Green Eggs and Ham* to students during Read Across America Week.

N. Informational Items

Monday, March 18, 2019, at 5:00 p.m. – Southern Regional VSBA Conference at Liberty Middle School

Tuesday, March 19, 2019, at 5:00 p.m. – School Board Work Session at the Administration Building

Tuesday, April 2, 2019, at 5:30 p.m. – School Board Meeting at the Administration Building

Tuesday, April 23, 2019, at 5:00 p.m. – School Board Work Session at the Administration Building

L. Adjournment

The board meeting adjourned at 7:50 p.m.

Susan D. Morrison, Chairman

R. Denise Spinner, Clerk

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