

**Lynchburg City School Board
Regular Meeting
May 5, 2015**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Chairman
Mary Ann Hoss, Vice Chairman
James E. Coleman
Michael J. Nilles
Jennifer R. Poore
J. Marie Waller
Thomas H. Webb
Angelica M. Walker, Student Representative, Heritage High School
Jamison R. Spinner, Student Representative, E. C. Glass High School

**BOARD
MEMBERS
ABSENT:**

Katie K. Snyder
Charles B. White

**ADMINISTRATION
PRESENT:**

Ben W. Copeland, Assistant Superintendent of Operations and Administration
John C. McClain, Assistant Superintendent of Curriculum and Instruction
Anthony E. Beckles, Sr., Chief Financial Officer
David A. Childress, Director of Information Technology
Jason J. Ferguson, Director of Transportation
Steven L. Gatzke, Director of Facilities
Marie F. Gee, Director of Personnel
Ethel E. Reeves, Director of Culture and Engagement
Michael K. Rudder, Director of School Improvement
Marianne Turner, Director of Student Services
Wyllys D. VanDerwerker, Director of Special Education
Brian S. Wray, Director of K-12 Instruction
Charles E. Dellinger, Supervisor of Instruction
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda
Items:**

- A. Public Comments
- B-1. Student Recognition: Perrymont Elementary School
- B-2. Student Recognition: 2015 Central Virginia Regional Science Fair Winners
- B-3. Bridging the Achievement Gap: Connecting Families to Schools Through Home Visiting
- B-4. Teacher of the Year: 2014-15
- C. Consent Agenda
- D. Student Representative Comments
- E-1. Special Education Annual Plan/Part B, Section 611, Flow-through Application and Section 619 Preschool Grant Applications: 2015-16
- E-2. School Operating Budget: 2015-16
- F-1. Carl Perkins Funds: 2015-16
- F-2. Lynchburg Juvenile Detention Center Education Program Budget: 2014-15 Title I, Part D. Neglected, Delinquent-Literacy Coach
- F-3. Lynchburg City School Board Policy Updates
- F-4. Capital Improvement Plan: E. C. Glass High School
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:35 p.m. in the Board Room at the School Administration Building. Dr. Dolan-Sewell opened the meeting and asked those in attendance rise and recite *The Pledge of Allegiance*. She also noted that Dr. Brabrand was away at a conference and Mr. Copeland was substituting for him at the board table.

**Lynchburg City School Board – Regular Meeting
May 5, 2015
Page Two**

Upon MOTION by Ms. Hoss, SECONDED by Mr. Webb, the school board added an addendum to item C-2. Personnel Report.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

A-1. 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.

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

B-1. Student Recognition: Perrymont Elementary School

Perrymont Elementary School students took home first place for Marketing in the Mini Economy Market Day competition in March with their product “Monster Mash Glove.” Schools from all around the area competed in the event, which was held at Lynchburg College. Area business leaders judged the products.

Perrymont’s 21st Century Community Learning Center students created their product during their after school program as part of a way to learn about entrepreneurship, advertising, marketing, and production. Students were recognized by the school board during this presentation.

B-2. Student Recognition: 2015 Central Virginia Regional Science Fair Winners

The 38th Annual Central Virginia Regional Science Fair was held recently at Central Virginia Community College. There were 69 students entered from high schools representing Amherst County, Appomattox County, Bedford County, Campbell County, and Lynchburg. The fair is an affiliate of the International Science and Engineering Fair.

The following students won as follows:

Grand Alternate Award – Biological Sciences

Sarah Phillips – E. C. Glass High School/CVGS – *“The Toxicological Effects of Silver Nanoparticles (AgNPs) on the Cardiovascular System of Daphnia Magna and Their Offspring”*

Category Winners

Isabel Caprise – E. C. Glass High School/CVGS – Honorable Mention: Behavioral and Social Sciences

Sarah Phillips – E. C. Glass High School/CVGS – 1st Place: Medicine and Health

Mansi Shah – Heritage High School/CVGS – 2nd Place: Microbiology

Becca Cate – E. C. Glass High School/CVGS – 2nd Place: Physics and Astronomy

Special Awards

Dan Nguyen – Heritage High School/CVGS – 2nd Place: ASCE Engineering

Virginia Dental Society Awards for Recognizing Science Talent

Sarah Phillips – E. C. Glass High School/CVGS

Mansi Shah – Heritage High School/CVGS

Virginia Lakes & Watersheds

Eric Taylor, Heritage High School/CVGS

Virginia State Science Fair Nominees: Date March 27-28, at VMI

Sarah Phillips – E. C. Glass High School/CVGS

Students were recognized by the school board during this presentation.

B-3. Bridging the Achievement Gap: Connecting Families to Schools through Home Visiting

HumanKind will offer a multigenerational service to area prekindergarten students and their families in which parents will be armed with the resources, practical tools, and knowledge to become stable and self-sufficient, thereby enabling their children to become successful across all school performance measures. The project, entitled Bridging the Achievement Gap: Connecting Families to Schools through Home Visiting, is designed for an initial three-year grant cycle (Year 1 - \$121,600, Year 2 - \$114,878, Year 3 - \$117,055) at an average cost of \$1,964 per family per year or \$654 per individual per year.

HumanKind home visitors will be paired with families of prekindergarten students identified by LCS as at-risk for not meeting Kindergarten readiness standards. The initial focus will be to thoroughly assess the family unit and connect families with wrap-around services to address their basic needs, followed by bi-weekly home visits utilizing the Growing Great Kids preschool curriculum to expand parents' knowledge of their children's developmental needs and to teach parents how to interact with their children to promote a love of learning. Home visitors will also increase family engagement with the school by hosting parent nights and encouraging parent involvement in teacher conferences, reading in the classrooms, and working as partners with the school to enhance preschoolers' education and promote Kindergarten readiness.

Representatives from the grant funding agency, United Way of Central Virginia Educational Readiness Initiative and HumanKind were in attendance and provided additional information about the program.

B-4. Teacher of the Year: 2014-15

The goal of the Virginia Teacher of the Year program is to recognize dedicated, knowledgeable, and skilled teachers at the local, regional, and state level.

To select the Lynchburg City Schools' Teacher of the Year, the school division used a nomination process whereby school staffs, principals or school division administrators nominated teachers for this honor. A team composed of parents, a past Teacher of the Year recipient, and central office staff then interviewed the nominated teachers.

The team gave special consideration for the following characteristics: experience in the school division and in the field of teaching, professional development activities, classroom performances, membership in professional organizations, and community involvement.

The Lynchburg City Schools' Teacher of the Year for the 2014-15 school year, Kira Roberts, was introduced during this presentation.

C. Consent Agenda

Upon MOTION by Dr. Coleman, SECONDED by Mr. Webb, the school board approved the school board meeting minutes of April 28, 2015 (Regular Meeting); the personnel report and addendum for the period April 28 – May 5, 2015, the request for reallocation of budget; and the Lynchburg City School Board Policy Updates.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MAY 5, 2015, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

D. Student Representative Comments

Miss Angelica M. Walker, student representative for Heritage High School, and Mr. Jamison R. Spinner, student representative for E. C. Glass High School, shared comments about the events and activities occurring at their schools.

E-1. Special Education Annual Plan/Part B, Section 511, Flow-through Application and Section 619 Preschool Grant Applications: 2015-16

The Annual Special Education Plan is a formal agreement between the local school board and the Virginia Board of Education for the implementation of state and federal laws and regulations related to services mandated for students with disabilities. Accordingly, the disbursement of funds to the school division is contingent upon school board approval of the plan. Therefore, Lynchburg City Schools will apply for \$2,128,366.00 in special education flow-through funds for the 2015-16 school year. The application for funds for the 2015-16 school year must be approved by the school board and submitted to the Virginia Department of Education for plan approval and financial reimbursement. A total amount of \$1,956,142.94 of this funding will be used to provide salaries for special education staff, and \$172,223.06 of the 611 flow-through funds will be used to provide special education and speech therapy services to parentally-placed students with disabilities attending local private schools.

**Lynchburg City School Board – Regular Meeting
May 5, 2015
Page Four**

The Lynchburg City Schools will also apply for \$58,508.00 in Section 619 Preschool Funds for the 2015-16 school year. This funding will be used to support Hutcherson Early Learning Program as they provide special education and related services to preschool children (ages 2-5) who have been determined eligible for special education services. Funds provide inclusion support through special education placements in local private preschools staff development and instructional materials.

Upon MOTION by Mr. Webb, SECONDED by Dr. Coleman, the school board approved the Special Education Annual Plan/Part B, Section 611, Flow-through Application and Section 619 Preschool Grant Application for 2015-16.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Waller, Mr. Webb

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MAY 5, 2015, EXHIBIT "B," FOR A COPY OF THE SUPPORTING DOCUMENTS.)

E-2. School Operating Budget: 2015-16

The completion of the School Operating Budget for 2015-16 presented to the school board on January 6, 2015, was pending the state's determination of whether the governor would propose a salary increase for teachers in his Amended 2014-2016 Biennial Budget. The governor did propose and approved a 1.5 percent salary increase for teachers effective January 1, 2016, for all funded SOQ instructional and support positions. Lynchburg City Schools compensation supplement is \$399,315.

Lynchburg City Schools was also informed by our insurance broker that renewal premiums for the general liability and auto insurances will increase 26 percent next year due to the poor loss performance of our account. This increase will result in an additional \$130,000 increase in the operating budget.

The compensation supplement of 1.5 percent (\$399,315) approved by the governor will be used to provide market salary adjustments for tier two teachers, principals and assistant principals, bracket changes for coaches, and athletic trainer stipends. Ms. Gee reviewed the changes to the current salary scales with members of the school board.

The increase in the insurance premiums will be funded by decreasing the transportation fuel budget price increase provision and hospitalization budget.

The school board requested information about how the changes will affect the categories within the budget with regard to the increase in insurance premiums. The school board would also like information about funding field hockey at E. C. Glass High School presented during the next school board meeting.

Ms. Poore arrived at 6:34 p.m.

F-1. Carl Perkins Funds

The Lynchburg City Schools' application for Career-Technical Funds for the 2015-2016 fiscal year has been prepared with an approved Carl Perkins Grant allocation of \$214,341.00. The budget, outlining proposed expenditures based on allocated funds, was developed following consultation with the General Career-Technical Education Advisory Committee, which is composed of a business/industry representative from each of the 15 career-technical programs.

The federal funding will allow for the purchase of equipment and instructional materials, along with professional development and student organizational activities in the Trade and Industrial, Technology Education, Marketing, Health Occupations, Family and Consumer Sciences, Career Connection, and Business and Information Technology Programs.

The approval of the grant proposal by the school board is necessary prior to submitting the local application to the Virginia Department of Education. A summary of proposed expenditures for 2015-2016 is as follows:

Proposed 2015-2016 Carl Perkins Spending

Estimated Funding Available: \$214,341.00

<u>Career Guidance</u>	\$7,000.00
<ul style="list-style-type: none"> • Provide funds to be used for “Career Assessment” reports to parents and students (\$1,000). • Provide transportation to local businesses and colleges for special workforce development programs, internships for high school seniors (\$5,000). • We will also provide display boards for all program areas to use for program promotion events (\$1,000). 	
<u>Technology Education</u>	\$40,000.00
<ul style="list-style-type: none"> • Upgrade Technology Education Lab at Dunbar Middle School with the purchase of a new STEM lab. The upgrade will include 10 new modules in areas such as Robotics, Forensics, and Digital Manufacturing (\$31,000). • Purchase 10 new HP computer stations for new STEM modules (\$9,000). 	
<u>Automotive Services Technology</u>	\$33,000.00
<ul style="list-style-type: none"> • Upgrade the Auto Service Technology lab at E.C. Glass with the purchase of a “Snap-On” 613 piece master mechanic tool set (\$17,000). • We will replace the Truecut brake lathe (\$7,000). We also plan to purchase a new 5 gas analyzer unit with printer (\$2,500). • We plan to purchase a new software course to allow our students to complete “Snap-On” Multimeter Certifications (\$6,500). 	
<u>Computer Systems Technology</u>	\$31,000.00
<ul style="list-style-type: none"> • Expand our Computer Systems Technology program at Heritage High School with our new Cybersecurity course. We will purchase new CISCO Hardware Bundles for our new course (\$20,000). • Provide Cybersecurity class with the purchase of 13 “Barebones” computer repair stations (\$8,400). • Purchase of Cyber Patriot Software for CC-ENT Certifications. (\$2,600). 	
<u>Business and Information Technology</u>	\$61,300.00
<ul style="list-style-type: none"> • Upgrade the Dunbar Middle School business lab with the purchase of 26 new HP computers (\$22,000). • Upgrade the E.C. Glass High School business lab with the purchase of 26 new HP computers (\$22,000). • Purchase of “Dave Ramsey” Economics and Personal Finance Foundations kits for 8 Economics and Personal Finance teachers (\$13,500). • Purchase “GMetrix” Skills Management Systems to provide practice tests for Microsoft Office Specialist (MOS) industry exams (\$3,800). 	
<u>Sports Medicine</u>	\$4,000.00
<ul style="list-style-type: none"> • Upgrade Athletic Training lab at E.C. Glass High School with the purchase of Cold Compression Unit for rehabilitation training. 	
<u>Vocational Student Organizations</u>	\$15,000.00
<ul style="list-style-type: none"> • Assist Career-Technical student organizations with travel expenses for local, state and national competitions. 	
<u>Professional Development</u>	\$15,000.00
<ul style="list-style-type: none"> • Provide Perkins Funds for teachers to participate in local, state and national training, certification courses and professional development. 	
<u>Industry Certifications</u>	\$8041.00
<ul style="list-style-type: none"> • Purchase Workforce Career Readiness/NOCTI Certification exams for senior completers in various program areas. 	
TOTAL	\$214,341.00

This item will be considered for action at the next school board meeting as a consent agenda item.

F-2. Lynchburg Juvenile Detention Center Education Program Budget: 2014-15 Title I, Part D Neglected, Delinquent – Literacy Coach

The 2014-15 funding for the Lynchburg Regional Juvenile Detention Center Title I, Part D, Neglected, Delinquent - Literacy Coach in the amount of \$2,000.00 has been approved by the Virginia Department of Education. Lynchburg City Schools

Lynchburg City School Board – Regular Meeting
May 5, 2015
Page Six

employs one full-time teacher who serves as the Title I, Part D, Neglected, Delinquent - Literacy Coach for the Lynchburg Regional Juvenile Detention Center. Thus, Lynchburg City Schools serves as the fiscal agent for this State Operated Programs (SOP) position. This state-operated position provides assessments and delivers educational services to approximately 25 students. Please note that the salary for the Literacy Coach position will continue to be paid through the Lynchburg Regional Juvenile Detention Center Education Grant. The summary below outlines expenditures for the 2014-15 school year.

Budget:

Travel Expenses (State Conferences)	\$1,000.00
Instructional Supplies and Equipment	\$1,000.00
<u>Sub-total Non-Personnel Expenses:</u>	<u>\$2,000.00</u>
Total	\$2,000.00

This item will be considered for action at the next school board meeting as a consent agenda item.

F-3. Lynchburg City School Board Policy Updates

A highlight of membership with the Virginia School Boards Association (VSBA) is the regular policy updates reviewed by legal counsel that reflect the latest changes in state and federal laws and regulations. Listed below are several policy revisions from the VSBA May 2013 update. All policies appeared as attachments to the agenda report.

AD	Educational Philosophy
BF	Board Policy Manual
BHB	School Board Member In-service Activities

In addition, recent changes to the Code of Virginia require the revision of School Board Policy 7-10: Admission Requirements. These changes update the section of the policy which specifies who is deemed a resident of the Lynchburg City School division. As a result of these changes, the school administration proposes the attached update to School Board Policy 7-10 for school board consideration.

The school board would like to review School Board Policy 7-10: Admission Requirements in the VSBA policy format at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF MAY 5, 2015, EXHIBIT "C," FOR A COPY OF POLICY AD EDUCATIONAL PHILOSOPHY, POLICY BF BOARD POLICY MANUAL, POLICY BHB SCHOOL BOARD MEMBER IN-SERVICES ACTIVITIES, AND SCHOOL BOARD POLICY 7-10: ADMISSION REQUIREMENTS.)

F-4. Capital Improvement Plan: E. C. Glass High School

The capital improvement plan includes \$500,000 in construction funding for phase three in the replacement of the E. C. Glass High School roof. The City of Lynchburg Office of Procurement and Purchasing has received bids on the project.

A total of three bids for the E. C. Glass roof replacement project were received. The school administration recommends AAR Roofing of North Carolina, Inc. based on their base bid of \$492,750, which was the lowest bid. All bids received are listed below.

BIDDER	AAR of North Carolina, Inc.	CFE, Inc.	Roofing Solutions, Inc.
BASE BID	\$492,750	\$830,781	\$569,000

This item will be considered for action at the next school board meeting as a consent agenda item.

G. Superintendent's Comments

Mr. Copeland reported that AP and SOL testing are currently underway.

The job fair that occurred this past Saturday was a huge success with more than 175 individual in attendance for interviews.

School board members had the opportunity to tour the new HHS facility last week. Updates on the project as well as a video tour are available on the LCS website.

H. Board Comments

Mr. Webb provided comments about the school related activities and events in which he has participated since last week. Of note was the performance of *Moon over Buffalo* and the Senior Honors Dinner.

Ms. Waller thanked those in attendance for wearing red today in honor of Teacher Appreciation Day. She extended her gratitude to all teachers for all that they do.

Dr. Coleman announced that he and Ms. Poore had attended the Equity Committee meeting and was happy to report that the committee had been asked to provide input on the new Memorandum of Understanding with the Lynchburg Police Department regarding School Resource Officers. He also attended the Senior Honors Dinner and extended his appreciation to the board chairman and Dr. Brabrand for a tremendous job in leading the event.

Dr. Dolan-Sewell also provided information about the Senior Honors Dinner, which recognizes the top 15 seniors from both high schools. She thanked Mr. Copeland for stepping in for Dr. Brabrand who is at the Virginia Association of School Superintendent's Annual Conference.

I. Informational Items

Next School Board Meeting: Tuesday, May 19, 2015, 5:30 p.m., Board Room, School Administration Building

J. Adjournment

The meeting adjourned at 7:00 p.m.

Regina T. Dolan-Sewell, Chairman

Wendie L. Sullivan, Clerk

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