

**Lynchburg City School Board  
Regular Meeting  
June 3, 2014**

**BOARD  
MEMBERS  
PRESENT:**

Regina T. Dolan-Sewell, Chairman  
Trenay L. Tweedy, Vice Chairman  
Mary Ann Hoss  
Michael J. Nilles  
Jennifer R. Poore  
Katie K. Snyder  
J. Marie Waller  
Thomas H. Webb  
Charles B. White  
Sara B. Natour, Student Representative, E. C. Glass High School  
Alexis T. Johnson, Student Representative, Heritage High School

**BOARD  
MEMBERS  
ABSENT:**

None

**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, Guidance, and Gifted  
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  
Gloria C. Preston, Director of Student Services  
Michael K. Rudder, Director of School Improvement  
Wyllys D. VanDerwerker, Director of Special Education  
Brian S. Wray, Director of PreK-12 Instruction  
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. Student Recognitions
- C-2. LCS: Why We Stand Out
- D-1. Finance Report
- E. Consent Agenda
- F. Student Representative Comments
- G-1. Carl Perkins Funds: 2014-15
- G-2. School Board Retreat
- G-3. Update: Extra-Curricular Supplements and Stipends
- G-4. Request for Textbook Reserve Funds
- H-1. Housing Incentive for Professional Educators
- H-2. Annual Personnel Report
- I. Superintendent's Comments
- J. Board Comments
- K. Informational Items
- L. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:03 p.m. in the Board Room at the School Administration Building.

**A-1. Notice of Closed Meeting**

Upon MOTION by Ms. Hoss, SECONDED by Ms. Poore, the school board convened a closed meeting at 5:04 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (7) to receive legal counsel because such legal counsel in open session would adversely affect the negotiating posture of the school board.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Poore, Mrs. Snyder, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

**A-2. Certification of Closed Meeting**

Upon MOTION by Ms. Poore, SECONDED by Mrs. Snyder, the school board reconvened in open session at 5:44 p.m.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Poore, Mrs. Snyder, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

Upon MOTION by Ms. Poore, SECONDED by Ms. Hoss, 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: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Poore, Mrs. Snyder, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

Ms. Waller arrived at 5:44 p.m.

Dr. Dolan-Sewell asked those in attendance to stand and recite *The Pledge of Allegiance*.

**B-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.

**C-1. Third Annual Lynchburg City Schools Youth Art Catalog**

Mr. Ted Batt, exhibitions curator for the Academy of Fine Arts, presented the Third Annual Lynchburg City Schools Youth Art Catalog to the school board during this presentation. Members of the school board expressed their deep appreciation for the catalog and for the anonymous donor who contributes the funding for this book.

**C-2. Student Recognitions**

During this presentation, the school board and the school administration recognized the accomplishments and achievements for the following students.

**Heritage High School**

Ashlyn Goolsby was recognized for her accomplishments in drama. She played the lead in *Shrek, the Musical*, and has been either on stage or backstage in every performance at Heritage High School this year. She has been selected to attend the Governor's School of the Arts Summer Program, which is a very prestigious honor. Her drama teacher, Larry Hart, has recommended a student each year that he has taught at Heritage, and only three students have attended this program. Ashlyn prepared a two-minute monologue for auditions which was presented to two judges. There were also improvisational warm-ups to perform as well as interviews conducted by judges. Only 200 students from the Commonwealth were selected from Virginia high schools to attend this four-week intensive camp that occurs at Radford University.

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E. C. Glass High School

The E. C. Glass High School Forensics Team was recognized for the multiple awards they received from the Conference 24 Forensics Championships. The team also placed second in the state tournament this year. The students are as follows:

Conference 24 Recognition: Sam McCorkle – Prose – 3<sup>rd</sup> Place  
Jack Valentine – Extemp – 3<sup>rd</sup> Place  
J. D. Bowden – Impromptu – 4<sup>th</sup> Place  
Sara Natour – Extemp – 4<sup>th</sup> Place  
Charissa Gray – Poetry – 1<sup>st</sup> Place  
Mary Bradley Cassady – Humorous Interpretation – 4<sup>th</sup> Place

State 4A Recognition: Logan Stem – Dramatic Interpretation – 1<sup>st</sup> Place  
Victoria Davidjohn – Oratory – 2<sup>nd</sup> Place  
Mariah Vaughn – Serious Duo – 1<sup>st</sup> Place  
Mckayla Warwick – Serious Duo – 1<sup>st</sup> Place

**C-3. 2014 VSBA Virginia School Boards Association Regional Student Art Contest Winners**

On April 22, 2014, the Lynchburg City School Board recognized three students who represented the Lynchburg City Schools at the 2014 VSBA Southern Regional Forum. During the Forum, two of the students won the Southern Regional Art Contest. They are Jasmine Oedina from Linkhorne Middle School and Aysia Brown from E. C. Glass High School. The students' artwork will be displayed in the offices of the VSBA in Charlottesville and the Richmond offices of the State Superintendent of Public Instruction.

During this presentation, the students were presented with VSBA certificates of recognition.

**D. Consent Agenda**

Upon MOTION by Mr. White, SECONDED by Ms. Poore, the school board approved the school board meeting minutes of May 20, 2014 (Regular Meeting), and the personnel report for the period May 20 – June 3, 2014.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 3, 2014, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**F. Student Representative Comments**

Ms. Sara B. Natour, student representative for E. C. Glass High School, and Ms. Alexis T. Johnson, student representative for Heritage High School, provided comments about the events and activities occurring at their high schools.

Each of the student representatives were presented with a resolution of recognition.

**A Resolution of Commendation and Appreciation**

**To**

Alexis Johnson

**Presented by The Lynchburg City School Board**

**Ms. Alexis Johnson** was selected by her peers to represent Heritage High School on the Lynchburg City School Board during the 2013-2014 school year. The Lynchburg City School Board views this desire to serve in public life as the worthiest of ambitions. With this resolution, the Lynchburg City School Board seeks to pay tribute to **Ms. Alexis Johnson**, a student who has conscientiously worked to keep the student body's viewpoint before the Lynchburg City School Board. In so doing, she fulfilled her responsibility and made a valuable contribution to public education in this community.

**WHEREAS, MS. ALEXIS JOHNSON** served Lynchburg City Schools as the Heritage High School Student Representative to the Lynchburg City School Board from July 2013 until June 2014; and

**WHEREAS, MS. ALEXIS JOHNSON** served as a role model for her peers, excelling as a leader and voice for her school by serving as the Student Council president, a member of the Principal's Cabinet, and a member of the Key Club; she

was active in extracurricular activities including DECA, where she placed at the state and national levels and also served as president, and in varsity cheerleading; she achieved high academic success that included serving as the Vice President of the National Honor Society and receiving academic honors such as the highly distinguished Optimist Club Award and Beacon of Hope scholarship; and

**WHEREAS, ALEXIS JOHNSON's** attendance at Lynchburg City School Board meetings demonstrated her commitment to her role as a champion for the best possible educational experience for all students; now therefore,

**BE IT RESOLVED:** That the Lynchburg City School Board of Lynchburg, Virginia, commends **MS. ALEXIS JOHNSON** for many valuable contributions in providing the School Board with yet another viewpoint for their consideration and guidance. Furthermore, the School Board of the City of Lynchburg takes pride in this superior individual who so early in her life has already begun to make her mark by taking such an active part in public life in Lynchburg, Virginia.

**THE LYNCHBURG CITY SCHOOL BOARD**

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Dr. Regina T. Dolan-Sewell, Chairman

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Dr. Scott S. Brabrand, Superintendent

**A Resolution of Commendation and Appreciation**

To

Sara B. Natour

**Presented by The Lynchburg City School Board**

**Ms. Sara B. Natour** was selected by her peers for the second year in a row to represent E. C. Glass High School on the Lynchburg City School Board during the 2013-2014 school year. The Lynchburg City School Board views this desire to serve in public life as the worthiest of ambitions. With this resolution, the Lynchburg City School Board seeks to pay tribute to **Ms. Sara B. Natour**, a student who has conscientiously worked to keep the student body's viewpoint before the Lynchburg City School Board. In so doing, she fulfilled her responsibility and made a valuable contribution to public education in this community.

**WHEREAS, MS. SARA B. NATOUR** served the Lynchburg City Schools as the E. C. Glass High School Student Representative to the Lynchburg City School Board from July 2013 until June 2014; and

**WHEREAS, MS. SARA B. NATOUR** continued to serve as a role model for her peers, excelling academically and in extracurricular efforts. She was one of only two high school seniors in the state to earn the Virginia School Board Association Exhibitors Scholarship and was recognized for this honor at the VSBA annual convention; she was selected as a UVA Echols Scholar for being an intellectual risk-taker and academic leader; she was part of the highly successful Forensics team that placed second in the state; and she will graduate as one of the top 15 academic achievers in her class; and

**WHEREAS, MS. SARA B. NATOUR's** attendance at Lynchburg City School Board meetings was excellent and demonstrated her commitment to her role as a champion for the best possible educational experience for all students; now therefore,

**BE IT RESOLVED:** That the Lynchburg City School Board of Lynchburg, Virginia, commends **MS. SARA B. NATOUR** for her excellent attendance and her many valuable contributions in providing the School Board with yet another viewpoint for their consideration and guidance. Furthermore, the School Board of the City of Lynchburg takes pride in this superior individual who so early in her life has already begun to make her mark by taking such an active part in public life in Lynchburg, Virginia.

**THE LYNCHBURG CITY SCHOOL BOARD**

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Dr. Regina Dolan-Sewell, Chairman

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Dr. Scott S. Brabrand, Superintendent

**F-1. School Operating Budget: 2014-15**

Dr. Brabrand explained that the 2014-15 school operating budget includes the tier one items identified by the school board as well as the stipends/supplements as requested by the school board. The state has not yet passed a budget for next year. State revenues are less than expected and are now projected to be less than anticipated over the next two years. The school administration recommends that the school board wait until more definitive information is received from the state before it passes a budget for 2014-15.

Mr. Beckles provided an executive summary of the 2013-14 budget forecast which included the proposed budget for next year. Should the revenue from the state be less than anticipated for 2014-15, the school administration will develop a detailed contingency plan and present that plan to the school board. Dr. Brabrand noted that the state has a rainy day fund that can be used for any shortfall in the proposed budget; however, that funding cannot be appropriated until an approved budget is in place.

**G-1. Virginia Retirement System**

Language in the 2013 Appropriation Act allowed localities to select the employer contribution rate each biennium. Again this year, local school boards will have the opportunity to select the contribution rate to be paid beginning July 1, 2014. A resolution to be considered for adoption by the school board appeared as an attachment to the agenda report.

The local governing body must approve one of the following employer contribution rate options for the defined benefit retirement plan in the biennium beginning July 1, 2014:

- 8.86 percent: the rate certified by the VRS Board of Trustees for the FY 2015-16 biennium, or
- 7.28 percent: the alternate rate, which is the higher of the rate certified by the VRS board for FY 2012 or 80 percent of the VRS Board-certified rate for FY 2015-16.

The school administration recommends that the school board elect to pay the rate certified by the VRS Board of Trustees for the FY 2015-16 biennium. A second resolution to be considered for adoption by the school board indicating that the school board elects to pay that rate also appeared as an attachment to the agenda report.

The school board requested that the school administration present this item for consideration at the next school board meeting and that completed resolutions be included as part of the agenda report attachment.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 3, 2014, EXHIBIT "B," FOR A COPY OF THE VIRGINIA RETIREMENT SYSTEM RESOLUTIONS.)

**G-2. Capital Improvement Plan: E. C. Glass High School**

Lynchburg City Schools received a total of two bids for the resurfacing of the E. C. Glass High School tennis courts. The capital improvement plan budget contains \$195,000 specified for this work. Adams Construction Company was the low bidder for the four- and eight-court options. Other bids were received as listed on the attachment.

The school administration recommends Adams Construction Company based on their eight-court low bid of \$240,570.

To complete eight courts this summer, the school administration will require additional funding. The administration recommends that \$50,000 be transferred from the Facilities Condition Assessment capital improvement project to adequately fund the E. C. Glass High School tennis courts.

**E. C. Glass High School Tennis Court Reconstruction  
Bid Tabulation**

<b>Contractor</b>	<b>Bank #1 – Reconstruction of four (4) courts</b>	<b>Bank #1 &amp; #2 – Reconstruction of eight (8) courts</b>	<b>Bank #1, 2, &amp; 3- Reconstruction of twelve (12) courts</b>	<b>ALTERNATE: Replacement of fencing and windscreens</b>
Adams Construction Company	\$119,610	\$240,570	\$360,855	\$82,320
Boxley Asphalt, LLC	\$133,335	\$245,918	\$353,549	\$86,850

Upon MOTION by Ms. Hoss, SECONDED by Ms. Waller, the school board authorized the school administration to enter into a contract with Adams Construction Company in the amount of \$240,570 for the repair of the tennis courts at E. C. Glass High School and to transfer \$50,000 from the Facilities Condition Assessment capital improvement project to the tennis court project.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Poore, Mrs. Snyder, Ms. Waller, Mr. White

No Votes: Mr. Webb

Abstentions: None

**G-3. Local Consolidated Grant Application: 2014-15**

Both the United States Department of Education (USED) and the Virginia Department of Education (VDOE) encourage local school divisions to submit consolidated applications for funding for programs authorized under the *Elementary and Secondary Act (ESEA)*. The consolidated application allows greater cross-program planning and coordination to improve teaching and learning. The consolidated application also allows school divisions to complete one comprehensive needs assessment and to establish division-level goals and objectives supported by all programs. In addition to the comprehensive needs assessments, the consolidated application is based on needs assessments completed for individual schools, and it contains detailed measurable objectives and benchmarks, specific individual program services and activities, a staff and budget breakdown, and other information specific to individual programs.

The Lynchburg City Schools' Consolidated Application for 2014-2015, includes the budgets for Title I Parts A and D, Title II Part A, and Title III English as a Second Language. The school administration anticipates a five percent increase in Title I Part A funds and a two percent increase to Title II Part A. We are projecting leveled funding for Title I, Part D and Title III, however, all of these funding levels could be changed when final allocations are determined later this fall.

Title I, Part A:

Anticipated Allocation for 2014-2015:	\$3,057,085.54
Final allocation for 2013-2014:	<u>\$2,911,514.53</u>
Change from 2013-2015:	\$ 145,571.01

Title I, Part D:

Anticipated Allocation for 2014-2015:	\$ 132,073.12
Final allocation for 2013-2014:	<u>\$ 132,073.12</u>
Change from 2013-2015:	\$ 0

Title II, Part A:

Anticipated Allocation for 2014-2015	\$ 546,057.28
Final allocation for 2013-2014:	<u>\$ 535,350.27</u>
Change from 2013-2015:	\$ 10,707.01

Title III, Part A (ESL)

Anticipated Allocation for 2014-2015	\$ 14,132.23
Final allocation for 2013-2014	<u>\$ 14,132.23</u>
Change from 2011-2014:	\$ 0

Anticipated gain in funding from 2013-2014: \$ 156,278.02

These funds will help offset the 5% increase in personnel costs for 2014-2015.

Title I Part A allocates funds for teachers, instructional assistants, supplemental instructional supplies, and parental involvement. Because there are Title I schools in the school division that have been identified for interventions according to the flexibility waivers granted by the USED, a portion of the funds have been set-aside to support improvement efforts in focus schools. Title I Part D provides funding to support the Truancy and Transition Programs. Title II Part A funds support class size reduction and professional development. Title I, Part A and Title II, Part A including funding to support the Lead Academic Coaches. Title III Part A funds support English Language Learners (ELL) programs.

School board approval is necessary prior to submitting the Local Consolidated Application for the 2014-2015 academic year to the Virginia Department of Education.

Members of the school board have received a copy of the completed application. This item will be considered for action at the next school board meeting.

**G-4. Educational Technology Series XIV (Spring 2014) Notes**

The Virginia Department of Education has notified Lynchburg City Schools that its share of the Educational Technology Series XIV (Spring 2014) Grant Funds will be \$466,000. A 20 percent matching expenditure of \$93,200 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 was 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 referred to these funds as well.

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

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 3, 2014, EXHIBIT “C,” FOR A COPY OF THE RESOLUTIONS.)

**G-5. Naming Request: E. C. Glass High School Center Hallway**

The faculty of E. C. Glass High School is seeking school board permission to name the second floor center hallway for Rodney C. Camden in honor of his retirement from Lynchburg City Schools. Mr. Camden has been with the math department for 43 years, has been department chair, and has coached a variety of student academic and athletic teams winning at regional and state levels.

Mr. Copeland explained that the school board does not have a policy in place to provide guidance with this request. The school board did discuss a policy for naming rights in August 2013, but no action was taken on that policy.

Board consensus was that a policy would need to be in place before a decision could be made regarding this naming request. The school administration will present the policy to the school board on July 15, 2014.

**G-6. Lynchburg City School Board Policies and Administrative Regulations Conversion Process**

During the 2013 – 2014 school year the school administration began the process of converting the Lynchburg City School Board Policies and Administrative Regulations to the Virginia School Boards Association’s policies. The first section was approved June 4, 2013, and the second section was approved February 18, 2014.

Section 3 Administration Policies will be presented to the school board for discussion this evening. Revisions and substitutions to this section have been reviewed by the city attorney’s office to ensure that they are legally sound.

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

**G-7. Foreign Language Textbook Adoption**

The Code of Virginia states that local school boards shall be responsible for the selection and utilization of instructional materials. Additionally, local school boards shall adopt procedures for the selection of textbooks. These procedures shall include the appointment of evaluation committees to review and evaluate textbooks in each of the subject areas (8VAC20-720-170. Textbooks).

At its meeting on February 18, 2014, the school board approved the proposed committee to review textbooks and materials for foreign language at the middle school and high school levels. Since that time, publishing companies offering foreign language programs sent review materials as well as online access codes for teachers to review. Each foreign language—French, German, Latin and Spanish—met several times to review and discuss each program as a group. They narrowed their options to two publishing companies, and those companies were invited to present their programs to the foreign language teachers and interested parents.

Textbook presentations were held at the Information Technology Center. At the conclusion of these presentations, teachers of each language met to decide on their final recommendations.

These recommendations embrace the school board’s recent support of class sets of Chromebooks for high school foreign language teachers. The teachers’ recommendations, regardless of the specific language, are to purchase a sufficient number of both textbooks and access to on-line super sites.

<b>Language</b>	<b>Level</b>	<b>Recommendation</b>
French	1-3	Vista Higher Learning’s D’Accord
French	4	Vista Face-A-Face
German	1-3	Klett-Langenscheidt’s geni@1 klick
German	4-5	Vista Higher Learning’s Denk Mal
Latin	1-5	Pearson’s Ecce Romani
Spanish	1-4	Vista Higher Learning’s Descubre

The projected enrollments for French students for the 2014-2015 school year are as follows:

- Level 1 123 students
- Level 2 67 students
- Level 3 48 students
- Level 4 29 students

The projected enrollments for German students for the 2014-2015 school year are as follows:

- Level 1 172 students
- Level 2 101 students
- Level 3 86 students
- Levels 4&5 10 students

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The projected enrollments for Latin students for the 2014-2015 school year are as follows:

Level 1	54 students
Level 2	37 students
Level 3	31 students
Level 4&5	12 students

The projected enrollments for Spanish students for the 2014-2015 school year are as follows:

Level 1	343 students
Level 2	282 students
Level 3	223 students
Level 4	83 students

Recommended materials from each of the Foreign Language programs are available for review in Conference Room 1 at the School Administration Building.

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

**H. Superintendent's Comments**

The School Summit that occurred on Monday was a big success. Representatives from social services, court services, youth representatives, and community members met to discuss common challenges. The top three discussed were parental engagement, mental health, and poverty and its impact on students.

Dr. Brabrand recognized Kenneth Mills who will retire from his position as dispatcher for the school division this year.

**I. Board Comments**

Mr. Webb provided comments about the school activities and events in which he has participated over the past two weeks.

Ms. Waller provided remarks about the baccalaureate services she attended for E. C. Glass High School at St. Paul's Episcopal Church.

Dr. Dolan-Sewell provided remarks about the great school year we have had, and she is appreciative of the LCS team.

**J. Informational Items**

Graduations:

June 4, 2014

Fort Hill Community School – 12:00 noon

LAUREL Regional School – 7:00 p.m.

June 5, 2015

Amelia Pride Center/RODEO – Paul Laurence Dunbar Middle School for Innovation – Carl Anderson Performance Theater – 6:00 p.m.

June 8, 2014

Heritage High School – Ralph Spencer Gymnasium – 8:30 a.m.

E. C. Glass High School – Civic – Auditorium – 3:00 p.m.

Next School Board Meeting: Tuesday, June 17, 2014, 5:30 p.m., Board Room, School Administration Building

**K. Adjournment**

The meeting adjourned at 7:23 p.m.

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Regina T. Dolan-Sewell, Chairman

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Wendie L. Sullivan, Clerk

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