

**Lynchburg City School Board
Regular Meeting
July 21, 2010**

**BOARD
MEMBERS
PRESENT:**

Mary Ann H. Barker, Chairman
Thomas H. Webb, Vice Chairman
Keith R. Anderson
Albert L. Billingsly
Regina T. Dolan-Sewell
Trenay L. Tweedy
J. Marie Waller
Charles B. White

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Paul McKendrick, Superintendent
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
Steven L. Gatzke, Director of Facilities and Transportation
Merle P. Herndon, Director of Professional Development and School Business Partnerships
Gregory P. Sullivan, Director of Information Technology
Wyllys D. VanDerwerker, Director of Special Education
Billie Kay Wingfield, Director of Personnel
Wendie L. Sullivan, Recording Secretary/Clerk

**MEDIA
PRESENT:**

Jesse Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Election of Chairman of the School Board: 2010-11
- A-2. Election of the Vice Chairman of the School Board: 2010-11
- A-3. Appointment of the Clerk and Deputy Clerk: 2010-11
- A-4. Appointment of the Agent and Deputy Agent: 2010-11
- A-5. Election of School Board Representative: LAUREL School Board
- A-6. Election of School Board Representative: Central Virginia Governor's School for Science and Technology
- A-7. Meeting Time, Dates, and Location for School Board Meetings
- B-1. Notice of Closed Meeting
- B-2. Certification of Closed Meeting
- B-3. Student Disciplinary Matters
- C-1. Public Comments
- D. Consent Agenda
- E. Old Business
- F-1. Key Communicators Advisory Committee
- F-2. Special Education Advisory Committee: 2010-11
- F-3. Standards of Learning Test Score Results
- F-4. Administrative Regulation 2-32: Fund Raising by Students
- F-5. School Board Policy 7-50: Security of Buildings and Grounds: Communications Devices
- F-6. Administrative Regulation 7-50: Security of Buildings and Grounds: Communications Devices
- 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. McKendrick opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

A-1. Election of Chairman of the School Board: 2010-11

Section 22.1-76 of the Code of Virginia requires that the school board reorganize for the 2010-11 school year. The process of reorganization begins with the election of the chairman of the school board for 2010-11.

Upon MOTION by Mr. Webb, SECONDED by Mr. Billingsly, the school board elected Mrs. Mary Ann H. Barker as chairman of the school board for the 2010-11 school year in accordance with §22.1-76 of the Code of Virginia.

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

No Votes: None

Abstentions: None

A-2. Election of the Vice Chairman of the School Board: 2010-11

Section 22.1-76 of the Code of Virginia requires that the school board reorganize for the 2010-11 school year. The process of reorganization requires the election of the vice chairman of the school board for 2010-11.

Upon MOTION by Mrs. Tweedy, SECONDED by Mr. Billingsly, the school board elected Mr. Thomas H. Webb as vice chairman of the school board the 2010-11 school year in accordance with §22.1-76 of the Code of Virginia.

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

No Votes: None

Abstentions: None

A-3. Appointment of the Clerk and Deputy Clerk: 2010-11

Section 22.1-76 of the Code of Virginia requires that the school board reorganize for the 2010-11 school year. The process of reorganization requires that the school board appoint a clerk and may appoint a deputy clerk for terms of one year.

The superintendent recommends the following appointments:

Clerk of the School Board

Wendie L. Sullivan

Deputy Clerk of the School Board

Assistant Superintendent of Curriculum and Instruction

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Rev. Anderson, the school board appointed Mrs. Wendie L. Sullivan as the clerk of the school board and the assistant superintendent of curriculum and instruction as deputy clerk of the school board for 2010-11.

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

No Votes: None

Abstentions: None

A-4. Appointment of the Agent and Deputy Agent: 2010-11

Section 22.1-122 (B) of the Code of Virginia requires that the school board reorganize for the 2010-11 school year. The process of reorganization requires that the school board appoint an agent and may appoint a deputy agent for terms of one year.

The superintendent recommends the following appointments:

Agent for the School Board

Beverly A. Padgett

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Deputy Agent for the School Board

Kimberly D. Lukanich

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Webb, the school board appointed Beverly A. Padgett as the agent and Kimberly D. Lukanich as deputy agent for the school board for 2010-11.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT "A," FOR A COPY OF THE CODE OF VIRGINIA §22.10122.)

A-5. Election of School Board Representative: LAUREL School Board

Each school year the school board elects a school board member to represent the Lynchburg City Schools on the LAUREL School Board. In addition, the school board elects an alternate member to represent the school division as necessary.

Upon MOTION by Rev. Anderson, SECONDED by Dr. Dolan-Sewell, the school board elected J. Marie Waller as representative and Mr. Thomas H. Webb as alternate representative on the LAUREL School Board.

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

No Votes: None

Abstentions: None

A-6. Election of School Board Representative: Central Virginia Governor's School for Science and Technology Governing Board

Each school year the school board elects a school board member to represent the Lynchburg City Schools on the Central Virginia Governor's School for Science and Technology governing board. In addition, the school board elects an alternate school board member to represent the school division as necessary.

Upon MOTION by Rev. Anderson, SECONDED by Dr. Dolan-Sewell, the school board elected Mr. Albert L. Billingsly as representative and Mr. Charles B. White as alternate representative on the Central Virginia Governor's School for Science and Technology governing board.

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

No Votes: None

Abstentions: None

A-7. Dates, Meeting Time, and Location for the School Board Meetings: 2010-11

Annually, the school board establishes the meeting dates, time, and location for the regular school board meetings. During the 2009-10 school year, the school board conducted its meetings on the first and third Tuesday of each month, beginning at 5:30 p.m. in the Board Room at the School Administration Building. With school board approval, meetings for 2010-11 will follow the 2009-10 schedule.

Upon MOTION by Mr. Billingsly, SECONDED by Webb, the school board established the first and third Tuesday of each month at 5:30 p.m. in the Board Room at the School Administration Building for school board meetings for the 2010-11 school year.

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

No Votes: None

Abstentions: None

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B-1. Notice of Closed Meeting

Upon MOTION by Mr. Billingsly, SECONDED by Rev. Anderson, the school board convened a closed meeting at 5:40 p.m. pursuant to the Code of Virginia 2-2.3711 (A) (1) (2) to discuss personnel matters and student disciplinary matters.

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

No Votes: None

Abstentions: None

B-2. Certification of Closed Meeting

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Webb, the school board reconvened in open session at 6:17 p.m.

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

No Votes: None

Abstentions: None

Upon MOTION by Rev. Anderson, SECONDED by Mrs. Tweedy, 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: Mrs. Barker, Mr. Webb, Rev. Anderson, Mr. Billingsly, Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Waller, Mr. White

No Votes: None

Abstentions: None

B-3. Student Disciplinary Matters

Upon MOTION by Rev. Anderson, SECONDED by Mr. Billingsly, the school board stayed the 365-calendar-day suspension of the student B-2-B for the remainder of their suspension for so long as there are not additional violations of School Board Policy 7-19.

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

No Votes: None

Abstentions: None

C-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.

D. Consent Agenda

Upon MOTION by Mr. Billingsly, SECONDED by Rev. Anderson, the school board approved the school board meeting minutes of June 15, 2010 (Regular Meeting), the personnel report for the period June 15 – July 21, 2010, and the request for religious exemption.

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

No Votes: None

Abstentions: None

With the approval of the personnel report, Dr. McKendrick announced the appointment of Jason L. Jamerson as director of guidance for Heritage High School and Kathleen M. Sawyer as principal at Linkhorne Elementary School.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT "B," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

E. Unfinished Business

None

F-1. Key Communicators Advisory Committee

On May 1, 2007, the school board approved the Key Communicators Advisory Committee. The committee was formed in response to proposed recommendations contained in a report by the Equity Committee in March 2000. The report recommended a plan of action to address issues in five categories: discipline, staffing and recruitment, cultural diversity, extra-curricular programs, and advanced courses.

The Key Communicators Advisory Committee is a group comprised of working and retired professionals, concerned community citizens, school board members, and school division staff. The committee meets bi-monthly at a time and place determined by the coordinator. The term of the service for lay members shall be for a three-year term of service. They may be appointed for an additional three-year term of service. The committee provides communication between the superintendent and parents by:

1. Disseminating information to and interpreting information for the community regarding policies, goals, and programs implemented by the school board;
2. Gathering information regarding interests, concerns, needs, ideas, and recommendations from community members;
3. Serving as liaison between the school board and community groups;
4. Planning, implementing, utilizing, and evaluating effective communication between the superintendent and the community; and
5. Working cooperatively with other school division advisory committees to prevent duplication of effort and resources.

The proposed membership for the advisory committee appeared as an attachment to the agenda report.

Ms. Ethel R Coles, coordinator of equity and accountability, provided comments about the committee's work and presented a DVD to the school board. The DVD was designed to provide awareness to the community about the Key Communicators Advisory Committee and to recruit student mentors. This DVD will also be presented during student registration across the school division on August 17.

Upon MOTION by Mr. White, SECONDED by Mr. Billingsly, the school board approved the membership of the Key Communicators Advisory Committee for 2010-11.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT "C," FOR A COPY OF THE MEMBERSHIP.)

F-2. Special Education Advisory Committee: 2010-11

State regulations governing the education of students with disabilities requires the Lynchburg City School Board to appoint a Special Education Advisory Committee annually. This committee meets a minimum of four times per year. Members serve two-year terms.

The Virginia Department of Education guidelines define the role of the Special Education Advisory Committee as follows:

- To advise the school division of unmet needs in the education of students with disabilities.

- To assist the school division in the formulation and development of long range plans designed to provide needed educational services for students with disabilities.
- To participate in the development of priorities and strategies for meeting the identified needs of students with disabilities.
- To submit periodic reports and recommendations regarding the education of students with disabilities to the division superintendent for transmission to the school board.
- To assist the school division in interpreting plans to the community for meeting the special needs of students with disabilities.

The proposed membership appeared as an attachment to the agenda report. New members were noted in bold.

Mrs. Tweedy expressed an interest in serving as a consultant on the committee.

Upon MOTION by Mr. Billingsly, SECONDED by Mr. White, the school board approved the membership of the Special Education Advisory Committee for 2010-11.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT "D," FOR A COPY OF THE MEMBERSHIP.)

F-3. Standards of Learning Test Score Results

The school administration has received unofficial Standards of Learning (SOL) test score results from the state department. Some preliminary information regarding those results was shared with the school board during this presentation; however, the Virginia Department of Education will release additional preliminary, pre-public data on August 6, 2010. The official data will be released by VDOE on September 15, 2010.

Schools receive two annual accountability ratings based on the performance of students on the SOL tests. A school's state accreditation rating reflects achievement in English, history, math, and science. Schools and school divisions also receive ratings based on progress towards goals established by the federal Elementary and Secondary Education Act, also known as the No Child Left Behind Act. State accreditation targets for elementary schools are 75 percent for English and 70 percent in math, history, and science. Middle and high schools will need to meet the 75 percent pass rate in English beginning with tests administered in 2010-11. It is anticipated that all 16 schools will be fully accredited this year.

The Elementary and Secondary Education Act has different pass rates and consequences for not meeting those pass rates. This system looks at math and reading rates and has a progressive benchmark leading to 100 percent proficiency by 2014. For the 2009-10 school year, the benchmark for reading was 85 percent and 83 percent for math. In order to make Adequate Yearly Progress (AYP) each subgroup is required to pass the target benchmark. Based on calculations and preliminary data from the state, it is likely that two elementary schools, Heritage Elementary School and Perrymont Elementary School, will be identified for improvement and required to offer educational options for students. Written communications are being prepared for distribution to parents of those schools. While schools are in improvement status, staff at both the building and division level will be required to participate in school improvement programs and training offered by the VDOE.

F-4. Administrative Regulation 2-32: Fund Raising by Students

Several parent organizations, such as Parent Teacher Organizations (PTO), have recently inquired about and have asked for changes to *Administrative Regulation 2-32 Fund Raising by Students*. Most of the requests have related to parents' beliefs that some aspects of the regulation have limited their chances for sponsoring successful fundraisers. Specifically, most complaints have centered on the part of the regulation, which prohibits the use of incentives, in the form of sales prizes and awards, for elementary students during these fundraisers. The regulation states, "For the elementary and middle schools, general door-to-door sales/solicitation campaigns by students are prohibited as are the use of sales prizes or awards for individual students."

The school board reviewed the administrative regulation during this presentation and proposed the removal of the following phrase in Section 4: "...as are the use of sales prizes or awards for individual students."

This item will be considered by the school board during its meeting on August 17, 2010.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT “E,” FOR A COPY OF ADMINISTRATIVE REGULATION 2-32: FUND RAISING BY STUDENTS.)

F-5. School Board Policy 7-50: Security of Buildings and Grounds: Communications Devices

School Board Policy 7-50: Security of Buildings and Grounds: Communications Devices was last revised by the school board in January 1997 in accordance with the Code of Virginia §22.1-278.2, which specifically addresses authority for regulation of the use of beepers or other portable communications devices. Through collaboration with elementary and secondary principals, along with the Technology Leadership Team, School Board Policy 7-50 has been updated. The proposed changes to the policy appeared as an attachment to the agenda report.

The policy additions are taken from the Virginia School Boards Association policy services.

This item will be considered by the school board during its meeting on August 17, 2010.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT “F,” FOR A COPY OF SCHOOL BOARD POLICY 7-50: SECURITY OF BUILDINGS AND GROUNDS: COMMUNICATIONS DEVICES.)

F-6. Administrative Regulation 7-50: Security of Buildings and Grounds: Communications Devices

Administrative Regulation 7-50: Security of Buildings and Grounds: Communications Devices was last revised by the school board in January 1997 in accordance with the Code of Virginia §22.1-278.2, which specifically addresses authority for regulation of the use of beepers or other portable communications devices. Through collaboration with elementary and secondary principals, along with the Technology Leadership Team, Administrative Regulation 7-50 has been updated. The proposed changes to the regulation appeared as an attachment to the agenda report.

In Section C, the addition of alternative education sites was added to the narrative.

This item will be considered at the school board meeting on August 17, 2010.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 21, 2010, EXHIBIT “G,” FOR A COPY OF ADMINISTRATIVE REGULATION 7-50: SECURITY OF BUILDINGS AND GROUNDS: COMMUNICATIONS DEVICES.)

G. Superintendent’s Comments

Dr. McKendrick provided information about the recent Finance Committee meeting and information that was offered about collaborative efforts with the city and the recent insurance RFP.

H. Board Comments

Mrs. Barker thanked the school board members for their vote of confidence and electing her school board chairman for the 2010-11 school year.

Rev. Anderson provided information about the finance committee meeting and stated that the official average daily membership for students for the 2009-10 school year was 66 above the projected ADM used for the budget. He also stated that the school division has been tracking the use of ARRA funds. The board chairman recommended that we look into options for internal audit services. Also, the auditor from Brown, Edwards, LLC will be present at the August 12, 2010, Finance Committee meeting to provide preliminary information about the upcoming audit.

Mr. Billingsly announced that he would not be at the next school board meeting.

Dr. Dolan-Sewell welcomed Ms. Waller to the school board and stated that she would bring with her the benefit of her years of teaching wisdom.

Ms. Waller stated that she was looking forward to being on the school board and that she had already attended the Virginia School Boards Association New Board Member Orientation and the Governor Conference on Education.

Mrs. Barker indicated that the VSBA has requested that the school board select a delegate and an alternate to attend the Delegate Assembly and Regional Meeting during the 2010 VSBA Annual Convention. Mrs. Barker was selected as delegate, and Mr. Webb was selected as alternate.

Mr. Webb thanked Mrs. Sawyer for attending the school board meeting and indicated he had met with her the day before at Linkhorne Elementary School. He also stated that he had attended the Governor’s Conference on Education with Ms. Waller and Mr. White, and that between them they attended a combination of 14 mini sessions.

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I. Informational Items

Next School Board Meeting: Tuesday, August 17, 2010, 5:30 p.m., Board Room, School Administration Building

J. Adjournment

The meeting adjourned at 8:22 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.)