

**Lynchburg City School Board
Regular Meeting
August 18, 2015**

**BOARD
MEMBERS
PRESENT:**

Mary Ann Hoss, Chairman
J. Marie Waller, Vice Chairman
Sharon Y. Carter
James E. Coleman
Regina T. Dolan-Sewell
Michael J. Nilles
Derek L. Polley
Jennifer R. Poore
Katie K. Snyder
Diamond L. Rosser, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Stephen M. Farmer, Student Representative, E. C. Glass High School

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent for Operations and Administration
John C. McClain, Assistant Superintendent for Student Learning and Success
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director for Data, Assessment, and Accountability
David A. Childress, Director for Information Technology
Steven L. Gatzke, Director for Facilities
Marie F. Gee, Director for Personnel
Michael K. Rudder, Director of School Improvement and Grants
Wyllys D. VanDerwerker, Director for Exceptional Learners
Maria T. Jaeger, Supervisor for Math and Science
Dixie B. Sears, Supervisor for English, Libraries, and Foreign Language
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda
Items:**

- A-1. Notice of Closed Meeting
- A-1. Certification of Closed Meeting
- B-1. Public Comments
- C-1. Teacher Recruitment Campaign Update
- D-1. Finance Report
- E. Consent Agenda
- F. Student Representative Comments
- G-1. Administrative Regulation IICB-RIICC-R Guidelines for Community Resource Persons/School Volunteers
- H-1. Memorandum of Understanding: School Resource Officer
- H-2. Federal Annual Measurable Objectives
- H-3. School Board Retreat
- H-4. Crisis Plans: 2015-16
- H-5. Capital Improvement Plan: Summer Projects Update
- I. Superintendent's Comments
- J. Board Comments
- K. Informational Items
- L. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:01 p.m. in the Board Room at the School Administration Building. Ms. Hoss opened the meeting.

A-1. Notice of Closed Meeting

Upon MOTION by Dr. Coleman, SECONDED by Ms. Poore, the school board convened a closed meeting at 5:01 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (7) to receive consultation or legal briefing regarding

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

A-2. Certification of Closed Meeting

Upon MOTION by Ms. Carter, SECONDED by Mrs. Snyder, the school board reconvened in open session at 5:32 p.m.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

Upon MOTION by Dr. Coleman, SECONDED by Dr. Nilles, 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: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

Ms. Hoss asked those in attendance to have a moment of silence for Heritage High School student, Jessie Paige, who was killed over the weekend. She then asked everyone to rise and recite the *Pledge of Allegiance*.

Upon MOTION by Ms. Poore, SECONDED by Mrs. Snyder, the school board approved the addition of an addendum to item E-2. Personnel Report.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

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. Teacher Recruitment Campaign

Ms. Cindy A. Babb, coordinator of media relations, presented data generated from the digital teacher recruitment campaign to the school board.

D-1. Finance Report

The school administration, in accordance with the FY2015-16 school operating budget, authorized, approved, and processed the necessary payments through July 31, 2015. The school administration certifies that the amounts approved are within budgetary limits and revenue.

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The operating fund expenditure report summarized the payments made through July 31, 2015, for the operating fund.

Total Operating Fund Budget	\$ 90,820,024.00
Restricted Donations	<u>\$ 90.00</u>
Adjusted Budget	\$ 90,820,114.00

Through July 31, 2015

Actual Revenue Received	\$ 2,654,535.13
Actual Expenditures	\$ 2,873,250.32
Actual Encumbered	\$ 7,695,204.10

Percent of Budget Received	2.92%
Percent of Budget Used, excluding encumbrances	3.16%

As of 07/31/15 – 1 month	8.34%
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The revenue and expenditure reports detailed the transactions recorded through July 31, 2015. All reports appeared as attachments to the agenda report.

Mr. Beckles reported that the financial audit begins August 31, 2015, and they will continue work on the student activity fund audit. Also, the Superintendent’s Annual Report is due to the Virginia Department of Education by September 15, 2015.

Mr. Beckles also explained that the reason for the high percentage of operating expenses is due to encumbering expenses associated with annual contracts which are taken out at the beginning of the school year. This helps to anticipate budgeted funds for the year.

Questions were asked about the Finance Committee meeting date. Mr. Beckles anticipates that the first meeting will be on September 4, 2015. The clerk will send out a confirmation of this meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 18, 2015, EXHIBIT “A,” FOR A COPY OF THE FINANCE REPORT.)

E. Consent Agenda

Upon MOTION by Dr. Nilles, SECONDED by Ms. Poore, the school board approved the school board meeting minutes of August 4, 2015 (Regular Meeting); the personnel report and addendum; School Board Policy 4-46: Monies in School Building; and Lynchburg City School Board Policy Updates.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 18, 2015, EXHIBIT “B,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

F. Student Representative Comments

Miss Diamond L. Rosser, student representative for Heritage High School, provided comments about the events and activities occurring at her school.

G-1. Administrative Regulation IICB-RIICC-R Guidelines for Community Resource Persons/School Volunteers

Administrative Regulation IICB-R/IICC-R Guidelines for Community Resource Persons/School Volunteers provides clear parameters for volunteering in Lynchburg City Schools. This administrative regulation appeared as an attachment to the agenda report and is being presented to the school board for discussion.

The policy as presented aligns with state laws and regulations. There was a suggestion the school board present this to the VSBA as a legislative position that would request that the General Assembly review how felonies are categorized.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Carter, the school board approved Administrative Regulation IICB-RIICC-R Guidelines for Community Resource Persons/School Volunteers.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Poore, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 18, 2015, EXHIBIT “C,” FOR A COPY OF ADMINISTRATIVE REGULATION IICB-RIICC-R GUIDELINES FOR COMMUNITY RESOURCE PERSONS/SCHOOL VOLUNTEERS.)

H-1. Memorandum of Understanding: School Resource Officer

The Lynchburg Police Department and Lynchburg City Schools have collaborated to develop a Memorandum of Understanding to establish an agreement between the two entities by providing School Resource Officers at each of the LCS middle and high schools to promote the safety and welfare of students. This MOU has provided a greater partnership between the schools and the police department and addresses concerns about reassignment of an SRO, focuses on intervention, and minimizes the arrest of young people under the age of 13. The purpose of the SRO is to establish a positive relationship with young people in the community.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 18, 2015, EXHIBIT “D,” FOR A COPY OF THE MEMORANDUM OF UNDERSTANDING.)

H-2. Federal Annual Measurable Objectives

Each year since 1998, the school division has administered Standards of Learning (SOL) tests in grades three through eight as well as 12 high school end-of-course tests. On August 11, 2015, the Virginia Department of Education released official Federal Annual Measurable Objectives (FAMO) results based on Standards of Learning tests taken during the 2014-15 school year.

Dr. Bruce explained that there are two separate systems for school accountability: the state accreditation system and the Federal Annual Measurable Objectives. Both are based on the results of the Standards of Learning Tests. The differences between the two systems are that the state accreditation targets four areas which are English (75 percent pass rate); math (70 percent pass rate); social studies (70 percent pass rate); and science (70 percent pass rate). The pass rates remain constant from year to year. The FMAO targets are based on the actual performance of students in 36 subgroups.

The Safe Harbor provision recognizes improvements in teaching and learning that reduce the failure rate of students in a particular subgroup by at least 10 percent. The Trailing Average provision allows a school that doesn't meet a target to average the past three years in order to meet the current year's AMO.

Dr. Bruce reviewed additional FMAO designations and provided test results for each school for reading, writing, history, and science. She then provided LCS comparisons to state results. Following her presentation, Dr. McClain provided information about the interventions and programs the school administration is implementing to address the areas that need improvement and to maintain the growth students have accomplished over the past year.

H-3. School Board Retreat

The Lynchburg City School Board will conduct its annual retreat in October 2015. The topics identified for discussion are as follows:

- Paperless Meetings
- Equity: From Rhetoric to Rigor to Results (Narrowing the Achievement Gap)
- Principals' Pay Scales
- Greater Awareness of LCS is Needed in the Community
- Failure to Meet Graduation Requirements
- Office of Civil Rights Update
- AP Test Scores - Grants Update
- Data for Economically Disadvantaged Students
- School Board Self-Evaluation
- Reduction of Transportation Costs: Update
- School Safety
- What or How to Address the Inequity in the Two High Schools
- SOL Test Results
- Teacher and Personnel Retention

Following school board discussion it was determined that SOL Test Results, Principals' Pay Scales, Grants Update, Reduction of Transportation Costs: Update, and Paperless Meetings will not be presented during the school board retreat. Further, School Board Self-Evaluation will be researched through a committee of the school board to include Dr. Dolan-Sewell, Ms. Waller, and Ms. Carter.

The school board will review the agenda for the school board retreat during its next meeting.

H-4. Crisis Plans: 2015-16

Pursuant to the Code of Virginia §22.1-279.8, each school board shall ensure that every school develops a written school crisis, emergency management, and medical emergency response plan. The school must also review the plans on an annual basis.

The school division works collaboratively with the Lynchburg Police Department to develop those plans, and a copy of the plans will be forwarded to each school board member for review. The plans will be presented to the school board for consideration at the September 1, 2015, school board meeting.

Dr. Dolan-Sewell left at 7:26 p.m.

H-5. Capital Improvement Plan: Summer Projects Update

Mr. Copeland provided the school board with an update of the projects that have occurred from December through July 2015.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 18, 2015, EXHIBIT "E," FOR A COPY OF THE SUPPORT DOCUMENTS.)

I. Superintendent's Comments

Dr. Brabrand provided information about the first day of school. He was able to visit each school over the course of the day. He also thanked bus drivers for getting students safely to school.

The annual convocation occurred last week, which focused on defining reality and offering hope.

The back to school day at Miller Park this past Saturday was a huge success with each school being represented. Dr. Brabrand thanked Ms. Reeves for an outstanding job in organizing this event.

LCS-One begins this week with Chrombooks being distributed to all ninth through twelfth grade students.

J. Board Comments

Ms. Carter announced that she attended the convocation, and it was awesome. She was inspired by the uplifting tone of Dr. Brabrand's presentation. She also attended the Miller Park event.

Dr. Coleman commended Ms. Hoss for her outstanding remarks at the convocation and stated that Dr. Brabrand's remarks couldn't have been better.

Ms. Hoss stated that the convocation was well received, and she appreciates all the work that was done in order to make the event so successful.

K. Informational Items

Next School Board Meeting: Tuesday, September 1, 2015, 5:30 p.m., Board Room, School Administration Building

L. Adjournment

The meeting adjourned at 7:44 p.m.

Mary Ann Hoss, Chairman

Wendie L. Sullivan, Clerk

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