

**Lynchburg City School Board
Regular Meeting
October 2, 2012**

**BOARD
MEMBERS
PRESENT:**

Charles B. White, Chairman
Trenay L. Tweedy, Vice Chairman
Mary Ann H. Barker
Albert L. Billingsly
Regina T. Dolan-Sewell
Katie K. Snyder
J. Marie Waller
Thomas H. Webb
Sara B. Natour, Student Representative for E. C. Glass High School
Tiana O. Pannell, Student Representative for Heritage High School

**BOARD
MEMBERS
ABSENT:**

Jennifer R. Poore

**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, Gifted, and Guidance
Jason J. Ferguson, Director of Transportation
Steven L. Gatzke, Director of Facilities and Maintenance
Marie F. Gee, Director of Personnel
Kevin M. Latham, Director of Secondary Education
Gloria C. Preston, Director of Student Services and Alternative Education
Michael K. Rudder, Director of Elementary School
Gregory P. Sullivan, Director of Information Technology
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. School Improvement Plan: Paul Munro Elementary School
- B-2. Standards of Learning Accreditation Report
- C. Consent Agenda
- D. Student Representative Comments
- E-1. American Red Cross Shelter Agreement
- E-2. School Operating Budget Calendar: 2012-13
- F-1. Local Consolidated Application: 2012-13
- F-2. Blue Ridge Regional Jail Authority Special Education Program Budget: 2012-13
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Mr. White opened the meeting and requested that those in attendance stand and have a moment of silence in memory of Suzette Quel, who passed on Sunday, and Jackie Jones, who passed on Monday. Mrs. Quel was a special education teacher at E. C. Glass High School and wife of Rob Quel, associate principal at E. C. Glass High School. Ms. Jones was the secretary at the Juvenile Detention Center and former secretary for the principal at E. C. Glass High School. Following the moment of silence, Mr. White asked that those in attendance recite *The Pledge of Allegiance*.

Upon MOTION by Mrs. Barker, SECONDED by Mr. Webb, the school board placed item C-4. American Red Cross Shelter Agreement as the first item under E. Unfinished Business.

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

No Votes: None

Abstentions: None

A-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.

B-1. School Improvement Plan: Paul Munro Elementary School

The superintendent has directed each school within the school division to form a School Improvement Planning Team that will develop school improvement plans that identify areas for growth and improvement specific to their students' academic, behavioral, and cultural needs. During this presentation, Mrs. Donna D. Baer, principal at Paul Munro Elementary School, and members of her staff reviewed each section of the school improvement plan and outlined the various goals and strategies in place for achievement, behavior, and culture.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 2, 2012, EXHIBIT "A," FOR A COPY OF THE SCHOOL IMPROVEMENT PLAN FOR PAUL MUNRO ELEMENTARY SCHOOL.)

Dr. Dolan-Sewell arrived at 5:38 p.m.

B-2. Standards of Learning Accreditation Report

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 September 26, 2012, the Virginia Department of Education released official accreditation results based on Standards of Learning tests. During this presentation, the school administration shared these results, the status of each school, and initiatives to address math achievement.

Mrs. Bruce explained that there are two separate systems for school accountability: the state accreditation system and the federal Annual Measurable Objectives (AMO) system. The state accreditation system's required passing rates for English, math, social studies and science remain constant from year to year. The Standards of Learning (SOL) test results are used in the calculation of accreditation for the state and for the federal AMO. In 2011, the state instituted the Virginia Graduate Completer Index (GCI). High schools must now meet graduation objectives as well as achieve the required pass rates in all four core subject areas for full accreditation. The benchmark is 85 points. At this time, the GCI for E. C. Glass High School and Heritage High School is 89 for each school. For the 2011-12 school year, 10 elementary schools, one middle school, and both high schools are fully accredited.

New math initiatives in place for the 2012-13 school year are Mind Research Institute's ST Math-Integrated Instructional System for elementary school students and a double period block math program for middle school students. At the elementary level, the software-based games used are interactive, graphically-rich animations that visually represent mathematical concepts to improve conceptual understanding and problem-solving skills. The games increase in difficulty and provide immediate feedback to students. At the middle school level, students receive 90 minutes of math instruction that includes direct instruction, hands-on activities, learning centers, inquiry-based learning, and enhanced problem solving activities.

In addition to the new math initiatives, the school division has implemented new curriculum pacing guides and is seeking membership in the Virginia School University Partnership test bank committee to obtain SOL practice items and provide professional development activities for staff.

C. Consent Agenda

Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the school board approved the school board meeting minutes for August 21, 2012 (Regular Meeting); the personnel report and addendum for the period September 18 – October 2, 2012; the Lynchburg City Schools Comprehensive Plan; and Administrative Regulation 7-53.3: Anaphylaxis.

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

No Votes: None

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Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 2, 2012, EXHIBIT “B,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

D. Student Representative Comments

Miss Sara B. Natour, student representative for E. C. Glass High School, and Miss Tiani O. Pannell, student representative for Heritage High School, provided comments about the events and activities occurring at their schools.

E-1. American Red Cross Shelter Agreement

The school administration has met with the American Red Cross and conferred with the City of Lynchburg’s Director of Emergency Services. Based on the recent storm in our area, the superintendent recommends that two schools be designated as shelters. Those schools are E. C. Glass High School and Sandusky Middle School. The school administration has also consulted with the city attorney’s office regarding the liability insurance questions posed by school board members at the September 18, 2012, school board meeting, and revisions have been made in accordance with legal advice.

Upon MOTION by Mr. Webb, SECONDED by Dr. Dolan-Sewell, the school board authorized the school administration to enter into an agreement with the American Red Cross for the purpose of designating shelters for emergency use.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 2, 2012, EXHIBIT “C,” FOR A COPY OF THE AMERICAN RED CROSS SHELTER AGREEMENTS.)

E-2. School Operating Budget Calendar

The school administration proposes a schedule for the activities that support the development of the 2013-14 school division’s operating budget. The budget calendar, developed by the superintendent and the chief financial officer, appeared as an attachment to the agenda report. Mr. Beckles explained that as this is the second year of the biennium budget, there is already a framework established to build this year’s school operating budget.

Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the school board approved the school operating budget calendar for 2012-13.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD MEETING MINUTES, MEETING OF OCTOBER 2, 2012, EXHIBIT “D,” FOR A COPY OF THE SCHOOL OPERATING BUDGET CALENDAR FOR 2012-13.)

F-1. Local Consolidated Application: 2012-13

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 Education 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 assessment, 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 2012-2013 includes the budgets for Title I Parts A and D, Title II Part A and Title III. The school administration anticipates a 10 percent reduction in Title I Part A funds and a 2 percent reduction in Title II Part A funds for 2012-2013. The proposal is based on leveled funding for

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Title I Part D; however, all of these funding levels could be changed when final allocations are determined later this fall. The application includes the actual allocation for Title III, Part A funds, which were reduced from the previous year. The application also reflects the allocation of \$9,865.98 of Title III, Immigrant and Youth Funds that were not anticipated in the original budget.

Title I Part A allocates funds for teachers, assistants, and funds for supplemental instructional supplies, and parental involvement funds. Because there are Title I schools in the school division that have been identified for interventions according to the flexibility waivers granted by USED, a portion of the funds have been set aside to support improvement efforts in identified schools. In addition, funds have been set aside to support transportation costs associated with the continuation of Public School Choice (as approved by the school board in June 2012). Title I Part D provides funding to support the Truancy and Transition Programs. Title II Part A funds support professional development, including funding for In-District Instructors and partial funding for Instructional Specialist positions. Title III funds support the English Language Learners (ELL) program.

School board approval is necessary prior to submitting the Consolidated Application for the 2012-2013 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 October 16, 2012, school board meeting.

F-2. Blue Ridge Regional Jail Authority Special Education Program Budget: 2012-13

The Virginia Department of Education has approved the 2012-13 funding for the special educational instructional program provided in the Blue Ridge Regional Jail Authority in the amount of \$189,981.81. The state funding provides one regional jail education coordinator and one special education teacher who deliver educational services to students in the Blue Ridge Regional Jail – Lynchburg Site. The summary below outlines planned expenditures for 2012-13. Lynchburg City Schools serves as the fiscal agent for this state-operated program.

Budget

Personnel Salary Compensation	\$138,781.81
Fringe Benefits and Fixed Charges	\$ 43,200.00
Travel Expenses	\$ 4,800.00
Instructional Materials/Equipment	\$ 1,000.00
Other (Internet, Phone, Rental Space, Iphone)	\$ 900.00
Professional Services (Occupational Therapy, Physical Therapy, Socio-cultural(s), Psychological(s) and GED Examiner and Student Fee)	\$ 1,000.00
Staff Development	\$ 300.00
Total	\$189,981.81

Upon MOTION by Mr. Billingsly, SECONDED by Mr. Webb, the school board approved the Blue Ridge Regional Jail Authority Program budget in the amount of \$189,981,81 for the 2012-13 school year.

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

No Votes: None

Abstentions: None

G. Superintendent's Comments

Dr. Brabrand stated that this has been a week of deep grief and we will be with those families who have suffered this week.

The Lynchburg City Schools was a premier sponsor of the Virginia 10 Miler this year, and the new logo was placed on the shirts worn by the runners this year.

Dr. Brabrand congratulated the following school board members on their awards received from the Virginia School Boards Association Academy:

Award of Distinction

Ms. Waller

Award of Excellence

Mr. White

Certificate of Recognition

Mrs. Barker
Dr. Dolan-Sewell
Ms. Poore
Mrs. Tweedy

H. Board Comments

Ms. Waller provided information about the VSBA Hot Topic Conference she recently attended regarding autism. Mr. Vanderwerker was present to give a breakdown of autism students served by the Lynchburg City Schools.

Mr. Webb also attended the VSBA Hot Topic Conference, and many in the audience recognized Mr. VanDerkerwer as being a leading authority on the subject. Mr. Webb also provided information about the events and activities he recently attended throughout the school division.

The school administration will be conducting community budget forums during the month of October in an effort to include more community input into the budget priorities for next year.

Mr. White provided information about the site visits planned for the Bring Your Own Technology initiative currently being discussed by the school administration. He also congratulated Dr. Brabrand for completing the Virginia 10 Miler in 81 minutes.

I. Informational Items

Community Budget Forum: Tuesday, October 9, 2012, 7:00 p.m., Cafeteria, E. C. Glass High School

Next School Board Meeting: Tuesday, October 16, 2012, 5:30 p.m., Board Room, School Administration Building

Community Budget Forum: Thursday, October 18, 2012, 7:00 p.m., Cafeteria, Heritage High School

Joint Lynchburg City School Board/Lynchburg City Council Meeting: October 30, 2012, 5:30 p.m., Media Center, Paul Munro Elementary School

J. Adjournment

The meeting adjourned at 7:15 p.m.

Charles B. White, Chairman

Wendie L. Sullivan, Clerk

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