

**Lynchburg City School Board  
Regular Meeting  
October 17, 2017**

**BOARD  
MEMBERS  
PRESENT:**

Michael J. Nilles, Chairman  
James E. Coleman, Vice Chairman  
Robert O. Brennan  
Sharon Y. Carter  
Charleta F. Mason  
Susan D. Morrison  
Kimberly A. Sinha  
Katie K. Snyder  
Kenadie D. Roberson, Student Representative, E. C. Glass High School

**BOARD  
MEMBERS  
ABSENT:**

Derek L. Polley  
Manan A. Shah, Student Representative, Heritage High School

**ADMINISTRATION  
PRESENT:**

Larry A. Massie, Acting 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  
LaTonya D. Brown, Director for Student Support, Behavior, and Alternative Education  
April M. Bruce, Director for Data, Assessment, and Accountability  
Steven L. Gatzke, Director for Facilities  
Marie F. Gee, Director for Personnel  
Michael K. Rudder, Director for School Improvement  
Russell E. Stone, Director for Transportation  
Wyllys D. VanDerwerker, Director for Exceptional Learners  
Dixie B. Sears, Supervisor for Language Arts, History, Library, and Foreign Language  
Maria T. Jaeger, Supervisor for Math and Science  
John D. Collins, Supervisor for Network Engineering  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Sydney Schaedel, *The News & Advance*

**Agenda  
Items:**

- A-1. Public Comments
- B-1. Professional Development for Teachers and Administrators
- B-2. Grow Your Own
- B-3. Automotive Service Technology
- C. Consent Agenda
- D. Student Representative Comments
- E. School Board Committee Reports
- F-1. School Board Governance Norms and Protocols
- F-2. School Board Retreat
- G. New Business
- H. Superintendent's Comments
- I. Board Comments
- J-1. Notice of Closed Meeting
- J-2. Certification of Closed Meeting
- K. Informational Items
- L. Adjournment

The Lynchburg City School Board met for its regular business meeting at 5:30 p.m. in the Board Room at the School Administration Building. Dr. Nilles opened the meeting and requested that those in attendance rise and recite *The Pledge of Allegiance*.

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Upon MOTION by Dr. Coleman, SECONDED by Ms. Mason, the school board added an addendum to item C-2. Personnel Report for the period October 3 -17, 2017.

Yes Votes: Dr. Nilles, Dr. Coleman, Dr. Brennan, Ms. Carter, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

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. Professional Development for Teachers and Administrators**

Becky DuFour is a former teacher, principal, and central office administrator who has spent more than 16 years as an international consultant to help schools and districts deepen their work as professional learning communities, a model that has a strong research base for demonstrating significant, lasting school improvement. Ms. DuFour has co-authored 12 books and presented hundreds of times across the nation and world.

As a native of this area and a former teacher for the Lynchburg City Schools early in her career, Ms. DuFour has partnered with LCS to lend her support this year. In the last several months, Ms. DuFour has donated many hours to provide individual coaching to principals, consulted school teams in their work, and provided professional development to school administrators and teachers, including a presentation which occurred on October 6, 2017, to nearly 300 LCS educators.

Lynchburg City Schools is incredibly fortunate this year to have the generous donation of time and expertise from Becky DuFour to support our schools and school leaders this year.

**B-2. Grow Your Own**

The *Grow Your Own (GYO) Teachers Initiative* is a joint effort of Lynchburg College, Central Virginia Community College, and local school divisions that will help area students who wish to pursue a career in teaching.

Students who attend Amherst County, Appomattox County, Bedford County, Campbell County, or Lynchburg City Schools are eligible to apply for this program. Students will pay tuition and attend classes at CVCC for their first two years. They will then benefit from a financial aid package during the two final years at Lynchburg College. Students who are enrolled in Early College through their home school and CVCC are also eligible to apply.

Students will have the opportunity to complete field work and student teaching in their home school division. Following the completion of the program, students will work with their home school division for job placement.

Dr. John C. Walker, professor of leadership studies at Lynchburg College, provided additional information regarding this program to the school board during this presentation.

**B-3. Automotive Service Technology**

Congratulations to Mr. Ron Snow, Automotive Service Technology Instructor at E. C. Glass High School. The Automotive Service Technology program was granted Automotive Service Excellence (ASE) Renewal of Accreditation after completing a two-year review by a team from the National Automotive Technicians Education Foundation (NATEF). This team was led by Mr. Ed Dellinger, supervisor for career-technical education; industry leaders from five local automotive service repair businesses; and a NATEF representative from Greensboro, North Carolina. Mr. Snow's program received passing scores in all 12 ASE standard areas reviewed, which include 148 individual competencies. Mr. Snow personally completed and passed eight ASE Instructors' exams needed for program renewal.

The school board recognized Mr. Snow for his hard work and leadership which led to the program's Renewal of Accreditation.

**C. Consent Agenda**

Upon MOTION by Ms. Carter, SECONDED by Mrs. Snyder, the school board approved the school board meeting minutes of October 2, 2017 (Student Discipline Committee Meeting), and October 3, 2017 (Regular Meeting), the personnel report and addendum for the period October 3 – 17, 2017, and Foreign Travel for High School German Students.

Yes Votes: Dr. Nilles, Dr. Coleman, Dr. Brennan, Ms. Carter, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

(SEE BOARD DOCUMENT FILE, MEETING OF OCTOBER 17, 2017, EXHIBIT “A,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**D. Student Representative Comments**

Ms. Kenadie D. Roberson, student representative for E. C. Glass High School, shared comments about the events and activities occurring at her school.

**E. School Board Committee Reports**

None

**F-1. School Board Governance Norms and Protocols**

On September 22, 2017, the Lynchburg City School Board, received governance training conducted by the Virginia School Boards Association. During that professional development training, the school board reviewed and revised its current Governance Norms and Protocols, which were developed during a similar training activity conducted in April 2016. The document, which appeared as an attachment to the agenda report, provides clear guidelines and procedures for all aspects of board communication, school board meeting agenda development, interactions with the school community, professional development, and the evaluation of the superintendent and itself.

Dr. Nilles reviewed each of the governance norms with the school board. This item will be considered for action at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF OCTOBER 17, 2017, EXHIBIT “B,” FOR A COPY OF THE SCHOOL BOARD GOVERNANCE NORMS AND PROTOCOLS.)

**F-2. School Board Retreat: 2017-18**

Each year, Lynchburg City School Board conducts an annual retreat and identifies topics for discussion to be placed on the agenda for the meeting. The school board suggested a variety of topics for the retreat that will occur on November 1, 2017. The top 10 items selected are as follows:

Achievement Gap  
Teacher Turnover/Personnel Trends/Salaries  
Student Discipline Problems  
Data Warehouse  
Equity Task Force  
School Safety  
Comprehensive Plan  
LOLET/COLET  
Monthly School Board Meetings  
School Attendance Zones

The retreat will occur at the Kemper Street Transfer Station in the second floor conference room beginning at 8:00 a.m.

**G. New Business**

None

**H. Superintendent’s Comments**

The school board will receive presentations from schools regarding instructional updates as follows:

November 2017 Linkhorne Middle School/Sandusky Middle School/Dunbar Middle School – Focus on English (Reading and Writing)

December 2017 Linkhorne Elementary School/Heritage Elementary School – Focus on Reading

January 2018 Heritage High School/E. C. Glass High School – Focus on Math and Science

February 2018 Bedford Hills Elementary School/Paul Munro Elementary School – Focus on Reading Achievement Gap

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March 2018 Robert S. Payne Elementary School/Sandusky Elementary School/Sheffield Elementary School – Focus on Reading

Perrymont Elementary Schools is a finalist for one of the inaugural Governor’s Awards in Innovation and Excellence in Education. Karen Nelson and members of her team have been invited to attend a reception at the Governor’s Mansion in Richmond on Thursday, October 26, 2017, from 6:30 p.m. – 8:00 p.m. Award winners will be announced at the reception.

October 16-20, 2017, has been designated as National School Bus Safety Week. Wednesday, October 18, 2017, has been designated as Transportation Employee Appreciation Day. The transportation department will be giving out thank you notes to all employees tomorrow along with a small gift.

Dr. Massie requested a moment of silence in memory of the death of Debbie Baroch who died October 10, 2017, after a five-year battle with cancer. Debbie was most recently employed as the bookkeeper at the Fort Hill Community School.

**I. Board Comments**

Dr. Brennan made comments about the turnout for the recent public forum that was held for community members to provide input regarding the new superintendent.

Mrs. Snyder announced that the Paul Laurence Dunbar Middle School for Innovation theater students will be performing *Elf Jr.* in the very near future.

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

Upon MOTION by Dr. Coleman, SECONDED by Ms. Mason, the school board convened a closed meeting at 6:09 p.m. pursuant to the Code of Virginia §22.-3711 (A) (1) to discuss personnel matters.

Yes Votes: Dr. Nilles, Dr. Coleman, Dr. Brennan, Ms. Carter, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

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

Upon MOTION by Ms. Mason, SECONDED by Ms. Carter, the school board reconvened in open session at 7:08 p.m.

Yes Votes: Dr. Nilles, Dr. Coleman, Dr. Brennan, Ms. Carter, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

Upon MOTION by Dr. Coleman, SECONDED by Mrs. Morrison, the school board approved by roll call vote the following Certification of Closed Meeting:

Yes Votes: Dr. Nilles, Dr. Coleman, Dr. Brennan, Ms. Carter, Ms. Mason, Mrs. Morrison, Dr. Sinha, Mrs. Snyder

No Votes: None

Abstentions: None

**K. Informational Items**

School Board Retreat: Wednesday, November 1, 2017, 8:00 a.m., 825 Kemper Street, Second Floor Conference Room

Next School Board Meeting: Tuesday, November 7, 2017, 5:30 p.m., Board Room, School Administration Building

**L. Adjournment**

The meeting adjourned at 7:09 p.m.

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Michael J. Nilles, 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.)