

**Lynchburg City School Board
Regular Meeting
December 16, 2014**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Chairman
Mary Ann Hoss, Vice Chairman
James E. Coleman
Michael J. Nilles
Jennifer R. Poore
Katie K. Snyder
J. Marie Waller
Thomas H. Webb
Mia I. Brandon, Student Representative Pro Tem, E. C. Glass High School
Angelica M. Walker, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Charles B. White

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration
John C. McClain, Assistant Superintendent of Curriculum and Instruction
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director of Testing, Gifted, and Guidance
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
Ethel E. Reeves, Director of Culture and Engagement
Michael K. Rudder, Director of School Improvement
Marianne Turner, Director of Student Services
Wyllys D. VanDerwerker, Director of Special Education
Brian S. Wray, Director of K-12 Instruction
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. Student Recognition
- C-1. Finance Report
- D. Consent Agenda
- E. Student Representative Comments
- F-1. Policy FFA Naming School Facilities and Regulation KHZ-R Gifts, Donations, and Bequests
- F-2. Lynchburg City School Board Policy Updates
- F-3. Capital Improvement Plan: School Administration Building
- F-4. VSBA/VASS Funding Resolution
- F-5. High School Program of Studies: 2015-16
- G-1. Discretionary Grant Development Program
- G-2. LAUREL Regional Program Budget: 2014-15
- G-3. Pauline F. Maloney STEP with Links Program Budget: 2014-15
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:33 p.m. in the Board Room at the School Administration Building. Dr. Dolan-Sewell opened the meeting and asked those in attendance to stand and recite *The Pledge of Allegiance*.

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Upon MOTION by Dr. Coleman, SECONDED by Mr. Webb, the school board replaced the attachments for item F-1. Policy FFA Naming School Facilities and Regulation KSZ-R Gifts, Donations, and Bequests.

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

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. Student Recognition

Two E. C. Glass High School Cross Country standouts swept the state championship individual titles this past November. Elizabeth (Libby) T. Davidson is a sophomore at the school, and she won her second consecutive state cross country individual title by breaking the course record in a time of 17 minutes and 12 seconds at the Group AAAA championship. Libby’s year also included victories at the Knights Crossing and the Conference 24 championships.

Also, Peter D. Seufer, a senior at E. C. Glass High School, won the individual title with a time of 15 minutes and eight seconds, improving on his time last year from also a full minute. Both runners were invited to the national high school championships hosted and paid for by the Footlocker. Only 80 runners in the entire country are invited to this event.

C-1. Finance Report

The school administration, in accordance with the 2014-15 school’s operating budget, authorized, approved, and processed the necessary payments through November 30, 2014. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through November 30, 2014, for the operating fund.

Total Operating Fund Budget	\$ 88,114,120.00
Insurance Proceeds Reallocated	\$ 1,532.32
Restricted Donations	\$ 5,000.00
Sale of Assets, Restricted	\$ 3,500.00
Revised Budget	\$ 88,124,152.32

Through November 30, 2014	
Actual Revenue Received	\$ 25,226,224.60
Actual Expenditures	\$ 27,573,608.16
Actual Encumbered	\$ 50,897,602.58

Percent of Budget Received	28.63%
Percent of Budget Used, excluding encumbrances	31.29%
As of 11/30/14 – 5 months	41.66%

The revenue and expenditure reports detailed the transactions recorded through November 30, 2014. All reports appeared as attachments to the agenda report.

Mr. Beckles announced that it is anticipated that the governor will release his proposed budget amendment tomorrow. There have been rumors that there might be cuts to K-12 Education. Mr. Beckles also announced that the city council approved the fund balance request by a vote of 6/0.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT “A,” FOR A COPY OF THE FINANCE REPORT.)

D. Consent Agenda

Upon MOTION by Mr. Webb, SECONDED by Ms. Poore, the school board approved the school board meeting minutes of November 18, 2014 (Regular Meeting), and December 2, 2014 (Regular Meeting), and the personnel report for the period December 2 – 16, 2014.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT “B,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

E. Student Representative Comments

Ms. Mia I. Brandon, student representative pro tem for E. C. Glass High School, and Miss Angelica M. Walker, student representative for Heritage High School, shared comments about events and activities occurring at their schools.

F-1. Policy FFA Naming School Facilities and Regulation KHZ-R Gifts, Donations, and Bequests

Policy FFA Naming School Facilities was presented to the school board at several previous meetings. This policy provides procedures for the naming of school division properties, portions of properties, gymnasiums, and fields. As a result of discussions during those presentations, the policy has been revised, and those revisions have been reviewed by legal counsel.

Regulation KHZ-R Gifts, Donations, and Bequests is referenced in policy FFA Naming School Facilities and was discussed during the last school board meeting. The revisions discussed at that meeting are reflected in the policy and regulation presented to the school board. The school administration requested approval of the policy and regulation.

Upon MOTION by Ms. Hoss, SECONDED by Ms. Poore, the school board approved Policy FFA Naming School Facilities and Regulation KHZ-R Gifts, Donations, and Bequests.

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

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No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT “C,” FOR A COPY OF POLICY FFA NAMING SCHOOL FACILITIES AND REGULATION KHZ-R GIFTS, DONATIONS, AND BEQUESTS.)

F-2. Lynchburg City School Board Policy Updates

The Virginia School Boards Association (VSBA) sent several new policy revisions from the October 2014 update. These policies have been reviewed by legal counsel and reflect the latest changes in state and federal laws and regulations. All policies appeared as attachments to the agenda report.

BBFA	School Board Members Conflict of Interest
BDDF	Voting Method
KH	Public Gifts to the Schools
KKA	Service Animals in Public Schools

Dr. Nilles stated that he had concerns about Policy BBFA School Board Members Conflict of Interest and the statutory requirements and that he would be willing to rewrite the policy to make it more user friendly. School board members did not feel this was necessary.

Upon MOTION by Ms. Poore, SECONDED by Mrs. Snyder, the school board approved Policy BBFA School Board Members Conflict of Interest, Policy BDDF Voting Method, Policy KH Public Gifts to Schools, and Policy KKA Service Animals in Public Schools.

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

No Votes: Dr. Nilles

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT “D,” FOR A COPY OF POLICY BBFA SCHOOL BOARD MEMBERS CONFLICT OF INTEREST, POLICY BDDF VOTING METHOD, POLICY KH PUBLIC GIFTS TO THE SCHOOLS, AND POLICY KKA SERVICE ANIMALS IN PUBLIC SCHOOLS.)

F-4. VSBA/VASS Funding Resolution

VSBA and VASS are joining together to request that the Virginia General Assembly invest appropriately in public education. The attached resolution requests that the Virginia General Assembly increase the state’s share of funding for public education as prescribed in the Standards of Quality. VSBA and VASS have asked that Virginia school boards consider adopting the resolution in support of their efforts.

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Upon MOTION by Ms. Hoss, SECONDED by Ms. Poore, the school board adopted the funding resolution drafted by the Virginia School Boards Association and Virginia Association of School Superintendents.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT “E,” FOR A COPY OF THE RESOLUTION.)

F-5. High School Program of Studies: 2015-16

Each year modifications are made to the *High School Program of Studies* to reflect changes at the federal, state, and/or local level.

The following local changes are recommended:

- Added CVCC Transition Program to the General Information section (page 3)
- Addition of AP Capstone diploma option (page 4)
- Advanced Placement (AP) Seminar and Advanced Placement (AP) Research courses (page 30)
- Included addendum to Mathematics course offering listing (page 35)
- Modified prerequisite for Chemistry (page 36)
- Computer Programming I is now Introduction to Computer Science (page 37)
- Computer Programming II is now Computer Science II (page 37)
- Added Advanced Placement (AP) Human Geography (page 39)
- Modified African-American History course (page 39)
- Drafting I, II, III and Advanced Robotic Work/Cell Technology now lists Algebra I as a preferred prerequisite. (Drafting I & II, page 46; Drafting III, pages 41 & 46)
- Athletic Training I now open to students in grades 10, 11 & 12. (page 43)
- Addition of Cybersecurity course will be as the third course in the CTE/IT sequence (page 45)
- Addition Information Technology Assistant I & II courses (page 45)
- Modified General Student Internship Program (interning for local companies) (page 52)
- Modified credit options for Academic Support classes (page 53)
- Removal of Computer Student Intern course
- Removal of Cooperative Technical Education 1, 2, and 3. State has discontinued this program.

Upon MOTION by Ms. Waller, SECONDED by Ms. Poore, the school board approved the 2015-16 High School Program of Studies.

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

No Votes: None

Abstentions: None

G-1. Discretionary Grant Development Program

Mr. Jack B. Freeman, director of grants, provided the school board with an update of the discretionary grant program for the Lynchburg City Schools. Since joining the school division in 2013, Mr. Freeman has

- installed a process to identify, bid, and manage large grant programs;
- created a grant development presence on the LCS website;
- developed and published online a list of education-focused foundation grant opportunities;
- developed and published a grant project idea worksheet to help teachers and administrators develop grant project ideas;
- registered the school division with the federal System for Award Management in order to become eligible for federal grant awards;
- updated the school division's registration with primary grant submittal portal for federal bids; and
- developed and submitted three major federal proposals.

Mr. Freeman noted that while the three major federal proposal were not successful, it did help the school division learn how to become more successful when submitting future proposals. He also shared a list of grants that the school division has obtained over the past two years as well as a list of major opportunity forecast for 2014-15.

G-2. LAUREL Regional Program Budget: 2014-15

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2014-15 operating budget in the amount of \$5,280,181.00, which represents an increase of \$189,653.50 from the 2012-13 approved budget.

Funds expended at the LAUREL Regional School are totally reimbursable from participating school divisions and the Commonwealth of Virginia. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools. The LAUREL Regional School provides services for students with severe disabilities. The following services are also provided by staff employed through LAUREL Regional School to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

The school board will consider this item for action at the January 6, 2015, school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT "F," FOR A COPY OF THE LAUREL REGIONAL PROGRAM BUDGET FOR 2014-15.)

G-3. Pauline F. Maloney STEP with Links Program Budget: 2014-15

The Lynchburg City School Board serves as fiscal agent for the Pauline F. Maloney STEP with Links program. The organization's governing board has approved its 2014-15 operating budget in the amount of \$45,539.00, which represents a decrease of \$1,164.00 over the 2013-14 fiscal year.

The Pauline F. Maloney STEP with Links program enhances academic and cultural development of minority students who are in the sixth grade and is sponsored by the Links, Inc., a national organization of professional women. The program is funded entirely through donations. Lynchburg City Schools contributes \$10,000 annually to this program.

This school board will consider this item for action at the January 6, 2015, school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF DECEMBER 16, 2014, EXHIBIT "G," FOR A COPY OF THE PAULINE F. MALONEY STEP WITH LINKS PROGRAM BUDGET FOR 2014-15.)

H. Superintendent's Comments

Dr. Brabrand provided information to the school board about the time and learning meetings that will be conducted by the consultant obtained by the school division through the year-round school funding grant issued by the state department of education. The consultant will give a report to the school board at one of its January school board meetings.

The school administration has conducted several division-level meetings with parents to provide information about the gifted and advanced programs offered to students who attend our schools.

I. Board Comments

Mr. Webb provided information about the school-related events and activities in which he has participated over the past two weeks. Of note are his attendance at the Governor's School Board meeting on December 3 and his attendance at a recent School Health Advisory Board meeting.

Ms. Waller provided information about the LAUREL School Board meeting that she attended on December 3. She noted that Mrs. Donna D. Lewis is the third director of the program in as many years.

Dr. Coleman attended the Christmas program given by students at Heritage Elementary School, and he thanked Heritage High School for allowing the use of the building this performance.

Dr. Dolan-Sewell announced that there will be opportunities for school board members to participate on two school-related program boards. They are the STEP with Links Board and the Key Communicators Advisory Board. She will email board members to determine interest.

The school board will have regular school board meetings on January 6 and 20, 2015, and a budget work session on January 15, 2015.

J. Informational Items

Next School Board Meeting: Tuesday, January 6, 2015, 5:30 p.m., Board Room, School Administration Building

K. Adjournment

The meeting adjourned at 6:52 p.m.

Regina T. Dolan-Sewell, Chairman

Wendie L. Sullivan, Clerk

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