



Lynchburg City Schools • 915 Court Street • Lynchburg, Virginia 24504

Lynchburg City School Board

Mary Ann H. Barker
School Board District 1

Albert L. Billingsly
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Jennifer R. Poore
School Board District 2

Katie K. Snyder
School Board District 3

Treney L. Tweedy
School Board District 3

J. Marie Waller
School Board District 2

Thomas H. Webb
School Board District 2

Charles B. White
School Board District 1

School Administration

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

Wendle L. Sullivan
Clerk

SCHOOL BOARD MEETING
March 19, 2013 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

- 1. Public Comments
- Scott S. Brabrand. Page 1
- Discussion/Action (30 Minutes)

B. SPECIAL PRESENTATION

- 1. School Improvement Plan: Robert S. Payne Elementary School
- William A. Coleman, Jr. Page 2
- Discussion

C. FINANCE REPORT

- 1. Finance Report
- Anthony E. Beckles, Sr. Page 3
- Discussion

D. CONSENT AGENDA

- 1. Personnel Report
- Marie F. Gee. Page 12
- Discussion/Action

E. STUDENT REPRESENTATIVE COMMENTS

F. UNFINISHED BUSINESS

G. NEW BUSINESS

- 1. Request for Reallocation of Budget
- Anthony E. Beckles, Sr. Page 14
- Discussion

2. Request for Reallocation of Budget
Anthony E. Beckles, Sr.Page 15
Discussion

3. LAUREL Regional School Budget: 2012-13
Anthony E. Beckles, Sr.Page 16
Discussion/Action

4. XLR8 Lynchburg Regional Governor’s STEM Academy
Governing Board Representative
Scott S. Brabrand. Page 25
Discussion/Action

H. SUPERINTENDENT’S COMMENTS

I. BOARD COMMENTS

J. CLOSED MEETING

1. Notice of Closed Meeting
Scott S. Brabrand. Page 26
Discussion/Action

2. Certification of Closed Meeting
Scott S. Brabrand. Page 27
Discussion/Action

K. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, April 9, 2013, 5:30 p.m. Board Room, School Administration Building

L. ADJOURNMENT

Agenda Report

Date: 03/19/13

Agenda Number: A-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Public Comments

Summary/Description:

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.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

Agenda Report

Date: 03/19/13

Agenda Number: B-1

Attachments: No

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: School Improvement Plan: Robert S. Payne Elementary School

Summary/Description:

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, Mr. John E. Blakely, principal of Robert S. Payne Elementary School, will present data relative to that school's plan to the school board.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

Agenda Report

Date: 03/19/13

Agenda Number: C-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the 2012-13 school operating budget, authorized, approved, and processed the necessary payments through February 28, 2013. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through February 28, 2013, for the operating fund.

Total Operating Fund Budget	\$ 82,002,481.24
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Through February 28, 2013

Actual Revenue Received	\$ 47,002,282.43
Actual Expenditures	\$ 44,067,718.08
Actual Encumbered	\$ 30,093,371.07

Percent of Budget Received	57.32%
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Percent of Budget Used, excluding encumbrances	53.74%
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As of 2/28/13 – 8 months	66.67%
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The revenue and expenditure reports detail the transactions recorded through February 28, 2013. All reports appear as attachments to the agenda report.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive the agenda report as an informational item.

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Eight Months Ended February 28, 2013

ACCOUNT TITLE	FY 2011-2012			FY 2012-13			% RECEIVED
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	
240308 SALES TAX RECEIPTS	(8,965,522.00)	(8,971,759.12)	6,237.12	(8,713,252.00)	(5,123,655.60)	(3,589,596.40)	58.80%
240202 BASIC SCHOOL AID	(19,663,616.00)	(19,884,194.25)	220,578.25	(20,446,238.00)	(13,524,277.32)	(6,921,960.68)	66.15%
240207 GIFTED & TALENTED	(233,116.00)	(235,967.00)	2,851.00	(236,687.00)	(156,928.36)	(79,758.64)	66.30%
240208 REMEDIAL EDUCATION	(916,922.00)	(928,136.00)	11,214.00	(1,193,725.00)	(741,726.46)	(451,998.54)	62.14%
240208 REMEDIAL EDUCATION	(148,487.00)	(151,398.00)	2,911.00	(157,258.00)	(57,859.00)	(99,399.00)	36.79%
240209 ENROLLMENT LOSS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
240212 SPECIAL ED SOQ	(2,584,995.00)	(2,616,609.00)	31,614.00	(2,253,670.00)	(1,400,328.42)	(853,341.58)	62.14%
240217 VOCATIONAL ED SOQ	(305,641.00)	(309,379.00)	3,738.00	(288,140.00)	(179,037.15)	(109,102.85)	62.14%
240221 SOC SEC-INSTR	(1,341,711.00)	(1,358,120.00)	16,409.00	(1,353,231.00)	(840,836.38)	(512,394.62)	62.14%
240223 VRS INSTRUCTIONAL	(1,212,202.00)	(1,227,027.00)	14,825.00	(2,258,815.00)	(1,403,525.35)	(855,289.65)	62.14%
240241 GROUP LIFE INST	(46,623.00)	(47,193.00)	570.00	(87,471.00)	(57,995.34)	(29,475.66)	66.30%
240228 READING INTERVENTN	(141,000.00)	(137,137.00)	(3,863.00)	(170,389.00)	(48,962.32)	(121,426.68)	28.74%
240205 CAT-REG FOSTER	(145,135.00)	(104,726.00)	(40,409.00)	(101,400.00)	0.00	(101,400.00)	0.00%
240246 CAT-HOMEBOUND	(156,865.00)	(220,071.79)	63,206.79	(232,366.00)	(100,448.98)	(131,917.02)	43.23%
240248 REGIONAL TUITION	(849,922.00)	(678,447.39)	(171,474.61)	(743,344.00)	(81,108.57)	(662,235.43)	10.91%
240265 AT RISK SOQ	(1,074,910.00)	(1,087,894.00)	12,984.00	(1,242,007.00)	(409,620.00)	(832,387.00)	32.98%
240309 ESL	(106,053.00)	(85,052.00)	(21,001.00)	(102,484.00)	(26,930.00)	(75,554.00)	2.17%
330213 SCHOOL LUNCH	0.00	0.00	0.00	0.00	(2,796.20)	2,796.20	0.00%
240281 AT RISK 4 YR OLDS	(1,231,987.00)	(1,231,987.00)	0.00	(1,215,707.00)	(405,235.68)	(810,471.32)	33.33%
240218 CTE - ADULT ED	(19,175.00)	(1,117.00)	(18,058.00)	(19,175.00)	0.00	(19,175.00)	0.00%
240252 CTE EQUIPMENT	0.00	(11,436.79)	11,436.79	0.00	0.00	0.00	0.00%
240253 CTE OCC PREP	(33,809.00)	(29,476.00)	(4,333.00)	(36,711.00)	0.00	(36,711.00)	0.00%
240273 CPI HOLD HARMLESS SUPPLEMENTAL SUPPORT	(126,411.00)	(126,411.00)	0.00	0.00	0.00	0.00	0.00%
ADDITIONAL STATE SUPPORT	(671,477.00)	(679,689.00)	8,212.00	(468,992.00)	(312,661.12)	(156,330.88)	66.67%
240275 PRIMARY CLASS SIZE	(1,190,402.00)	(1,216,417.00)	26,015.00	(1,594,562.00)	(529,203.68)	(1,065,358.32)	33.19%
240214 TEXTBOOKS	(210,115.00)	(265,524.75)	55,409.75	(461,694.00)	(286,875.75)	(174,818.25)	62.14%
240203 GED/ISAEP	(23,576.00)	(23,576.00)	0.00	(23,576.00)	(2,619.56)	(20,956.44)	11.11%
240405 ALGEBRA READINESS	(114,911.00)	(110,856.00)	(4,055.00)	(126,366.00)	(42,060.00)	(84,306.00)	33.28%
COMMONWEALTH OF VA	(41,514,583.00)	(41,739,601.09)	225,018.09	(43,527,260.00)	(25,734,691.24)	(17,792,568.76)	59.12%
330201 BASIC ADULT ED.	(50,000.00)	(37,589.50)	(12,410.50)	(50,000.00)	0.00	(50,000.00)	0.00%
330212 IMPACT AIDPL81-874	(6,000.00)	(7,996.10)	1,996.10	(6,000.00)	(4,876.67)	(1,123.33)	81.28%
180303 MEDICAID REIMBURSE	(300,000.00)	(410,601.02)	110,601.02	(300,000.00)	(283,250.24)	(16,749.76)	94.42%
JR ROTC	(105,000.00)	(123,774.44)	18,774.44	(105,000.00)	(29,741.82)	(75,258.18)	28.33%
FEDERAL	(461,000.00)	(579,961.06)	118,961.06	(461,000.00)	(317,868.73)	(143,131.27)	68.95%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Eight Months Ended February 28, 2013

	FY 2011-2012			FY 2012-2013				
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
510500 CITY OPER APPR	(31,942,103.00)	(31,696,712.00)	(245,391.00)	99.23%	(35,642,103.00)	(19,987,374.00)	(15,654,729.00)	56.08%
510500 FUND BALANCE RETURN	0.00	0.00	0.00	0.00%	(149,825.00)	0.00	0.00	0.00%
510500 USE OF RESERVES	(200,000.00)	0.00	(200,000.00)	0.00%	0.00	0.00	0.00	0.00%
510502 CITY DEBT SERV APP	(33,627.00)	(30,152.75)	(3,474.25)	89.67%	(33,627.00)	0.00	(33,627.00)	0.00%
CITY	(32,175,730.00)	(31,726,864.75)	(448,865.25)	98.60%	(35,825,555.00)	(20,137,199.00)	(15,688,356.00)	56.21%
189912 MISC REV/OTH FUNDS	0.00	(390,761.37)	390,761.37	100.00%	0.00	(25,128.33)	25,128.33	100.00%
180303 REBATES & REFUNDS	(15,000.00)	(391,806.93)	376,806.93	2612.05%	(15,000.00)	(4,794.07)	(10,205.93)	31.96%
189903 DONATIONS & SP GF	0.00	(300.00)	300.00	0.00%	(1,000.00)	(1,378.33)	378.33	0.00%
189909 SALE OTHER EQUIP	0.00	0.00	0.00	100.00%	0.00	(5,327.15)	5,327.15	0.00%
189910 INSURANCE ADJUST	(3,000.00)	(98,943.16)	95,943.16	3298.11%	(3,000.00)	(135,643.05)	132,643.05	4521.44%
189912 OTHER FUNDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
E RATE REIMBURSEMENT	(85,000.00)	(114,211.32)	29,211.32	134.37%	(100,000.00)	(51,899.17)	(48,100.83)	51.90%
TRANSFER IN/OUT	0.00	0.00	0.00	-100.00%	0.00	0.00	0.00	0.00%
MISCELLANEOUS	(103,000.00)	(996,022.78)	893,022.78	967.01%	(119,000.00)	(224,170.10)	105,170.10	188.38%
150201 RENTS	(98,000.00)	(98,000.00)	0.00	100.00%	(98,000.00)	(98,000.00)	0.00	100.00%
161201 TUITION DAY SCHOOL	(160,000.00)	(107,019.71)	(52,980.29)	66.89%	(120,000.00)	(82,572.98)	(37,427.02)	68.81%
161206 TUITION ADULT	(10,000.00)	(17,705.00)	7,705.00	177.05%	(10,000.00)	(58.00)	(9,942.00)	0.58%
161207 TUITION SUMMER SCH	(40,000.00)	(25,000.00)	(15,000.00)	0.00%	(40,000.00)	(9,011.27)	(30,988.73)	22.53%
161202 SPEC PUPIL FEES	(45,000.00)	(43,847.19)	(1,152.81)	97.44%	(244,188.00)	(11,954.77)	(232,233.23)	4.90%
161205 BUS RENTAL	(170,500.00)	(521,507.59)	351,007.59	305.87%	(400,000.00)	(218,110.00)	(181,890.00)	54.53%
190101 TUIT FM OTH CO/CY	(634,620.00)	(596,903.89)	(37,716.11)	94.06%	(634,620.00)	0.00	(634,620.00)	0.00%
161201 DUAL ENROLLMENT	(35,000.00)	(89,607.00)	54,607.00	256.02%	(35,000.00)	0.00	(35,000.00)	0.00%
PRINT SHOP	(100,000.00)	(116,109.47)	16,109.47	100.00%	(100,000.00)	(62,355.27)	(37,644.73)	62.36%
SCHOOL NUT UTILITIES	(98,500.00)	(85,061.80)	(13,438.20)	86.36%	(98,500.00)	(48,173.93)	(50,326.07)	48.91%
FACILITY RENTALS	(60,020.00)	(56,596.63)	(3,423.37)	94.30%	(60,020.00)	(58,059.59)	(1,960.41)	96.73%
CHARGES FOR SERVICES	(1,451,640.00)	(1,757,358.28)	305,718.28	121.06%	(1,840,328.00)	(588,295.81)	(1,252,032.19)	31.97%
150101 INTEREST-BNK DPST	0.00	(136.14)	136.14	100.00%	0.00	(57.55)	57.55	100.00%
USE OF MONEY	0.00	(136.14)	136.14	100.00%	0.00	(57.55)	57.55	100.00%
LEASE PURCHASE PROCEEDS	0.00	0.00	0.00	0.00%	(7,580.00)	0.00	(7,580.00)	0.00%
DESIGNATION - ENCUMBRANCES	0.00	0.00	0.00	0.00%	(221,758.24)	0.00	(221,758.24)	0.00%
TOTAL OPERATING FUND	(75,705,953.00)	(76,799,944.10)	1,093,991.10	101.45%	(82,002,481.24)	(47,002,282.43)	(34,778,440.57)	57.32%
Original budget	\$75,705,953.00		\$75,705,953.00		Original budget		\$81,622,318.00	
Fund Balance, net of use of reserve	\$ 1,692,695.00		\$ 1,692,695.00		Fund Balance Return		149,825.00	
Insurance Proceeds - HHS	\$ 87,359.85		\$ 87,359.85		Restricted Donation Received		1,000.00	
HHS Settlement	\$ 333,350.00		\$ 333,350.00		Lease Purchase Funds		\$ 7,580.00	
Lease Purchase Funds	\$ 7,580.00		\$ 7,580.00		Designation - Prior Year Encumb		\$ 221,758.24	
Designation - Prior Year Encumb	\$ 15,616.00		\$ 15,616.00		Adjusted Budget		<u>\$82,002,481.24</u>	
Adjusted Budget	<u>\$77,842,553.85</u>							

FY2012-2013 REVISED REVENUE BUDGET
AS OF FEBRUARY 28, 2013

ACCOUNT TITLE	ORIGINAL REVENUE BUDGET As of 5/14/2012	REVISED REVENUE BUDGET As of 2/23/2013	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	CHANGE INCREASE (DECREASE)
COMMONWEALTH OF VA REVENUE						
240308 SALES TAX RECEIPTS	(8,713,252.00)	(8,779,190.00)	(5,123,655.60)	(3,655,534.40)	58.36%	65,938.00
240202 BASIC SCHOOL AID	(20,446,238.00)	(20,126,594.00)	(13,524,277.32)	(6,602,316.68)	67.20%	(319,644.00)
240207 GIFTED & TALENTED	(236,687.00)	(234,098.00)	(156,928.36)	(77,169.64)	67.04%	(2,589.00)
240208 REMEDIAL EDUCATION	(1,193,725.00)	(1,180,670.00)	(741,726.46)	(438,943.54)	62.82%	(13,055.00)
240208 REMEDIAL EDUCATION	(157,258.00)	(173,577.00)	(57,859.00)	(115,718.00)	33.33%	16,319.00
240209 ENROLLMENT LOSS	0.00	0.00	0.00	0.00	0.00%	0.00
240212 SPECIAL ED SOQ	(2,253,670.00)	(2,229,024.00)	(1,400,328.42)	(828,695.58)	62.82%	(24,646.00)
240217 VOCATIONAL ED SOQ	(288,140.00)	(284,989.00)	(179,037.15)	(105,951.85)	62.82%	(3,151.00)
240221 SOC SEC-INSTR	(1,353,231.00)	(1,338,432.00)	(840,836.38)	(497,595.62)	62.82%	(14,799.00)
240223 VRS INSTRUCTIONAL	(2,258,815.00)	(2,234,113.00)	(1,403,525.35)	(830,587.65)	62.82%	(24,702.00)
240241 GROUP LIFE INST	(87,471.00)	(86,515.00)	(57,995.34)	(28,519.66)	67.04%	(956.00)
240228 READING INTERVENTN	(170,389.00)	(146,887.00)	(48,962.32)	(97,924.68)	33.33%	(23,502.00)
240205 CAT-REG FOSTER	(101,400.00)	(67,152.00)	0.00	(67,152.00)	0.00%	(34,248.00)
240246 CAT-HOMEBOUND	(232,366.00)	(200,898.00)	(100,448.98)	(100,449.02)	50.00%	(31,468.00)
240248 REGIONAL TUITION	(743,344.00)	(703,496.00)	(81,108.57)	(622,387.43)	11.53%	(39,848.00)
240265 AT RISK SOQ	(1,242,007.00)	(1,228,860.00)	(409,620.00)	(819,240.00)	33.33%	(13,147.00)
240309 ESL	(102,484.00)	(80,790.00)	(26,930.00)	(53,860.00)	2.19%	(21,694.00)
330213 SCHOOL LUNCH	0.00	0.00	(2,796.20)	2,796.20	0.00%	0.00
240281 AT RISK 4 YR OLDS	(1,215,707.00)	(1,215,707.00)	(405,235.68)	(810,471.32)	33.33%	0.00
240218 CTE - ADULT ED	(19,175.00)	(19,175.00)	0.00	(19,175.00)	0.00%	0.00
240252 CTE EQUIPMENT	0.00	0.00	0.00	0.00	0.00%	0.00
240253 CTE OCC PREP	(36,711.00)	(42,030.00)	0.00	(42,030.00)	0.00%	5,319.00
240273 CPI HOLD HARMLESS	0.00	0.00	0.00	0.00	0.00%	0.00
SUPPLEMENTAL SUPPORT			0.00			0.00
ADDITIONAL STATE SUPPORT	(468,992.00)	(468,992.00)	(312,661.12)	(156,330.88)	66.67%	0.00
240275 PRIMARY CLASS SIZE	(1,594,562.00)	(1,587,611.00)	(529,203.68)	(1,058,407.32)	33.33%	(6,951.00)
240214 TEXTBOOKS	(461,694.00)	(456,645.00)	(286,875.75)	(169,769.25)	62.82%	(5,049.00)
240203 GED/ISAEP	(23,576.00)	(23,576.00)	(2,619.56)	(20,956.44)	11.11%	0.00
240405 ALGEBRA READINESS	(126,366.00)	(126,180.00)	(42,060.00)	(84,120.00)	33.33%	(186.00)
COMMONWEALTH OF VA	(43,527,260.00)	(43,035,201.00)	(25,734,691.24)	(17,300,509.76)	59.80%	(492,059.00)
FEDERAL REVENUE						
330201 BASIC ADULT ED.	(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
330212 IMPACT AIDPL81-874	(6,000.00)	(6,000.00)	(4,876.67)	(1,123.33)	81.28%	0.00
180303 MEDICAID REIMBURSE	(300,000.00)	(300,000.00)	(283,250.24)	(16,749.76)	94.42%	0.00
JR ROTC	(105,000.00)	(105,000.00)	(29,741.82)	(75,258.18)	28.33%	0.00
FEDERAL	(461,000.00)	(461,000.00)	(317,868.73)	(143,131.27)	68.95%	0.00
CITY APPROPRIATIONS						
510500 CITY OPER APPR	(35,642,103.00)	(35,601,147.00)	(19,987,374.00)	(15,613,773.00)	56.14%	(40,956.00)
510500 FUND BALANCE RETURN	(149,825.00)	(149,825.00)	(149,825.00)	0.00	0.00%	0.00
510500 USE OF RESERVES	0.00	0.00	0.00	0.00	0.00%	0.00
510502 CITY DEBT SERV APP	(33,627.00)	(33,627.00)	0.00	(33,627.00)	0.00%	0.00
CITY	(35,825,555.00)	(35,784,599.00)	(20,137,199.00)	(15,647,400.00)	56.27%	(40,956.00)
MISCELLANEOUS REVENUE						
189912 MISC REV/OTH FUNDS	0.00	0.00	(25,128.33)	25,128.33	100.00%	0.00
180303 REBATES & REFUNDS	(15,000.00)	(15,000.00)	(4,794.07)	(10,205.93)	31.96%	0.00
189903 DONATIONS & SP GF	(1,000.00)	0.00	(1,378.33)	1,378.33	0.00%	(1,000.00)
189909 SALE OTHER EQUIP	0.00	0.00	(5,327.15)	5,327.15	0.00%	0.00
189910 INSURANCE ADJUST	(3,000.00)	(3,000.00)	(135,643.05)	132,643.05	4521.44%	0.00
189912 OTHER FUNDS	0.00	0.00	0.00	0.00	0.00%	0.00
E RATE REIMBURSEMENT	(100,000.00)	(100,000.00)	(51,899.17)	(48,100.83)	51.90%	0.00
TRANSFER IN/OUT	0.00	0.00	0.00	0.00	0.00%	0.00
MISCELLANEOUS	(119,000.00)	(118,000.00)	(224,170.10)	106,170.10	189.97%	(1,000.00)

CHARGES FOR SERVICES

150201 RENTS	(98,000.00)	(98,000.00)	(98,000.00)	0.00	100.00%	0.00
161201 TUITION DAY SCHOOL	(120,000.00)	(120,000.00)	(82,572.98)	(37,427.02)	68.81%	0.00
161206 TUITION ADULT	(10,000.00)	(10,000.00)	(58.00)	(9,942.00)	0.58%	0.00
161207 TUITION SUMMER SCH	(40,000.00)	(40,000.00)	(9,011.27)	(30,988.73)	22.53%	0.00
161202 SPEC PUPIL FEES	(244,188.00)	(45,000.00)	(11,954.77)	(33,045.23)	26.57%	(199,188.00)
161205 BUS RENTAL	(400,000.00)	(400,000.00)	(218,110.00)	(181,890.00)	54.53%	0.00
190101 TUIT FM OTH CO/CY	(634,620.00)	(634,620.00)	0.00	(634,620.00)	0.00%	0.00
161201 DUAL ENROLLMENT	(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
PRINT SHOP	(100,000.00)	(100,000.00)	(62,355.27)	(37,644.73)	62.36%	0.00
SCHOOL NUT UTILITIES	(98,500.00)	(98,500.00)	(48,173.93)	(50,326.07)	48.91%	0.00
FACILITY RENTALS	(60,020.00)	(60,020.00)	(58,059.59)	(1,960.41)	96.73%	0.00
CHARGES FOR SERVICES	(1,840,328.00)	(1,641,140.00)	(588,295.81)	(1,052,844.19)	35.85%	(199,188.00)

150101 INTEREST-BNK DPST USE OF MONEY	0.00	0.00	(57.55)	57.55	100.00%	0.00
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LEASE PURCHASE PROCEEDS	(7,580.00)	(7,580.00)	0.00	(7,580.00)	0.00%	0.00
DESIGNATION - ENCUMBRANCES	(221,758.24)	(221,758.24)	0.00	(221,758.24)	0.00%	0.00

TOTAL OPERATING FUND	(82,002,481.24)	(81,269,278.24)	(47,002,282.43)	(34,045,237.57)	57.84%	(733,203.00)
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REVENUE OVER/(UNDER) ORIGINAL BUDGET	<u><u>(733,203.00)</u></u>
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Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Eight Months Ended February 28, 2013

	Fiscal Year 2011-12 (unaudited)			Fiscal Year 2012-13				
	BUDGET	TRANSACTIONS	BUDGET % USED	BUDGET	TRANSACTIONS	BUDGET % USED	BUDGET AVAILABLE	BUDGET % USED
INSTRUCTION								
FUNCTION 1100 CLASSROOM INSTRUCTION								
Personnel	41,240,350.63	40,649,080.50	98.57%		21,527,692.57		19,800,523.78	
Other	2,566,847.37	2,349,140.71	91.52%		1,040,190.56		46,746.04	
FUNCTION 1200 INST SUPPORT-STUDENT								
Personnel	2,548,425.44	2,450,154.48	96.14%		1,714,203.72		1,054,957.35	
Other	206,233.00	2,296,696.00	1113.64%		118,788.78		15,341.33	
FUNCTION 1300 INST SUPPORT-STAFF								
Personnel	3,399,447.93	3,409,064.80	100.28%		2,477,248.38		1,006,496.25	
Other	1,692,526.93	1,554,691.16	91.86%		659,636.76		128,695.35	
FUNCTION 1400 INST SUPPORT-SCHOOL ADMIN								
Personnel	4,250,306.11	3,272,486.13	76.99%		3,027,396.88		1,642,094.00	
Other	153,862.00	127,579.70	82.92%		66,148.88		3,413.50	
TOTAL INSTRUCTION	56,057,999.41	15,459,812.98	27.58%	59,372,227.47	30,631,306.53	51.59%	23,698,267.60	91.51%
ADMINISTRATION								
FUNCTION 2100 ADMINISTRATION								
Personnel	2,005,375.37	1,669,044.25	83.23%		1,400,611.83		589,379.12	
Other	444,562.41	427,444.85	96.15%		343,837.89		67,506.45	
FUNCTION 2200 ATTENDANCE & HEALTH SERV								
Personnel	1,769,421.42	1,717,703.59	97.08%		928,845.75		892,817.69	
Other	34,074.00	19,254.76	56.51%		9,252.27		423.50	
TOTAL ADMINISTRATION	4,253,433.20	3,833,447.45	90.13%	4,750,597.86	2,682,547.74	56.47%	1,550,126.76	89.10%
PUPIL TRANSPORTATION								
FUNCTION 3100 MANAGEMENT & DIRECTION								
Personnel	249,084.38	247,593.24	99.40%		207,401.54		104,963.60	
Other	29,577.00	22,649.42	76.58%		23,761.24		792.15	
FUNCTION 3200 VEHICLE OPERATION SERVICE								
Personnel	2,153,111.42	2,128,262.91	98.85%		1,264,198.63		885,899.40	
Other	767,181.00	722,949.10	94.23%		571,022.23		50,176.21	
FUNCTION 3300 MONITORING SERVICE								
Personnel	318,795.50	303,775.67	95.29%		173,330.49		153,958.25	
Other	0.00	0.00	0.00%		0.00		0.00	
FUNCTION 3400 VEHICLE MAINT SERVICE								
Personnel	36,812.50	42,570.56	115.64%		203,637.93		113,681.70	
Other	330,268.00	320,460.00	97.03%		233,971.86		4,337.37	
FUNCTION 3500 BUS PURCHASE - REGULAR								
Other	169,217.06	169,227.06	100.01%		544,062.06		93,730.00	
FUNCTION 3600 BUS - LEASE PURCHASE								
Other	66,000.00	66,506.94	0.00%		0.00		0.00	
TOTAL PUPIL TRANSPORTATION	4,120,046.86	4,023,994.90	97.67%	5,209,384.44	3,221,385.98	61.84%	1,407,538.68	88.86%
OPERATIONS & MAINTENANCE								
FUNCTION 4100 MANAGEMENT & DIRECTION								
Personnel	254,691.98	253,538.04	99.55%		133,588.07		66,835.96	
Other	52,500.00	33,675.18	64.14%		48,297.48		765.00	
FUNCTION 4200 BUILDING SERVICES								
Personnel	3,963,443.56	4,031,134.00	101.71%		2,487,743.55		1,304,704.07	
Other	4,889,224.39	4,543,849.01	92.94%		2,822,041.91		1,256,164.34	

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Eight Months Ended February 28, 2013

FUNCTION 4300 GROUNDS SERVICES	Personnel	220,590.71	222,378.41	100.81%	146,104.46	80,095.32		
	Other	20,000.00	21,571.54	107.86%	8,954.15	0.00		
FUNCTION 4400 EQUIPMENT SERVICES	Personnel	0.00	0.00	0.00%	0.00	0.00		
	Other	48,000.00	48,525.77	101.10%	18,204.76	1,617.97		
FUNCTION 4500 VEHICLE SERVICES	Personnel	0.00	0.00	0.00%	0.00	0.00		
	Other	23,000.00	25,566.85	111.16%	13,454.46	201.77		
FUNCTION 4600 SECURITY SERVICES	Personnel	156,092.50	178,227.90	114.18%	71,540.35	2,453.49		
	Other	76,132.00	82,323.05	108.13%	61,508.16	20,680.00		
TOTAL OPERATIONS & MAINTENANCE		9,703,675.14	9,440,789.75	97.29%	9,752,043.37	2,733,517.92	59.59%	1,207,088.10
SCHOOL FOOD SERVICES								
FUNCTION 5100 SCHOOL FOOD SERVICES	Personnel	0.00	0.00	0.00%	26,634.05	52,922.01		(79,556.06) Reimbursed 100% by
	Other	0.00	0.00	0.00%	3,646.91	0.00		(3,646.91) School Nutrition
TOTAL SCHOOL FOOD SERVICES		0.00	0.00	100.00%	30,280.96	52,922.01	100.00%	(83,202.97)
FACILITIES								
FUNCTION 6200 SITE IMPROVEMENTS	Personnel	0.00	0.00	0.00%	0.00	0.00		
	Other	32,295.00	19,576.99	60.62%	42,107.03	16,357.36		
FUNCTION 6600 BLDG ADD & IMP SERVICES	Personnel	65,800.00	43,519.90	66.14%	21,869.53	6,690.00		
	Other	98,095.00	63,096.89	64.32%	122,130.00	23,047.36	52.38%	35,106.08
TOTAL FACILITIES								
DEBT SERVICE								
FUNCTION 7100 DEBT SERVICE -	Other	720,472.94	717,900.14	99.64%	200,392.31	79,117.85		
TOTAL DEBT SERVICE		720,472.94	717,900.14	99.64%	307,125.00	79,117.85	65.25%	27,614.84
TECHNOLOGY								
FUNCTION 8100 CLASSROOM INSTRUCTION	Personnel	1,386,480.69	1,381,548.98	99.64%	808,827.80	455,459.25		
	Other	173,733.00	380,488.21	219.01%	35,960.58	5,867.12		
FUNCTION 8200 INSTRUCTIONAL SUPPORT	Personnel	196,167.82	195,442.15	99.63%	137,803.32	70,850.36		
	Other	566,309.76	380,615.23	67.21%	443,798.95	16,656.16		
FUNCTION 8200 LEASE PURCHASE	Other	0.00	0.00	0.00%	0.00	0.00		
TOTAL TECHNOLOGY		2,322,691.27	2,338,094.57	100.66%	2,488,973.10	548,832.89	57.31%	513,749.56
CONTINGENCY RESERVES								
FUNCTION 9100 CLASSROOM INSTRUCTION	Personnel	0.00	0.00	0.00%	0.00	0.00		0.00%
	Other	300,000.00	0.00	0.00%	0.00	0.00		0.00%
FUNCTION 9300 ADMINISTRATION	Personnel	200,000.00	0.00	0.00%	0.00	0.00		0.00%
	Other	0.00	0.00	0.00%	0.00	0.00		0.00%
FUNCTION 9500 PUPIL TRANSPORTATION	Personnel	0.00	0.00	0.00%	0.00	0.00		0.00%
	Other	500,000.00	0.00	0.00%	0.00	0.00		0.00%
TOTAL CONTINGENCY RESERVES		500,000.00	0.00	0.00%	0.00	0.00	0.00%	0.00
TOTAL OPERATING BUDGET		77,776,413.82	35,877,136.68	46.13%	82,002,481.24	44,067,718.08	53.74%	7,841,392.09

**Lynchburg City Schools
Department of Finance
Payroll Payment Changes
Effective July 1, 2013**

As a part the implementation of our Lynchburg City Schools Comprehensive Plan: Operations and Personnel, the Department of Finance is recommending that all payrolls be processed twice a month in order to increase operating efficiencies and effectiveness. Currently, payrolls are processed a minimum of six payrolls each month: one monthly payroll; two bi-weekly payrolls; one school nutrition monthly payroll; one school nutrition bi-weekly payroll; and one miscellaneous payroll. By paying all employees on the 15th and 30th of each month, the Department of Finance will have two payrolls per month. This will result in savings of 1 FTE position (\$43,000) and payroll processing costs (\$4,700) for a total savings of \$47,700.

Item	Description	Current Procedure	New Procedure
1	Salary and wages payment cycle		
	LCS		
	Twelve-month employees	Paid on the 30th of each month - 12 pays	Paid on the 15th and 30th of each month - 24 pays
	Ten-month employees	Paid 10 times per year - 10 pays	Paid on the 15th and 30th of each month - 20 pays
	Bi-weekly employees	Paid every two weeks - 26 pays	Paid on the 15th and 30th of each month - 24 pays
	Ten-month employees	Paid 22 pays per year	Paid on the 15th and 30th of each month - 20 pays
	School Nutrition		
	Twelve-month employees	Paid every two weeks – 26 pays	Paid on the 15th and 30th of each month - 24 pays
	Ten-month employees	Paid 22 pays per year	Paid on the 15th and 30th of each month - 20 pays
2	Payroll delivery		
	Some employees	Direct Bank Deposit	Direct Bank Deposit or Prepaid Debt Card
	Some employees	Paper check	Direct Bank Deposit or Prepaid Debt Card
3	Access to Individuals Payroll Information		
	Access to ESS	Accessible only at an LCS computer	Accessible anywhere that have Internet service

**Lynchburg City Schools
Department of Finance
Payroll Payment Changes
Effective July 1, 2013**

Possible Banking Changes to Consider

1. Adjust monthly bank deposit transfers
2. Adjust automatic bill pay payment schedule and/or amounts

Payroll Changes

1. Adjust tax withholding monthly amount to bi-monthly amount
2. Revise monthly employee deductions to bi-monthly amounts
 - VRS contribution
 - Health insurance deduction
 - Dental insurance deduction
 - Visions insurance deduction
 - All voluntary deductions
 - ❖ Aflac
 - ❖ Colonial insurance
 - ❖ Unum-T

Communication Plan to Employees

1. The Department of Finance will hold a series of employee meeting to explain the changes and answer questions.
2. The Department of Finance will sent change schedules to all employees.

Agenda Report

Date: 03/19/13

Agenda Number: D-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Marie F. Gee, Director of Personnel

Subject: Personnel Report

Summary/Description:

The personnel recommendations for March 11 – 19, 2013, appear as an attachment to this agenda report.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the personnel recommendations for March 11 – 19, 2013.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
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NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2012-13:

Barrett, Jennifer	Liberty University	B.S./4 yrs. (Lv.4 3)	Heritage Elementary Special Education	04-08-13
Cyphert, Katherine	Lynchburg College	B.S./6 yrs. (Lv.6 3)	Linkhorne Middle Earth Science	02-22-13
May, Shannon	Lynchburg College	M.Ed./11 yrs. (Lv.11 3)	Information Technology DART	03-15-13

RESIGNATIONS:

Blair, Beverly	Simmons College	M.S./2 yrs. (Lv.2 3)	R.S. Payne Elementary Library Media	04-09-13
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LEAVE OF ABSENCE:

Wilcox, Teresa	Liberty University	Ed.S./14 yrs. (Lv.14 3)	Linkhorne Middle English	03-05-13
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Agenda Report

Date: 03/19/13

Agenda Number: G-1

Attachments: No

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Request for Reallocation of Budget

Summary/Description:

The school administration has recognized a need to reallocate funds to purchase equipment and supplies throughout the school division. Purchases include the following:

Purchase of laptop computers	\$ 489,000.00
Purchase of replacement computers for computer labs	<u>\$ 117,280.00</u>
	\$ 606,280.00
	=====

Given school board approval, the funds to purchase the items will come from savings in the existing operating budget.

Salaries and Benefits Accounts	\$ 606,280.00
	=====

The school administration requests this budget adjustment be approved for the 2012-13 school year in order to fund these one-time purchases.

Disposition: Action
 Information
 Action at Meeting on: April 9, 2013

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on April 9, 2013.

Agenda Report

Date: 03/19/13

Agenda Number: G-2

Attachments: No

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Request for Reallocation of Budget

Summary/Description:

The school administration has recognized a need to reallocate funds among various budget functional areas and would like to reallocate the following funds from its existing cost center to a different cost center as follows:

From:

945 Public Relations	\$ 10,000.00
901 Superintendent	\$ 160,000.00
Various Payroll Benefits Accounts	<u>\$ 200,000.00</u>
	\$ 370,000.00
	=====

To:

Various expenditures accounts	\$370,000.00
	=====

The school administration requests these budget adjustment be approved for the 2012-13 school year in order to realign the budget to current expenditures needs.

Disposition: Action
 Information
 Action at Meeting on: April 9, 2013

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the school board meeting on April 9, 2013.

Agenda Report

Date: 03/19/13

Agenda Number: G-3

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: LAUREL Regional School Budget: 2012-13

Summary/Description:

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2012-13 operating budget in the amount of \$4,921,844.71, which represents a decrease of \$46,614.54 from the 2011-12 approved budget. This is a revised budget that the Sharron J. Gunter, director of the LAUREL Regional School, presented to the LAUREL Regional School Governing Board and received approval on December 5, 2012.

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.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the LAUREL Regional School and to administer their 2012-13 budget in the amount of \$4,921,844.71.

LYNCHBURG CITY SCHOOLS
LAUREL BUDGET 12-13
February 28, 2013

DATE - 3/13/13
TIME - 10:48:33
PROG - GNL.570
REPT - LAUREL BUDGET

ACCOUNT NUMBER / TITLE	BEGINNING BUDGET
REVENUE ACCOUNTS	
PROGRAM 200 SPECIAL PROGRAMS	12,000.00-
9.0000.000.0386.200.914 240299 OTHER STATE FUNDS	26,000.00-
9.0000.000.0393.200.914 240276 ED. TECHNOLOGY	2,892,645.00-
9.0000.000.0719.200.914 190101 TUIT FM OTH CO/CY	
9.9999.999.9999.200.999 SPECIAL PROGRAMS	2,930,645.00-
PROGRAM 299 NON-CENTER BASED-LAUREL	
9.0000.000.0719.299.914 190101 TUIT FM OTH CO/CY	1,991,199.71-
9.9999.999.9999.299.999 NON-CENTER BASED-LAUREL	1,991,199.71-
REVENUE ACCOUNTS	4,921,844.71-

EXPENSE ACCOUNTS	
PROGRAM 200 SPECIAL PROGRAMS	
9.1100.112.1121.200.914 SALARIES-TEACHERS	449,815.00
9.1100.112.1152.200.914 SALARIES-THERAPUDIC ED AT	284,508.00
9.1100.112.1154.200.914 SALARIES-SPEECH THERAPIST	68,983.00
9.1100.112.1156.200.914 SALARIES-OCC THERAPISTS	65,745.00
9.1100.112.1157.200.914 SALARIES-PHY THER	34,235.00
9.1100.112.1252.200.914 OVERTIME - THER ED ASST	20,000.00
9.1100.112.1520.200.914 SALARIES-SUB TEACHER	19,355.00
9.1100.112.1621.200.914 SALARIES-TEACHER SUPPLMNTS	4,000.00
9.1100.112.1639.200.914 SALARIES-OTHER PROF SUPP	70,901.00
9.1100.112.2100.200.914 FICA	107,711.00
9.1100.112.2211.200.914 PROFESSIONAL VRS (INSTR)	10,254.00
9.1100.112.2213.200.914 VRS-RETIREE HEALTH CREDIT	153,636.00
9.1100.112.2310.200.914 PROF HOSPITAL INS	3,010.00
9.1100.112.2330.200.914 DENTAL INS	535.00
9.1100.112.2340.200.914 VISION INS	10,800.00
9.1100.112.2411.200.914 PROF GROUP LIFE INS	4,000.00
9.1100.112.3400.200.914 TRANSPORTATION SERVICES	8,000.00
9.1100.112.3700.200.914 LAUNDRY	750.00
9.1100.112.4100.200.914 DATA PROCESSING	3,200.00
9.1100.112.5501.200.914 TRAVEL MILEAGE	5,625.00
9.1100.112.5504.200.914 TRAVEL/CONVENTIONS	22,000.00
9.1100.112.6002.200.914 FOOD SUPPLIES	7,500.00
9.1100.112.6013.200.914 INSTRUCTIONAL SUPPLIES	26,000.00
9.1100.112.8001.200.914 MACHINERY & EQUIP	13,000.00
9.1100.112.8207.200.914 ADP EQUIP-NEW	1,242.00
9.1310.920.1020.200.914 SALARIES-E.R.I.P.	5,000.00
9.1310.920.2100.200.914 FICA	4,000.00
9.1310.920.2321.200.914 HEALTH INS - E.R.I.P.	15,000.00
9.1310.920.2325.200.914 TERMINAL PAY-SICK	72,469.00
9.1320.112.2835.200.914 LEASES & RENTALS	36,180.00
9.1410.112.1126.200.914 SALARIES-PRINCIPALS	1,500.00
9.1410.112.1150.200.914 SALARIES-OFFICE CLERICAL	1,200.00
9.1410.112.1250.200.914 OT - CLERICAL/OTHER CLASS	1,200.00
9.1410.112.1639.200.914 SALARIES-OTHER PROF SUPP	

LYNCHBURG CITY SCHOOLS
LAUREL BUDGET 12-13
February 28, 2013

DATE - 3/13/13
TIME - 10:48:33
PROG - GNL.570
REPT - LAUREL BUDGET

ACCOUNT NUMBER / TITLE	BEGINNING BUDGET
9.1410.112.2100.200.914 FICA	8,404.00
9.1410.112.2211.200.914 PROFESSIONAL VRS (INSTR)	12,669.00
9.1410.112.2213.200.914 VRS-RETIREE HEALTH CREDIT	1,206.00
9.1410.112.2310.200.914 PROF HOSPITAL INS	12,750.00
9.1410.112.2330.200.914 DENTAL INS	220.00
9.1410.112.2340.200.914 VISION INS	40.00
9.1410.112.2411.200.914 PROF GROUP LIFE INS	1,293.00
9.1410.112.2710.200.914 SELF INSURED-WORK COMP	1,359.00
9.1410.112.3100.200.914 PROFESSIONAL SERVICES	14,000.00
9.1410.112.3110.200.914 HEALTH SERVICES	2,500.00
9.1410.112.3500.200.914 PRINTING & BINDING	750.00
9.1410.112.5200.200.914 COMMUNICATIONS	150.00
9.1410.112.5201.200.914 POSTAL	1,000.00
9.1410.112.5308.200.914 GENERAL LIABILITY	9,750.00
9.1410.112.5402.200.914 BUILDING	98,000.00
9.1410.112.5801.200.914 DUES & ASSOC. MEMBER	5,000.00
9.1410.112.6001.200.914 OFFICE SUPPLIES	150.00
9.1410.112.6012.200.914 BOOKS & SUBSCRIPTIONS	2,000.00
9.1410.112.8001.200.914 MACHINERY & EQUIP	67,000.00
9.1410.112.9400.200.914 RESERVE FOR CONTINGENCY	69,740.00
9.2224.112.1131.200.914 SALARIES-SCHOOL NURSES	1,200.00
9.2224.112.1621.200.914 SALARIES-TEACHER SUPPLMNTS	5,427.00
9.2224.112.2100.200.914 FICA	8,132.00
9.2224.112.2211.200.914 PROFESSIONAL VRS (INSTR)	774.00
9.2224.112.2213.200.914 VRS-RETIREE HEALTH CREDIT	10,200.00
9.2224.112.2310.200.914 PROF HOSPITAL INS	121.00
9.2224.112.2330.200.914 DENTAL INS	22.00
9.2224.112.2340.200.914 VISION INS	830.00
9.2224.112.2411.200.914 PROF GROUP LIFE INS	220.00
9.2224.112.2710.200.914 SELF INSURED-WORK COMP	
9. XXXX.XXX.XXXX.200.XXX SPECIAL PROGRAMS	1,864,961.00
PROGRAM 216 VI - VISUAL IMPAIRMENT	
9.1100.112.1100.216.914 SALARIES/WAGES REGULAR	237,263.00
9.1100.112.1621.216.914 SALARIES-TEACHER SUPPLMNTS	14,181.00
9.1100.112.2100.216.914 FICA	19,864.00
9.1100.112.2211.216.914 PROFESSIONAL VRS (INSTR)	30,277.00
9.1100.112.2213.216.914 VRS-RETIREE HEALTH CREDIT	2,882.00
9.1100.112.2310.216.914 PROF HOSPITAL INS	23,460.00
9.1100.112.2330.216.914 DENTAL INS	495.00
9.1100.112.2340.216.914 VISION INS	90.00
9.1100.112.2411.216.914 PROF GROUP LIFE INS	3,090.00
9.1100.112.2710.216.914 SELF INSURED-WORK COMP	1,376.00
9.1100.112.3100.216.914 PROFESSIONAL SERVICES	42,000.00
9.1100.112.5201.216.914 POSTAL	200.00
9.1100.112.5501.216.914 TRAVEL MILEAGE	10,500.00
9.1100.112.6013.216.914 INSTRUCTIONAL SUPPLIES	9,000.00
9.1100.112.8001.216.914 MACHINERY & EQUIP	10,000.00
9.1410.112.1150.216.914 SALARIES-OFFICE CLERICAL	9,138.00
9.1410.112.2100.216.914 FICA	699.00

LYNCHBURG CITY SCHOOLS
LAUREL BUDGET 12-13
February 28, 2013

DATE - 3/13/13
TIME - 10:48:33
PROG - GNL.570
REPT - LAUREL BUDGET

ACCOUNT NUMBER / TITLE	BEGINNING BUDGET
9.1410.112.2211.216.914 PROFESSIONAL VRS (INSTR)	1,065.00
9.1410.112.2213.216.914 VRS-RETIREE HEALTH CREDIT	101.00
9.1410.112.2310.216.914 PROF HOSPITAL INS	2,550.00
9.1410.112.2330.216.914 DENIAL INS	66.00
9.1410.112.2340.216.914 VISION INS	12.00
9.1410.112.2411.216.914 PROF GROUP LIFE INS	109.00
9.1410.112.2710.216.914 SELF INSURED-WORK COMP	48.00
9.9999.XXX.XXXX.216.XXX VI - VISUAL IMPAIRMENT	418,466.00
PROGRAM 220 AUTISM	
9.1100.112.1121.220.914 SALARIES-TEACHERS	68,264.00
9.1100.112.1621.220.914 SALARIES-TEACHER SUPPLMNTS	3,265.00
9.1100.112.2100.220.914 FICA	5,458.00
9.1100.112.2211.220.914 PROFESSIONAL VRS (INSTR)	8,340.00
9.1100.112.2213.220.914 VRS-RETIREE HEALTH CREDIT	5,795.00
9.1100.112.2310.220.914 PROF HOSPITAL INS	121.00
9.1100.112.2330.220.914 DENTAL INS	22.00
9.1100.112.2411.220.914 PROF GROUP LIFE INS	855.00
9.1100.112.2710.220.914 SELF INSURED-WORK COMP	221.00
9.1100.112.3500.220.914 PRINTING & BINDING	750.00
9.1100.112.5201.220.914 POSTAL	100.00
9.1100.112.5501.220.914 TRAVEL MILEAGE	3,750.00
9.1100.112.6012.220.914 BOOKS & SUBSCRIPTIONS	300.00
9.1100.112.6013.220.914 INSTRUCTIONAL SUPPLIES	1,000.00
9.1100.112.8001.220.914 MACHINERY & EQUIP	1,500.00
9.9999.XXX.XXXX.220.XXX AUTISM	98,841.00
PROGRAM 225 OCCUPATIONAL THERAPY	
9.1100.112.1121.225.914 SALARIES-TEACHERS	283,340.00
9.1100.112.2100.225.914 FICA	20,438.00
9.1100.112.2211.225.914 PROFESSIONAL VRS (INSTR)	30,296.00
9.1100.112.2213.225.914 VRS-RETIREE HEALTH CREDIT	2,750.00
9.1100.112.2310.225.914 PROF HOSPITAL INS	20,150.00
9.1100.112.2330.225.914 DENTAL INS	385.00
9.1100.112.2340.225.914 VISION INS	70.00
9.1100.112.2411.225.914 PROF GROUP LIFE INS	2,813.00
9.1100.112.2710.225.914 SELF INSURED-WORK COMP	1,071.00
9.1100.112.3100.225.914 PROFESSIONAL SERVICES	62,250.00
9.1100.112.5501.225.914 TRAVEL MILEAGE	8,000.00
9.1100.112.6013.225.914 INSTRUCTIONAL SUPPLIES	4,000.00
9.1100.112.8001.225.914 MACHINERY & EQUIP	4,000.00
9.1410.112.1150.225.914 SALARIES-OFFICE CLERICAL	9,165.00
9.1410.112.2100.225.914 FICA	699.00
9.1410.112.2211.225.914 PROFESSIONAL VRS (INSTR)	1,065.00
9.1410.112.2213.225.914 VRS-RETIREE HEALTH CREDIT	102.00
9.1410.112.2310.225.914 PROF HOSPITAL INS	2,550.00
9.1410.112.2330.225.914 DENTAL INS	66.00
9.1410.112.2340.225.914 VISION INS	12.00

LYNCHBURG CITY SCHOOLS
LAUREL BUDGET 12-13
February 28, 2013

DATE - 3/13/13
TIME - 10:48:33
PROG - GNL.570
REPT - LAUREL BUDGET

ACCOUNT NUMBER / TITLE	BEGINNING BUDGET
9.1410.112.2411.225.914 PROF GROUP LIFE INS	109.00
9.1410.112.2710.225.914 SELF INSURED-WORK COMP	48.00
9. XXXX.XXX.XXXX.225.XXX OCCUPATIONAL THERAPY	453,379.00
PROGRAM 226 PHYSICAL THERAPY	
9.1100.112.1121.226.914 SALARIES-TEACHERS	66,705.00
9.1100.112.2100.226.914 FICA	5,103.00
9.1100.112.2211.226.914 PROFESSIONAL VRS (INSTR)	7,778.00
9.1100.112.2213.226.914 VRS-RETIREE HEALTH CREDIT	740.00
9.1100.112.2310.226.914 PROF HOSPITAL INS	6,630.00
9.1100.112.2330.226.914 DENTAL INS	66.00
9.1100.112.2411.226.914 PROF GROUP LIFE INS	794.00
9.1100.112.2710.226.914 SELF INSURED-WORK COMP	207.00
9.1100.112.5501.226.914 TRAVEL MILEAGE	2,250.00
9.1100.112.5504.226.914 TRAVEL/CONVENTIONS	2,000.00
9.1100.112.6013.226.914 INSTRUCTIONAL SUPPLIES	725.00
9.1100.112.8001.226.914 MACHINERY & EQUIP	2,000.00
9. XXXX.XXX.XXXX.226.XXX PHYSICAL THERAPY	94,998.00
PROGRAM 299 NON-CENTER BASED-LAUREL	
9.1100.112.1100.299.914 SALARIES/WAGES REGULAR	49,898.00
9.1100.112.1121.299.914 SALARIES-TEACHERS	772,601.22
9.1100.112.1139.299.914 SALARIES-OTHER PROF	39,175.00
9.1100.112.1151.299.914 SALARIES-TEACHER ASSTS	466,344.00
9.1100.112.1154.299.914 SALARIES-SPEECH THERAPIST	76,673.00
9.1100.112.1156.299.914 SALARIES-OCC THERAPISTS	42,165.00
9.1100.112.1159.299.914 SALARIES - INTERPRETERS	43,059.00
9.1100.112.1570.299.914 SALARIES-SUB TEACHER	6,106.50
9.1100.112.2100.299.914 FICA	110,697.45
9.1100.112.2211.299.914 PROFESSIONAL VRS (INSTR)	181,826.32
9.1100.112.2213.299.914 VRS-RETIREE HEALTH CREDIT	7,492.70
9.1100.112.2310.299.914 PROF HOSPITAL INS	169,156.00
9.1100.112.2330.299.914 DENTAL INS	1,592.00
9.1100.112.2411.299.914 PROF GROUP LIFE INS	5,643.00
9.1100.112.2710.299.914 SELF INSURED-WORK COMP	7,625.02
9.1100.112.6013.299.914 INSTRUCTIONAL SUPPLIES	2,520.00
9.1100.112.8001.299.914 MACHINERY & EQUIP	8,625.50
9. XXXX.XXX.XXXX.299.XXX NON-CENTER BASED-LAUREL	1,991,199.71
PROGRAM 999 FUND BALANCE/OPER BUDGET	
9. XXXX.XXX.XXXX.999.XXX FUND BALANCE/OPER BUDGET	.00
EXPENSE ACCOUNTS	4,921,844.71
REPORT TOTAL	.00

**LAUREL REGIONAL PROGRAM
MEETING**

December 5, 2012

BOARD MEMBERS PRESENT: Ms. Priscilla Liggon, Amherst County, Ms. Julie Bennington, Bedford County, Ms. Susan Hogg, Campbell County, Ms. Marie Waller, Lynchburg City

ADMINISTRATORS PRESENT: Dr. Robert Johnson II, Superintendent, Campbell County, Ms. Sharron Gunter, Director, LAUREL Regional Program

OTHERS PRESENT: Dr. Nick Pontius SPED Director, Campbell County, Ms. Beth Haught, SPED Director, Appomattox County, Ms. Sara Staton, SPED Director, Bedford County, Mr. Anthony Beckles, Chief Financial Officer, and Lynchburg City Schools.

I. CALL TO ORDER: Ms. Susan Hogg, Campbell County

On December 5, 2012 at 10:00 a.m. the LAUREL Regional Program Board met for their board meeting. A quorum was present.

II. MOTION TO APPROVE OR AMEND THE AGENDA

MOTION to approve or amend the agenda for the December 5, 2012 meeting was made by Ms. Julie Bennington and SECONDED by Ms. Priscilla Liggon.

Yes Votes: Ms. Susan Hogg, Ms. Marie Waller

No Votes: NONE

Abstentions: NONE

III. ACTION ITEMS:

A. Approval of Minutes from the August 8, 2012 Board Meeting

MOTION to approve the LAUREL Program Minutes from the August 8, 2012 meeting was made by Ms. Julie Bennington and SECONDED by Ms. Marie Waller.

Yes Votes: Ms. Susan Hogg, Ms. Priscilla Liggon

No Votes: NONE

Abstentions: NONE

B. Approval of Amended Budget 2012-2013

Ms. Sharron Gunter informed the Board the budget that was approved in May had some items that needed to be changed. There is a cushion in the health care funds.

MOTION to approve the Amended Budget 2012-2013 was made by Ms. Priscilla Liggon and SECONDED by Ms. Marie Waller.

Yes Votes: Ms. Julie Bennington, Ms. Susan Hogg

No Votes: NONE

Abstentions: NONE

C. Consideration of Approving Payment of Accounts by Fiscal Agent

Ms. Sharron Gunter highlighted some specific items in the budget report. The larger amount spent in office clerical is due to time Susan Landis, LAUREL's secretary, took off for a death in her family and also for surgery she had. Melissa Craighill, LAUREL's part-time secretary worked some additional hours when Susan was out. Cost for the Vision teacher that was hired through Allied Instructional Services was higher than expected but the cost for the 2 COTA's hired was not as much as was budgeted so it helps to balance the Vision teacher expense.

MOTION to approve Payment of Accounts by Fiscal Agent was made by Ms. Julie Bennington and SECONDED by Ms. Marie Waller.

Yes Votes: Ms. Susan Hogg, Ms. Priscilla Liggon

No Votes: NONE

Abstentions: NONE

D. Consideration of Personnel Report

MOTION to approve the Personnel Report made by Ms. Priscilla Liggon and SECONDED by Ms. Marie Waller.

Yes Votes: Ms. Susan Hogg, Ms. Julie Bennington

No Votes: NONE

Abstentions: NONE

IV. INFORMATION ITEMS

A. Board Members

None

B. Regional Council Representative Dr. Nick Pontius, Campbell County

Dr. Pontius reviewed the minutes from the September 20, 2012 LAUREL Advisory Council Meeting and the November 29, 2012 LAUREL Advisory Council Meeting. He also told the Board the rate setting packages are in. They are in the process of making the 2013 summer budget for the 10 days in August.

C. Superintendent –in-Charge Dr. Robert Johnson II, Campbell County

Dr. Johnson told the Board he spoke with LAUREL's Insurance Company and the Brokers that represent LAUREL and the family. The lawsuit is close to being settled. Dr. Johnson also informed the Board he is going to talk to the area Superintendents about making some changes to the Bylaws. One of the changes they would like to change is the appointments on the Board should be a 2 year term instead of 1 year. Dr. Johnson also recognized the LAUREL custodial staff. There was an article in the News and Advance recognizing the high scores they received on the building inspections conducted in September, October and November.

D. LAUREL Director

1. Enrollment Report

Sharron Gunter told the Board LAUREL is down by 1 student. The student that left LAUREL was a Campbell County student.

2. LAUREL Updates

Sharron Gunter gave a power point presentation that highlighted all LAUREL updates

3. Miscellaneous Items

Susan Hogg thanked us for including the LAUREL Newsletter in the Board packet. Susan said she enjoyed reading it. Sharron Gunter said the staff worked hard in keeping the students information confidential.

Marie Waller shared with the Board she visited LAUREL the week of November 26th. She enjoyed visiting all the classrooms and her conversation with Sharron Gunter.

V. NEXT MEETING

Wednesday, February 6, 2013

VI. ADJOURNMENT

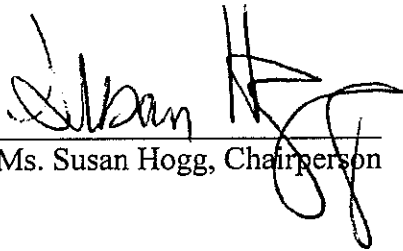
MOTION to adjourn the meeting was made by Ms. Julie Bennington and SECONDED by Ms. Priscilla Ligon.

Yes Votes: Ms. Susan Hogg, Ms. Marie Waller

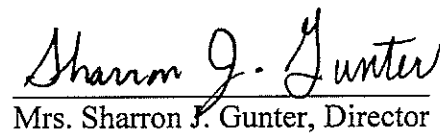
No Votes: NONE

Abstentions: NONE

10:30 AM



Ms. Susan Hogg, Chairperson



Mrs. Sharron J. Gunter, Director

OPERATED BY THE PUBLIC SCHOOLS OF AMHERST, APPOMATTOX, BEDFORD,
CAMPBELL AND THE CITY OF LYNCHBURG.

Agenda Report

Date: 03/19/13

Agenda Number: G-4

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: XLR8 Lynchburg Regional Governor's STEM Academy

Summary/Description:

The constitution of the XLR8 Lynchburg Regional Governor's STEM Academy requires that the XLR8 STEM Academy Board be comprised of a board member from each of the local school boards. The term of the participating school board member begins April 1, 2013. During the presentation, the school board will appoint a member to participate on the XLR8 STEM Academy Board.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board appoint a representative to the XLR8 STEM Academy Board.

Agenda Report

Date: 03/19/13

Agenda Number: J-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Notice of Closed Meeting

Summary/Description:

Pursuant to the Code of Virginia §2.2-3711 (A) (1), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters:

Employee Performance

Personnel Matters

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve a motion to enter into Closed Meeting in accordance with the Code of Virginia §2.2-3711 (A) (1) to discuss employee performance and personnel matters.

Agenda Report

Date: 03/19/13

Agenda Number: J-2

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Certification of Closed Meeting

Summary/Description:

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.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The interim superintendent recommends that the school board approve the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).