



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

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**Lynchburg City School Board**

Keith R. Anderson  
School Board District 2

Mary Ann H. Barker  
School Board District 1

Albert L. Billingsly  
School Board District 3

Regina T. Dolan-Sewell  
School Board District 1

Troy L. McHenry  
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

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**School Administration**

Paul McKendrick  
Superintendent

William A. Coleman, Jr.  
Assistant Superintendent of  
Curriculum and Instruction

Edward R. Witt, Jr.  
Assistant Superintendent of  
Operations and Administration

Wendie L. Sullivan  
Clerk

**SCHOOL BOARD MEETING**  
**May 10, 2011 5:30 p.m.**  
**School Administration Building**  
**Board Room**

**A. PUBLIC COMMENTS**

1. Public Comments  
Paul McKendrick. . . . .Page 1  
Discussion/Action (30 Minutes)

**B. SPECIAL PRESENTATION**

1. AON Hewitt: Report  
Paul McKendrick. . . . .Page 2  
Discussion
2. Eperitus: Report  
Paul McKendrick. . . . .Page 3  
Discussion

**C. UNFINISHED BUSINESS**

1. Annual Personnel Report  
Billie Kay Wingfield . . . . .Page 4  
Discussion/Action

**D. CLOSED MEETING**

1. Notice of Closed Meeting  
Paul McKendrick. . . . .Page 6  
Discussion/Action
2. Certification of Closed Meeting  
Paul McKendrick. . . . .Page 7  
Discussion/Action

## **E. INFORMATIONAL ITEMS**

Next School Board Meeting: Tuesday, May 17, 2011, 5:30 p.m.  
Board Room, School Administration Building

Graduation: Amelia Pride Center – May 25, 2011  
Carl Anderson Performance Auditorium – Paul Laurence  
Dunbar Middle School for Innovation

Heritage High School – May 29, 2011  
Ralph Spencer Gymnasium – 8:00 a.m.

E. C. Glass High School – May 29, 2011  
Civic Auditorium – 3:00 p.m.

## **F. ADJOURNMENT**

# Agenda Report

**Date:** 05/10/11

**Agenda Number:** A-1

**Attachments:** No

**From:** Paul McKendrick, 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:** 05/10/11

**Agenda Number:** B-1

**Attachments:** No

**From:** Paul McKendrick, Superintendent

**Subject:** AON Hewitt: Report

## **Summary/Description:**

As part of the discussions to consolidate health care and pharmacy services between the City of Lynchburg and the Lynchburg City Schools, both organizations have worked with a consulting firm, AON, for the last few months. During these initial talks, AON has provided an overview of the services that it would provide. AON staff later met with each organization separately, in an attempt to ascertain each organization's perspectives on health care and pharmacy. Some of the topics of those discussions have included, but have not been limited to, descriptions of the organization's health and pharmacy plans, components the organization would like to add to its plans, the challenges the organization has faced in recent years and those that it currently faces, the organization's philosophy relative to the coverage it could/should provide to employees, the benefits of consolidating services, as well as the determinants of success.

Members of the school administration met with AON representatives on March 29, 2011, and discussed the aforementioned points. AON later compiled the data and then developed a report which reflected that data. AON followed the same process with representatives from the City of Lynchburg. It should be noted that each organization only has its own data. AON will bring the two organizations together on May 2, 2011, to discuss their findings with both groups, and only then will representatives of the organizations be able to view all of the data. AON is set to return to present its data and possibly recommendations to both city council and to the school board during separate meetings on May 10, 2011.

During this presentation, AON will present its data and possibly recommendations 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:** 05/10/11

**Agenda Number:** B-2

**Attachments:** No

**From:** Paul McKendrick, Superintendent

**Subject:** Eperitus: Report

## **Summary/Description:**

The school division entered into a contract with Eperitus to assist the school division in a review of its attendance zones. The company met with the school board during its fall retreat and presented an overview of the process. That process includes completing the attendance review in phases. Recently, the company completed the first phase of the process, which included a coding of students by their school zones and by the schools that students attend. The company also made enrollment projections for five and 10 years as well as a capacity analysis per school.

Company representatives will present the data and they will discuss their findings and the implications for school attendance and capacity needs.

**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:** 05/10/11

**Agenda Number:** C-1

**Attachments:** Yes

**From:** Paul McKendrick, Superintendent  
Billie Kay Wingfield, Director of Personnel

**Subject:** Annual Personnel Report

## **Summary/Description:**

1. Recommendation for continuing contracts for personnel completing third year or completing one year after attaining continuing contract status in another Virginia system.
2. Recommendation for renewal of annual contracts for second year personnel.
3. Recommendation for renewal of annual contracts for first year personnel.
4. Recommendation for renewal of annual contracts for personnel completing less than 180 days.
5. Recommendation for continuing contracts to remain in force for part-time personnel.
6. Recommendation for renewal of annual contracts for part-time personnel and/or full-time personnel with a part-time administrative assignment.
7. Recommendation for Title/Grant funded personnel.
  - A. Recommendation for continuing contracts, Title/Grant funded personnel completing third year or completing one year after attaining continuing contract status in another Virginia system.
  - B. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing second year.
  - C. Recommendation for renewal of annual contracts, Title/Grant funded personnel completing first year.
  - D. Recommendation for continuing contracts to remain in force for part-time and/or partially funded Title/Grant personnel.
  - E. Recommendation for renewal of annual contracts for part-time and/or partially funded Title/Grant personnel.
  - F. Recommendation for continuing contracts to remain in force for Title/Grant funded personnel.

# Agenda Report

**Date:** 05/10/11

**Agenda Number:** C-1

**Attachments:** Yes

8. Recommendation for non-renewal of contracts.
9. Recommendation for continuing contracts to remain in force for 2009-10.
  - A. Personnel earning continuing contract status under School Board Policy 5-7.
  - B. Other administrative and instructional personnel.
10. Recommendation for renewal of annual contracts for non-licensed administrative personnel.
11. Reduction in force in accordance with School Board Policy 5-18.

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

**Recommendation:**

The superintendent recommends that the school board approve the Annual Personnel Report.

# Agenda Report

**Date:** 05/10/11

**Agenda Number:** D-1

**Attachments:** No

**From:** Paul McKendrick, 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

**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 specific employee performance.



# Agenda Report

**Date:** 05/10/11

**Agenda Number:** D-2

**Attachments:** No

**From:** Paul McKendrick, 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 superintendent recommends that the school board approve the Certification of Closed Meeting in accordance with the Code of Virginia §2.2-3712(D).