



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

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

Jennifer R. Poore
School Board District 2

Treney L. Tweedy
School Board District 3

J. Marie Waller
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

Anthony E. Beckles, Sr.
Chief Financial Officer

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
June 19, 2012 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

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

B. SPECIAL PRESENTATION

- 1. Resolutions of Recognition
Scott S. Brabrand. Page 2
Discussion/Action

C. FINANCE REPORT

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

D. CONSENT AGENDA

- 1. School Board Meeting Minutes: March 20, 2012 (Regular Meeting)
March 22, 2012 (Special Meeting)
April 3, 2012 (Regular Meeting)
April 6, 2012 (Called Meeting)
April 17, 2012 (Regular Meeting)
- 2. Personnel Report
Scott S. Brabrand. Page 8
Discussion/Action

E. UNFINISHED BUSINESS

- 1. School Board Retreat
Scott S. Brabrand. Page 10
Discussion

- 2. Administrative Regulation 6-58.3: Grading Scale
William A. Coleman, Jr.Page 11
Discussion/Action

F. NEW BUSINESS

- 1. Authorization of Signature
Scott S. Brabrand.Page 14
Discussion/Action

G. SUPERINTENDENT’S COMMENTS

H. BOARD COMMENTS

I. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, July 10, 2012, 5:30 p.m., Board Room, School Administration Building

School Board Retreat: July 26 and 27, 2012, Lynchburg College, Schewel Lecture Hall

J. ADJOURNMENT

Agenda Report

Date: 06/19/12

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: 06/19/12

Agenda Number: B-1

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: Resolutions of Recognition

Summary/Description:

During this presentation, the school board will recognize Keith R. Anderson and Troy L. McHenry for their service as members of the Lynchburg City School Board. Rev. Anderson has served as a school board member for six years, and Mr. McHenry has served as a school board member two years.

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

Recommendation:

The superintendent recommends that the school board approve the resolutions of recognition for Keith R. Anderson and Troy L. McHenry.

Agenda Report

Date: 06/19/12

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 2011-12 school's operating budget, authorized, approved, and processed the necessary payments through May 31, 2012. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through May 31, 2012, for the operating fund.

Total Operating Fund Budget	
Return of Fund Balance	\$75,705,953.00
Use of Lease Purchase Funds	\$ 1,692,695.00
Insurance Proceeds – HHS	\$ 35,852.79
Designation of Prior Year Encumbrances	\$ 87,359.85
Adjusted Budget	<u>\$ 15,616.00</u>

Through May 31, 2012 \$77,537,476.64

Actual Revenue Received	\$ 61,509,365.13
Actual Expenditures	\$ 59,834,668.04
Actual Encumbered	\$ 13,536,292.15

Percent of Budget Received	79.33%
Percent of Budget Used, excluding encumbrances	77.17%

As of 05/31/12 – 11 months 91.00%

The revenue and expenditure reports detail the transactions recorded through May 31, 2012. 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 Expenditures
 For the Eleven Months Ended May 31, 2012

	Fiscal Year 2010-11			Fiscal Year 2011-12						
	BUDGET	TRANSACTIONS	BUDGET % USED	BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES	BUDGET AVAILABLE	BUDGET % USED	
INSTRUCTION										
FUNCTION 1100 CLASSROOM INSTRUCTION	43,807,198.00	43,001,732.26	98.16%							
Personnel				38,649,897.80	29,341,072.01	75.92%	8,658,014.17	650,811.62	98.32%	
Other				3,071,257.77	1,516,779.11	49.39%	290,268.99	1,264,209.67	58.84%	
FUNCTION 1200 INST SUPPORT-STUDENT	2,754,658.44	2,679,824.08	97.28%							
Personnel				2,941,094.66	2,369,974.98	80.58%	377,587.55	193,532.13	93.42%	
Other				238,494.00	171,437.76	71.88%	1,324.32	65,731.92	72.44%	
FUNCTION 1300 INST SUPPORT-STAFF	5,091,974.86	4,960,244.91	97.41%							
Personnel				3,860,044.11	3,391,101.10	87.85%	350,485.45	118,457.56	96.93%	
Other				1,764,766.60	1,091,571.72	61.85%	86,952.07	586,242.81	66.78%	
FUNCTION 1400 INST SUPPORT-SCHOOL ADMN	4,404,168.11	3,400,065.83	77.20%							
Personnel				4,593,798.73	4,043,662.19	88.02%	463,114.48	87,022.06	98.11%	
Other				174,156.00	94,896.88	54.49%	0.00	79,259.12	54.49%	
TOTAL INSTRUCTION	56,057,999.41	54,041,867.08	96.40%	55,293,509.67	42,020,495.75	76.00%	10,227,747.03	3,045,266.89	94.49%	
ADMINISTRATION										
FUNCTION 2100 ADMINISTRATION	2,449,937.78	2,096,489.10	85.57%							
Personnel				1,756,434.19	1,511,346.84	86.05%	146,531.06	98,556.29	94.39%	
Other				445,101.61	345,356.43	77.59%	17,443.51	82,301.67	81.51%	
FUNCTION 2200 ATTENDANCE & HEALTH SERV	1,803,495.42	1,736,958.35	96.31%							
Personnel				1,709,599.30	1,350,611.33	79.00%	350,325.93	8,662.04	99.49%	
Other				32,125.00	34,056.70	106.01%	643.00	(2,574.70)	108.01%	
TOTAL ADMINISTRATION	4,253,433.20	3,833,447.45	90.13%	3,943,260.10	3,241,371.30	82.20%	514,943.50	186,945.30	95.26%	
PUPIL TRANSPORTATION										
FUNCTION 3100 MANAGEMENT & DIRECTION	278,661.38	270,242.66	96.98%							
Personnel				260,173.44	239,005.89	91.86%	18,487.58	2,679.97	98.97%	
Other				21,526.00	18,595.87	86.39%	35.35	2,894.78	86.55%	
FUNCTION 3200 VEHICLE OPERATION SERVICE	2,920,292.42	2,851,212.01	97.63%							
Personnel				2,225,918.34	1,757,567.78	78.96%	465,878.11	2,472.45	99.89%	
Other				1,023,338.32	958,710.42	93.68%	111,711.50	(47,083.60)	104.60%	
FUNCTION 3300 MONITORING SERVICE	318,795.50	303,775.67	95.29%							
Personnel				338,244.58	241,218.55	71.31%	86,689.28	10,336.75	96.94%	
Other				0.00	0.00	0.00%	0.00	0.00	0.00%	
FUNCTION 3400 VEHICLE MAINT SERVICE	367,100.50	363,030.56	98.89%							
Personnel				300,358.43	253,989.18	84.56%	34,540.77	11,828.48	96.06%	
Other				330,518.00	350,925.21	106.17%	2,963.74	(23,370.95)	107.07%	
FUNCTION 3500 BUS PURCHASE - REGULAR	169,217.06	169,227.06	100.01%							
Other				622,136.00	0.00	0.00%	622,136.00	0.00	0.00%	
FUNCTION 3600 BUS - LEASE PURCHASE	66,000.00	66,506.94	100.77%							
Other				0.00	0.00	0.00%	0.00	0.00	0.00%	
TOTAL PUPIL TRANSPORTATION	4,120,066.86	4,023,994.90	97.67%	5,122,213.11	3,820,012.90	74.58%	1,342,442.33	(40,242.12)	100.79%	
OPERATIONS & MAINTENANCE										
FUNCTION 4100 MANAGEMENT & DIRECTION	307,191.98	287,213.22	93.50%							
Personnel				266,812.19	244,017.87	91.46%	21,892.15	902.17	99.66%	
Other				34,300.00	31,118.91	90.73%	0.00	3,181.09	90.73%	
FUNCTION 4200 BUILDING SERVICES	8,852,667.95	8,574,983.01	96.86%							
Personnel				4,046,374.60	3,432,181.14	84.82%	398,109.11	216,084.35	94.66%	
Other				4,480,944.85	3,888,157.78	86.77%	476,950.47	115,836.60	97.41%	
FUNCTION 4300 GROUNDS SERVICES	240,570.71	243,949.95	101.40%							
Personnel				211,500.18	182,420.70	86.25%	26,418.42	2,661.06	98.74%	
Other				66,000.00	17,699.31	26.82%	0.00	48,300.69	26.82%	

Agenda Report Attachment

Item: C-1

Page 4

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Eleven Months Ended May 31, 2012

FUNCTION 4400 EQUIPMENT SERVICES	48,000.00	48,525.77	101.10%								
Personnel				0.00	0.00	0.00%	0.00	0.00	0.00%		
Other				75,500.00	63,553.18	84.18%	810.02	11,136.80	85.25%		
FUNCTION 4500 VEHICLE SERVICES	23,000.00	25,566.85	111.16%								
Personnel				0.00	0.00	0.00%	0.00	0.00	0.00%		
Other				22,000.00	18,522.17	84.19%	0.00	3,477.83	84.19%		
FUNCTION 4600 SECURITY SERVICES	232,224.50	260,550.95	112.20%								
Personnel				147,683.11	169,434.61	114.73%	1,605.96	(23,357.46)	115.82%		
Other				86,000.00	85,306.60	99.19%	9,259.00	(8,565.60)	109.96%		
TOTAL OPERATIONS & MAINTENANCE	9,703,655.14	9,440,789.75	97.29%	9,437,114.93	8,132,412.27	86.17%	935,045.13	369,657.53	96.08%		
SCHOOL FOOD SERVICES											
FUNCTION 5100 SCHOOL FOOD SERVICES	0	0.00	0.00%								
Personnel				0	11,825.12	0.00%	72,691.55	(84,516.67)		Reimbursed 100% by	
Other				0	2,663.32	0.00%	0.00	(2,663.32)		School Nutrition	
TOTAL SCHOOL FOOD SERVICES	0.00	0.00	0.00%	0.00	14,488.44	0.00%	72,691.55	(87,179.99)			
FACILITIES											
FUNCTION 6200 SITE IMPROVEMENTS	0	0	0.00%	0	0	0.00%	0	0.00	0.00%		
FUNCTION 6600 BLDG ADD & IMP SERVICES	98,095.00	63,099.89	64.33%								
Personnel				32,295.35	12,401.54	38.40%	0.00	19,893.81	38.40%		
Other				93,995.70	28,272.45	30.08%	6,769.00	58,954.25	37.28%		
TOTAL FACILITIES	98,095.00	63,099.89	64.33%	126,291.05	40,673.99	32.21%	6,769.00	78,848.06	37.57%		
DEBT SERVICE											
FUNCTION 7100 DEBT SERVICE - Other	720,472.94	717,900.14	99.64%	536,751.78	466,386.15	86.89%	36,738.63	33,627.00	93.74%		
TOTAL DEBT SERVICE				536,751.78	246,985.71	46.01%	256,139.07	33,627.00	93.74%		
TECHNOLOGY											
FUNCTION 8100 CLASSROOM INSTRUCTION	1,560,213.69	1,762,037.19	112.94%								
Personnel				1,870,387.62	1,522,213.39	81.38%	228,487.04	119,687.19	93.60%		
Other				188,882.48	77,656.57	41.11%	39,042.61	72,183.30	61.78%		
FUNCTION 8200 INSTRUCTIONAL SUPPORT	652,501.82	466,081.62	71.43%								
Personnel				242,039.11	195,567.67	80.80%	15,567.16	30,904.28	87.23%		
Other				741,174.00	267,536.82	36.10%	116,818.17	356,819.01	51.86%		
FUNCTION 8200 LEASE PURCHASE	109,975.76	109,975.76	100.00%	35,852.79	35,852.79	100.00%	0.00	0.00	-		
TOTAL TECHNOLOGY	2,322,691.27	2,338,094.57	100.66%	3,078,336.00	2,098,827.24	68.18%	399,914.98	579,593.78	81.17%		
CONTINGENCY RESERVES											
FUNCTION 9100 CLASSROOM INSTRUCTION	0	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00	0.00%		
FUNCTION 9300 ADMINISTRATION	300,000.00	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00	0.00%		
FUNCTION 9500 PUPIL TRANSPORTATION	200,000.00	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00	0.00%		
FUNCTION 9600 OPERATIONS & MAINTENANCE	0	0.00	0.00%	0.00	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	0.00	0.00%		
TOTAL OPERATING BUDGET	77,776,413.82	74,459,193.78	95.73%	77,537,476.64	59,834,668.04	77.17%	13,536,292.15	4,166,516.45	94.63%		
Page 5											

Agenda Report Attachment

Item: C-1

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Eleven Months Ended May 31, 2012

Agenda Report Attachment

ACCOUNT TITLE	FY 2010-2011				FY 2011-12			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(8,321,436.00)	(8,686,156.49)	364,720.49	104.38%	(8,965,522.00)	(7,482,790.98)	(1,482,731.02)	83.46%
240202 BASIC SCHOOL AID	(19,996,461.00)	(18,942,052.10)	(1,054,408.90)	94.73%	(19,663,616.00)	(18,099,216.64)	(1,564,399.36)	92.04%
240207 GIFTED & TALENTED	(232,983.00)	(233,626.00)	643.00	100.28%	(233,116.00)	(214,839.66)	(18,276.34)	92.16%
240208 REMEDIAL EDUCATION	(916,399.00)	(918,931.00)	2,532.00	100.28%	(916,922.00)	(845,035.98)	(71,886.02)	92.16%
240208 REMEDIAL EDUCATION	(206,426.00)	(148,487.00)	(57,939.00)	71.93%	(148,487.00)	(126,165.00)	(22,322.00)	84.97%
240209 ENROLLMENT LOSS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
240212 SPECIAL ED SOQ	(2,583,520.00)	(2,590,657.00)	7,137.00	100.28%	(2,584,995.00)	(2,382,333.76)	(202,661.24)	92.16%
240217 VOCATIONAL ED SOQ	(305,466.00)	(306,310.00)	844.00	100.28%	(305,641.00)	(281,678.40)	(23,962.60)	92.16%
240221 SOC SEC-INSTR	(1,340,942.00)	(1,344,650.00)	3,708.00	100.28%	(1,341,711.00)	(1,236,521.76)	(105,189.24)	92.16%
240223 VRS INSTRUCTIONAL	(792,143.00)	(794,330.00)	2,187.00	100.28%	(1,212,202.00)	(1,117,166.84)	(95,035.16)	92.16%
240241 GROUP LIFE INST	(46,598.00)	(46,725.00)	127.00	100.27%	(46,623.00)	(42,967.76)	(3,655.24)	92.16%
240228 READING INTERVENTN	(117,822.00)	(142,932.00)	25,110.00	121.31%	(141,000.00)	(114,280.82)	(26,719.18)	81.05%
240205 CAT-REG FOSTER	(150,118.00)	(140,240.00)	(9,878.00)	93.42%	(145,135.00)	(69,817.34)	(75,317.66)	48.11%
240246 CAT-HOMEBOUND	(160,802.00)	(147,984.74)	(12,817.26)	92.03%	(156,865.00)	(190,728.87)	33,863.87	121.59%
240248 REGIONAL TUITION	(866,273.00)	(645,645.48)	(220,627.52)	74.53%	(849,922.00)	(263,744.64)	(586,177.36)	31.03%
240265 AT RISK SOQ	(1,071,449.00)	(1,074,480.00)	3,031.00	100.28%	(1,074,910.00)	(901,053.32)	(173,856.68)	83.83%
240309 ESL	(114,953.00)	(89,904.00)	(25,049.00)	78.21%	(106,053.00)	(70,876.68)	(35,176.32)	66.83%
330213 SCHOOL LUNCH	0.00	0.00	0.00	100.00%	0.00	0.00	0.00	0.00%
240281 AT RISK 4 YR OLDS	(1,209,101.00)	(1,209,101.00)	0.00	100.00%	(1,231,987.00)	(1,007,989.37)	(223,997.63)	81.82%
240218 CTE - ADULT ED	(19,175.00)	(1,238.00)	(17,937.00)	6.46%	(19,175.00)	0.00	(19,175.00)	0.00%
240252 CTE EQUIPMENT	0.00	(10,212.98)	10,212.98	100.00%	0.00	(11,436.79)	11,436.79	100.00%
240253 CTE OCC PREP	(29,073.00)	(25,260.00)	(3,813.00)	86.88%	(33,809.00)	0.00	(33,809.00)	0.00%
LOTTERY PROCEEDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
REG SPEC SERV	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
240273 CPI HOLD HARMLESS	(1,744,519.00)	(1,563,186.60)	(181,332.40)	89.61%	(126,411.00)	(106,439.18)	(19,971.82)	84.20%
SUPPLEMENTAL SUPPORT	0.00	0.00	0.00	0.00%	(671,477.00)	(562,877.50)	(108,599.50)	83.83%
240275 PRIMARY CLASS SIZE	(1,174,904.00)	(1,171,919.00)	(2,985.00)	99.75%	(1,190,402.00)	(1,013,680.82)	(176,721.18)	85.15%
240214 TEXTBOOKS	(272,021.00)	(272,772.00)	751.00	100.28%	(210,115.00)	(249,859.34)	39,744.34	118.92%
240203 GED/ISAEP	(23,576.00)	(23,576.00)	0.00	100.00%	(23,576.00)	(19,289.45)	(4,286.55)	81.82%
240405 ALGEBRA READINESS	(110,760.00)	(114,911.00)	4,151.00	103.75%	(114,911.00)	(92,380.00)	(22,531.00)	80.39%
COMMONWEALTH OF VA	(41,806,920.00)	(40,645,287.39)	(1,161,632.61)	97.22%	(41,514,583.00)	(36,503,170.90)	(5,011,412.10)	87.93%
330201 BASIC ADULT ED.	(50,000.00)	(44,128.90)	(5,871.10)	88.26%	(50,000.00)	(3,505.00)	(46,495.00)	7.01%
330212 IMPACT AIDPL81-874	(6,000.00)	(7,990.43)	1,990.43	133.17%	(6,000.00)	(7,427.59)	1,427.59	123.79%
180303 MEDICAID REIMBURSE	(300,000.00)	(842,050.41)	542,050.41	280.68%	(300,000.00)	(316,300.71)	16,300.71	105.43%
JR ROTC	(105,000.00)	(114,133.42)	9,133.42	108.70%	(105,000.00)	(101,089.04)	(3,910.96)	96.28%
FEDERAL	(461,000.00)	(1,008,303.16)	547,303.16	218.72%	(461,000.00)	(428,322.34)	(32,677.66)	92.91%

Item: C-1

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Eleven Months Ended May 31, 2012

	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	
510500 CITY OPER APPR	(31,942,103.00)	(31,942,103.00)	0.00	100.00%	(31,942,103.00)	(20,500,000.00)	(11,442,103.00)	64.18%	
510500 FUND BALANCE RETURN	(1,467,931.00)	(1,467,931.00)	0.00	100.00%	(1,692,695.00)	(1,692,695.00)	0.00	100.00%	
510500 USE OF RESERVES	(300,000.00)	(300,000.00)	0.00	0.00%	(200,000.00)	(200,000.00)	0.00	100.00%	
510502 CITY DEBT SERV APP	(33,627.00)	(31,021.65)	(2,605.35)	92.25%	(33,627.00)	0.00	(33,627.00)	0.00%	
CITY	(33,743,661.00)	(33,741,055.65)	(2,605.35)	99.99%	(33,868,425.00)	(22,392,695.00)	(11,475,730.00)	66.12%	
189912 MISC REV/OTH FUNDS	0.00	(278,625.09)	278,625.09	100.00%	0.00	(353,076.37)	353,076.37	100.00%	*reflects HHS settlement
180303 REBATES & REFUNDS	(15,000.00)	(51,501.65)	36,501.65	343.34%	(15,000.00)	(404,999.93)	389,999.93	2700.00%	*reflects VHS refund
189903 DONATIONS & SP GF	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	
189909 SALE OTHER EQUIP	0.00	(1,813.45)	1,813.45	100.00%	0.00	0.00	0.00	0.00%	
189910 INSURANCE ADJUST	(162,217.06)	(168,572.58)	6,355.52	103.92%	(90,359.85)	(98,766.19)	8,406.34	109.30%	
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)	(96,777.43)	11,777.43	113.86%	(85,000.00)	(107,680.93)	22,680.93	126.68%	
TRANSFER IN/OUT	0.00	23,725.85	(23,725.85)	-100.00%	0.00	0.00	0.00	0.00%	
MISCELLANEOUS	(262,217.06)	(573,564.35)	311,347.29	218.74%	(190,359.85)	(964,523.42)	774,163.57	506.68%	
150201 RENTS	(110,000.00)	(98,000.00)	(12,000.00)	89.09%	(98,000.00)	(98,000.00)	0.00	100.00%	
161201 TUITION DAY SCHOOL	(189,000.00)	(132,647.66)	(56,352.34)	70.18%	(160,000.00)	(106,919.71)	(53,080.29)	66.82%	
161206 TUITION ADULT	(15,750.00)	(19,342.00)	3,592.00	122.81%	(10,000.00)	(696.00)	(9,304.00)	6.96%	
161207 TUITION SUMMER SCH	0.00	0.00	0.00	0.00%	(40,000.00)	(25,000.00)	(15,000.00)	62.50%	
161202 SPEC PUPIL FEES	(50,000.00)	(49,763.36)	(236.64)	99.53%	(45,000.00)	(21,513.00)	(23,487.00)	47.81%	
161205 BUS RENTAL	(132,500.00)	(405,708.09)	273,208.09	306.19%	(170,500.00)	(377,919.31)	207,419.31	221.65%	
190101 TUIT FM OTH CO/CY	(634,620.00)	(644,571.00)	9,951.00	101.57%	(634,620.00)	(288,131.38)	(346,488.62)	45.40%	
161201 DUAL ENROLLMENT	(42,000.00)	(88,848.75)	46,848.75	211.54%	(35,000.00)	(89,607.00)	54,607.00	256.02%	
PRINT SHOP	0.00	(116,455.64)	116,455.64	100.00%	(100,000.00)	(107,032.45)	7,032.45	107.03%	
SCHOOL NUT UTILITIES	(98,500.00)	(90,518.20)	(7,981.80)	91.90%	(98,500.00)	(66,619.45)	(31,880.55)	67.63%	
FACILITY RENTALS	(54,270.00)	(65,487.50)	11,217.50	120.67%	(60,020.00)	(39,098.88)	(20,921.12)	65.14%	
CHARGES FOR SERVICES	(1,326,640.00)	(1,711,342.20)	384,702.20	129.00%	(1,451,640.00)	(1,220,537.18)	(231,102.82)	84.08%	
150101 INTEREST-BNK DPST	0.00	(526.75)	526.75	100.00%	0.00	(116.29)	116.29	100.00%	
USE OF MONEY									
LEASE PURCHASE PROCEEDS	(175,975.76)	0.00	(175,975.76)	0.00%	(35,852.79)	0.00	(35,852.79)	0.00%	
DESIGNATION - ENCUMBRANCES	0.00	0.00	0.00	0.00%	(15,616.00)	0.00	(15,616.00)	0.00%	
TOTAL OPERATING FUND	(77,776,413.82)	(77,680,079.50)	(96,334.32)	99.88%	(77,537,476.64)	(61,509,365.13)	(16,012,495.51)	79.33%	

Original budget	\$75,705,953.00
Fund Balance, net of use of reserve	\$ 1,692,695.00
Insurance Proceeds - HHS	\$ 87,359.85
Lease Purchase Funds	\$ 35,852.79
Designation - Prior Year Encumb	\$ 15,616.00
Adjusted Budget	<u>\$77,537,476.64</u>

Agenda Report Attachment

Item: C-1

Agenda Report

Date: 06/19/12

Agenda Number: D-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Personnel Report

Summary/Description:

The personnel recommendations for June 5 – 19, 2012, 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 June 5 – 19, 2012.

NAME	COLLEGE	EXPERIENCE	ASSIGNMENT	DATE
-------------	----------------	-------------------	-------------------	-------------

RESIGNATIONS:

Aken, Rebecca	Western Kentucky University	M.S./6 yrs. (Lv.5 3)	R.S. Payne Elementary Speech Pathologist	06/07/12
Bennett, Kevin	Lynchburg College	B.A./22 yrs. (Lv.11 4)	Dunbar Middle School Spanish	06/07/12
Berry, Sarah	University of Virginia	M.A./1 yr. (Lv.0 3)	Heritage High School Biology/Chemistry	06/07/12
Dateo, John	Pennsylvania State	B.S./7 yrs. (Lv.6 4)	Heritage High School Mathematics	06/07/12
Lipford, Jenny	Radford University	M.S./11 yrs. (Lv.10 3)	Linkhorne Middle School Vocal/Choral	06/07/12
Sengenberger, Peter	Mansfield University	M.Ed./7 yrs. (Lv.6 4)	Linkhorne Middle School Library Media Specialist	06/07/12
Smirnov, Laura	California State University	B.A./4 yrs. (Lv.3 3)	Paul Munro Elementary Fourth Grade	06/07/12

RETIREMENTS:

Long, Lynore	University of Illinois	B.S./29 yrs. (Lv.28 3)	R. S. Payne Elementary Music Teacher	06/07/12
Luck Jr., Bedford	Virginia State University	M.Ed./38 yrs. (Lv.11 2)	E.C. Glass High School Associate Principal	06/29/12
Phillips, Elizabeth G.	University of Arkansas	M.Ed./20 yrs. (Lv.19 3)	Heritage Elementary School Counselor	06/18/12

Agenda Report

Date: 06/19/12

Agenda Number: E-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: School Board Retreat

Summary/Description:

The Lynchburg City School Board will conduct its annual retreat on July 26-27, 2012. The superintendent presented several items at the last school board meeting that he intends to bring before the school board during that retreat. They are as follows:

- Lynchburg City Schools Logo
- Indicators of Excellence
- Comprehensive Plan
- Mission and Vision
- Policy and Governance

Since that time, members of the school board have requested that the following items be placed on the agenda for the retreat:

- Partners In Education Program
- Evaluation of Revenue Opportunities through Corporate/Individual Sponsorships
- Online Learning: Digital Learning Plan
- Re-Districting
- Daily Schedules for Students
- 21st Century Community Learning Grants
- AP Test Fees
- Cell Phone Policy

The superintendent has asked the school administration to review the school division's logo and comprehensive plan in preparation for the school board retreat. During this presentation, the school board will review several logos for possible adoption for the 2012-13 school year and receive information about the comprehensive plan.

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: 06/19/12

Agenda Number: E-2

Attachments: Yes

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

Subject: Administrative Regulation 6-58.3: Grading Scales

Summary/Description:

Changes to grading scales in several school divisions in Virginia have prompted discussion regarding the grading scale in use in the Lynchburg City Schools. The current grading scale is not found in policy or regulation but is specified as follows in the school handbooks for all classes except dual enrollment, Central Virginia Governor's School for Science and Technology (CVGS), and Advanced Placement (AP):

Lynchburg City Schools: Grading Scale

A = 94 – 100

B = 86 – 93

C = 78 – 85

D = 70 – 77

F = 69 and below

A standard 10-point scale, based on the grading scale used by Central Virginia Community College, is used in dual enrollment and AP courses as well as in CVGS courses:

Lynchburg City Schools: Dual Enrollment, CVGS, and AP Grading Scale

A = 90 – 100

B = 80 – 89

C = 70 – 79

D = 60 – 69

F = 59 and below

Recent discussions among parents, students, staff members and administrators have centered around the two different grading scales, as well as the challenges of communicating those two grading scales to parents and students.

As a result, the school administration has explored the possibility of changes to the grading scale. The debate surrounding grading scales and standards focuses on the following beliefs. Those on one side argue for a more restrictive grading scale with the belief that a more

Agenda Report

Date: 06/19/12

Agenda Number: E-2

Attachments: Yes

restrictive scale will result in greater student effort and higher student achievement. Those on the other side argue that more restrictive grading scales place higher achieving students at a competitive disadvantage for scholarships, awards, and college admissions and at the same time place lower achieving students at a greater risk of dropping out.

The school administration has discussed the option of placing all students in grades three through twelve on a single 10-point grading scale. This option creates consistency and places students at a comparable competitive level with other students across Virginia. The school administration has also discussed and developed Administrative Regulation 6-58.3: Grading Scale for school board consideration.

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

Recommendation:

The superintendent recommends that the school board approve Administrative Regulation 6-58.3: Grading Scale which places all students grade three through twelve on a 10-point grading scale.

INSTRUCTION

Grading Scale R 6-58.3

{The classroom teacher shall be responsible for the grading and evaluation of his/her student's achievement in class.

The following grading scale will be used in grade levels 3-12 for all students:

- A = 90 – 100**
- B = 80 – 89**
- C = 70 – 79**
- D = 60 – 69**
- F = 59 and below**

The following state scoring rubric will be used to evaluate student progress on the Standards of Learning (SOL) in grade Kindergarten through 2:

- E = Exceeds the Standard (student demonstrates knowledge and skill 94 percent or more of the time)**
- M = Meets the Standards (student demonstrates knowledge and skill 80 percent or more of the time)**
- P = Partially Meets the Standard (student demonstrates knowledge and skill 70 percent or more of the time)**
- U = Unsuccessful in Meeting Standard (student demonstrates knowledge and skills less than 70 percent)**

The following grading scale will be used for all other areas in grades K-5 (handwriting, art, music, movement education, technology and character/conduct):

- S = Successful**
- I = Improving**
- NY = Not Yet Successful**

Approved by School Board: }

Agenda Report

Date: 06/19/12

Agenda Number: F-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Authorization for Signature

Summary/Description:

The Virginia Department of Education requires that the school division identify an individual, who, in the absence of the superintendent, has authorization to sign all Virginia Department of Education correspondence, reports, documents, requisitions, and other official correspondence. The superintendent recommends that the school board authorize Mrs. Wendie L. Sullivan, school board clerk, to fulfill the necessary signature obligations in the absence of the superintendent. Many of the matters associated with the delegation of this authority tend to be financial and operational in nature.

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

Recommendation:

The superintendent recommends that the school board authorize Mrs. Wendie L. Sullivan, school board clerk, to sign Virginia Department of Education correspondence in the absence of the superintendent.

Virginia Department of Education

Authorization of Signature in Absence of Division Superintendent
Lynchburg City Public Schools

The School Board of the Country, City, or Town of **Lynchburg City** at a meeting held on June 19, 2012 by duly recorded vote approved and authorized the person(s) listed below to sign all Virginia Department of Education reports, documents, requisitions, and other official correspondence in the absence of the Division Superintendent.

Ms. Wendie L Sullivan

Administrative Assistant

Clerk/Executive Assistant to the Superintendent

Signature:

Signature on File

Authorization Approved
through: June 30, 2013

Extended
through: _____

This is to certify that the signature authorization action was approved and incorporated in the minutes of said School Board on the aforementioned date.

Signature of Division Superintendent
Scott S. Brabrand
Printed Name of Division Superintendent

Signature of School Board Chair
Charles B. White
Printed Name of School Board Chair
Seal of Clerk of the School Board

Signature of Clerk of the School Board
Wendie L. Sullivan
Printed Name of Clerk of the School Board
Date: June 19, 2012

Mail to: Virginia Department of Education
Educational Applications
22nd Floor
P.O.Box 2120
Richmond, VA 23218-2120