



Lynchburg City School Board

Regina T. Dolan-Sewell
School Board District 1

Mary Ann Hoss
School Board District 1

Michael J. Nilles
School Board District 3

Jennifer R. Poore
School Board District 2

Katie 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 BOARD MEETING
December 3, 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. CONSENT AGENDA

1. School Board Meeting Minutes: November 19, 2013 (Regular Meeting)
2. Religious Exemption
Scott S. BrabrandPage 2
Discussion/Action

C. STUDENT REPRESENTATIVE COMMENTS

D. UNFINISHED BUSINESS

1. Legislative Positions: 2013-14
William A. Coleman, Jr. Page 4
Discussion/Action
2. School Operating Budget: 2014-15
Anthony E. Beckles, Sr. Page 10
Discussion

E. NEW BUSINESS

1. Collaborative Review of Secondary School Improvement Plans
William A. Coleman, Jr. Page 11
Discussion
2. Career-Technical Education Program: Criminology
William A. Coleman, Jr. Page 12
Discussion
3. High School Program of Studies: 2014-15
William A. Coleman, Jr. Page 16
Discussion

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

Wendie L. Sullivan
Clerk

4. Student Information System Upgrade Ben W. Copeland.	Page 17
Discussion	
5. VSBA Annual Convention Scott S. Brabrand.	Page 18
Discussion	

F. SUPERINTENDENT’S COMMENTS

G. BOARD COMMENTS

H. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, December 17, 2013, 5:30 p.m., Board Room, School Administration Building

I. ADJOURNMENT

Agenda Report

Date: 12/03/13

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: 12/03/13

Agenda Number: B-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Religious Exemption

Summary/Description:

The school board, pursuant to the Code of Virginia 22.1-254 (B) (1) “shall excuse from attendance at school any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school.” The school board is in receipt of a Statement of Religious Beliefs from a parent.

The Statement of Religious Beliefs is confidential and is shared with members of the school board only.

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

Recommendation:

The superintendent recommends that the school board excuse the student(s) from public school attendance by reason of bona fide religious training or belief of both the parent(s) and the student(s).

Agenda Report

Date: 12/03/13

Agenda Number: D-1

Attachments: Yes

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

Subject: Legislative Positions: 2013-14

Summary/Description:

Annually, the Lynchburg City School Board considers legislative positions to present to its state representatives. Attached are position statements for the school board to consider. As directed, the school administration developed new position statements, edited those listed in the attachment, and is presenting the legislative positions for 2013-14 for school board consideration.

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

Recommendation:

The superintendent recommends that the school board approve the legislative positions for 2013-14.

**Lynchburg City Schools
2012-13 ~~2013-14~~ Legislative Positions**

Compensation and Employee Relations

- The Lynchburg City School Board opposes legislation that would provide for binding arbitration, meet-and-confer requirements, and imposed grievance procedures thus restricting the authority of school boards.
- {The Lynchburg City School Board believes that state-supported teacher pay raises must be a priority because teachers have been asked to pay higher retirement contributions, have experienced increases in health insurance coverage premiums, have dealt with new accountability evaluation systems, and have experienced increased expectations for school and student performance.}

Instruction

- {The Lynchburg City School Board supports criteria for determining the effectiveness of schools which include a variety of input and outcome measures and do not result in a ranking of schools. Based on the limited information concerning the Accountability System and concerns regarding its implementation, the Lynchburg City School Board opposes implementation of the A-F School Report Card Accountability System and supports repeal of this law.
- The Lynchburg City School Board supports the lawsuit by the Virginia School Boards Association and the Norfolk City School Board declaring the OEI legislation unconstitutional and enjoining the OEI Board from taking any action to implement the legislation.}
- The Lynchburg City School Board continues to urge legislators to request that the United States Department of Education allow the Commonwealth of Virginia to use the state's standards of accreditation system as the sole accountability system for public schools.
 - The school board appreciates recent flexibility provided in the No Child Left Behind (NCLB) requirements; however, the school board believes that the Virginia Standard's of Learning assessments, which were in place before the No Child Left Behind legislation was enacted, is the appropriate program for measuring the academic progress of Virginia's students. The school board also supports modification of the Virginia's Standards of Accreditation to include provisions for monitoring the achievement of major subgroups of students and including specific goals for continuous academic improvement.

- The Lynchburg City School Board supports passage of legislation to permit each local school board to set the school calendar and determine the opening of the school year.
- The Lynchburg City School Board supports modifications to the requirements for the General Achievement Diploma.
 - The current requirements include actually withdrawing the student from school after completing the 20 required credits. The requirement that the student drop out of school may push the student further from needed resources and support. That requirement should be removed.
- The Lynchburg City School Board supports continued priority funding for Career and Technical Education classroom lab equipment and program improvement in order to prepare students for a competitive workforce and further education.
 - Under the Virginia Standards of Accreditation, high schools are expected to offer a minimum of three career and technical programs to meet students' needs. Most high schools in the state have multiple labs that must be updated with new technology on a regular basis. Under the present funding level, local and federal funds support the largest percentages of CTE equipment resources.
- The Lynchburg City School Board supports increased funding to modernize and expand capacity of Career and Technical Education equipment and to teach and apply STEM initiatives and performances-based, problem-solving processes for all students.
- ~~• The Lynchburg City School Board supports legislation to increase the number and grade levels of students approved for access to expedited retakes of SOL exams.~~
- {The Lynchburg City School Board supports increasing student access to expedited retakes. Specifically, the Lynchburg City School Board supports funding that would allow elementary and middle school students who score within 25 points of passing an SOL test to complete an expedited retake.
- The Lynchburg City School Board supports adjustments that would reduce the number of required SOL tests.
- The Lynchburg City School Board believes a school's accreditation rating should include the option to use the safe harbor provision of reducing the prior year's failure rate by 10 percent or greater in order to demonstrate progress towards meeting prescribed targets.

- **The Lynchburg City School Board believes that opportunities to extend student learning through school-sponsored athletics, activities, and programs should be available to all students in any given locality. But it is important that participation be guided and bounded by regulations that are equitable, fair, and reasonable. These guidelines must not discriminate against students in a way that creates separate systems for access to participation. As a result of these beliefs, the Lynchburg City School Board supports the current Virginia High School League regulations that have created an equitable and fundamentally fair means of access for opportunities for students to participate in extra-curricular activities.}**

Funding

- **The Lynchburg City School Board supports legislation that would provide the necessary state funding for increased compensation for its teachers {employees}.**
 - **{Educational employees}** Teachers throughout the Commonwealth deserve salaries commensurate with their duties and the average national salaries of teachers **{individuals employed in public education}**.
- **The Lynchburg City School Board supports legislation establishing incentives to encourage students to consider teaching as a career and to keep teachers trained in Virginia colleges in the Commonwealth.**
 - As the pool of qualified teacher candidates decreases, teacher recruitment becomes increasingly challenging. Incentives such as those offered in North Carolina (see <http://www.ncpublicschools.org/scholarships/>) may encourage students to consider teaching as a career and may also encourage veteran teachers to remain in the profession and stay in Virginia. Efforts to increase the pool of qualified teachers would benefit all school divisions in the state.
- **The Lynchburg City School Board supports legislation which requires both public and private pre-kindergarten programs that use public tax dollars meet the same standards required of local school boards and school divisions.**
- **The Lynchburg City School Board urges the General Assembly to eliminate the Federal Revenue Deduction from the Basic Aid formula.**
- **The Lynchburg City School Board is appreciative of the Virginia General Assembly's support for many of the Standards of Quality (SOQ). The school board understands and is aware of the present financial downturn, but still believes that the SOQ are needed in order to meet the prescribed requirements for a quality education for each student in the school division. Thus the school board supports the legislation that funds the following:**
 - one principal at every elementary school,

- an assistant principal for every 400 students in grades K-12
 - reduced caseloads for speech-language pathologist (from 68 to 60 students)
 - one full-time instructional position for each 1,000 students to serve as a reading specialist
 - one full-time counselor for each 250 students as prescribed by the American School Counselor Association National Model
 - In addition to supporting funding for these modifications, the Lynchburg City School Board requests funding for one testing coordinator for every 1,000 students.
- **{The Lynchburg City School Board supports the Virginia e-Learning Backpack Initiative which would identify a consistent source of revenue for educational technology equipment for students through the Virginia Public School Authority, but requests greater flexibility in the selection of mobile devices.}**
 - **The Lynchburg City School Board supports legislation that fully funds the educational costs of students with disabilities.**
 - **The Lynchburg City School Board supports legislation to provide additional funds to maintain alternative education opportunities for students at all levels who would benefit from non-traditional programs housed in smaller, highly structured environments.**
 - **The Lynchburg City School Board supports the Virginia General Assembly's effort to provide funding for the improvement of aging schools through *School Construction Grants* thereby allowing for the implementation of instructional improvements. The School Board also supports legislation which would increase the level of support provided through consistent funding sources.**
 - **The Lynchburg City School Board supports legislation that would maintain the level of funding provided through the *Literary Fund* for the renovation and construction of public school buildings. The current funding application process must be shortened so that funds are available to localities more quickly.**
 - **The Lynchburg City School Board opposes federal or state legislation that would create or expand private school voucher programs.**
 - Private school vouchers and tuition tax credits undermine public education by diverting dwindling education tax dollars from public schools to subsidize the tuition of private school students. There is no reliable data to suggest that private schools outperform public schools when adjusting for differences in student populations. Additionally, Virginia public schools are required to meet accountability measured under the state's accreditation system through the Standards of Learning and the federal Adequate Yearly Progress under the *No Child Left Behind Act*, now known as the *Elementary and Secondary Education Act*. In using public funds, private school voucher programs do

Agenda Report Attachment

Item: D-1

not use public accountability standards, do not make achievement and budget information public, and do not have to meet the standards of equity and special services provided in public schools.

Lynchburg City School Board

~~Charles B. White, Chairman~~ {Regina T. Dolan-Sewell, Chairman}

Treney L. Tweedy, Vice Chairman

Mary Ann Hoss

{Michael J. Nilles}

Jennifer R. Poore

Katie K. Snyder

J. Marie Waller

Thomas H. Webb

Charles B. White

School Administration

Scott S. Brabrand, Superintendent

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

Ben W. Copeland, Assistant Superintendent for Operations and Administration

Anthony E. Beckles, Sr., Chief Financial Officer

Marie F. Gee, Director of Personnel

Agenda Report

Date: 12/03/13

Agenda Number: D-2

Attachments: No

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

Subject: School Operating Budget: 2014-15

Summary/Description:

As part of the budget development process for FY2014-15, the school administration has conducted several community budget meetings in order to share information and receive comments about next year's budget. As a result of those meetings, the school administration has prepared a tiered budget proposal to present to the school board during this presentation.

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: 12/03/13

Agenda Number: E-1

Attachments: No

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

Subject: Collaborative Review of Secondary School Improvement Plans

Summary/Description:

In 2012-13, each school developed a School Improvement Plan that identified goals and strategies around the three priorities of the school division's Comprehensive Plan: Achievement, Behavior, and Culture. Schools identified as focus schools and schools accredited with warning also incorporated three state-required goals and strategies. In all of these schools student achievement improved, as evidenced by four out of five schools meeting annual measurable objective benchmarks and two out of three focus schools achieving full accreditation.

Based on the success of these five schools, in 2013-14, school improvement teams at each school have used the state's *Indistar* school improvement tool to update and modify their School Improvement Plans and have incorporated the three state suggested indicators. Using data from 2012-13, each team reviewed the plan's indicators of success and tasks designated for each indicator to develop a plan for this year. Included in each plan are tasks around the identification of students in need of intervention, the assigning of these students to an intervention, and the monitoring of the success of each intervention.

School board members have received copies of the School Improvement Plans for each school. This evening's discussion will focus on the plans for the five secondary schools.

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: 12/03/13

Agenda Number: E-2

Attachments: Yes

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

Subject: Career-Technical Education Program: Criminology

Summary/Description:

The demand for additional law enforcement officers is greater than ever. Many police agencies are facing staffing shortages, which makes the "Law, Public Safety, and Security" career cluster an exceptional opportunity for Lynchburg City Schools' students interested in a career in law enforcement. The Bureau of Labor and Statistics has reported that employment in police and law enforcement careers is expected to grow more than 13 percent by the year 2020. That is an increase of nearly 600,000 jobs.

The school administration proposes the formation of a criminology program to be offered through the Lynchburg City Schools' Career-Technical Education Program. This new program is projected to begin in fall 2014, at E.C. Glass High School. The course will be a one-hour class for juniors and seniors who wish to explore a possible career in law, law enforcement, public safety, corrections, and security. The course will be taught by staff members of the Lynchburg Police Department. The program will also serve as an introduction and possible springboard to additional careers in criminal justice such as employment in the FBI, CIA, or the legal field. The anticipated expenditures for equipment will be covered by the Lynchburg City Schools' career-technical education funding.

Officers David Ragland and Gary Fink, along with Community Services Coordinator Steven Wood, will be present to explain details of the proposal. Staff from the Department of Curriculum and Instruction will provide additional information.

Disposition: Action
 Information
 Action at Meeting on: 12/17/13

Recommendation:

The superintendent recommends that the school board accept this agenda report as an informational item and consider action at the school board meeting on December 17, 2013.



Criminology Program

Lynchburg City Schools

Program Description:

- This will be a two-year program designed for students who wish to explore possible careers in law, law enforcement, public safety, corrections, and security. Each class will meet for one period, five days a week at EC Glass High School. This program will be open to students from both high schools.

8702A/8702B - Criminal Justice I (Introduction to Criminal Justice)

1 credit

Grade 11

1 period course (M/F)

Prerequisite: Approved Application

This course presents an overview of the criminal justice system and introduces the major components in law enforcement, judiciary, and corrections. Students learn theory, principles, and techniques of developing/managing services for the safety and protection of people and property. Students will participate in lessons on and off campus and in activities that take place after school hours. Students enrolled in this course are expected to join and participate in SkillsUSA.

8703A/8703B - Criminal Justice II (Criminal Investigations)

1 credit

Grade 12

1 period course (M/F)

Prerequisite: Criminal Justice I & Approved Application

This course covers the complex responsibilities of criminal investigation. Students will learn the principles and techniques of conducting specific investigations such as homicide, assault, and robbery. Students will also learn the principles of crime scene investigation including photography, sketching, and the securing of evidence. Students enrolled in this course are expected to join and participate in SkillsUSA.

Topics of Study

- Work place readiness skills
- Introduction to the criminal justice system (elements, roles, structure, history)
- Safety practices
- Occupation descriptions related to criminal justice
- Ethics
- Understanding the Rule of Law
- Exploring policies

- Investigating a crime scene
- Understanding the court system
- Applying criminal justice communication skills
- Understanding the corrections system
- Understanding juvenile justices system

Application Process & Requirements:

- Students must be 16 years of age and a high school junior before the beginning of the academic school year
- Complete Career Technical Education application
- Minimum GPA of 2.0 in two of the last three semesters
- Recommendation required by teacher or counselor
- Interview for placement in program
- Student must have no convictions or no major behavioral incidents at school

Program Goals:

- Explore careers in law, law enforcement, public safety, and corrections
- Develop core leadership fundamentals
- Encourage teamwork
- Explore the value of serving the community
- Develop strong mental, physical, and social skills
- Promote self-discipline and self-esteem
- Instill the core values of leadership, professionalism, and dedication

General Overview of Schedule

Grade	Fall Semester	Spring Semester
Junior Year	Criminal Justice IA	Criminal Justice IB
Senior Year	Criminal Justice IIA	Criminal Justice IIB

- Course schedule:** 1 period per day, five days per week
- Transportation:** Students will drive themselves, or a shuttle bus will be provided for students attending from HHS
- Location:** E.C. Glass High School
- Cost:** No Cost
- Certifications:** National Occupancy Competency Testing Institute (NOCTI): Criminal Justice, SkillsUSA: Criminal Justice or Crime Scene Investigation
- Teachers:** Officer Gary Fink and Officer Steven Wood

Program Time Line:

- School Year 2014-2015: First Junior class begins Criminal Justice I
- School Year 2015-2016: Second Junior class begins Criminal Justice I
First Senior class begins Criminal Justice II

- June 2016: First Senior Class Graduate Program

Career Opportunities:

Career Cluster: Law, Public Safety, Corrections, and Security

Career Pathways: Correction Services, Emergency and Fire Management Services, Law Enforcement Services, Legal Services, Security and Protective Services

Occupations: Corrections Officer, Parole/Probation Officer, Dispatcher, Hazardous Materials Removal Worker, Customs Inspector, Forensic Science Technician, Police Officer, Private Detective, Investigator, US Marshal, Arbitrator, Attorney, Court Reporter, Paralegal, Security Officer, Judge, Court Clerk, Federal Agent

Employment Salary Information:

Occupation	Virginia Median	US Median
Detectives and Criminal Investigators	\$86,580	\$77,860
Corrections Officers	\$39,320	\$39,020
Police Officer / Deputy	\$54,220	\$55,010
Probation Officer	\$38,360	\$47,200
Forensic Science Technician	\$66,360	\$55,660
Lawyers	\$130,730	\$130,880

Agenda Report

Date: 12/03/13

Agenda Number: E-3

Attachments: No

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

Subject: High School Program of Studies: 2014-15

Summary/Description:

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:

- Changes to course weights as approved by the school board on November 19, 2013
- Inclusion of courses offered through the Early College and STEM programs
- Revisions to the requirements for earning a locally awarded verified credit in science and social studies
- Inclusion of a Career Internship course designed to prepare our students to be successful in career fields
- Adjusting the criteria for participation in Virtual Virginia courses to allow any students below the junior grade level to enroll in any Virtual courses, including AP courses, with permission from the guidance counselor and principal
- Requiring students who enroll in Virtual Virginia courses and withdraw after 21 calendar days to pay the State administrative withdrawal fee of \$75.00

Disposition: Action
 Information
 Action at Meeting on: 12/17/13

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 December 17, 2013.

Agenda Report

Date: 12/03/13

Agenda Number: E-4

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration

Subject: Student Information System upgrade

Summary/Description:

Lynchburg City Schools currently uses *Comprehensive Information Management for Schools* or CIMS for its student information system. CIMS student information system was purchased in 1999 and operates on an IBM iSeries mainframe server. While this system has served Lynchburg City Schools well over the past 14 years, it now lacks many of the new features and requirements of a modern, data-driven, web-accessible student information system.

Over the past several months, Lynchburg City Schools evaluated the top four student information systems on the approved vendor list for Virginia. The four systems are PowerSchool, Aspen, Sungard eSchool Plus+ and Infinite Campus. Each was provided a matrix of over 1,150 requirements to verify their systems capability with the needs of Lynchburg City Schools. Each vendor was asked to present their system to a panel made up of teachers, principals, and other administrative staff. The top two vendors, Infinite Campus and Sungard eSchool Plus+, were chosen to demonstrate their product to a very specific audience. Over 90 faculty/staff members from across the school division were invited to participate in this process.

As a result of this process, the school administration recommends that the school board enter into a contract with Infinite Campus in the amount of \$339,990.27.

Vendor	First Year	Second Year	Total Two-Year Contract
Infinite Campus	\$ 183,442.00	\$ 101,738.27	
Tableau "Data Warehouse"	\$ 35,780.00	\$ 18,940.00	
Total	\$ 219,222.00	\$ 120,678.27	\$ 339,990.27

Disposition: Action
 Information
 Action at Meeting on: 12/17/13

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 December 17, 2013.

Agenda Report

Date: 12/03/13

Agenda Number: E-5

Attachments: No

From: Scott S. Brabrand, Superintendent

Subject: VSBA Annual Convention

Summary/Description:

The Virginia School Boards Association Annual Convention occurred in Williamsburg, Virginia, November 20 – 22, 2013. Several school board members and the superintendent attended this convention. During this presentation, they will share information about the workshops and activities in which they participated.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

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