



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

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**School Administration**

Larry A. Massie  
Interim 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  
December 6, 2011 5:30 p.m.  
School Administration Building  
Board Room**

**A. PUBLIC COMMENTS**

- 1. Public Comments  
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Discussion

**B. SPECIAL PRESENTATION**

- 1. Pre-Kindergarten Program  
William A. Coleman, Jr. . . . .Page 2  
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**C. FINANCE REPORT**

- 1. Finance Report  
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Discussion

**D. CONSENT**

- 1. School Board Meeting Minutes: October 4, 2011 (Regular Meeting)  
October 18, 2011 (Regular Meeting)  
October 20-21, 2011 (School Board  
Retreat)
- 2. Personnel Report  
Billie Kay Wingfield. . . . .Page 4  
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- 3. Religious Exemption  
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**E. STUDENT REPRESENTATIVE COMMENTS**

**F. UNFINISHED BUSINESS**

- 1. School Operating Budget Calendar: 2011-12  
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**G. NEW BUSINESS**

- 1. Youth Risk Behavior Survey  
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- 2. Intersection Improvements at Memorial Avenue, Lakeside  
Drive, and Park Avenue  
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- 3. Special Education Annual Plan/Part B Flow-through  
Application and Section 619 Preschool Grant  
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- 4. Blue Ridge Regional Jail Authority Special Education  
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- 5. Central Virginia Child Development Clinic  
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- 6. Lynchburg Juvenile Detention Center Educational  
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- 7. Lynchburg Juvenile Detention Center Educational  
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- 8. High School Program of Studies: 2012-13  
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**H. BOARD COMMENTS**

**I. CLOSED MEETING**

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- 2. Certification of Closed Meeting  
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Discussion/Action

**J. INFORMATIONAL ITEMS**

Public Budget Hearing/ School Board Meeting: Tuesday,  
January 10, 2012, 5:30 p.m., Board Room, School Administration Building

**K. ADJOURNMENT**

# Agenda Report

Date: 12/06/11

Agenda Number: A-1

Attachments: No

**From:** Larry A. Massie, Interim 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 interim superintendent recommends that the school board receive this agenda report as an informational item.

# Agenda Report

Date: 12/06/11

Agenda Number: B-1

Attachments: No

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Pre-Kindergarten Program

**Summary/Description:**

Mr. Michael K. Rudder, director of elementary education, will provide information to the school board about the pre-kindergarten program.

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

**Recommendation:**

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

# Agenda Report

Date: 12/06/11

Agenda Number: D-2

Attachments: Yes

**From:** Larry A. Massie, Interim Superintendent  
Billie Kay Wingfield, Director of Personnel

**Subject:** Personnel Report

## Summary/Description:

The personnel recommendations for November 15 – December 6, 2011, appear as an attachment to this agenda report.

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

## Recommendation:

The interim superintendent recommends that the school board approve the personnel recommendations for November 15 – December 6, 2011.

# Agenda Report Attachment

Item: D-2

<u>NAME</u>	<u>COLLEGE</u>	<u>DEGREE/ EXPERIENCE</u>	<u>SCHOOL/ ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
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## NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2011-12:

Gregorin, Timothy	Liberty University	B.S./3 yrs. (Lv.3 4)	E.C. Glass High Mathematics	11/28/11
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# Agenda Report

Date: 12/06/11

Agenda Number: D-3

Attachments: Yes

**From:** Larry A. Massie, Interim 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 interim 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: 12/06/11

Agenda Number: F-1

Attachments: Yes

**From:** Larry A. Massie, Interim Superintendent  
Anthony E. Beckles, Sr., Chief Financial Officer

**Subject:** School Operating Budget: Calendar 2011-12

## Summary/Description:

On October 4, 2011, the school board adopted its budget calendar for 2011-12. Since that time, the superintendent has found it necessary to make changes to that calendar. Those changes appear on the attachment to this agenda report.

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

## Recommendation:

The interim superintendent recommends that the school board approve the changes to the school operating budget calendar for 2011-12.

## **Lynchburg City Schools Revised FY2012-13 Budget Calendar**

### **September 2011**

- Administrative staff begins operating and capital budget discussions
- Department heads compile operating and capital budget requests (operating budget to include FTE staffing projections by program)

### **October 2011**

- Department and site-based administrators meet with their director to review budget requests and set budget priorities

### **November 2011**

- Administration meets with department heads to review current year budget
- Chief financial officer consolidates collects and summarizes budget request for the superintendent and executive staff to review
- Superintendent and executive staff to meet to set budget priorities
- Preliminary budget of operating revenues and expenditures is prepared by chief financial officer

### **December 2011**

- Superintendent meets with school board to set operating and capital budget priorities

### **January 2012**

- School board holds budget work session to review revenue and expenditure information
- Superintendent presents preliminary estimate of operating revenues and expenditures to the school board along with budget requests
- School board holds public budget hearings
- School board receives updates on state revenue information based on the governors' proposed budget and local revenue based on city manager's proposal
- City manager presented with funding request on January 19, 2012
- Superintendent receives letter from city manager on local funding recommendations

**February 2012**

- School board receives updated revenue and expenditure figures from school administration

**March 2012**

- School board holds budget work session to review revenue and expenditure information based on final state and city revenue funding
- School board approves budget and forwards to city council

# Agenda Report

Date: 12/06/11

Agenda Number: G-1

Attachments: No

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Youth Risk Behavior Survey

## Summary/Description:

In 1999, Lynchburg City Schools began conducting the Youth Risk Behavior Survey (YRBS) with students in sixth, ninth, and twelfth grades. The survey has been given every three years since 1999 and gathers information about student health and risk taking behaviors. This year, 2011, is the year in which the student survey should be given. Over the years funding for this project has come from grant sources; however, grant funds for the 2011-12 survey are no longer available.

Central Virginia Health District/Virginia Department of Health currently has an Action Communities for Health, Innovation, and Environmental Change (ACHIEVE) grant which has funds available for the YRBS project. Since the funding is available, the team that guides the ACHIEVE project and the members of the School Health Advisory Board would like to see the YRBS conducted with sixth, ninth, and twelfth grade students during the second semester of the 2011-12 school year. The survey information has been vital to the community and the schools for the planning of prevention activities and programs.

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

## Recommendation:

The interim superintendent recommends that the school board approve administering the Youth Risk Behavior Survey to Students in grade six, nine, and twelve during second semester of the 2011-12 school year.

# Agenda Report

Date: 12/06/11

Agenda Number: G-2

Attachments: Yes

**From:** Larry A. Massie, Interim Superintendent

**Subject:** Intersection Improvements at Memorial Avenue, Lakeside Drive, and Park Avenue

## Summary/Description:

The City of Lynchburg's Department of Transportation Engineering is requesting acquisition of a temporary or permanent right-of-way of approximately 424 square feet/.01 acres at the southeast corner of the E. C. Glass High School property directly adjacent to the intersection of Memorial Avenue and Lakeside Drive. This right-of-way will accommodate a five-foot sidewalk that will connect to the existing sidewalk on Memorial Avenue. This request is due to the federally-funded Highway Safety Improvement Program project initiated by the city.

Additional information regarding the project appears as an attachment to this agenda report. Mr. Steven L. Gatzke, director of facilities and transportation, will be available for questions during this presentation.

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

## Recommendation:

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



The City of Lynchburg, Virginia

900 Church Street, Lynchburg, VA 24504 (434) 455-3990

April 4, 2011

Regina Newman  
Virginia Department of Transportation  
Lynchburg District, Environmental Section  
4219 Campbell Ave.  
Lynchburg, VA 24506

Subject: Intersection Improvements at Memorial Avenue, Lakeside Drive, and Park Avenue  
City of Lynchburg, Virginia  
VDOT Project Number: 0163-118-192, PE101; UPC #: 86544

Dear Ms. Newman,

The City of Lynchburg has initiated a federally-funded Highway Safety Improvement Program (HSIP) project for which Programmatic Categorical Exclusion-level NEPA documentation is being prepared on behalf of the Virginia Department of Transportation (VDOT) and the Federal Highway Administration (FHWA).

As you are aware, this project involves intersection roadway and stormwater improvements, including minor reconfiguration and restriping of the Lakeside Drive and Park Avenue approaches to Memorial Avenue, construction of a slip lane and channelizing island on the southeast quadrant of the intersection, traffic signal reconstruction, and construction of sidewalks, ADA-compliant crosswalks, curb cuts, and pedestrian indications. No additional through lanes will be constructed. The project limits extend from the intersection east along Park Avenue to Euclid Avenue, north along Memorial Avenue to the Dollar General entrance, west along Lakeside Drive to the entrance of E.C. Glass High School, and south along Memorial Avenue to Jones Memorial Library.

In the northwestern quadrant, the project is limited to widening to allow for the construction of a new sidewalk along E.C. Glass High School property. Realignment of Park Avenue is proposed near the intersection with Memorial Avenue. In the northeast quadrant of the intersection, the design calls for a northward shift of the road and the addition of a sidewalk on a disturbed grass area currently owned by the Dollar General store, in order to improve the existing alignment with Memorial Avenue and Lakeside Drive. Since the roadway will be shifted to the north, the existing pavement on the south side of Park Avenue will be demolished and converted to a landscaped grass area with a reconstructed sidewalk. A rain garden is proposed in the currently landscaped grass area near the corner of Park and Euclid Avenues. Minimal land disturbance and grading activities are required, as this project is located in a highly developed area.

The City understands that the recreational fields contained within the E.C. Glass High School property may be considered a Section 4(f) resource and if so, the FHWA intends to make a de minimis finding for the impacts resulting from this project. The project borders the recreational fields and the proposed design currently calls for minor acquisition of right-of-way (approximately 424 square feet, or 0.01 acres) at the southeast corner of the High School property directly adjacent to the intersection of Memorial Avenue and Lakeside Drive to accommodate the five-foot sidewalk and connect to the existing sidewalk on Memorial Avenue. Additionally, a temporary construction easement for minor grading activities is proposed along the south side of the property, north of Lakeside Drive, for approximately 1,326 square feet (0.03 acres).

It is the City's position that the acquisition of any temporary or permanent right-of-way as part of this project will not adversely affect the activities, features, and attributes that would qualify the E.C. Glass High School recreational fields for protection under Section 4(f), nor will the project affect any existing or planned recreational or park facilities and/or improvements.

Thank you for your time and assistance in reviewing this important project for the City of Lynchburg.

Sincerely,

Mr. L. Kimball Payne, III  
City Manager

# Agenda Report

Date: 12/06/11

Agenda Number: G-3

Attachments: Yes

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Special Education Annual Plan/Part B Flow-through Application and Section 619  
Preschool Grant Applications: 2011-12

## Summary/Description:

The Annual Special Education Plan is a formal agreement between the local school board and the Virginia Board of Education for the implementation of state and federal laws and regulations related to services mandated for students with disabilities. Accordingly, the disbursement of funds to the school division is contingent upon school board approval of the plan.

On May 17, 2011, the Lynchburg City Schools submitted the Special Education Annual Plan Part B Flow-through Application to the Virginia Department of Education. On November 4, 2011, Lynchburg City Schools received notification that the plan as submitted was approved and \$2,123,152 in federal funds were awarded. This award is \$31,890 below the anticipated grant award. Lynchburg City Schools also received notification that the Section 619 Preschool Funds for 2011-12 was approved, and \$62,014 in funds were awarded. This award is \$133 below the anticipated grant award.

The Virginia Department of Education requires the Lynchburg City Schools to submit a revised budget. Therefore, the attached proposed grant budget reflects revisions to the Part B Flow-through and Section 619 Preschool Grant.

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

## Recommendation:

The interim superintendent recommends that the school board approve the revised Special Education Annual Plan/Part B Flow-through Application and Section 619 Preschool Grant Application for 2011-12.



# Agenda Report Attachment

**Item: G-3**

Revised based on State Superintendent's Memo No. 304-11 (November 4, 2011)  
 VIRGINIA DEPARTMENT OF EDUCATION  
 SPECIAL EDUCATION FEDERAL PROGRAM  
 PROPOSED GRANT BUDGET

Part B, Section 611, Flow-Through Funds (July 1, 2011 – September 30, 2012)

Applicant Name: Lynchburg City Schools  
 Applicant 3-digit Code Number: 115

Contact Person Name: Wyllys D. VanDerwerker  
 Contact Person Title: Director for Special Education

Telephone No.: (434) 522-3700 ext. 185  
 E-mail: vanderwerkerwd@lcsedu.net  
 Fax No.: (434) 522-3774

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) PROPOSED BUDGET AMOUNT	(D) FOR DOE USE ONLY
Personal Services	1000	\$1,410,371.99	
Employee Benefits	2000	\$641,330.43	
Purchased Services	3000	\$65,700.83	
Internal Services	4000		
Other Charges	5000	\$5,748.75	
Materials/Supplies	6000		
Joint Operations	7000		
Capital Outlay (list below)	8000		
TOTAL PROPOSED BUDGET		2,123,152.00	

Proposed Equipment: (List items costing \$5,000 or more):  
 Proposed Out-of-State/Country Travel (destination, purpose, estimated cost, # of people):  
**DO NOT WRITE BELOW THIS LINE – DOE USE ONLY**

Date Received:	Total Award Amount: \$	Grant Manager:
Date Approved:	DOE Award #:	Payee Code #:
SEA Official:	CFDA#: 84.027A	Proposal Modified: Y / N
Project Code:	Fed. Award #:	In the Amount of: \$

Revised based on State Superintendent's Memo No. 304 (November 4, 2011)

Lynchburg City Schools - 115  
LEA/SOP

**PROPOSED USE OF Part B, Section 611, Flow-Through FUNDS**  
Grant Period: July 1, 2011 – September 30, 2013

List and briefly describe all personnel (i.e. teachers, instructional assistants, administrators, clerical, support personnel, and other) to be supported in whole or in part with grant funds (with proposed budget amounts and FTEs).

Lynchburg City Schools has been granted \$2,123,152.00 in Federal Flow Through Part B funds for the 2011-2012 school year.

Briefly describe all additional activities, goods and services (with proposed budget amounts) to be supported with grant funds.

\$2,123,152.00 In Federal Funds have been allocated to LCS  
\$1,951,389.01 of the total will be used to implement the non-federal set aside portion of the Lynchburg City Schools Special Education Annual Plan.  
\$ 171,762.99 of the total will be used to implement the federal set-aside portion of the Lynchburg City Schools Special Education Annual Plan.

**Non-Federal Set Aside Summary**  
Total: \$1,951,389.01

\$1,894,532.56 will be used for special education teachers' salaries and benefits  
\$ 10,848.75 will be used to fully implement the Lynchburg City Schools staff development priorities for the 2010-11 school year as follows:  
Staff Development Travel \$4,748.75  
Medicaid Billing, Highly Qualified, Autism Spectrum Disorders, State Performance Plan  
LCS Priorities)  
Staff Development (pay for substitutes) \$ 5,100.00  
Staff Development (Contracted) \$ 1,000.00  
\$1,000.00 Printing and postage for mailing special education department newsletter and child find brochures each semester  
\$45,007.70 Will be used to provide autism programming consultation and the technical assistance for students with disabilities.

Revised based on State Superintendent's Memo No. 304-11 (November 4, 2011)

# Agenda Report Attachment

Item: G-3

Federal Set Aside Summary Total: \$171,762.99

Implementation of the required federal  
set aside program for Lynchburg City  
Schools \$171,762.99

## Services provided through contracted services

Special Education Instruction contracted  
(contracted non-LCS staff) \$ 19,693.13

Special Education Instruction  
provided through LCS SPED Teachers \$ 81,230.74

Assistive Technology NONE

Assistive Technology Consultation NONE

Assistive Technology Consultation NONE

Occupational Therapy NONE

Physical Therapy NONE

Speech Therapy NONE

Counseling as a related service NONE

Materials and Supplies NONE

Speech Therapy Services provided  
through LCS speech pathologist \$70,839.12

# Agenda Report Attachment

**Item: G-3**

Revised based on State Superintendent's Memo No. 304-11 (November 4, 2011)

Lynchburg City Schools  
2011-2012 Special Education Annual Plan/Part B Flow Through Application

Proposed Project Budget Part B, Section 611, Flow-Through / Flow-Through (Non Federal Set-Aside)

By Expenditure Accounts	Total Amount	Staff Development	Total
1. Personal Services (1000)	1,281,579.49	5,100.00	1,286,679.49
2. Employee Benefits (2000)	612,953.07		612,953.07
3. Purchased Services (3000)	45,007.70	1,000.00	46,007.70
4. Internal Services (4000)			
5. Other Charges (5000)	1,000.00	4,748.75	5,748.75
6. Materials and Supplies (6000)			
7. Capital Outlay (8000)			
Subtotal	1,940,540.26	10,848.75	1,951,389.01

### Flow Through (Federal Set-Aside)

By Expenditure Accounts	Federal Set-Aside
1. Personal Services (1000)	123,692.50
2. Employee Benefits (2000)	28,377.36
3. Purchased Services (3000)	19,693.13
4. Internal Services (4000)	
5. Other Charges (5000)	
6. Materials and Supplies (6000)	
7. Capital Outlay (8000)	
Subtotal	171,762.99

### Total 2011-12 Part B Flow Through

Flow-Through (Non Federal Set-Aside)	\$1,951,389.01
Flow-Through (Federal Set-Aside)	\$ 171,762.99
<b>Total</b>	<b>\$2,123,152.00</b>

# Agenda Report Attachment

Item: G-3

Revised based on State Superintendent's Memo No. 304-11 (November 4, 2011)

VIRGINIA DEPARTMENT OF EDUCATION  
SPECIAL EDUCATION FEDERAL PROGRAM  
PROPOSED GRANT BUDGET

Part B, Section 619, Preschool Funds (July 1, 2011– September 30, 2012) – H173A070112

Applicant Name: Lynchburg City Schools

Applicant 3-digit Code 115  
Number:

Contact Person Name: Wyllys D. VanDerwerker

Contact Person Title: Director for Special Education

Telephone No.: (434) 522-3700 ext. 185

E-mail: [vanderwerkerwd@lcsedu.net](mailto:vanderwerkerwd@lcsedu.net)

FaxNo.:(434) 522-3774

(A) EXPENDITURE ACCOUNTS	(B) OBJEC T CODE	(C) PROPOSED BUDGET AMOUNT	(D) FOR DOE USE ONLY
Personal Services	1000	2,500.00	
Employee Benefits	2000	191.00	
Purchased Services	3000	24,521.88	
Internal Services	4000	0.00	
Other Charges	5000	10,000.00	
Materials/Supplies	6000	\$24,801.12	
Joint Operations	7000	0.00	
Capital Outlay (list below)	8000	0.00	
TOTAL PROPOSED BUDGET		62,014.00	

Proposed Equipment: (List items costing \$5,000 or more):

Proposed Out-of-State/Country Travel (destination, purpose, estimated cost, # of people

**DO NOT WRITE BELOW THIS LINE – DOE USE ONLY**

Date Received:	Total Award Amount: \$	Grant Manager:
Date Approved:	DOE Award #:	Payee Code #:
SEA Official:	CFDA#:	Proposal Modified: Y / N
Project Code:	Fed. Award #:	In the Amount of: \$

# Agenda Report Attachment

Item: G-3

Revised based on State Superintendent's Memo No. 304-11 (November 4, 2011)

Lynchburg City Schools 2011-12 Special Education Annual Plan Section 619 Grant

Proposed Project Budget Section 619 Preschool Grant (Non Federal Set-Aside)

By Expenditure Accounts	Total Amount
1. Personnel Services (1000)	2,500.00
2. Employee Benefits (2000)	191.00
3. Purchased Services (3000)	24,521.88
4. Internal Services (4000)	0.00
5. Other Charges (5000)	10,000.00
6. Materials and Supplies (6000)	24,801.12
7. Capital Outlay (8000)	0.00
Subtotal	62,014.00

Preschool Grant (Federal Set-Aside)

By Expenditure Accounts	Federal Set-Aside
1. Personnel Services (1000)	0.00
2. Employee Benefits (2000)	0.00
3. Purchased Services (3000)	0.00
4. Internal Services (4000)	0.00
5. Other Charges (5000)	0.00
6. Materials and Supplies (6000)	0.00
7. Capital Outlay (8000)	0.00
Subtotal	0.00

The Section 619 Preschool Grant Expenditure Plan is based on the Projected funding.

Preschool Grant (Non Federal Set-Aside)	\$ 62,014.00
Preschool Grant (Federal Set-Aside)	0.00
Total	\$62,014.00

# Agenda Report Attachment

# Item: G-3

Revised based on State Superintendent's Memo No. 210 (October 25, 2011)  
PROJECTED Part B, Section 611 SET-ASIDE CALCULATION & Participation of Private School Children

(NOTE: THIS IS A PROJECTION. ACTUAL SET-ASIDE COMPUTATIONS WILL BE SUBMITTED AFTER AWARD AMOUNT IS KNOWN.)

IDEA requires that each school division spend a proportionate amount of its flow-through funds on special education students who are unilaterally enrolled by their parents in private schools. Children who are home schooled by their parents should be treated the same as children placed in private or parochial schools. For example, if the population of students with disabilities who are parentally placed in private school in an LEA's jurisdiction comprises 2 percent of the total population of disabled students in the LEA, then the LEA must set aside a total of 2 percent of its flow-through funds for that population. Complete the worksheet below to determine your school division's required private school set-aside. The set aside amount is based on the number of children ages 3-21.

The set-aside is intended for children who are attending private schools. Children who are preschool age and being served in childcare centers should not be included in the calculation of the private school set-aside. Any preschool age child who is attending a private school, e.g. Montessori or private kindergarten, should be included in calculating the private school set aside. If the facility has a license to operate as a day care center it should not be considered a private school.

Formula for determining set-aside

1. Number of parentally placed students with disabilities in private schools:

a. # Eligible students in private schools receiving services on 12/1/10  
(Use 12/1/10 Child Count data as the source for this entry) 77

# eligible students in private schools not receiving services on 12/1/10 19

Total eligible students with disabilities placed by parents in Private schools

(a + b) 96

2. Total number of eligible students with disabilities in jurisdiction:

# eligible students receiving services on 12/01/10 (use 12/01/10  
Child Count data as the source for this entry) 1167

# eligible students not receiving services on 12/01/10

(same number as line b. above) (same as b) 19

Total number of eligible students with disabilities in Jurisdiction

(d + e) 1186

3. Amount of required private school set-aside:

(.0809)

(96 / 1186) X \$2,123,152.00= \$171,762.99

line c divided by line f multiplied by flow-through allocation equals set-aside  
(projected for 2011-2012)

Revised based on State Superintendent's Memo No. 304-11 (November 4, 2011)

Lynchburg City Schools 115  
LEA

**2009-10 PART B, SECTION 619, SET-ASIDE CALCULATION**

IDEA requires that each school division spend a proportionate amount of its Section 619 ECSE funds on special education students who are unilaterally enrolled by their parents in private schools. Children who are home schooled by their parents should be treated the same as children placed in private or parochial schools. For example if the population of ECSE students with disabilities parentally-placed in private schools in an LEA’s jurisdiction comprises 2 percent of the total population of Early Childhood Special Education students in the LEA, then the LEA must set aside a total of 2 percent of its ECSE funds for that population. Complete the worksheet below to determine your school division’s required private school set-aside. The set aside for Early Childhood Special Education age children is based on the number of children ages 3-5.

The set-aside is intended for ECSE children who are attending private schools or are home schooled. Children who are preschool age and being served in childcare centers should not be included in the calculation of the private school set-aside. Any ECSE age child who is attending a private school, e.g. Montessori or private kindergarten, should be included in calculating the private school set aside. If the facility has a license to operate a day care center it should not be considered a private school. (Show calculation even if there are no children in private school/home-schooled placements)

Formula for determining set-aside

Number of parentally placed children, aged three to five, with disabilities in private schools:

a. # eligible children, aged three to five, inclusive, in private schools receiving services on 12/1/10 (use 12/1/010 Child Count data as the source for this entry) 0

b. # eligible children, aged three to five, inclusive, in private schools not receiving services on 12/1/10 0

c. total eligible children, aged three to five, inclusive, with disabilities placed by parents in private schools (a+b) 0

Total number of eligible children, aged three to five, with disabilities in jurisdiction:  
# eligible children, aged three to five, inclusive, receiving services on 12/1/10 152

(use 12/1/10 Child Count data as the source for this entry)

e. # eligible children, aged three to five, inclusive, not receiving services on 12/1/10 (same number as line b. above) (same as b) 0

f. total number of eligible children with disabilities, aged three to five, inclusive, in jurisdiction (d+e) 152

Amount of required private school set-aside:

(   0   / 152 ) \$ 62,014.00 \$= \$0.00  
line c divided by line f multiplied by ECSE allocation equals set-aside



# Agenda Report

Date: 12/06/11

Agenda Number: G-4

Attachments: No

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Blue Ridge Regional Jail Authority Special Education Program Budget: 2011-12

## Summary/Description:

The Virginia Department of Education has approved the 2011-12 funding for the special educational instructional program provided in the Blue Ridge Regional Jail Authority in the amount of \$182,762. The state funding provides one regional jail education coordinator and one special education teacher who deliver educational services to students in the Blue Ridge Regional Jail – Lynchburg Site. The summary below outlines planned expenditures for 2011-12. Lynchburg city Schools serves as the fiscal agent for this state-operated program.

## Budget

Personnel Salary Compensation	\$131,562
Fringe Benefits and Fixed Charges	\$ 43,200
Travel Expenses	\$ 3,000
Instructional Materials/Equipment	\$ 2,500
Other (Internet, Phone, Rental Space)	\$ 840
Professional Services (Occupational Therapy, Physical Therapy, Socio-cultural(s), Psychological(s) and GED Examiner and Student Fee)	\$ 1,300
Staff Development	\$ 360
Total	\$ 182,762

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

## Recommendation:

The interim superintendent recommends that the school board approve the Blue Ridge Regional Jail Authority Program budget in the amount of \$182,762 for the 2011-12 school year.

# Agenda Report

Date: 12/06/11

Agenda Number: G-5

Attachments: No

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Central Virginia Child Development Clinic Budget: 2011-12

## Summary/Description:

The 2011-12 funding for the educational assessment component of the Central Virginia Child Development Clinic in the amount of \$98,180.75 has been approved by the Virginia Department of Education. Lynchburg City Schools employs, one teacher, who serves as the educational diagnostician for the Child Development Clinic. This State-Operated program provides assessment and diagnostic services to families living in Central Virginia. Lynchburg City Schools serves as the fiscal agent for this state-funded program. The summary below outlines expenditures for the 2011-2012 school year.

## Budget

Personnel Salary Compensation	\$68,835.00
Five Percent of Salaries Expended – Indirect Cost	\$ 3,441.75
Possible Bonus	\$ 500.00
Fringe Benefits and Fixed Charges	\$23,404.00
Substitutes	\$ 0.00
Travel Expenses	\$ 1,000.00
Instructional Supplies and Equipment	\$ 1,000.00
Total	\$98,180.75

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

## Recommendation:

The interim superintendent recommends that the school board approve the Central Virginia Child Development Clinic Program budget in the amount of \$98,180.75 for the 2011-12 school year.

# Agenda Report

Date: 12/06/11

Agenda Number: G-6

Attachments: No

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Lynchburg Juvenile Detention Center Educational Program Budget: 2011-12

## Summary/Description:

The 2011-12 funding for the Lynchburg Regional Juvenile Detention Center Education Program in the amount of \$840,187.95 has been approved by the Virginia Department of Education. Lynchburg City Schools employs eight teachers, one part-time administrative secretary, one literacy coach, and one principal who deliver educational services monthly to approximately 25 students enrolled in the Lynchburg Juvenile Detention Center. The Lynchburg City Schools serves as the fiscal agent for this state-operated program. The summary below outlines expenditures for 2011–12.

## Budget

Personnel Salary Compensation	\$543,119.00
Five Percent of Salaried Expended – Indirect Cost	\$27,155.95
Fringe Benefits and Fixed Charges	\$184,363.00
Possible Bonus	\$5,500.00
Substitutes	\$2,500.00
Travel Expenses	\$4,700.00
Instructional Supplies and Equipment	\$17,000.00
Tuition Reimbursement	\$1,600.00
Music Materials	\$3,000.00
Related	\$2,500.00
PD Grant	\$2,500.00
Technology Replenish	\$36,700.00
Fax/Copier	\$3,000.00
PD Materials/OSHA Certification	\$500.00
Staff Development and New Teacher Institute	\$2,550.00
Text	\$0.00

# Agenda Report

Date: 12/06/11

Agenda Number: G-6

Attachments: No

Server and Support	\$3,600.00
Postage	\$500.00
Computer Support	\$3,000.00
Total	\$840,187.95

Disposition:  Action  
 Information  
 Action at Meeting on:

## Recommendation:

The interim superintendent recommends that the school board approve the Lynchburg Regional Juvenile Detention Center Program budget in the amount of \$840,187.95 for the 2011-2012 school year.

# Agenda Report

Date: 12/06/11

Agenda Number: G-7

Attachments: No

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** Lynchburg Juvenile Detention Center Educational Program Budget: 2011-12  
Title I Teacher

## Summary/Description:

The 2011-12 funding for the Lynchburg Juvenile Detention Center Title I, Part D, Neglected, Delinquent, or at-Risk teacher (Literacy Coach) in the amount of \$2,400 has been approved by the Virginia Department of Education. The literacy coach salary will be paid out of the Lynchburg Regional Juvenile Detention Center grant for the 2011-12 school year. Lynchburg City Schools employs one full-time teacher who serves as the literacy coach for the Lynchburg Juvenile Detention Center. This position provides assessments and delivers educational services monthly to approximately 25 students enrolled in the Lynchburg Juvenile Detention Center. The Lynchburg City Schools serves as the fiscal agent for this state-operated program. The summary below outlines expenditures for 2011–12.

### Budget

Travel	\$1,000.00
Materials	\$1,400.00
Total	\$2,400.00

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

## Recommendation:

The interim superintendent recommends that the school board approve the Juvenile Detention Center Program Budget for a part-time Title I teacher in the amount of \$2,400.00 for the 2011-12 school year.

# Agenda Report

Date: 12/06/11

Agenda Number: G-8

Attachments: Yes

**From:** Larry A. Massie, Interim Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

**Subject:** High School Program of Studies: 2012-13

## Summary/Description:

Each year modifications are made to the *High School Program of Studies* to reflect changes at the federal, state, or local level. This year's recommended changes are based on the following: significant student enrollment in Advanced Placement online courses, increased interest in career-technical programs, removal of career-technical courses no longer available, updating of some course descriptions, and the need for additional elective offerings. The recommended additions are in line with the following goals of the school division's Comprehensive Plan:

- Goal 4 of Academic Eminence: One hundred percent of high school graduates will have completed one of the following programs: college preparatory, career-technical education, or school-to-work."
- Goal 5 of Academic Eminence: "The school division will increase opportunities for students to develop higher levels of knowledge and skills in the core content areas and to explore and advance in elective, co-curricular, and extra-curricular offerings as well."

In addition, minor corrections and clarifications have been made in the program of studies. The attachment provides more detail regarding proposed new courses.

**Disposition:**  Action  
 Information  
 Action at Meeting on: 01/10/12

## 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 January 10, 2012.

**2012-2013  
High School Program of Studies Recommendations**

Advanced Placement Psychology: Currently, this course is offered only through e2020 or Virtual Virginia. This year, there are 29 students enrolled in the course through these two providers. Counselors at the high schools feel more students would enroll in the course if it were offered on site. The purpose of the course itself is to introduce the systematic and scientific study of the behavior and mental processes of human beings and other animals. Included is a consideration of the psychological facts, principles, and phenomena associated with each of the major subfields within psychology. Students also learn about the ethics and methods psychologists use in their science and practice. The aim is to provide a learning experience equivalent to that obtained in most college introductory psychology courses. The course outline is already developed by the College Board, but the school division would need to train a qualified teacher.

Advanced Placement Environmental Science: As with Advanced Placement Psychology, this course is currently provided only through online options. While only 7 students are currently enrolled, guidance counselors would like to place the course in the Program of Studies so that students can consider enrolling. Again, the school division would need to train a qualified teacher. The goal of the AP Environmental Science course is to provide students with the scientific principles, concepts, and methodologies required to understand the interrelationships of the natural world, to identify and analyze environmental problems both natural and human-made, to evaluate the relative risks associated with these problems, and to examine alternative solutions for resolving or preventing them. Environmental science is interdisciplinary; it embraces a wide variety of topics from different areas of study. The following themes provide a foundation for the structure of the AP Environmental Science course.

1. Science is a process.
2. Energy conversions underlie all ecological processes.
3. The Earth itself is one interconnected system.
4. Humans alter natural systems.
5. Environmental problems have a cultural and social context.
6. Human survival depends on developing practices that will achieve sustainable systems.

The AP Environmental Science course is an option for any interested student who has completed two years of high school laboratory science—one year of life science and one year of physical science (for example, a year of biology and a year of chemistry). Due to the quantitative analysis that is required in the course, students should also have taken at least one year of algebra. Also desirable (but not necessary) is a course in earth science. Because of the prerequisites, AP Environmental Science will usually be taken in either the junior or senior year.

Advanced Placement Computer Science: This is an introductory course in computer science. A large part of the course is built around the development of computer programs that correctly solve a given problem. At the same time, the design and implementation of computer programs is used as a context for introducing other important aspects of computer science, including the development and analysis of algorithms, the development and use of fundamental data structures, the study of standard algorithms and typical applications, and the use of logic and formal methods. In addition, the responsible use of these systems is an integral part of the course. The goals of the course are

comparable to those in the introductory course for computer science majors offered in college and university computer science departments. It is not expected, however, that all students in the AP Computer Science course will major in computer science at the university level.

The course is intended to serve both as an introductory course for computer science majors and as a course for people who will major in other disciplines that require significant involvement with technology. It is not a substitute for the usual college-preparatory mathematics courses. Students will be able to:

- Design and implement solutions to problems by writing, running, and debugging computer programs.
- Use and implement commonly used algorithms and data structures.
- Develop and select appropriate algorithms and data structures to solve problems.
- Code fluently in an object-oriented paradigm using the programming language Java. Students are expected to be familiar with and be able to use standard Java library classes from the AP Java subset.
- Read and understand a large program consisting of several classes and interacting objects. Students should be able to read and understand a description of the design and development process leading to such a program.
- Recognize the ethical and social implications of computer use.

Creative Writing: This elective course will be offered to interested students in grades 9-12. The course will expose students to many aspects of the writing process, including generating ideas, writing and revising drafts, and editing. Students will write extensively and participate in helpful critiques of their own work and that of their peers. The course will be designed to allow teachers to work individually with students during conferences. Through frequent writing exercises, students will study voice, imagery, characterization, dialogue, and narration. Students will work in free verse poetry, prose poetry, fiction, and creative nonfiction.

Photography: Taught by art teachers but with no art prerequisite required, this elective course will be offered to students in grades 9-12. The course is designed so that students explore such fields as Photo Journalism, Commercial Digital Photography, Computer Graphics, and Fine Art Photography. Students learn to effectively compose their photos through assignments that may include candid shots, group shots, portraits, still life, abstracts, and action shots. Assignments will utilize special camera effects and computer software techniques.

Nurse Aide 1: Nurse Aide I will be offered as an occupational preparation course beginning at the eleventh grade level, with emphasizes on the study of nursing occupations as related to the health care system. Students study normal growth and development, simple body structure and function, and medical terminology and are introduced to microbes and disease. They receive elementary skill training in patient-nursing assistant relationships; taking and recording of vital signs; cardiopulmonary resuscitation; bathing, feeding, dressing, and transporting of patients in hospitals and nursing homes. Limited on-the-job instruction in nursing homes and hospitals is part of the course. This course can be used as an introduction to practical nursing or to prepare the student for Nurse Aide II so that all competencies for a certified nursing assistant are met. This class will meet on Monday and Wednesday each week during 6th and 7th periods.



Nurse Aide 2: Nurse Aide II is an occupational preparation course, emphasizing advanced skill training in areas such as catheter care, range of motion, bowel and bladder training, care of the dying, selected procedures for maternal and infant care, and admission and discharge procedures. Students learn diseases and body systems as related to advanced clinical care of the acute medical-surgical patient, the chronically ill, and the elderly. On-the-job instruction in a licensed nursing home is part of the course. Upon completion of the nurse aide program, the student is eligible to take the nurse aide certification exam that leads to employment as a certified nurse aide in hospitals and nursing homes. This class will meet on Tuesday and Thursday each week during 6th and 7th periods.

# Agenda Report

Date: 12/06/11

Agenda Number: J-1

Attachments: No

**From:** Larry A. Massie, Interim Superintendent

**Subject:** Notice of Closed Meeting

## Summary/Description:

Pursuant to the Code of Virginia §2.2-3711 (A) (1) (7), the school board needs to convene a closed meeting for the purpose of discussing the following specific matters:

Personnel Matters

Probable Litigation

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

## Recommendation:

The chairman 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) (7) to discuss personnel matters and briefing by staff member about probable litigation.

# Agenda Report

Date: 12/06/11

Agenda Number: J-2

Attachments: No

**From:** Larry A. Massie, Interim 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).