

**Lynchburg City School Board
Annual Organizational Meeting
July 11, 2017**

**BOARD
MEMBERS
PRESENT:**

Michael J. Nilles, Chairman
Robert O. Brennan
Sharon Y. Carter
James E. Coleman
Susan D. Morrison
Derek L. Polley
Kimberly A. Sinha
Katie K. Snyder

**BOARD
MEMBERS
ABSENT:**

Charleta F. Mason

**ADMINISTRATION
PRESENT:**

Larry A. Massie, Acting Superintendent
Ben W. Copeland, Assistant Superintendent for Operations and Administration
John C. McClain, Assistant Superintendent for Student Learning and Success
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director for Data, Assessment, and Accountability
David A. Childress, Director for Information Technology
Steven L. Gatzke, Director for Facilities
Marie F. Gee, Director for Personnel
Michael K. Rudder, Director for School Improvement
Russell E. Stone, Director for Transportation
Wyllys D. VanDerwerker, Director for Exceptional Learners
Dixie B. Sears, Supervisor for Language Arts, History, Library, and Foreign Language
Maria T. Jaeger, Supervisor for Math and Science
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Josh Moody, *The News & Advance*

**Agenda
Items:**

- A-1. Notice of Closed Meeting
- A-2. Certification of Closed Meeting
- B-1. Election of Chairman of the School Board: 2017-18
- B-2. Election of the Vice Chairman of the School Board: 2017-18
- B-3. Appointment of the Clerk and Deputy Clerk: 2017-18
- B-4. Appointment of the Agent and Deputy Agent: 2017-18
- B-5. Appointment of the Designee of the Division Superintendent: 2017-18
- B-6. Meeting Time, Dates, and Location for School Board Meetings
- B-7. Election of School Board Representative: LAUREL School Board
- B-8. Election of School Board Representative: Central Virginia Governor's School for Science and Technology
- B-9. Election of School Board Representative: Governor's Regional XLR8 STEM Academy
- B-10. Lynchburg City School Board Governance Norms
- C-1. Public Comments
- D-1. Lynchburg City Schools Education Foundation, Inc.: Update
- E-1. Finance Report
- F. Consent Agenda
- G. School Board Committee Reports
- H-1. Lynchburg City Schools Plan for Gifted Education
- H-2. Policy JN Student Fees, Fines, and Charges and Regulation JNZ-R Student Fees, Fines, and Charges
- H-3. Grading and Report Cards
- I-1. Lynchburg Beacon of Hope: Agreement
- I-2. Capital Improvement Plan: E. C. Glass High School
- I-3. Freedom of Information Act Officer
- I-4. Central Virginia Governor's School for Science and Technology: 2016-17 Budget
- I-5. XLR8 Governor's STEM Academy: 2016-17 Budget

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- I-6. LAUREL Regional School: 2016-17 Budget
- I-7. Pauline F. Maloney STEP with Links Program: 2016-17 Budget
- J. Superintendent's Comments
- K. Board Comments
- L. Informational Items
- M. Adjournment

The Lynchburg City Schools met for a closed meeting at 5:03 p.m. in the Board Room at the School Administration Building. Dr. Massie opened the meeting.

A-1. Notice of Closed Meeting

Upon MOTION by Ms. Carter, SECONDED by Mrs. Morrison, the school board convened a closed meeting at 5:40 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) (6) to discuss or consider the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected and to discuss a personnel matter.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Dr. Nilles, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

Mr. Polley arrived at 5:20 p.m.

A-2. Certification of Closed Meeting

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board reconvened in open session at 5:55 p.m.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Dr. Nilles, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

Upon MOTION by Dr. Coleman, SECONDED by Mrs. Morrison, the school board approved by roll call vote the following Certification of Closed Meeting:

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.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Dr. Nilles, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

Dr. Massie called the organizational meeting to order at 5:56 p.m. He asked that those in attendance stand and recite *The Pledge of Allegiance*.

B-1. Election of the Chairman of the School Board: 2017-18

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2017-18 school year. The process of reorganization begins with the election of the chairman of the school board for 2017-18.

Dr. Coleman nominated Dr. Nilles as chairman of the school board for the 2017-18 school year. Mrs. Morrison SECONDED the nomination. There were no further nominations

Upon MOTION by Ms. Carter, SECONDED by Mrs. Morrison, nominations for chairman of the school board were closed.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Dr. Nilles, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

Upon MOTION by Mr. Polley, SECONDED by Ms. Carter, the school board elected Dr. Michael J. Nilles as chairman of the school for board the 2017-18 school year in accordance with Section 22.1-76 of the Code of Virginia.

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Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Dr. Nilles, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

Mrs. Sullivan gave Dr. Nilles the floor.

B-2. Election of the Vice Chairman of the School Board: 2017-18

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2017-18 school year. The process of reorganization requires the election of the vice chairman of the school board for 2017-18.

Upon MOTION by Mrs. Morrison, SECONDED by Mr. Polley, the school board delayed the election of the vice chairman to the next school board meeting

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-3. Appointment of the Clerk and Deputy Clerk: 2017-18

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2017-18 school year. The process of reorganization requires that the school board appoint a clerk and may appoint a deputy clerk for terms of one year.

The superintendent recommended the following appointments:

Clerk of the School Board

Wendie L. Sullivan

Deputy Clerk of the School Board

Barbara W. Saunders

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board appointed Mrs. Wendie L. Sullivan as clerk of the school board and Mrs. Barbara W. Saunders as deputy clerk of the school board for the 2017-18 school year.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-4. Appointment of the Agent and Deputy Agent: 2017-18

In accordance with Section 22.1-122 (B) of the Code of Virginia, it is necessary that the school board reorganize for the 2017-18 school year. The process of reorganization requires that the school board appoint an agent and may appoint a deputy agent for terms of one year.

The superintendent recommended the following appointments:

Agent for the School Board

Anthony E. Beckles, Sr.

Deputy Agent for the School Board

Kimberly D. Lukanich

Upon MOTION by Mrs. Morrison, SECONDED by Ms. Carter, the school board appointed Mr. Anthony E. Beckles, Sr., as the agent and Mrs. Kimberly D. Lukanich as deputy agent for the school board for the 2017-18 school year.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT “A,” FOR A COPY OF THE CODE OF VIRGINIA §22.1-122.)

B-5. Appointment of the Designee of the Division Superintendent: 2017-18

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2017-18 school year. The process of reorganization requires that the school board approve a designee for the division superintendent to attend meetings of the school board in the absence or inability to attend by the superintendent.

The superintendent recommended Anthony E. Beckles, Sr., chief financial officer, as the designee.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board appointed Anthony E. Beckles, Sr., as designee of the division superintendent for the 2017-18 school year.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-6. Dates, Meeting Time, and Location for the School Board Meetings: 2017-18

Annually, the school board establishes the meeting dates, time, and location for the regular school board meetings. During the 2016-17 school year, the school board conducted its meetings on the first and third Tuesday of each month, beginning at 5:30 p.m. in the Board Room at the School Administration Building. With school board approval, meetings for 2017-18 will follow the 2016-17 schedule with the exception of April 3, 2018.

Upon MOTION by Ms. Carter, SECONDED by Mrs. Morrison, the school board established the meeting dates as the first and third Tuesday of each month and established the meeting time at 5:30 p.m. in the Board Room at the School Administration Building with the exception of April 3, 2017, for the 2017-18 school year.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-7. Election of School Board Representative: LAUREL School Board

Each school year the school board elects a school board member to represent the Lynchburg City Schools on the LAUREL School Board. In addition, the school board elects an alternate member to represent the school division as necessary.

Upon MOTION by Ms. Carter, SECONDED by Dr. Sinha, the school board elected Ms. Sharon Y. Carter to represent the Lynchburg City School Board on the LAUREL School Board, and Dr. Kimberly A. Sinha, as alternate representative.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-8. Election of the School Board Representative: Central Virginia Governor’s School for Science and Technology governing Board

The school board elects a school board member to represent the Lynchburg City Schools on the Central Virginia Governor’s School for Science and Technology Governing Board each year. In addition, the school board elects an alternate to represent the school division as necessary.

Upon MOTION by Mrs. Morrison, SECONDED by Mr. Polley, the school board elected Ms. Charleta F. Mason to represent the Lynchburg City School Board on the Central Virginia Governor’s School Board, and Mrs. Katie K. Snyder as alternate representative.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-9. Election of School Board Representative: Governor’s Regional XLR8 STEM Academy

The school board elects a school board member to represent the Lynchburg City Schools on the Governor’s Regional XLR8 STEM Academy Governing Board each year. In addition, the school board elects an alternate to represent the school division as necessary.

Upon MOTION by Dr. Coleman, SECONDED by Dr. Sinha, the school board elected Dr. Robert O. Brennan to represent the Lynchburg City School Board on the Governor’s Regional XLR8 STEM Academy, and Dr. James E. Coleman as alternate representative.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

B-10. School Board Governance Norms and Protocols

The Lynchburg City School Board, through a professional development activity conducted by the Virginia School Boards Association, developed Governance Norms and Protocols, which were approved on May 3, 2016. This document, which appears as an attachment to this agenda report, provides clear guidelines and procedures for all aspects of board communication, school board meeting agenda development, interactions with the school community, professional development, and the evaluation of the superintendent and itself.

The school board reviewed the Governance Norms and Protocols so that new school board members could become familiar with this document, and it provided them with an opportunity to ask questions about this information.

This item will be considered for action at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT “B,” FOR A COPY OF THE SCHOOL BOARD GOVERNANCE NORMS AND PROTOCOLS.)

Upon MOTION by Ms. Carter, SECONDED by Mrs. Morrison, the school board approved the addition of an addendum to item F-2. Personnel Report and to replace the attachment for item H-2. Policy JN Student Fees, Fines, and Charges and Regulation JNZ-R Student Fees, Fines, and Charges.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

C-1. Public Comments

In accordance with Policy BDDH Public Participation at School Board Meetings, 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.

Mr. Robert Flood offered comments to the school board about Policy IICB-R/IICC-R Community Resource Persons/School Volunteers.

D-1. Lynchburg City Schools Education Foundation, Inc.: Update

Mrs. Jodi K. Gillette, executive director of the Lynchburg City Schools Education Foundation, Inc., provided information about the history of the Foundation and the events and activities sponsored by its members during the past school year. That presentation is as follows:

The LCS Education Foundation, Inc. was founded in 1985 with the mission of encouraging innovation in the classroom and to raise public funds above and beyond public revenues. The Education Foundation works to secure financial support from individuals and businesses for selected projects and programs which are consistent with the goals and priorities of the Lynchburg City School Board. We have worked to advance the Lynchburg City Schools for over 30 years, and just celebrated 25 years of Classroom Innovation Grants.

We are happy to report that we have once again had a very successful year and are proud to share the following accomplishments with you:

During the 2016-2017 school year, the LCS Education Foundation:

- *Awarded 42 Classroom Innovation Grants totaling \$82,121 bringing our grant total since the start of this program to \$715,645. Funding for our 2016-2017 grants came from individual donors as well as 59 corporate sponsors, including 5 new supporters.*
- *We awarded 33 Classroom Innovation Grants at funding levels between \$500 and \$2,000, and nine Master Classroom Innovation Grants with funding up to \$5,000 each.*
- *We continue to work with the finance department to issue grant funding throughout the school division to streamline the accounting effort and better ensure proper implementation of grant funds.*
- *Our Annual Classroom Innovation Grants Reception was held at E.C. Glass High School on Wednesday May 10th to recognize our grant recipients, showcase their projects, and thank our grant supporters. Teachers, sponsors, principals, school administrators, DARTS, school board members, city leadership, and Foundation Trustees were invited to see the impressive projects developed with these funds.*
- *E.C. Glass National Honor Society Students were on hand to help with the set up and clean up of the program as well as assist teachers with the transport of their displays. The grants reception was once again catered by the culinary arts students at E.C. Glass High School which provided another platform for the division to showcase one of the many wonderful career tech programs.*
- *As I reported our intentions last year, this was the first year we reintroduced a two-notification grant cycle: a spring notification date for grant approval so teachers can start the school year knowing they have funding to implement a program from the first day of school and a second end of September/early October deadline to allow teachers who identify a problem or opportunity in the first month of school to have an avenue for funding that school year.*
- *This spring cycle resulted in 19 grant applications for the 2017-2018 school year resulting in 9 grant awards: 0 Master Grants and 9 Classroom Innovation Grants totaling just over \$17,397.97.*
- *The fall application process opened in June and will close October 1, 2017.*
- *We also implemented 'Launch Liaisons' for the first time. The LCS Education Foundation has funded many effective grants over the years and we want to ensure that we capture the data we need to know when an exceptional grant should be replicated. 'Launch Liaisons' work with each grant team to make sure that each applicant has the information they need at the start of their grant, the metrics they need to properly evaluate their results, and that someone with a link outside of the teacher's classroom has a good understanding of the grant for future implementation.*
- *We thank our grant review team of Anne Berry, Al Coleman, Twanna Hancock, Maria Jaeger, Yvette Miller, Rob Quel, Dixie Sears, Wyllys Vanderwerker, and our chairman Dr. Jay McClain, who committed time and offered their expertise to our grant review process.*
- *Our **Tools4Schools** Warehouse continues to grow.*
- *We were once again able to leverage \$17,000 into more than \$170,000 worth of materials for our teachers and students.*
- *Through several on-site shopping days at the start of the school year and the continuation of our on line ordering system so teachers do not have to leave the classroom to get the supplies they need, we filled 1,009 teacher orders during this past school year. All of this is made possible due to the hard work and dedication of Tracy Baker who diligently volunteers uncountable hours at the warehouse and is committed to making these resources more accessible to a greater number of teachers.*
- *For the 2016-2017 school year, the Ed Foundation delivered 936 school supply kits and 413 backpacks before the start of school for our elementary school students in need.*
- *For the 2017-2018 school year, grants from CSX, The Greater Lynchburg Community Trust, NiSource, Norfolk Southern, Woodmen life, individual donations designated for school supplies, Ed Foundation funds, and the many resources secured through school supply drives with the help of Partners in Education, are allowing us to distribute 1,330 school supply sets and 852 backpacks to satisfy the full anticipated demand of all LCS students in need to before the first day of school.*
- *All distribution at the school level to students is handled through principals and guidance counselors to ensure true needs are being met.*
- *In March, our 11th Annual 'Breakfast with the Superintendent' was held at Lynchburg College with an audience of 418 business and community leaders. Dr. Bra brand provided introductory remarks to this year's program entitled, "The LCS Classroom of 2017" and Dr. Jay McClain's keynote address provided a comprehensive, high content yet entertaining overview of teaching through the years, how pedagogy has evolved over time, and how LCS is implementing best practices in education as our focus shifts from a culture of memorizing to grooming innovative and collaborative thinkers and learners.*
- *Attendees enjoyed a patriotic start to the event with the Presentation of Colors by the Heritage High School Marine Corp Junior ROTC color Guard and an outstanding rendition of the National Anthem by the A'Caellas from E.C. Glass High School. We thank our 12 lead sponsors and 44 table sponsors for making this event such a successful community, school, and fundraising event.*
- *On Sunday, May 7th, the Foundation hosted our 13th annual Senior Honors Recognition program. This event is our opportunity to recognize the top 15 graduating seniors from each high school. Each honored student can invite two family guests along with a special teacher from their K-12 LCS experience. We congratulate those teachers who were selected this year for being outstanding in their students' lives. Victoria Bartholomew, a 2007 E. C. Glass graduate, realtor with the Flint Property Group, and active community volunteer who has chosen to return to our community and make Lynchburg her home, provided an amusing but insightful keynote address for our young graduates. From tips on the importance of personal financial responsibility to making new friends, Victoria shared 10 bits of wisdom we all wish we had before heading off to college. Students were individually recognized and received a certificate honoring their success.*

- This program was sponsored by all of Lynchburg's area colleges: Centra College of Nursing, Central Virginia Community College, Liberty University, Lynchburg College, Randolph College, Sweet Briar College, and the Virginia University of Lynchburg and we thank each of them for honoring these students' accomplishments and making this special recognition possible.
- The Education Foundation awarded \$42,500 in scholarships to graduating seniors thanks to the ongoing support of the Al Stroobants Foundation whose scholarships continue to grow for our students, Belvac Production Machinery, the Greater Lynchburg Community Trust, The James Howard Scholarship, Lynchburg Jr. Woman's Club, Orthodontic Arts, Taylor Brothers of Lynchburg, and Technical Management Resources,. In addition, the Education Foundation facilitated two scholarships from the Dover Foundation and 3 scholarships from Whitehead Media Ventures for the first time this year.
- We also continue to serve as the fiscal agent for the Charlie and Mary Jane Pryor Excellence In Science Scholarship for \$25,000 awarded to one student who received an advanced studies high school diploma, possessed a GPA of 3.8 or higher, and will study in an engineering program. This is the 4th of four years for this scholarship.
- The Fees Engineering Scholarship awards tuition, books and fees to an E.C. Glass student who will attend the two year CVCC Engineering Technology Program and this scholarship is for both years of this program. The last student to receive this scholarship will begin his second year.
- At this point, it looks like this is the last year for each of these scholarships. I want to thank both families for the commitment, generosity, and vision they had to support our students as well as provide incentives to attract and retain the best students for LCS.
- We continue to offer funding assistance through our James K. Candler Opportunity Fund for students with identified fiscal need who are capable of academic excellence but experience funding as a barrier to educational opportunities while still in the public school learning environment. Students who are considering advanced academic programs, have qualified for national academic competitions, or have other earned scholastic opportunities will be eligible for support from this fund. We are honored to have supported several students this year participating in a wide range of programs and have just awarded our third set of Early College scholarships through this fund. Scholarships this year totaled \$11,249 for a total of \$20,378 in scholarship since the programs inception.
- The Foundation continues to work as advocates for the Lynchburg City Schools as we partnered with LCS to fund a full page ad in the News & Advance the Sunday before graduation spotlighting our top graduates, where they will be attending school, as well as what they liked best about LCS. The Foundation also coordinated support for the Lynchburg City Schools during the city's budget season by arranging for speakers from various sectors of the community to speak to city council in support of the division's increased request for funding.
- We helped build camaraderie and team spirit by purchasing the T-shirts for the LCS participants of the 10-miler which gave LCS and the Ed Foundation a little extra visibility at both this event as well as Get!Downtown.
- In addition to the above mentioned 'scheduled' events and programs, the Foundation stands ready to assist the school division however we can when needed. For example, there was a need for additional safety glasses and goggles with more hands on science opportunities available due to additional science labs thanks to our new high school and LCS putting a greater emphasis on hands on learning. LCS came to us for support and we put a call out to our sponsors and were met with overwhelming response! Thank you to LSC Communications and BWX Technologies for being a friend to the Education Foundation and our schools by fulfilling our request and to AREVA, Appalachian Power, and all of the other companies who also stepped up to offer assistance!

• We served as the fiscal agent for the Virginia STAR Program for computers for LCS, and completed the fundraising support for the Ms. Lucille Chaffin Kent Historic Marker. Ms. Kent taught meteorology, navigation, and civil air regulations through an extension program held at E. C. Glass High School. Perhaps most notable is that Ms. Kent was among the first Virginia women to earn an instructor's rating in aeronautics. Ms. Kent had a fascinating past and we are honored to be a part of the effort to keep this piece of history alive. This fund raising effort was very successful thanks to all of the hard work of Ms. Jane White, and led to resources becoming available to purchase equipment for the E.C. Glass Airforce Jr. ROTC program to help with their recruiting efforts as well as their competitive Raiders Team. We thought this was a fitting tribute.

We also supported a visit from Mr. Ted Dintersmith. Ted is a successful venture capitalist who has become one of America's leading advocates for education policies that foster creativity, innovation, motivation, and purpose. He knows what skills are valuable in a world of innovation and how we can transform our schools to better prepare students for their futures. When LCS had the opportunity to bring Ted to Lynchburg, we were honored to sponsor his visit. A community viewing of Ted's documentary, 'Most Likely to Succeed' preceded his visit and was followed by a day of visionary conversations between Ted, Lynchburg business leaders, LCS directors and faculty, and the general community.

Finally, as our tagline states, the Education Foundation looks for opportunities to advance the Lynchburg City Schools. As you may know, there will be a solar eclipse passing across the United States on Monday, August 21, 2017. The Education Foundation is very excited to announce that we are working very closely with LCS to support the purchase of solar eclipse glasses, approved by NASA, for all LCS students, faculty, and hopefully staff. This came to us as a last minute thought that needed immediate attention during a time of transition and vacations for LCS leadership. Dr. Massie, Dr. McClain, and so many others have been rapid in their response and working to create an educational and memorable experience for our students who will now get to view this, quite literal, astronomical phenomenon.

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We continue to work closely with the school division to advance the LCS mission. We also work with Partners in Education, Beacon of Hope, and the Department of Economic Development and other organizations to maximize effectiveness of assistance to Lynchburg City Schools.

The Education Foundation continues to work to grow all of our programs. We thank both the Lynchburg City School Board and the Lynchburg City Schools for the outstanding working relationship they offer. Thank you for all that you do for the students of Lynchburg and for allowing the Education Foundation to be part of your team.

D-1. Finance Report

The school administration, in accordance with the FY2016-17 school operating budget, authorized, approved, and processed the necessary payments through May 31, 2017. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through May 31, 2017 for the operating fund.

Total Operating Fund Budget	\$ 93,056,175.00
Prior Year Encumbrances	\$ 121,556.00
Restricted Donations	\$ 1,000.00
Fund Balance Return	\$ 567,779.00
Insurance Proceeds	\$ 5,941.99
Registrations fees for VSBA	\$ 1,566.00
Adjusted Budget	\$ 93,754,017.99

Through May 31, 2017

Actual Revenue Received	\$ 77,868,454.98
Actual Expenditures	\$ 78,747,504.69
Actual Encumbered	\$ 13,213,207.33

Percent of Budget Received	83.06%
Percent of Budget Used, excluding encumbrances	83.99%

As of 5/31/17 – 11 months	91.67%
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The revenue and expenditure reports detailed the transactions recorded through May 31, 2017. All reports appeared as attachments to the agenda report.

Mr. Beckles announced that school board members had received copies of the 2017-18 budget book. He thanked Manee Davis, his assistant, for all of her work in preparing the document.

The finance report financial information through May 2017. The school division will meet its revenue forecast. The fund balance is higher than anticipated due to funds being returned for unused tuition by the LAUREL Regional School.

Medical insurance expenses for May were \$90,000, and it is anticipated that the expenses for June will be the same. Mr. Beckles hopes that the fund balance can be placed in the health insurance reserve to relieve the pressure of a possible increase in insurance premiums for employees next year.

The school administration has proposed an increase of one dollar in the hourly rate for substitute bus drivers, cafeteria workers, custodians, and bus assistants. The cost of the increase will be reallocated from salary lapses. It is hoped that this will help increase the pool of substitute workers for these positions.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT "C," FOR A COPY OF THE FINANCE REPORT.)

F. Consent Agenda

Upon MOTION by Ms. Carter, SECONDED by Mrs. Morrison, the school board approved the school board meeting minutes for June 14, 2017 (Closed Meeting); June 20, 2017 (Regular Meeting); and June 22, 2017 (Student Discipline Committee Meeting); the personnel report and addendum for the period June 20 – July 11, 2017; and Policy KG-R Community Use of School Facilities: Rules and Conditions.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT "D," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

G. School Board Committee Reports

None

H-1. Lynchburg City Schools Plan for Gifted Education

All school divisions in Virginia are required to identify gifted students in Kindergarten through twelfth grade and provide instructional services to meet their needs. The Virginia Board of Education adopted the *Regulations Governing Educational Services for Gifted Students*, which outline the requirements that school divisions need to include in their local plan for gifted education. Each school board approves a comprehensive plan for the education of gifted students that includes the components identified by the regulations.

School divisions must report annually to the Virginia Department of Education information related to gifted education services. The information is combined to produce a statewide annual report which includes student demographics, program service options, and gifted education teacher or program administrator data.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board approved the Lynchburg City Schools Plan for Gifted Education.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

H-2. Policy JN Student Fees, Fines, and Charges and Regulation JNZ-R Student Fees, Fines, and Charges

Proposed updates to the policy and regulation are needed for the way in which student fees, fines, and other charges are administered. The purpose of these updates is to align with state code and to further the goal of stewardship of division funds while supporting development of personal responsibility and equity of access to school and extracurricular activities. These updates will be presented within the following policy and regulation:

Policy JN Student Fees, Fines, and Charges
Regulation JNZ-R Student Fees, Fines, and Charges

The proposed policy and regulation will replace current School Board Policy 7-63: Fees/Materials/Deposits/Reimbursements and School Board Policy 4-20: Tuition Fees.

Dr. McClain noted that a few changes had been made to the policy since the school board reviewed it at the last meeting. Those changes include the phrase *fee waiver* to *fee adjustment* throughout the policy and the regulation; the removal of the default 20 percent reduction amount in item III. Waiver Process and Payment Plans, and the removal of field trips as a privilege under item IV. Payment, A. Optional Activities.

Collection of fees will be handled by individual schools with guidance from the Department of Finance. The school administration will work with parents who need to make monthly payments. The policy is effective as of its approval with consequences in place for fall 2018.

Upon MOTION by Mrs. Morrison, SECONDED by Ms. Carter, the school board approved Policy JN Student Fees, Fines, and Charges and JNZ-R Student Fees, Fines and Charges with changes as noted.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT "E," FOR A COPY OF POLICY JN STUDENT FEES, FINES, AND CHARGES AND REGULATION JNZ-R STUDENT FEES, FINES, AND CHARGES.)

H-3. Grading and Report Cards

During the school board meeting on June 20, 2017, the school administration review proposals for updates for grading practices at the elementary and secondary levels. Following the review, the school board directed the school administration to amend policy relative to grading at the elementary school level. Administrative Regulation 6-58.3: Grading Scales has been amended to reflect the change requested by the school board. A copy of the administrative regulation appeared as an attachment to this agenda report.

Upon MOTION by Mrs. Snyder, SECONDED by Mrs. Morrison, the school board approved revisions to Administrative Regulation 6-58.3: Grading Scale.

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Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT "F," FOR A COPY OF ADMINISTRATIVE REGULATION 6-58.3: GRADING SCALE.)

I-1. Lynchburg Beacon of Hope Agreement

Lynchburg City Schools and the Lynchburg Beacon of Hope have a strong partnership to support students as they aspire to dreams of colleges and careers. A copy of the Agreement with the Lynchburg Beacon of Hope appeared as an attachment to this agenda report. The school administration provided a brief overview of the Agreement during this presentation.

Dr. Brennan noted that his wife is on the board of the Lynchburg Beacon of Hope, but because she is not an employee, he will be able to participate in discussion and the vote for this agreement.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT "G," FOR A COPY OF THE LYNCHBURG BEACON OF HOPE AGREEMENT.)

I-2. Capital Improvement Plan: E. C. Glass High School

Lynchburg City Schools received a total of two bids for the E. C. Glass High School running track refurbishment project. The capital improvement plan budget contains \$90,860 specified for this work. Bids received are listed below.

The school administration recommends American Tennis Courts, Inc. based on their low bid of \$153,226.

To complete this project, the school administration will require additional funding. The school administration recommends that the balance of funding in the amount of \$62,366 be transferred from the capital improvement plan reserve. Due to summer time constraints, the school administration is requesting that the school board consider action during this meeting to ensure completion of the track prior to the beginning of the school year.

American Tennis Courts, Inc.	Beynon Sports
\$153,226	\$366,543.83

Upon MOTION by Ms. Carter, SECONDED by Mr. Polley, the school board authorized the school administration to enter into a contract with American Tennis Courts, Inc., in the amount of \$153,226 for the refurbishment of the running track at E. C. Glass High School and to transfer funds in the amount of \$62,366 from the capital improvement plan reserve to fund this project.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

I-3. Freedom of Information Act Officer

In accordance with the Code of Virginia §2.2-3704, all local public bodies that are subject to the provisions of the Freedom of Information Act shall designate one or more officers whose responsibility is to serve as a point of contact for individuals and organizations requesting public records and to coordinate the public body's compliance with the provisions of this chapter.

The name and contact information of the FOIA officer shall be made available and posted so that individuals and organizations are able to direct requests for public records to that officer. The FOIA officer shall possess specific knowledge of the provisions of this chapter and be trained at least annually by legal counsel for the public body or the Virginia Freedom of Information Advisory Council.

The acting superintendent recommends that the school board designate Mrs. Wendie L. Sullivan at the Freedom of Information Act officer.

Upon MOTION by Mrs. Morrison, SECONDED by Ms. Carter, the school board designated Mrs. Wendie L. Sullivan as the Freedom of Information Act officer for the school division.

Yes Votes: Dr. Nilles, Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Morrison, Mr. Polley, Dr. Sinha, Ms. Snyder

No Votes: None

Abstentions: None

I-4. Central Virginia Governor’s School for Science and Technology: 2016-17 Budget

The Lynchburg City School Board serves as fiscal agent for the Central Virginia Governor’s School for Science and Technology. The governing board of the school has approved its 2016-17 operating budget in the amount of \$1,085,950, which represents an increase of \$34,873 over the prior year budget of \$1,051,077. All funds expended at the school are totally reimbursable from participating school divisions and state funds as listed on the attached budget. School divisions supporting this program are Amherst County Schools, Appomattox County Schools, Bedford County Schools, Campbell County Schools and Lynchburg City Schools.

Provided below is the financial impact summary for the Lynchburg City Schools:

	2015-16	2016-17
Student Tuition	\$4,700	\$4,700
Number of Students	32	32
Total Tuition	\$150,400	\$150,400

Lynchburg City Schools has a total of 43 slots available for students to attend the Central Virginia Governor’s School. In addition to the 32 students listed above, we have one additional non-resident student attending who pays their own tuition. We also receive 10 students attending at no charge as a result of the Heritage High School rental agreement that was entered into on September 24, 2014.

This item will be considered by the school board under the consent agenda at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT “H,” FOR A COPY OF THE CENTRAL VIRGINIA GOVERNOR’S SCHOOL FOR SCIENCE AND TECHNOLOGY: 2016-17 BUDGET.)

I-5. XLR8 Governor’s STEM Academy: 2016-17 Budget

The Lynchburg City School Board serves as the fiscal agent for the XLR8 STEM Academy. The governing board of the school has approved its 2016-17 operating budget in the amount of \$287,208, which represents an increase of \$9,958 from the 2015-16 approved budget.

Funds expended at the XLR8 STEM Academy are totally reimbursable from participating school divisions and through grants or donations. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools.

This items will be considered by the school board under the consent agenda at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT “I,” FOR A COPY OF THE XLR8 GOVERNOR’S STEM ACADEMY: 2016-17 BUDGET.)

I-6. LAUREL Regional School: 2016-17 Budget

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2016-17 operating budget in the amount of \$5,683,682, which represents an increase of \$291,740 from the 2015-16 approved budget.

Funds expended at the LAUREL Regional School are totally reimbursable from participating school divisions and the Commonwealth of Virginia. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools. The LAUREL Regional School provides services for students with severe disabilities. The following services are also provided by staff employed through LAUREL Regional School to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

This item will be considered by the school board under the consent agenda at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT “J,” FOR A COPY OF THE LAUREL REGIONAL SCHOOL: 2016-17 BUDGET.)

I-7. Pauline F. Maloney STEP with Links Program: 2016-17 Budget

The Lynchburg City School Board serves as fiscal agent for the Pauline F. Maloney STEP with Links program. The organization’s governing board has approved its 2016-17 operating budget in the amount of \$41,400, which represents an increase of \$50 over the 2015-16 fiscal year.

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The Pauline F. Maloney STEP with Links program enhances academic and cultural development of minority students who are in the sixth grade and is sponsored by the Links, Inc., a national organization of professional women. The program is funded entirely through donations. Lynchburg City Schools contributes \$10,000 annually to this program.

The 2016-17 budget appeared as an attachment to this agenda report.

This item will be considered by the school board under the consent agenda at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 11, 2017, EXHIBIT "K," FOR A COPY OF THE PAULINE F. MALONEY STEP WITH LINKS PROGRAM: 2016-17 BUDGET.)

J. Superintendent's Comments

Dr. Massie stated that he is honored to serve the Lynchburg City School Board and is enthusiastic about the position and to be working with the staff and the principals. He noted that a lot of progress has been made since he was here six years ago, and he gives credit to Dr. Brabrand and the principals for that progress.

Dr. Massie announced that the position for the Principal of E. C. Glass High School has been posted in several publications. The school administration will work diligently to fill this position as quickly as possible.

The New Instructional Staff Welcome Breakfast will occur on July 31, 2017 at 8:00 a.m. in the Memorial Ballroom, Hall Campus Center, at Lynchburg College. LCS will welcome over 100 new instructional staff members this year.

K. Board Comments

Ms. Carter stated that it is good to hear that Dr. Massie has seen progress since his last interim superintendency six years ago.

Dr. Coleman is glad that Dr. Massie is here. He also stated that he toured the YMCA-sponsored program housed at Robert S. Payne Elementary School to help students with summer learning loss.

Dr. Nilles thanked board members for selecting him as chairman. He stated that we will have a very busy year ahead. He welcomed Dr. Brennan to the school, and he also welcomed Dr. Massie to the school division.

L. Informational Items

School Board Work Session: Tuesday, July 11, 2017, Immediately following the Reorganization Meeting, Board Room, School Administration Building

Next School Board Meeting: Tuesday, August 1, 2017, 5:30 p.m., Board Room, School Administration Building

M. Adjournment

The meeting adjourned at 7:35 p.m.

Michael J. Nilles, Chairman

Wendie L. Sullivan, Clerk

(SCHOOL BOARD DOCUMENT FILES ARE LOCATED IN THE DEPARTMENT FOR FINANCE AT THE SCHOOL ADMINISTRATION BUILDING.)