

**Lynchburg City School Board
Regular Meeting
August 4, 2015**

**BOARD
MEMBERS
PRESENT:**

Mary Ann Hoss, Chairman
J. Marie Waller, Vice Chairman
Sharon Y. Carter
James E. Coleman
Regina T. Dolan-Sewell
Michael J. Nilles
Derek L. Polley
Katie K. Snyder

**BOARD
MEMBERS
ABSENT:**

Jennifer R. Poore

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, 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
Jason J. Ferguson, Director for Transportation
Steven L. Gatzke, Director for Facilities
Marie F. Gee, Director for Personnel
Ethel E. Reeves, Director for Engagement, Equity, and Opportunity
Michael K. Rudder, Director of School Improvement and Grants
Marianne Turner, Director for Students Services
Wyllys D. VanDerwerker, Director for Exceptional Learners
Maria T. Jaeger, Supervisor for Math and Science
Dixie B. Sears, Supervisor for English, Libraries, and Foreign Language
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Katrina Dix, *The News & Advance*

**Agenda
Items:**

- A-1. Public Comments
- B-1. Statistical Data Regarding Graduates and Post-Secondary Education: Heritage High School and E. C. Glass High School
- C. Consent Agenda
- D. Unfinished Business
- E-1. School Board Finance Committee
- E-2. School Board Policy 4-46: Monies in School Building
- E-3. Lynchburg City School Board Policy Updates
- E-4. Administrative Regulation IICB-RIICC-R Guidelines for Community Resource Persons/School Volunteers
- F. Superintendent's Comments
- G. Board Comments
- H. Informational Items
- I. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:31 p.m. in the Board Room at the School Administration Building. Ms. Hoss opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mrs. Snyder, the school board added an addendum to item C-2. Personnel Report.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Snyder

No Votes: None

**Lynchburg City School Board – Regular Meeting
August 4, 2015
Page Two**

Abstentions: None

A-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.

There were no individuals who wished to speak before the school board.

B-1. Statistical Data Regarding Graduates and Post-Secondary Education: Heritage High School and E. C. Glass High School

Mr. Timothy T. Beatty, principal at Heritage High School and Dr. Tracy S. Richardson, principal at E. C. Glass High School, provided the school board with statistical data relative to graduation and college admissions for the class of 2015.

C. Consent Agenda

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Dr. Coleman, the school board approved the school board meeting minutes of July 21, 2015 (Regular Meeting), and the personnel report and addendum for the period July 21 – August 4, 2015.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2015, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

D. Unfinished Business

None

E-1. School Board Finance Committee

In an effort to keep school board members more informed about the school division's operating budget, the school board formed and approved a finance committee. Membership is determined by the school board chairman and includes the superintendent, the chief financial officer, and three school board members. Membership also includes the chairman and an alternate school board member, but they serve as ex-officio members. The committee meets quarterly or as needed at noon at the School Administration Building. Specific dates will be determined.

This committee assumed the responsibilities of the school division's Internal Audit Committee. That committee's purpose was to review reports from the Office of Internal Audit and to make suggestions for areas to be audited. Further, internal audits assisted officials and management in carrying out their responsibilities by appraising the effectiveness, efficiency, and accurateness of activities and programs.

Proposed membership for the committee includes:

Michael J. Nilles
Derek L. Polley
James E. Coleman
Katie K. Snyder (Alternate)

These members will serve from August 4, 2015 – June 30, 2016.

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Waller, the school board approved the membership of the School Board Finance Committee for the period August 4, 2015 – June 30, 2016.

Yes Votes: Ms. Hoss, Ms. Waller, Ms. Carter, Dr. Coleman, Dr. Dolan-Sewell, Dr. Nilles, Mr. Polley, Ms. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2015, EXHIBIT "B," FOR A COPY OF THE SUPPORTING DOCUMENTS.)

E-2. School Board Policy 4-46: Monies in School Building

The school administration proposed revisions to School Board Policy 4-46: Monies in School Building for school board consideration. The policy was changed to allow for more funds to be kept at schools overnight so that deposits would not have to be made or small amounts of money on a daily basis. Mr. Copeland also recommended to the school board that the last sentence be stricken from the policy.

This item will be considered as a consent agenda item at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2015, EXHIBIT “C,” FOR A COPY OF SCHOOL BOARD POLICY 4-46: MONIES IN SCHOOL BUILDING.)

E-3. Lynchburg City School Board Policy Updates

The Virginia School Boards Association (VSBA) recently released updates to several of the policies listed below which have been reviewed by legal counsel and reflect the latest changes in state and federal laws and regulations. Policy GAD Access to Employee Social Media Accounts is a brand new VSBA policy which went into effect July 1, 2015. Regulation JJAC-R Return to Learn Protocol was developed by the Lynchburg City Schools’ Concussion Management Team following Virginia Board of Education guidelines. A few policies were revised for editorial reasons or to correct technical errors. These policy revisions from the VSBA May 2015 update appear as attachments to the agenda report.

BBBB	Student Representative to the School Board	BDDD	Quorum
BBBC	Board Member Oath of Office	CM	School Division Annual Report
BBFA	Conflict of Interests and Disclosure of Economic Interests	GAD	Access to Employee Social Media Accounts (<i>new</i>)
BCC	School Board Clerk	JJAC	Student-Athlete Concussions during Extracurricular Activities
BCG	School Attorney	JJAC-R	Return to Learn Protocol
BDC	Closed Meetings		
BDDE	Rules of Order		
BFE (also CHD)	Administration in Policy Absence		
CHD (also BFE)	Administration in Policy Absence		

The school board discussed the possibility of including a summary or introductory paragraph for lengthy policies and regulations to help school board and community members understand what the policy is about. Ms. Hoss and Ms. Waller will meet with the deputy city attorney to discuss this matter and provide information regarding that meeting to school board members.

This item will be considered as a consent agenda item at the next school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2015, EXHIBIT “D,” FOR A COPY OF THE POLICIES AND REGULATIONS.)

E-4. Administrative Regulation IICB-RIIC-R Guidelines for Community Resource Persons/School Volunteers

Administrative Regulation IICB-R/IIC-R Guidelines for Community Resource Persons/School Volunteers provides clear parameters for volunteering in Lynchburg City Schools.

School board members had questions about how this would affect volunteers who have a felony charge that occurred many years ago and who have received no criminal charges since that time. Ms. Hoss and Ms. Waller will discuss this topic with the deputy city attorney and report back to the school board.

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

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF AUGUST 4, 2015, EXHIBIT “E,” FOR A COPY OF ADMINISTRATIVE REGULATION IICB-RIIC-R GUIDELINES FOR COMMUNITY RESOURCE PERSONS/SCHOOL VOLUNTEERS.)

F. Superintendent’s Comments

Dr. Brabrand announced that the New Teacher Orientation and Breakfast will occur on Monday at 8:00 a.m. at Sandusky Middle School.

Dr. Brabrand announced that he and several school administrators attended the Excellence through Equity conference in Midlothian, Virginia last week.

The convocation’s theme this year will be *Defining Reality and Offering Hope*. The convocation will occur on August 10, 2015, at 8:00 a.m. in the Civic Auditorium at E. C. Glass High School.

**Lynchburg City School Board – Regular Meeting
August 4, 2015
Page Four**

The Fill the Bus event will occur this Saturday at the WalMarts located on Old Forest Road and Wards Road.

G. Board Comments

Dr. Dolan-Sewell gave a report of the recent STEM Academy board meeting.

Mr. Polley acknowledged Frisco Sandidge, former Heritage High School basketball player, for his efforts to collect and distribute shoes to student in need. This event occurred at the Jubilee Family Development Center.

Dr. Coleman attended a conference on preventing child hunger in Waynesboro, Virginia, where Eddie Oliver, assistant to the First Lady of Virginia, praised Dr. Brabrand for his participation in the Community Eligibility Provision.

Ms. Hoss announced that the school board would receive a list of retreat topics with the *Friday Memo*. School board members should rate the topics and return them to Mrs. Sullivan by Tuesday of next week.

H. Informational Items

Next School Board Meeting: Tuesday, August 18, 2015, 5:30 p.m., Board Room, School Administration Building

I. Adjournment

The meeting adjourned at 6:55 p.m.

Mary Ann Hoss, Chairman

Wendie L. Sullivan, Clerk

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