

**Lynchburg City School Board
Regular Meeting
November 15, 2016**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Vice Chairman
Sharon Y. Carter
James E. Coleman
Charleta F. Mason
Susan D. Morrison
Derek L. Polley
Katie K. Snyder
Indya M. Page, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

Michael J. Nilles, Chairman
Sidney M. Marshall, Student Representative, E. C. Glass High School

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration
John C. McClain, Assistant Superintendent of Student Learning and Success
Anthony E. Beckles, Sr., Chief Financial Officer
LaTonya D. Brown, Director for Student Support, Behavior, and Alternative Education
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 and Maintenance
Marie F. Gee, Director for Personnel
Ethel E. Reeves, Director for Engagement, Equity, and Opportunity
Michael K. Rudder, Director for School Improvement
Wyllys D. VanDerwerker, Director for Exceptional Learners
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Josh Moody, *The News & Advance*

**Agenda
Items:**

- A. Opening Comments
- B. Consent Agenda
- C. Student Representative Comments
- D. School Board Committee Reports
- E. Unfinished Business
- F-1. Special Education Advisory Committee: 2016-17 Report
- F-2. Employee Demographics Report
- F-3. Request for Reallocation of Budget
- F-4. Capital Improvement Plan: Paul Laurence Dunbar Middle School for Innovation
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Dr. Dolan-Sewell opened the meeting and asked those in attendance to rise and recite *The Pledge of Allegiance*.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board added an addendum to item B-2. Personnel Report.

Yes Votes: Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Mrs. Snyder

No Votes: None

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.

Mr. Robert Flood offered comments about the inability of ex-offenders to be volunteers in the school division.

Mr. Gerard G. Hudson offered comments about the inability of ex-offenders to be volunteers in the school division.

Mr. Karl Loos represented the Lynchburg Education Association and offered comments about employee compensation.

B. Consent Agenda

Upon MOTION by Mrs. Snyder, SECONDED by Ms. Carter, the school board approved the school board meeting minutes of November 1, 2016 (Joint Session); November 3, 2016 (Regular Meeting); and November 3, 2016 (School Board Retreat); and the personnel report and addendum for the period November 3 – 15, 2016.

Yes Votes: Dr. Dolan-Sewell, Ms. Carter, Dr. Coleman, Ms. Mason, Mrs. Morrison, Mr. Polley, Mrs. Snyder

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 15, 2016, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

C. Student Representative Comments

Ms. Indya M. Page, student representative for Heritage High School, provided comments about the events and activities occurring at her school.

D. School Board Committee Reports

Dr. Coleman requested that the Equity Task Force receive a briefing of discussions that occurred between the Lynchburg City Council and school board members during the recent joint session.

Dr. Dolan-Sewell announced that the XLR8 STEM Academy board met and that additional slots might be added for students. A new cyber security program is being developed, and this will create additional opportunities for students to apply.

E. Unfinished Business

None

F-1. Special Education Advisory Committee: 2016-17 Report

State regulations governing the education of students with disabilities outline the role of your Local Special Education Advisory Committee (SEAC) including their annual responsibility to advise the school division of the needs in the education of students with disabilities. In addition, this advisory committee also provide an opportunity for parents and interested community members to have a voice in the way school division provide services to students with disabilities.

Ms. Sydney Gunn and Renee Maca, co-chairs of the SEAC, provided the school board with recommendations for the 2016-17 school year. Those recommendations are as follows:

- continue to implement and develop inclusive practices for all learners;
- provide professional development for special education teachers in the areas of dyslexia, behavior, and assistive technology;
- develop case manager and special education leads responsibilities and expectations documents and distribute them to the staff as clarity documents;
- determine if there is a need for a special education program where students with mild disabilities receive an additional year of Early Childhood Special Education experience before entering Kindergarten;
- conduct a review of transportation data related to the time students with disabilities (enrolled in division-wide programs) spend on the bus in comparison to the time students without disabilities spend on the bus as they travel to programs such as the schools for innovation; and
- conduct a review of all division-wide programs, including projected enrollment, to determine the possibility of educating students with disabilities in their home schools so students can attend school with their zoned, non-disabled peers,

with an emphasis on middle school students.

The SEAC is very appreciative of the various programs and opportunities afforded to students with disabilities. Members of this advisory committee also appreciated the opportunity to present these recommendations to the school board.

F-2. Employee Demographics Report

The Lynchburg City Schools employs highly qualified teachers and staff who work to support the students in our community in a variety of ways. Teachers and instructional assistants are hired to provide instructional activities and educational programs that will give students the skills and the knowledge to lead them to graduation. Personnel such as bus drivers, custodians, and health assistants are just a few of the employees that offer the day-to-day support that is critical to the operations of the school division. In order to recruit and retain those individuals, the school administration has recommended pay increases and adjusted compensation for specific employee groups. Further, professional development activities for teachers have increased, and leadership institutes have been created for those who wish to become leaders in the school division.

During this presentation, the school administration provided the school board with information about recruitment, retention, and demographics for the school division’s employees.

F-3. Request for Reallocation of Budget

The school administration has recognized a need to reallocate funds to various salary and operating accounts throughout the school division. Funds to:

• Personnel reallocations (see details below)	\$824,967
• Operation and Administration reallocations (see details below)	\$366,860
• Instruction reallocations	\$142,900
Total reallocation requests	<u>\$1,334,727</u> =====

Given school board approval, the funds to purchase or make adjustments to existing budgets will come from available salary accounts within the existing operating budget.

Various Salaries accounts	<u>\$1,334,727</u> =====
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The school administration requests these budget adjustments be approved for the 2016-17 school year in order to fund these adjustments or purchases.

PERSONNEL REALLOCATION DETAILS

Fund State portion of the 2% salary increase effective January 1, 2017	\$360,828
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Hiring of SPED Instructional Staff

Due to the unexpected enrollment of new students to the SPED Program with IEPs the staff positions listed below were needed to comply with the student’s IEP. All of the amounts listed includes salary and benefits.

Funding to hire .6 FTE BCBA	\$14,600	
Hiring of .5 FTE SPED Functional Skills teachers at HHS	\$31,040	
Hiring of 1 FTE SPED Functional Skills teachers at ECG (Net costs because \$51,272 of the full cost of \$92,290 will be billed to Campbell County Public Schools)	\$41,018	
Hiring of 1 FTE ED Interpreter III at RS Payne	\$49,775	
Hiring of a SPED IA for Hutcherson, salary plus benefits	\$18,894	
Hiring of a SPED teacher for Hutcherson, salary plus benefits	\$68,000	
Hire one (1) SPED IA for Bedford Hills Elementary school	\$16,534	
Hiring of a SPED teacher to cover IEP required services during maternity leave - BHE	<u>\$33,750</u>	
		\$273,611

Hiring of Instructional Staff

Funds to hire .5 FTE CTE teacher for nursing program	\$ 3,317
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Additional salary for LPD instructor	\$ 10,401	
Funds to pay Career & Care Instructional Assistants	\$ 10,000	
Increase in extra period teaching stipend (\$6460- \$5000) \$1460 x 6 plus three additional stipend beyond the budget of three -\$15,000	\$ 28,140	
Hire two (2) Alternative Education teachers (\$55,000)	\$118,750	
Hire one (1) IA for Sheffield Elementary (\$19,000)	<u>\$ 19,920</u>	
		<u>\$190,528</u>

Total Personnel Reallocation Requests **\$824,967**
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OPERATIONS AND ADMINISTRATIONS DETAILS

Purchase of a bus lift for Transportation	\$150,000
Increase legal fees budget in Administration	\$ 70,000
Increase VRS group insurance budget to cover the increase in VRS group insurance rate	\$ 64,860
Purchase of condenser unit for R.S. Payne	\$ 48,000
Increase in purchase services budget to pay the security deposit (\$4,000) and annual rent (\$30,000) for the Empowerment Academy	\$ 34,000

Total Operations and Administration Reallocation Requests **\$366,860**
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INSTRUCTION

Increase Material and Supplies budget at the schools	\$ 35,800
Increase professional development budget to for equity training, PBIS and additional workshops required by VDOE	\$ 30,000
Purchase of saxophones for school bands	\$ 30,000
cover the increase cost of AP Testing (\$10,600), expanded use of Work Keys (\$8,700) and WIDA-new online tests (\$6,500)	\$ 25,800
Purchase of postage stamps for all schools	\$ 10,800
Funds to cover the cost of PSAT tests at ECG and HHS	\$ 8,000
Increase budget for counseling services for students	\$ 2,500

Total Instruction Reallocation Requests **\$142,900**
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This item will be considered as a consent agenda item at the next school board meeting.

F-4. Capital Improvement Plan: Paul Laurence Dunbar Middle School for Innovation

The capital improvement plan includes \$130,000 in construction funding for replacement of the windows at Paul Laurence Dunbar Middle School for Innovation. The city of Lynchburg Office of Procurement and Purchasing has received bids on the project.

A total of three bids for the Dunbar window replacement project was received. The school administration recommends Appomattox Glass based on their base bid of \$179,690, which was the lowest bid and the alternate bid of \$76,210. Additional funding required for the project will be transferred by the CIP contingency account.

BIDDER	Appomattox Glass	Mid-Atlantic Glass	HomeRite
BASE BID	\$179,690	\$262,000	\$278,000
ALTERNATE	\$76,210	\$68,600	\$115,000

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

G. Superintendent's Comments

Dr. Brabrand will be speaking before the State Board of Education regarding the labeling used to identify schools that have been denied accreditation. He is also presenting the school division's PBIS program during the VSBA Annual Convention that day.

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The Annual Partners in Education Breakfast will occur on November 22, 2016, at 7:30 a.m. at Lynchburg College.

The culture survey will be conducted November 21 through December 9. This survey will be available to students, staff, and parents.

Internet Safety Training will occur on December 1, 2016, at the Lynchburg Public Library.

The 2017-18 School Calendar will be presented to the school board at its next meeting.

H. Board Comments

Dr. Dolan-Sewell read the following statement on behalf of Dr. Nilles: *“Our political climate is highly polarized and has been for a long time. Recent election results brought a surge of emotions on both sides. Controversial comments were posted on line. Ms. Poore recognizing that service on the board is incompatible with her desire to speak out chose to resign.*

“During her time on the school board, she was a sincere and committed advocate for public education in the city of Lynchburg, and I appreciate her desire to do what’s best for the school division.”

Ms. Carter announced that she had attend the Anne Spencer Poetry Contest. There were so many talented students who participated in this contest. She also attended the open house for the Central Virginia Governor’s School for Science and Technology. In addition, Ms. Carter offered comments about Ms. Poore as a champion for students of all backgrounds and that Ms. Poore took her position as a school board member to heart and did an outstanding job.

Mr. Polley had the opportunity to meet with Dr. Kafele last week during his visit to Lynchburg. He also toured Heritage High School today with Senator Newman as part of “Take Your Legislator to School” week. Mr. Polley shared comments about Ms. Poore, as well. He noted that she is very passionate about the students who attend Lynchburg City Schools, and he appreciated her mentorship as a new board member.

Dr. Coleman shared comments about Ms. Poore, who he stated, is one of the most intelligent individuals he has met. “She can take a thought and make anyone understand it. She will be deeply missed by this board and the community.”

Mrs. Snyder provided comments about an event that occurred at Thomas C. Miller Elementary School for Innovation which was well attended by members of the community. Mrs. Snyder also provided comments about Ms. Poore stating that she would be greatly missed and that she is an advocate for many individuals. “Ms. Poore spoke for many of us when we didn’t know what to say.”

Dr. Dolan-Sewell read the following statement: *“Jenny Poore, a champion crusader for public education in the city of Lynchburg has worked diligently as a member of the Lynchburg City School Board for a total of five and one-half years. Her manner in dealing with people and issues related to her School Board work earned her favor as a caring and compassionate individual who devoted herself to the service of Lynchburg City Schools. Ms. Poore has been an able spokesperson and supporter of educational causes. She has been encouraging to students and their families. Ms. Poore, a graduate of Heritage High School, was knowledgeable of the challenges that many students, parents, teachers, and staff members encounter. Throughout her service, she was sensitive to the educational needs of ALL students and championed new and creative approaches to education.*

“While on the school board, Ms. Poore served on the boards of the Governor’s School for Science and Technology and the LAUREL School. She also served on the School Health Advisory Board and the Equity Task Force. She contributed to the decisions and approvals for a new Heritage High School, the hiring of a new superintendent, several budgets in support of staff compensation and student achievements, and a new division-wide Comprehensive Plan. She also contributed to the implementation of new programs, including a new one-to-one technology initiative and the beginning of a process of updating teacher pay scales. Most recently, she passionately supported the development of the Empowerment Academy credit recovery program to help improve the LCS graduation rate.

“Jenny Poore, a person of integrity, by effort and by example, made valuable and far-reaching contributions to public education in Lynchburg, Virginia. And for this I thank her.”

I. Informational Items

Next School Board Meeting: Tuesday, December 6, 2016, 5:30 p.m., Board Room, School Administration Building.

J. Adjournment

The meeting adjourned at 7:43 p.m.

Regina T. Dolan-Sewell, Vice Chairman

Wendie L. Sullivan, Clerk

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