

**Lynchburg City School Board
Annual Organizational Meeting
July 15, 2014**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Chairman
Mary Ann Hoss, Vice Chairman
James E. Coleman
Michael J. Nilles
Jennifer R. Poore
Katie K. Snyder
J. Marie Waller
Thomas H. Webb
Charles B. White

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
John C. McClain, Assistant Superintendent of Curriculum and Instruction
Ben W. Copeland, Assistant Superintendent of Operations and Administration
Anthony E. Beckles, Sr., Chief Financial Officer
April M. Bruce, Director of Testing, Gifted, and Guidance
Jason J. Ferguson, Director of Transportation
Steven L. Gatzke, Director of Facilities
Marie F. Gee, Director of Personnel
Marianne Turner, Director of Student Services
Michael K. Rudder, Director of School Improvement
Wyllys D. VanDerwerker, Director of Special Education
Brian S. Wray, Director of K-12 Instruction
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda
Items:**

- A-1. Election of Chairman of the School Board: 2014-15
- A-2. Election of the Vice chairman of the School Board: 2014-15
- A-3. Appointment of the Clerk and Deputy Clerk: 2014-15
- A-4. Appointment of the Agent and Deputy Agent: 2014-15
- A-5. Appointment of the Designee of the Division Superintendent: 2014-15
- A-6. Meeting Time, Dates, and Location for School Board Meetings
- A-7. Election of School Board Representative: LAUREL School Board
- A-8. Election of School Board Representative: Central Virginia Governor's School for Science and Technology
- A-9. Election of School Board Representative: Governor's Regional XLR8 STEM Academy
- B-1. Public Comments
- C-1. Barbara Hutcherson Parks Pre-School Book Initiative
- C-2. Lynchburg City Schools Education Foundation, Inc.: Update
- D-1. Finance Report
- E. Consent Agenda
- F. Unfinished Business
- G-1. Universal Free Breakfast Program
- G-2. School Nutrition Program: Meal Prices
- G-3. No Child Left Behind Act Waiver: Public School Choice
- G-4. Policy JJAC Student-Athlete Concussions During Extra-Curricular Activities
- G-5. Policy IIBEA GAB Acceptable Computer System Use
- H. Superintendent's Comments
- I. Board Comments
- J. Informational Items
- K. Adjournment

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The Lynchburg City School Board met for its reorganization at 5:30 p.m. in the Board Room at the School Administration Building. Dr. Brabrand opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*. The floor was then given to the clerk to begin proceedings for nominations for chairman of the school board.

A-1. Election of Chairman of the School Board: 2014-15

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2014-15 school year. The process of reorganization begins with the election of the chairman of the school board for 2014-15.

Mr. White nominated Dr. Dolan-Sewell for chairman of the school board for the 2014-15 school year, seconded by Ms. Snyder. There were no further nominations.

Upon MOTION by Mr. Webb, SECONDED by Mr. White, nominations for chairman of the school board were closed.

Upon MOTION by Mr. White, SECONDED by Mrs. Snyder, the school board elected Dr. Regina T. Dolan-Sewell as chairman of the school for board the 2014-15 school year in accordance with Section 22.1-76 of the Code of Virginia.

Yes Votes: Dr. Dolan-Sewell, Dr. Coleman, Ms. Hoss, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-2. Election of the Vice Chairman of the School Board: 2014-15

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2014-15 school year. The process of reorganization requires the election of the vice chairman of the school board for 2014-15.

Ms. Poore nominated Ms. Hoss for vice chairman of the school board for the 2013-14 school year, seconded by Mr. Webb. There were no further nominations.

Upon MOTION by Mr. Webb, SECONDED by Ms. Poore, nominations for vice chairman of the school board were closed.

Upon MOTION by Mr. White, SECONDED by Ms. Poore, Ms. Mary Ann Hoss was elected vice chairman of the school board for the 2014-15 school year in accordance with Section 22.1-76 of the Code of Virginia.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-3. Appointment of the Clerk and Deputy Clerk: 2014-15

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2014-15 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 Ms. Poore, SECONDED by Ms. Waller, 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 2014-15 school year.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-4. Appointment of the Agent and Deputy Agent: 2014-15

In accordance with Section 22.1-122 (B) of the Code of Virginia, it is necessary that the school board reorganize for the 2014-15 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 Ms. Hoss, SECONDED by Ms. Poore, 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 2014-15 school year.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 15, 2014, EXHIBIT "A," FOR A COPY OF THE CODE OF VIRGINIA §22.1-122.)

A-5. Appointment of the Designee of the Division Superintendent: 2014-15

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2014-15 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 Ben W. Copeland, assistant superintendent of operations and administration, as the designee.

Upon MOTION by Mr. Webb, SECONDED by Ms. Poore, the school board appointed Mr. Ben W. Copeland as designee of the division superintendent for the 2014-15 school year.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-6. Dates, Meeting Time, and Location for the School Board Meetings: 2014-15

Annually, the school board establishes the meeting dates, time, and location for the regular school board meetings. During the 2013-14 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 2014-15 will follow the 2012-13 schedule.

The school board discussed conducting regular business meetings for April on the second and fourth Tuesdays to avoid a meeting during spring break.

Upon MOTION by Mr. White, SECONDED by Mrs. Snyder, the school board established the meeting dates as the first and third Tuesday of each month with the exceptions of April 14, 2015, and April 28, 2015, and established the meeting time at 5:30 p.m. in the Board Room at the School Administration Building.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-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 Dr. Dolan-Sewell, SECONDED by Ms. Hoss, the school board elected Ms. J. Marie Waller to represent the Lynchburg City School Board on the LAUREL School Board, and Ms. Jennifer R. Poore, as alternate representative.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-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 Dr. Dolan-Sewell, SECONDED by Ms. Hoss, the school board elected Mr. Thomas H. Webb to represent the Lynchburg City School Board on the Central Virginia Governor's School Board, and Ms. Mary Ann Hoss as alternate representative.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

A-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. Dolan-Sewell, SECONDED by Ms. Hoss, the school board elected Dr. Michael J. Nilles to represent the Lynchburg City School Board on the Governor's Regional XLR8 STEM Academy, and Mr. Charles B. White as alternate representative.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

Upon MOTION by Ms. Poore, SECONDED by Mrs. Snyder, the school board added an addendum to the personnel report and removed item F-1. Policy FFA Naming Rights from its meeting agenda.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

B-1. Public Comments

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.

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

C-1. Barbara Hutcherson Parks Pre-School Book Initiative

Barbara Hutcherson Parks served the Lynchburg City Schools for more than 50 years in a variety of roles educating students in the Lynchburg City Schools. As the coordinator of the Parent Resource Center, she was an advocate of early childhood learning ensuring that materials were readily available to pre-school students and their parents.

To commemorate Mrs. Parks' service to the education of students in Lynchburg, her family is proposing the Barbara Hutcherson Parks Pre-School Book Initiative. Dr. Patricia H. Dillard, Mrs. Parks' sister, provided additional information about the initiative during this presentation. While this program will begin with students in the pre-kindergarten program at the Carl B. Hutcherson Building, it will be expanded to all pre-kindergarten students once the program is established. Each student entering pre-kindergarten this fall will be given a book, and then at certain times throughout the year, students will have the opportunity to exchange their book for a new one. At the end of the year, students will be allowed to take a book home to read over the summer. There will be no cost to the school division for this program as all books will be provided through donations.

C-2. 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 information included the following:

The LCS Education Foundation was founded in 1985 with the primary mission to encourage innovation in the classroom and to raise public funds above and beyond public revenues. The Foundation's mission is 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. During the 2013-2014 school year, the LCS Education Foundation

- Awarded 47 Classroom Innovation Grants totaling \$73,053 bringing the grant total since the start of this program to more than \$481,000. Funding for these grants came from individual donors as well as 49 corporate sponsors, including 9 new sponsors.
 - In addition to the standard Classroom Innovation Grant program which awards grants between \$500 and \$2000, the Foundation offered Master Classroom Innovation Grants for the first time this year and awarded three of these grants with funding up to \$5000 each.
 - The Annual Classroom Innovation Grants Reception was held at EC Glass High School on Wednesday May 7th to recognize grant recipients, showcase their projects, and thank grant supporters. Teachers, sponsors, principals, school administrators, school board members, and Foundation Trustees were invited to see the impressive projects developed with these funds. Several of this year's projects received special local, regional, or statewide recognition, including the 'Lunch Bunch Reading Club' at Perrymont Elementary School which was selected for the Virginia School Board Association's Showcase for Success and one of the 'Stock Market Game' teams placed 3rd in the Virginia Stock Market Game.
 - The grants reception was once again catered by the culinary arts students at EC Glass High School which provided another platform for the division to showcase one of the many wonderful career tech programs.
- The **Tools4Schools** Warehouse continues to grow. Additional sponsored funding was received this past year allowing the Foundation to leverage \$8,547 into \$86,039 worth of materials for teachers and students. Material donations were also received from various supply drives, individuals, businesses and organizations. Further, Tracy Baker who diligently volunteers at the warehouse and is committed to making resources at the warehouse more accessible to a greater number of teachers. Ms. Baker has developed an online ordering system so teachers do not have to leave the classroom to get the supplies they need. Several times throughout the school year, Ms. Baker creates an inventory, issues it electronically to all teachers, and fills orders as they are submitted. The Warehouse staff has agreed to deliver these supplies to the schools as they make their usual runs. This is making supplies at the warehouse more accessible to more teachers. During the 2013-2014 school year, 845 orders were completed.
- In March, our 8th Annual 'Breakfast with the Superintendent' was held at Lynchburg College with an audience of 425 business and community leaders. Dr. Brabrand was the featured speaker and his keynote address was entitled 'LCS 2020: Trends That Will Focus Our Future.' Attendees enjoyed a patriotic start to the event with the Presentation of Colors by the E. C. Glass High School Air Force Junior R.O.T.C. and an outstanding rendition of the National Anthem by the Heritage High School New Heritage Singers. The start to this program was so impressive that The Babcock & Wilcox Company invited these two groups to participate in the opening services of the General Manager's extended staff meeting in April.

Dr. Brabrand followed with a dynamic and informative keynote address as to how the school division is preparing for the future of education centered around the 4Cs. Through Communication (LCS One, student information systems, assessment tools, and promotion of foreign languages,) Collaboration (expansion of career prep and new classroom models for improved student cross disciplinary independence or team work,) Creativity (arts, athletics, and increased student involvement,) and Critical Thinking (STEM opportunities, preschool play groups and expanded gifted education.)

- On Sunday, May 4th, the Foundation hosted its 10th annual Senior Honors Recognition program. This event provides an opportunity to recognize the top 15 graduating seniors from each high school. Erik Nygaard, a

- graduate of Lynchburg City Schools and an engineer with The Babcock & Wilcox Company who has chosen to return to the area and make Lynchburg his home, served as keynote speaker. The program was sponsored by Lynchburg's seven area colleges.
- The Education Foundation awarded \$37,500 in scholarships to graduating seniors thanks to the ongoing support of Technical Management Resources, Belvac Production Machinery, and the Greater Lynchburg Community Trust, this year through the Ron & Mary Jane Dolan Fund. This scholarship program also benefited tremendously with three new scholarship sponsors this year: The Lester Group awarded two \$500 scholarships to students who achieved excellence in scholarship and community service. 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 we are very proud to be serving 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, and enter, a science-related field.
- The Education Foundation also bridged the gap for students with financial hardships registered in Dual Enrollment Classes.
- The Foundation continues to work as advocates for the Lynchburg City Schools. The Foundation helped to fund marketing for 'Get to Know Your Schools,' an open house event showcasing our schools across the division that was held during National Education Week in November of 2013.
- 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 business community and committed citizens to speak to city council of the importance of public education in our community.
- In February, The LCS Education Foundation, Partners in Education, Step with Links, Beacon of Hope, and the LCS/CVCC grant writer, along with LCS administrators, met to explore additional opportunities to work together and maximize effectiveness of assistance to Lynchburg City Schools.
- The Lynchburg City Schools Education Foundation was very fortunate to partner with the Lynchburg Economic Development Authority to bring NASA's Aerospace Education Services Project's (AESP) STEM training to Lynchburg City School teachers for professional development credit and free of charge to the teachers. Training was held at Sandusky Middle School on August 5th and 6th, 2013 with an additional session on integrating STEM into Spanish for both Spanish teachers and English Language Learning Teachers on August 7th. Training was both in-person and virtual. There were 53 LCS elementary and secondary teachers who attended, and the courses ranged from exploring our Solar System, to weather, to Newton's laws on force and energy, to how to gather NASA data. We are very happy that NASA will be returning to LCS again this year for two more days of professional development on August 4th and 5th.

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, the Foundation served as the fiscal agent for Sandusky Middle School to receive special event grants from Kohls. Further, the Foundation announced the newly established James K Candler Opportunity Fund. **Jim Candler** was a true civic leader who worked quietly, compassionately, and generously throughout his life to improve the lives of so many in the Greater Lynchburg area. The Lynchburg City Schools and the Lynchburg City Schools Education Foundation, Inc. were fortunate to benefit from Jim's dedicated service. As a stalwart of public education, Jim's leadership on the Lynchburg City School Board for nine years and his service as a trustee of the Lynchburg City Schools Education Foundation for almost 20 years helped to define public education in Lynchburg today. We are truly appreciative of Jim's commitment. The **James K. Candler Opportunity Fund** will provide financial assistance to 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 and all scholarship awards will be determined by a **disbursement committee**. With over 60 percent of LCS students on free or reduced lunch, this support has been identified as a very high priority by the Lynchburg City Schools Superintendent. Mr. Candler worked to ensure equal access for all and we are honored to build this legacy in his memory.

Finally, as reported at the May school board meeting, the LCS Education Foundation worked with the City of Lynchburg and the Lynchburg Economic Development Authority (LEDA) to design a new incentive program to attract great new educators to the city's schools in response for support by the superintendent. LEDA will provide up to \$8,000 in a housing stipend for math and science teachers who commit to a three year agreement to teach in the City's schools for grades 6 through 12. These two subject areas have been identified in the Virginia Department of Education's 2013-2014 list of Commonwealth of Virginia Critical Shortage Teaching Endorsement Areas and have been identified as particular need areas by the Lynchburg City Schools. Eligible teachers can apply for this incentive with confirmation by LCS of employment in good standing. LEDA has committed \$25,000 annually to this program.

D-1. Finance Report

The school administration, in accordance with the 2013-14 school's operating budget, authorized, approved, and processed the necessary payments through June 30, 2014 (unaudited). The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through June 30, 2014 for the operating fund.

| | |
|-------------------------------|----------------------|
| Total Operating Fund Budget | \$84,249,418.00 |
| Restricted Donations Received | \$ 100.00 |
| Prior Year Encumbrances | \$ 36,798.29 |
| Fund Balance Return | \$ <u>507,487.00</u> |
| Adjusted Budget | \$84,793,803.29 |

Through June 30, 2014

| | |
|-------------------------|------------------|
| Actual Revenue Received | \$ 84,421,992.82 |
| Actual Expenditures | \$ 83,170,369.51 |
| Actual Encumbered | \$ 1,351,617.93 |

| | |
|--|--------|
| Percent of Budget Received | 99.56% |
| Percent of Budget Used, excluding encumbrances | 98.07% |

As of 06/30/14 – 12 months 100.00%

The revenue and expenditure reports detailed the transactions recorded through June 30, 2014. All reports appeared as attachments to the agenda report.

Please note these are preliminary numbers only and do not reflect final year end amounts. At this time, total revenue is not reflected. The expenditure total is not finalized at this time as there are pending adjustments to be entered, such as the June purchasing card expenses, the adjustment to the health insurance expense (projected to be a decrease), adjusting for prepaid expenses, and the recording of transactions between the City and Schools and year end accruals.

Mr. Beckles noted that the financial audit will begin on August 25, 2014, and the student activity fund audit will begin on August 28, 2014.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 15, 2014, EXHIBIT "B," FOR A COPY OF THE FINANCE REPORT.)

E. Consent Agenda

Upon MOTION by Mr. White, SECONDED by Ms. Poore, the school board approved the school board meeting minutes of June 17, 2014 (Regular Meeting), and June 23, 2014 (Special Meeting), and the personnel report and addendum for the period June 17 – July 15, 2014.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 15, 2014, EXHIBIT "C," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

F. Unfinished Business

None

G-1. Universal Free Breakfast Program

It is well established that students who eat breakfast demonstrate increased attentiveness and attendance. Students who eat breakfast at school, closer to class and test-taking time, perform better on standardized tests than those who skip breakfast or eat breakfast at home. It has also been reported that when schools offer breakfast free to all students, there is a decrease in discipline and behavior problems, visits to school nurses, and tardiness. For all of these reasons, the school division's School Nutrition Program is committed to expanding and increasing breakfast participation for the 2014-15 school year.

For those schools that have a 70 percent free and reduced meal eligibility, the school administration proposes the implementation of a Universal Free Breakfast for the 2014-15 school year and will use Provision 2 regulation for claiming reimbursement for this plan. Provision 2 offers free breakfast to all students regardless of their eligibility. Claiming procedures for Provision 2 ensures that federal and state reimbursements continue to be paid in a manner that reflects the actual eligibility levels of participating students.

School Nutrition will also implement a variety of serving methods for breakfast: Grab & Go at various locations in the secondary schools and Breakfast in the Classroom for elementary schools. Because so few full price students currently participate in school breakfast, it is often viewed as only for students who receive free lunch, which creates a stigma. For this reason, many students who are eligible for a free lunch do not participate in the school breakfast program. We believe that Universal Free Breakfast in eligible schools, the use of Grab & Go Breakfast in various locations in secondary schools, and Breakfast in the Classroom in elementary schools will help eliminate or reduce this stigma. This means more students will be eating breakfast.

This plan will require commitment and engagement from all stakeholders – Administration, principals, teachers, and custodians. There will be challenges to address and overcome such as trash removal, pest prevention/control, and staff support - the first few days will likely be challenging. When all division personnel engage in this plan and put their full support behind it, breakfast participation will reach its fullest potential. The multiple benefits for our students certainly make this worth our efforts.

Note: Another special counting and claiming provision – Community Eligibility Provision - is available for all schools for the 2014-15 school year. This regulation is a key element of the Healthy, Hunger-Free Kids Act of 2010 and provides schools in low-income areas with an alternative approach for operating school meal programs. In lieu of collecting individual applications for free and reduced price meals, the CEP allows schools meeting the eligibility requirements to use information from other programs, including SNAP (Supplemental Nutrition Assistance Program) and TANF (Temporary Assistance Program for Needy Families) to determine the level of Federal funding for the school meal programs. Eligible schools are required to pay the difference between the level of financial resources allowed by law and the total cost of operating the programs. The CEP reduces the administrative burden for schools and allows them to offer **free meals to all children**.

We are now in the process of determining if the Community Eligibility Provision would be a viable option for Lynchburg City Schools. If it is determined that Lynchburg City Schools does meet the criteria for CEP, we will support the implementation of this section of the Healthy, Hunger Free Kids Act. We will provide the School Board with information relative to this piece of legislation as we work through the process.

It is unknown if all schools will participate in this program. There are also unknowns regarding arrival time for students and funding for this program. The school administration will continue to gather information about the Universal Free Breakfast Program and provide it to the school board.

G-2. School Nutrition Program: Meal Prices

In order to meet the requirements of the Healthy Hunger Free Kids Act (HHFKA) of 2010, school food authorities must continue to increase lunch prices to meet the difference between the current free reimbursement rate of \$3.16 and the paid reimbursement rate of \$0.42. Based on results from the completion of the “Paid Lunch Equity Tool,” a price increase is not mandatory for Lynchburg City Schools for the 2014-15 school year. This tool provides a weighted average price for paid meals served during the 2013-14 school year and calculates whether or not a price increase is necessary for the upcoming school year. This calculation allows schools to stay within required pricing as they continue to gradually raise prices over a period of years. The Paid Lunch Equity Tool appears as an attachment to this agenda report.

Relative to the ongoing implementation of the new meal pattern requirements for the 2013-14 school year under HHFKA, the school division is seeking an increase for student lunches in the amount of \$0.25 for the 2014-15 school year. This increase will help cover the additional costs incurred to meet the new menu regulations and ensures that the school division continues to move forward with full pricing compliance. With this increase, LCS meal prices remain close to ranges charged by neighboring counties:

| School Division | Proposed Meal Price for Elementary Student Lunch | Proposed Meal Price for Secondary Student Lunch |
|-------------------|--|---|
| Campbell County | 1.90 | 2.05 |
| Bedford County | 2.10 | 2.35 |
| Appomattox County | 1.65 | 1.90 |
| Amherst County | 2.00 | 2.20 |

Lynchburg City

2.25

2.45

For the 2014-15 school year, the school administration requests an increase to student meals as indicated below.

| Elementary | | Middle and High | | Reduced Price | |
|------------|-------|-----------------|-------|---------------|-------|
| Breakfast | Lunch | Breakfast | Lunch | Breakfast | Lunch |
| 1.15 | 2.25 | 1.25 | 2.45 | No Cost | .40 |

This item will be considered for action by the school board at the August 5, 2014, school board meeting.

G-3. No Child Left Behind Act Waiver: Public School Choice

On May 15, 2012, the school administration presented information to the school board about the Virginia Department of Education’s submission of a request to the United States Department of Education for waivers from certain requirements outlined in what was formerly known as the No Child Left Behind Act. The waiver request was approved which meant that schools in the Commonwealth of Virginia are no longer required to offer public school choice.

The school administration recommended that students currently participating in public school choice be allowed to complete their elementary program in the school of choice with the school division providing transportation at no charge. Upon completion of the elementary program, the student must attend the middle school for which the child’s resident is zoned. The school board approved the recommendation and asked that the school administration provide an update each year.

For the 2014-15 school year, approximately 53 students are expected to participate in public school choice. The anticipated cost will be approximately \$55,571 to transport these students to their school of choice. The school administration recommends that students who participate in public school choice for the 2014-15 school year be provided transportation at no charge as funding can be provided through the regular school operating budget.

Upon MOTION by Mr. Webb, SECONDED by Dr. Coleman, the school board approved transporting students who participate in public school choice at no cost for the 2014-15 school year.

Yes Votes: Dr. Dolan-Sewell, Ms. Hoss, Dr. Coleman, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

G-4. Policy JJAC Student-Athlete Concussions During Extra-Curricular Activities

The process of converting the Lynchburg City Schools’ (LCS) policies to the Virginia School Board Association (VSBA) format is ongoing process which has involved the conversion of entire sections of the LCS policy manual at a time. Periodically, updates to a VSBA policy are received that need to be immediately adopted as a LCS policy. Rather than delay until the entire section is converted, individual policies will be brought to the Board for conversion.

VSBA Policy JJAC – Student-Athlete Concussions During Extracurricular Activities was presented to the school board for discussion. Recent legislation regarding student-athlete concussions deems it necessary for revisions to the current policy. The school administration recommends that the school board adopt VSBA’s policy as it has been reviewed by legal counsel and is consistent with the current conversion process.

This item will be considered for action at the August 5, 2014, school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 15, 2014, EXHIBIT “D,” FOR A COPY OF POLICY JJAC STUDENT-ATHLETE CONCUSSIONS DURING EXTRA-CURRICULAR ACTIVITIES.)

G-5. Policy IIBEA/GAB Acceptable Computer System Use

The process of converting the Lynchburg City Schools’ (LCS) policies to the Virginia School Board Association (VSBA) format is ongoing process which has involved the conversion of entire sections of the LCS policy manual at a time. Periodically, updates to a VSBA policy are received that need to be immediately adopted as a LCS policy. Rather than delay until the entire section is converted, individual policies will be brought to the school board for consideration.

VSBA Policy IIBEA/GAB Acceptable Computer System Use, Regulation IIBEA-R/GAB-R Acceptable Computer System Use, and Exhibit IIBEA-E Sample Letter to Parents and Acceptable Computer System Use Agreement was presented to the school board for discussion this evening. This will replace existing School Board Policy 6-48: Acceptable Use Policy (AUP).

The school board will consider this item for action at the school board meeting on August 5, 2014.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 15, 2014, EXHIBIT “E,” FOR A COPY OF POLICY IIBEA/GAB ACCEPTABLE COMPUTER SYSTEM USE.)

H. Superintendent's Comments

Dr. Brabrand welcomed Dr. Coleman to the school board.

Dr. Brabrand announced that this is the first day of school for William Marvin Bass Elementary School. He visited with students, teachers, and the new principal, Mrs. Monica H. Henson, at the school today.

Infinite Campus, the new student information system, has been implemented at Bass and will be implemented at the other schools when they open for the new school year in August. This software will provide greater flexibility of communication between parents and teachers.

Dr. Brabrand introduced Mrs. Marianne Turner, the new director of student services.

I. Board Comments

Ms. Hoss thanked the school board for allowing her to serve as vice chairman. She also provided information regarding the XLR8 STEM Academy and that classes will begin August 18.

Ms. Poore thanked Dr. Dolan-Sewell and Ms. Hoss for their willingness to serve as leadership for the school board.

School board members welcomed Dr. Coleman as a school board member and issued words of encouragement.

Dr. Coleman stated that it is a privilege to serve on the school board. He has been in this community for 20 years, and the fine work of the superintendent and his staff compelled him to join the school board at this time. He looks forward to learning from each of the school board members as he believes that their heart's desire it to do what is right for children.

Dr. Dolan-Sewell requested nominations for delegate and alternate delegate for the VSBA Annual Convention. The school board nominated Dr. Dolan-Sewell and Ms. Hoss to serve in those capacities.

Dr. Dolan-Sewell commended Mrs. Gee for her efforts to recruit teachers from diverse colleges and universities.

J. Informational Items

School Board Retreat: July 17-18, 2014, Schewel Lecture Hall, Lynchburg College

Next School Board Meeting: Tuesday, August 5, 2014, 5:30 p.m., Board Room, School Administration Building

K. Adjournment

The meeting adjourned at 7:40 p.m.

Regina T. Dolan-Sewell, Chairman

Wendie L. Sullivan, Clerk

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