

**Lynchburg City School Board
Regular Meeting
November 5, 2013**

**BOARD
MEMBERS
PRESENT:**

Regina T. Dolan-Sewell, Chairman
Trenay L. Tweedy, Vice Chairman
Mary Ann Hoss
Michael J. Nilles
Jennifer R. Poore
Katie K. Snyder
J. Marie Waller
Thomas H. Webb
Charles B. White
Sara B. Natour, Student Representative, E. C. Glass High School
Alexis T. Johnson, Student Representative, Heritage High School

**BOARD
MEMBERS
ABSENT:**

None

**ADMINISTRATION
PRESENT:**

Scott S. Brabrand, Superintendent
William A. Coleman, Jr., 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
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. Public Comments
- B. Consent Agenda
- C. Student Representative Comments
- D-1. School Board Policy 7-51: Wellness
- E-1. Value Engineering Results: Heritage High School
- E-2. High School Weighted Courses
- E-3. School Security Equipment Grant
- E-4. Blue Ridge Regional Jail Authority Special Education Program Budget: 2013-14
- E-5. School Board Policy 6-2: Grade Level Organization
- F. Superintendent's Comments
- G. Board Comments
- H-1. Notice of Closed Meeting
- H-2. Certification of Closed Meeting
- 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 called the meeting to order and asked that those in attendance stand and recite the *Pledge of Allegiance*.

A-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.

B. Consent Agenda

Upon MOTION by Ms. Hoss, SECONDED by Ms. Poore, the school board approved the school board meeting minutes for October 15, 2013 (Regular Meeting); the personnel report for the period October 15 – November 5, 2013; and School Board Policy 6-1: Mission Statement.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 5, 2013, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

C. Student Representative Comments

Miss Sara B. Natour, student representative for E. C. Glass High School, and Ms. Alexis T. Johnson, student representative for Heritage High School, provided comments about the events and activities occurring at their high schools.

D-1. School Board Policy 7-51: Wellness

School Board Policy 7-51: Wellness that were suggested by the School Health Advisory Board (SHAB). Some of those changes were made due to legislation that was enacted through the Healthy Hunger Free Kids Act. Other suggested changes were made by the SHAB that were not associated with federal regulations or guidelines.

Following the review of the policy, the school board directed the school administration to develop a policy that incorporated the necessary legislation. The policy that was presented on October 15, 2013, was a result of that work, and it was reviewed by legal counsel. Mr. Copeland noted that there were two changes made to the policy since the last school board meeting. The first change can be found in Section E (6) as follows:

School-sponsored/Student Solicited Fundraising Activities

Schools will encourage fundraising activities that promote physical activity and healthy nutritional lifestyles, including promoting non-food related options as a first choice for fundraising. The school-sponsored sale of food items that do not meet the nutritional standards set forth in the Standards for School Nutrition Program is not permitted on school property ~~or during regular school hours.~~ There will be no restrictions implemented on items sold for fundraising purposes that happen off school property. ~~or outside of regular schools hours.~~

The second change can be found in Section L as follows:

Measurement and Evaluation

Lynchburg City Schools will maintain an active School Health Advisory Board. The School Health Advisory Board will collaborate with the School Nutrition Program and community agencies to ~~establish~~ **{recommend}** wellness guidelines for the school division. Each School Improvement Team will complete an annual "checklist" regarding how well the school has encouraged physical activity, positive nutritional choices, and the school's overall compliance with the Wellness Policy. The division wellness policy data and individual school scorecards will be reviewed by the superintendent and shared with groups as requested.

Ms. Poore indicated that she would not be voting in favor of the policy as she has reservations about the section regarding fundraising.

Upon MOTION by Ms. Hoss, SECONDED by Ms. Waller, the school board approved School Board Policy 7-51: Wellness with changes as noted.

Yes Votes: Dr. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Waller, Mr. Webb, Mr. White

No Votes: Ms. Poore, Mrs. Snyder

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 5, 2013, EXHIBIT "B," FOR A COPY OF SCHOOL BOARD POLICY 7-51: WELLNESS.)

E-1. Value Engineering Results: Heritage High School

During this presentation, Bill Downey, of Downey & Scott, LLC, explained the process and highlighted items being considered from the Heritage High School Value Engineering Study. Mr. Copeland provided additional information about specific alternative sections and whether or not items were being included, recommended for inclusion, or not recommended. There will be some savings on the project as a result of the study; however, a final cost for the project will not be known until the bid is released. The school administration hopes to bring the proposal to the school board on March 18, 2014.

E-2. High School Weighted Courses

Lynchburg City Schools currently uses a course weighting system based on rigor and work load. This weighting system is an attempt to award students completing the most challenging courses a weight of either 4.5 or 5.0 for an "A." In subject areas in which an Advanced Placement (AP) course is offered, that course carries a weight of 5.0 for an "A." All other courses except some Central Virginia Governor's School courses are currently weighted at 4.5 for an "A."

With the creation of options like Early College, STEM, and other dual enrollment opportunities created in partnership with Central Virginia Community College (CVCC), students may complete college credit courses. State-supported colleges and universities must accept dual enrollment courses. While there is no intentional, regional design for weighted classes, in surrounding school divisions these dual enrollment courses are usually weighted at 5.0 for students completing "A" work.

Students who complete college credit courses are completing challenging, rigorous work. Additionally, these students are competing with other students in the region for scholarships. One of the criteria for some of these scholarships is grade point average.

Similarly, different school divisions apply different weight to courses at the Central Virginia Governor's School. A course weight system comparable to the other school divisions (5.0 for all Central Virginia Governor's School courses) creates a level, competitive basis for scholarships and honors for students from Lynchburg City Schools when compared to their classmates.

If approved, these changes in course weight will be included in the *2014-15 High School Program of Studies*. Because of the significant impact on students' course selections, this portion of the *2014-15 High School Program of Studies* is brought forward as a separate agenda item.

Following discussion of the weighted course proposal, the school board requested that the school administration provide information about the rationale for the weighting of the courses taken at the Central Virginia Governor's School for Science and Technology. The school board does have consensus on changing the weight for courses to five at the Governor's School, the Early College program, and for the XLR8 Regional Governor's STEM Academy. The school board would like for the school administration to re-evaluate the second level courses to determine which ones should be weighted a five. This item will be presented to the school board for action on November 19, 2013.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 5, 2013, EXHIBIT "C," FOR A COPY OF THE SUPPORTING DOCUMENTS.)

E-3. School Security Equipment Grant

The Lynchburg City Schools was awarded \$100,000 from the 2013-14 School Security Equipment Grant Program which was authorized by the 2013 Virginia General Assembly and recommended by the Governor's Taskforce on School and Campus Safety. As a result of receiving that grant, the school administration issued a Request for Bids for the installation of a surveillance camera system for each elementary school.

The City of Lynchburg Office of Procurement and Purchasing has received 10 bids on the camera project. The low bidder for this project is not recommended as they do not have the required contractor license. The second lowest bid is Crist Communications at \$99,696.27. All bids appear on the attachment to this agenda report.

The school division must match funds in the amount of \$25,000 in order to receive the \$100,000 grant. The school administration is adding 16 exterior cameras and one interior camera to bring the total cost of the project to \$125,458.12. Therefore, the school administration requests authorization to enter into a contract with Crist Communications in the amount of \$125,458.12

Upon MOTION by Mr. Webb, SECONDED by Mr. White, the school board authorized the school administration school administration to enter into a contract with Crist Communications in the amount of \$125,458.12 for the installation of surveillance camera systems at each elementary school.

**Lynchburg City School Board – Regular Meeting
November 5, 2013
Page Four**

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

No Votes: None

Abstentions: None

E-4. Blue Ridge Regional Jail Authority Special Education Program Budget: 2013-14

The Virginia Department of Education has approved the 2013-14 funding for the special educational instructional program provided in the Blue Ridge Regional Jail Authority in the amount of \$194,727.91. The state funding provides one regional jail education coordinator and one special education teacher who deliver educational services to students in the Blue Ridge Regional Jail – Lynchburg Site. The budget, which appears as an attachment to this agenda report, outlines planned expenditures for 2013-14. Lynchburg City Schools serves as the fiscal agent for this state-operated program.

2013-14 Budget	
Personnel Salary Compensation	\$136,047.91
Fringe Benefits and Fixed Charges	\$ 44,200.00
Salary Supplement	\$ 480.00
Substitutes	\$ 3,000.00
Technical Professional Services	\$ 3,000.00
Instructional Aide	\$ 800.00
Travel Expenses (Mileage, Parking, Registration & Staff Dev.	\$ 1,500.00
Travel Expenses (Lodging, Meals)	\$ 1,000.00
Instructional Materials/Equipment	\$ 1,720.00
Communications (Cell Phone Services)	\$ 530.00
Professional Services -Private Contracted Services (Occupational Therapy, Physical Therapy, Socio-cultural(s), Psychological(s)	\$ 500.00
Staff Development (Coordinator)	\$ 1000.00
Staff Development (Instructor)	\$ 500.00
Other Charges (Copier Lease)	\$ 450.00
Total	\$194,727.91

Upon MOTION by Ms. Hoss, SECONDED by Ms. Poore, the school board approved the Blue Ridge Regional Jail Authority Program budget in the amount of \$194,727.91 for the 2013-14 school year.

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

No Votes: None

Abstentions: None

E-5. School Board Policy 6-2: Grade Level Organization

While reviewing the Lynchburg City School Board Policy and Administrative Regulation manuals for conversion to the Virginia School Board Policy Services, it was noted that the school board policy regarding the school division's grade level organization had not been changed to reflect the reorganization of the alternative education program. While the school board has approved the reorganization of the alternative education program, it is necessary for the school board to approve the policy as well. A copy of the revised policy appeared as an attachment to the agenda report.

This item will be considered for action at the November 19, 2013, school board meeting.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF NOVEMBER 5, 2013, EXHIBIT "D," FOR A COPY OF SCHOOL BOARD POLICY 6-2: GRADE LEVEL ORGANIZATION.)

F. Superintendent's Comments

Dr. Brabrand extended condolences to the family of Melanie Cosby who recently passed away. Ms. Cosby was an instructional assistant at Paul Munro Elementary School.

Yesterday the 2nd Annual Project Launchburg initiative occurred. Tenth grade students from Heritage High School and E. C. Glass High School were able to visit two colleges of their choice from a selection of Central Virginia Community College, Liberty University, Lynchburg College, Sweet Briar College, and the Virginia University at Lynchburg. Also included this year was Centra Health's nursing program.

This year's culture survey has been released and is available until November 17, 2013. The survey has been changed as a result of last year's feedback and now includes a space for not applicable.

**Lynchburg City School Board – Regular Meeting
November 5, 2013
Page Five**

Dr. Brabrand thanked the school board and community members who attended the Safety Forum at Linkhorne Middle School last Wednesday evening. Two additional forums are scheduled for November 6 at Paul Laurence Dunbar Middle School for Innovation November 13 at Sandusky Middle School.

Dr. Brabrand expressed his appreciation to Ms. Patricia Harrington who donated \$3,200 to help with the printing of the children's book, *A Mouse in the Academy*, which was illustrated by students from Heritage High School.

G. Board Comments

Mr. Webb stated that there is an upcoming Governor's School Board meeting, and one of the requests received as part of the meeting materials was the addition of one teacher to serve the growing number of students coming from Amherst County and Lynchburg. Dr. Brabrand stated that the school administration had received that request as well and was including it was part of the budget tier requests that will be presented to the school board.

Ms. Waller announced that she had recently attended the ribbon cutting ceremony between Sheffield Elementary School and a program sponsored by Dr. Keith R. Anderson, former school board member. She was also able to attend the induction ceremony for the Honor Society at Thomas C. Miller Elementary School for Innovation.

Dr. Dolan-Sewell extended her appreciation to all of the Partners In Education who volunteer their time and expertise to the students in our school division. There have been seven partnership signings since the beginning of the school year.

H-1. Notice of Closed Meeting

Upon MOTION by Mr. White, SECONDED by Ms. Poore, the school board convened a closed meeting at 7:11 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) to discuss employee performance.

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

No Votes: None

Abstentions: None

H-2. Certification of Closed Meeting

Upon MOTION by Ms. Waller, SECONDED by Ms. Poore, the school board reconvened in open session at 7:53 p.m.

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

No Votes: None

Abstentions: None

Upon MOTION by Mr. Webb, SECONDED by Mr. White, 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. Dolan-Sewell, Mrs. Tweedy, Ms. Hoss, Dr. Nilles, Ms. Poore, Ms. Snyder, Ms. Waller, Mr. Webb, Mr. White

No Votes: None

Abstentions: None

I. Informational Items

Next School board Meeting: Tuesday, November 19, 2013, 5:30 p.m., Board Room, School Administration Building.

J. Adjournment

The meeting adjourned at 7:53 p.m.

Regina T. Dolan-Sewell, Chairman

Wendie L. Sullivan, Clerk

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