



Lynchburg City Schools • 915 Court Street • Lynchburg, Virginia 24504

Lynchburg City School Board

Mary Ann H. Barker, Chairman
School Board District 1

Thomas H. Webb, Vice Chairman
School Board District 2

Keith R. Anderson
School Board District 2

Albert L. Billingsly
School Board District 3

Regina T. Dolan-Sewell
School Board District 1

Darin L. Gerdes
School Board District 2

Ingrid M. Hamlett
School Board District 3

Treney L. Tweedy
School Board District 3

Charles B. White
School Board District 1

School Administration

Paul McKendrick
Superintendent

Stephen C. Smith
Assistant Superintendent of
Curriculum and Instruction

Edward R. Witt, Jr.
Assistant Superintendent of
Operations and Administration

Beverly A. Padgett
Chief Financial Officer

Wendie L. Sullivan
Clerk

**SCHOOL BOARD MEETING
March 16, 2010 5:30 p.m.
School Administration Building
Board Room**

A. PUBLIC COMMENTS

1. Public Comments
Paul McKendrick.Page 1
Discussion (30 minutes)

B. SPECIAL PRESENTATION

1. Virginia School Boards Association Art Contest
Paul McKendrick.Page 2
Discussion (5 Minutes)

C. FINANCE REPORT

1. Finance Report
Beverly A. Padgett.Page 3
Discussion (5 Minutes)

D. CONSENT AGENDA

1. Personnel Report
Billie Kay Wingfield.Page 9
Discussion/Action
2. Religious Exemption
Paul McKendrick.Page 11
Discussion/Action

E. STUDENT REPRESENTATIVE COMMENTS

F. UNFINISHED BUSINESS

1. School Operating Budget: 2010-11
Paul McKendrick.Page 13
Discussion/Action

2. School Board Policy 5-18: Reduction in Force
Paul McKendrick. Page 14
Discussion/Action

G. NEW BUSINESS

1. School Calendar: 2009-10
Paul McKendrick. Page 26
Discussion/Action

H. SUPERINTENDENT'S COMMENTS

I. BOARD COMMENTS

J. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, March 23, 2010, 5:30 p.m.
Board Room, School Administration Building

K. ADJOURNMENT

Agenda Report

Date: 03/16/10

Agenda Number: A-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Public Comments

Summary/Description:

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.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

Agenda Report

Date: 03/16/10

Agenda Number: B-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: Virginia School Boards Association Art Contest

Summary/Description:

The Lynchburg City Schools has participated in the Virginia School Boards Association (VSBA) Southern Regional Forum Art Contest for a number of years. Due to the efforts of elementary, middle, and high school art instructors, students have had the opportunity to display their artwork regionally in this and other forums. Selected to represent Lynchburg City Schools at the VSBA Spring Southern Regional Forum to be held on March 23, 2010, are: Jaden Naulty, of Sandusky Elementary School; Montez Jordan, of Paul Laurence Dunbar Middle School for Innovation; and Jerome Carter, of Heritage High School. The students and their teachers will attend the meeting.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

Agenda Report

Date: 03/16/10

Agenda Number: C-1

Attachments: Yes

From: Paul McKendrick, Superintendent
Beverly A. Padgett, Chief Financial Officer

Subject: Finance Report

Summary/Description:

The school administration, in accordance with the 2009-10 school operating budget, authorized, approved, and processed the necessary payments through February 28, 2010. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The attached operating fund expenditure report summarizes the payments made through February 28, 2010, for the operating fund (unaudited).

Total Operating Fund Budget	\$86,877,698.01
Expenditures through 02/28/10	(\$46,754,854.17)
Outstanding Encumbrances	(\$1,527,679.96)
Available Balance	\$38,595,163.88
Outstanding Payroll Encumbrances	(\$30,285,139.21)
Available Balance after Payroll	\$8,310,024.67
Percent of Budget Used as of 02/28/10 without payroll encumbrances	55.58%
Percent of Budget Used as of 02/28/09 without payroll encumbrances	57.32%
As of 02/28/10 – 8 months	66.67%

The operating fund revenue report details the revenue received through February 28, 2010. The expenditure summary report summarizes the payments made through February 28, 2010, for all funds. Both reports appear as attachments to the agenda report.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive the agenda report as an informational item.

	FY 2008 - 2009			FY 2009 - 2010				BUDGET BALANCE	% OF BUDGET USED
	BUDGET	ACTUAL TRANSACTIONS	% OF BUDGET USED	BUDGET	ACTUAL TRANSACTIONS	% OF BUDGET USED	ENCUMB		
INSTRUCTION									
CLASSROOM INSTRUCTION	51,788,456.78	27,682,839.32	53.45%	51,729,095.73	24,725,209.30	47.80%	22,041,248.61	4,962,637.82	90.41%
INSTR SUPPORT - STUDENT	2,953,633.99	1,835,754.62	62.15%	2,952,278.57	1,771,891.29	60.02%	991,110.07	189,277.21	93.59%
INSTR SUPPORT- STAFF	4,816,892.48	3,078,023.49	63.90%	4,435,124.78	3,085,584.36	69.57%	1,336,669.02	12,871.40	99.71%
INSTR SUPPORT-SCHOOL ADM	5,006,130.07	3,199,677.58	63.92%	4,815,555.03	2,964,918.62	61.57%	1,509,186.77	341,449.64	92.91%
TOTAL INSTRUCTION	64,565,113.32	35,796,295.01	55.44%	63,932,054.11	32,547,603.57	50.91%	25,878,214.47	5,506,236.07	91.39%
ADMINISTRATION									
ADMINISTRATION	2,596,724.95	1,757,244.71	67.67%	2,452,732.97	1,710,228.25	69.73%	489,142.35	253,362.37	89.67%
ATTENDANCE & HEALTH SERV	2,141,599.80	1,160,862.16	54.21%	2,120,459.23	1,032,870.40	48.71%	906,113.40	181,475.43	91.44%
TOTAL ADMINISTRATION	4,738,324.75	2,918,106.87	61.59%	4,573,192.20	2,743,098.65	59.98%	1,395,255.75	434,837.80	90.49%
PUPIL TRANSPORTATION									
MANAGEMENT & DIRECTION	357,249.85	226,849.64	63.50%	323,575.12	198,831.43	61.45%	87,220.36	37,523.33	88.40%
VEHICLE OPERATION SERVICE	2,486,832.00	1,669,454.54	67.13%	2,518,597.50	1,495,388.06	59.37%	1,082,249.41	(59,039.97)	102.34%
MONITORING SERVICE	235,671.00	175,412.93	74.43%	202,578.86	166,010.12	81.95%	32,939.60	3,629.14	98.21%
VEHICLE MAINT SERVICE	518,639.60	368,384.34	71.03%	536,920.85	325,665.01	60.65%	65,222.96	146,032.88	72.80%
BUSES-LEASE PURCHASE	575,000.00	438,506.00	76.26%	-	-	-	-	-	-
TOTAL PUPIL TRANSPORTATION	4,173,392.45	2,878,607.45	68.98%	3,581,672.33	2,185,894.62	61.03%	1,267,632.33	128,145.38	96.42%
OPERATION & MAINTENANCE									
MANAGEMENT & DIRECTION	381,446.00	243,301.49	63.78%	342,756.50	213,665.63	62.34%	89,404.72	39,686.15	88.42%
BUILDING SERVICES	9,877,535.68	6,347,958.60	64.27%	9,464,442.65	5,745,629.78	60.71%	2,205,871.60	1,512,941.27	84.01%
GROUNDS SERVICES	263,713.60	169,373.46	64.23%	223,103.57	160,829.99	72.09%	61,677.49	596.09	99.73%
EQUIPMENT SERVICES	52,000.00	16,912.67	32.52%	52,000.00	34,186.27	65.74%	534.09	17,279.64	66.77%
VEHICLE SERVICES	17,000.00	14,346.46	84.39%	17,000.00	14,982.54	88.13%	1,859.98	157.48	99.07%
SECURITY SERVICES	283,377.00	184,197.89	65.00%	208,377.00	183,716.32	88.17%	4,659.00	20,001.68	90.40%
TOTAL OPERATION & MAINT	10,875,072.28	6,976,090.57	64.15%	10,307,679.72	6,353,010.53	61.63%	2,364,006.88	1,590,662.31	84.57%
SCHOOL FOOD SERVICES	55,215.00	12,564.50	-	55,215.00	23,721.26	42.96%	24,108.16	7,385.58	86.62%
FACILITIES	1,106,457.57	322,861.44	29.18%	1,011,490.00	591,299.46	58.46%	27,023.55	393,166.99	61.13%
CONTINGENCY RESERVES	-	-	-	103,000.00	-	-	-	103,000.00	-
DEBT SERVICE	906,817.00	655,193.64	72.25%	1,027,410.00	742,241.12	72.24%	251,542.00	33,626.88	96.73%
TECHNOLOGY									
INSTR TECHNOLOGY	1,832,366.76	1,056,208.51	57.64%	1,810,633.67	1,164,741.52	64.33%	538,491.05	107,401.10	94.07%
ADMIN TECHNOLOGY	921,987.87	502,997.25	54.56%	475,350.98	403,243.44	84.83%	66,544.98	5,562.56	98.83%
TOTAL TECHNOLOGY	2,754,354.63	1,559,205.76	56.61%	2,285,984.65	1,567,984.96	68.59%	605,036.03	112,963.66	95.06%
TOTAL OPERATING FUND	89,174,747.00	51,118,925.24	57.32%	86,877,698.01	46,754,854.17	53.82%	31,812,819.17	8,310,024.67	90.43%

ACCOUNT TITLE	FY 2008-2009				FY 2009-2010			
	REVENUE BUDGET	YEAR-TO-DATE TRANSACTIONS	BUDGET BALANCE	% BUDGET RECEIVED	REVENUE BUDGET	YEAR-TO-DATE TRANSACTIONS	BUDGET BALANCE	% BUDGET RECEIVED
SALES TAX RECEIPTS	(9,253,060.00)	(5,201,165.32)	(4,051,894.68)	56.21%	(8,736,195.00)	(4,978,623.69)	(3,757,571.31)	56.99%
240202 BASIC SCHOOL AID	(25,740,683.00)	(17,164,211.00)	(8,576,472.00)	66.68%	(23,163,938.00)	(14,850,674.28)	(8,313,263.72)	64.11%
240207 GIFTED & TALENTED	(252,164.00)	(168,138.96)	(84,025.04)	66.68%	(249,571.00)	(167,223.64)	(82,347.36)	67.00%
240208 REMEDIAL EDUCATION	(992,212.00)	(661,591.68)	(330,620.32)	66.68%	(982,006.00)	(657,988.36)	(324,017.64)	67.00%
240208 REMEDIAL ED-SUMMER	(195,994.00)	(203,425.00)	7,431.00	103.79%	(215,497.00)	(211,765.00)	(3,732.00)	98.27%
240209 ENROLLMENT LOSS	(171,829.00)	-	(171,829.00)	0.00%	(174,302.00)	-	(174,302.00)	0.00%
240212 SPECIAL ED SOQ	(3,623,494.00)	(2,416,089.04)	(1,207,404.96)	66.68%	(3,586,222.00)	(2,402,929.68)	(1,183,292.32)	67.00%
240217 VOCATIONAL ED SOQ	(312,465.00)	(208,346.72)	(104,118.28)	66.68%	(314,676.00)	(210,847.00)	(103,829.00)	67.00%
240221 SOC SEC-INSTR	(1,496,541.00)	(997,870.36)	(498,670.64)	66.68%	(1,481,148.00)	(992,435.68)	(488,712.32)	67.00%
240223 VRS INSTRUCTIONAL	(1,935,088.00)	(1,290,286.36)	(644,801.64)	66.68%	(1,909,758.00)	(1,118,864.32)	(790,893.68)	58.59%
240241 GROUP LIFE INST	(65,782.00)	(43,862.36)	(21,919.64)	66.68%	(54,254.00)	(30,872.32)	(23,381.68)	56.90%
240228 READING INTERVENTION	(133,077.00)	(40,264.32)	(92,812.68)	30.26%	(118,746.00)	(42,311.68)	(76,434.32)	35.63%
240205 CAT-REG FOSTER	(163,827.00)	-	(163,827.00)	0.00%	(205,262.00)	-	(205,262.00)	0.00%
240246 CAT-HOMEBOUND	(72,121.00)	(64,854.35)	(7,266.65)	89.92%	(65,417.00)	(159,994.16)	94,577.16	244.58%
240248 REGIONAL TUITION	(979,174.00)	(162,187.13)	(816,986.87)	16.56%	(800,760.00)	(834,594.60)	33,834.60	104.23%
240265 AT RISK SOQ	(1,133,398.00)	(378,005.68)	(755,392.32)	33.35%	(1,029,835.00)	(340,264.00)	(689,571.00)	33.04%
240309 ESL	(85,194.00)	(36,735.00)	(48,459.00)	43.12%	(128,081.00)	(40,032.32)	(88,048.68)	31.26%
330213 SCHOOL LUNCH	-	(202,517.76)	-	-	-	(209,236.41)	209,236.41	-
240281 AT RISK 4 YR OLDS	(984,935.00)	(363,011.28)	(621,923.72)	36.86%	(1,089,034.00)	(363,011.32)	(726,022.68)	33.33%
240218 CTE - ADULT ED	(19,175.00)	-	(19,175.00)	0.00%	(19,175.00)	-	(19,175.00)	0.00%
240253 CTE OCC PREP	(27,116.00)	-	(27,116.00)	0.00%	(30,573.00)	-	(30,573.00)	0.00%
LOTTERY PROCEEDS	(1,306,102.00)	(362,751.32)	(943,350.68)	27.77%	(493,011.00)	(170,149.32)	(322,861.68)	34.51%
REG SPEC SERV	(701,368.00)	-	(701,368.00)	0.00%	(817,514.00)	-	(817,514.00)	0.00%
240275 PRIMARY CLASS SIZE	(1,346,207.00)	(467,249.68)	(878,957.32)	34.71%	(1,386,843.00)	(459,326.32)	(927,516.68)	33.12%
240214 TEXTBOOKS	(649,707.00)	(433,214.72)	(216,492.28)	66.68%	(643,024.00)	(294,719.37)	(348,304.63)	45.83%
240203 GED/ISAE	(23,576.00)	(15,717.28)	(7,858.72)	66.67%	(23,576.00)	(7,858.68)	(15,717.32)	33.33%
240306 SCHOOL CONSTRUCT	(213,956.00)	(71,374.00)	(142,582.00)	33.36%	-	-	-	-
240405 ALGEBRA READINESS	(121,377.00)	(37,670.68)	(83,706.32)	31.04%	(110,877.00)	(36,218.00)	(74,659.00)	32.67%
COMMONWEALTH OF VA	(51,999,622.00)	(30,990,540.00)	(21,211,599.76)	59.60%	(47,829,295.00)	(28,579,940.15)	(19,249,354.85)	59.75%
330201 BASIC ADULT ED.	(80,000.00)	-	(80,000.00)	0.00%	(80,000.00)	(59,123.05)	(20,876.95)	73.90%
330212 IMPACT AIDPL81-874	(6,000.00)	-	(6,000.00)	0.00%	(6,000.00)	(12,688.10)	6,688.10	211.47%
330219 TITLE VI-B SPEC ED	(2,067,000.00)	(1,911,595.58)	(155,404.42)	92.48%	(2,382,737.38)	-	(2,382,737.38)	0.00%
180303 MEDICAID REIMBURSE	(180,000.00)	(486,670.16)	306,670.16	270.37%	(180,000.00)	(543,061.78)	363,061.78	301.70%
JR ROTC	-	(58,146.80)	58,146.80	-	(40,000.00)	(60,849.54)	20,849.54	152.12%
FED STIMULUS-STABILIZATION	-	-	-	-	(2,892,748.00)	(420,362.65)	(2,472,385.35)	14.53%
FEDERAL	(2,333,000.00)	(2,456,412.54)	123,412.54	105.29%	(5,581,485.38)	(1,096,085.12)	(4,485,400.26)	19.64%
510500 CITY OPER APPR	(32,442,103.00)	(17,250,000.00)	(15,192,103.00)	53.17%	(31,942,103.00)	(18,285,000.00)	(13,657,103.00)	57.24%
510502 CITY DEBT SERV APP	(33,627.00)	-	(33,627.00)	0.00%	(33,627.00)	-	(33,627.00)	0.00%
CITY	(32,475,730.00)	(17,250,000.00)	(15,225,730.00)	53.12%	31,975,730.00)	(18,285,000.00)	(13,690,730.00)	57.18%
189912 MISC REV/OTH FUNDS	-	(177.97)	177.97	-	-	(2,960.29)	2,960.29	100.00%
180303 REBATES & REFUNDS	(115,000.00)	(9,914.38)	(105,085.62)	8.62%	(115,000.00)	(5,205.41)	(109,794.59)	4.53%
189903 DONATIONS & SP GF	-	(200.00)	200.00	-	(3,000.00)	(3,000.00)	-	-
189908 SALE OF SCHOOL BUSES	-	-	-	-	-	-	-	-
189909 SALE OTHER EQUIPMENT	-	-	-	-	(2,317.24)	(2,348.07)	30.83	-
189910 INSURANCE ADJUST	-	(3,973.00)	3,973.00	-	-	(16,936.82)	16,936.82	-
189912 OTHER FUNDS	(10,000.00)	-	(10,000.00)	0.00%	(10,000.00)	-	(10,000.00)	0.00%
FLEX BENEFIT REVENUE	-	-	-	-	-	(9,008.51)	9,008.51	100.00%
E RATE REIMBURSEMENT	-	(68,657.42)	68,657.42	-	(85,000.00)	(101,436.20)	16,436.20	119.34%

MISCELLANEOUS	(125,000.00)	(82,922.77)	(42,077.23)	66.34%	(215,317.24)	(140,895.30)	(74,421.94)	65.44%
150201 RENTS	(110,000.00)	-	(110,000.00)	0.00%	(110,000.00)	(106,000.00)	(4,000.00)	96.36%
161201 TUITION DAY SCHOOL	(189,000.00)	(152,442.65)	(36,557.35)	80.66%	(189,000.00)	(127,906.31)	(61,093.69)	67.68%
161206 TUITION ADULT	(15,750.00)	-	(15,750.00)	0.00%	(15,750.00)	-	(15,750.00)	0.00%
161207 TUITION SUMMER SCH	(42,000.00)	(49,651.00)	7,651.00	118.22%	(42,000.00)	(6,290.00)	(35,710.00)	14.98%
161202 SPEC PUPIL FEES	(525.00)	(51,171.00)	50,646.00	9746.86%	(35,000.00)	(13,629.64)	(21,370.36)	38.94%
161205 BUS RENTAL	(122,500.00)	(93,557.98)	(28,942.02)	76.37%	(122,500.00)	(124,263.41)	1,763.41	101.44%
190101 TUIT FM OTH CO/CY	(634,620.00)	(29,520.80)	(605,099.20)	-	(634,620.00)	-	(634,620.00)	0.00%
161201 DUAL ENROLLMENT	(42,000.00)	-	(42,000.00)	0.00%	(42,000.00)	-	(42,000.00)	0.00%
FACILITY RENTALS	(85,000.00)	(36,804.61)	(48,195.39)	43.30%	(85,000.00)	(40,473.98)	(44,526.02)	47.62%
CHARGES FOR SERVICES	(1,241,395.00)	(413,148.04)	(828,246.96)	33.28%	(1,275,870.00)	(418,563.34)	(857,306.66)	32.81%
150102 INTEREST-INVEST	-	(1,931.86)	1,931.86	100.00%	-	-	-	-
150101 INTEREST-BNK DPST	-	(2,673.40)	2,673.40	100.00%	-	(972.60)	972.60	100.00%
GRANTOR TRUST INTEREST	-	-	-	-	-	-	-	-
USE OF MONEY	-	(4,605.26)	4,605.26	100.00%	-	(972.60)	972.60	100.00%
LEASE PURCHASE PROCEEDS	(1,000,000.00)	(1,000,000.00)	-	100.00%	-	-	-	-
TOTAL OPERATING FUND	(89,174,747.00)	(52,197,628.61)	(37,179,636.15)	58.53%	(86,877,697.62)	(48,521,456.51)	(38,356,241.11)	55.85%

	ADOPTED	CARRYOVER	TOTAL	YEAR TO DATE	OUTSTANDING	UNCOMMITTED	% OF BUDGET USED
	BUDGET	BUDGET	BUDGET	ACTIVITY	ENCUMBRANCES	FUNDS	
FUND 1 OPERATING	86,476,567.00	401,131.01	86,877,698.01	46,754,854.17	31,812,819.17	8,310,024.67	90.43%
FUND 5 FEDERAL PROJECT							
005 09-10 HOUSE CONSTRUCTION	12,000.00	-	12,000.00	1,055.91	-	10,944.09	8.80%
045 PERRY POETS' FUND	-	700.00	700.00	274.72	-	425.28	39.25%
127 PARTNERS IN EDUCATION	10,195.00	11,548.55	21,743.55	15,723.53	-	6,020.02	72.31%
281 DISTINGUISHED SCHOOLS	-	8,488.00	8,488.00	1,462.30	-	7,025.70	17.23%
480 07-08 TITLE I, PART D N&D	-	3,823.85	3,823.85	3,823.85	-	-	100.00%
491 21ST CENTURY GRANT 08-09	-	23,212.70	23,212.70	23,212.70	-	-	100.00%
503 NATIONAL BOARD INCENTIVE	-	12,500.00	12,500.00	12,500.00	-	-	100.00%
510 PLAY IT SMART	-	25,323.92	25,323.92	29,075.50	-	(3,751.58)	114.81%
520 QUALITY INITIATIVE	-	5,063.00	5,063.00	2,052.47	-	3,010.53	40.54%
529 ED TECH SERIES VIII	-	26,000.00	26,000.00	25,079.00	-	921.00	96.46%
810 08-09 CARL PERKINS VOC FUNDS	-	9,680.76	9,680.76	9,680.76	-	-	100.00%
813 08-09 619-A PRESCHOOL SPED	-	31,695.95	31,695.95	31,695.95	-	-	100.00%
814 08-09 TITLE I, PART A	-	388,829.25	388,829.25	368,005.65	722.52	20,101.08	94.83%
815 08-09 TITLE I, PART D N&D	-	35,946.73	35,946.73	35,946.73	-	-	100.00%
816 08-09 TITLE II, PART A	-	238,510.93	238,510.93	205,924.36	9,470.40	23,116.17	90.31%
817 08-09 TITLE II,PART D	-	22,383.39	22,383.39	20,004.60	-	2,378.79	89.37%
818 08-09 TITLE I PART D JDH (SOP)	-	15,159.67	15,159.67	14,742.47	417.20	0.00	100.00%
819 08-09 TITLE IV, PART A S&D	-	12,517.08	12,517.08	3,084.65	3,246.76	6,185.67	50.58%
831 08-09 BLUE RIDGE CONSORT	-	1,570.16	1,570.16	103.02	-	1,467.14	6.56%
834 ED TECH SERIES VIII - MSLC	26,000.00	-	26,000.00	2,698.20	18,740.71	4,561.09	82.46%
837 08-09 TITLE VII - HOMELESS	-	10,507.31	10,507.31	2,802.45	-	7,704.86	26.67%
842 09-10 PROJECT GRADUATION	-	-	-	4,159.91	-	(4,159.91)	-
845 08-09 21ST CENTURY GRANT #2	-	292,829.01	292,829.01	170,578.83	35,809.60	86,440.58	70.48%
847 WEYERHAEUSER GRANT-HES	-	2,759.10	2,759.10	2,498.50	-	260.60	90.55%
910 09-10 CARL PERKINS VOC FUNDS	233,979.00	20,083.31	254,062.31	56,427.96	9,812.63	187,821.72	26.07%
911 09-10 GEAR UP GRANT	46,700.00	2,744.00	49,444.00	25,308.05	7,811.53	16,324.42	66.98%
912 09-10 GENERAL ADULT ED	17,635.00	-	17,635.00	940.27	-	16,694.73	5.33%
913 09-10 619-A PRESCHOOL SPED	62,854.00	(701.00)	62,153.00	28,229.93	-	33,923.07	45.42%
915 09-10 TITLE I, PART D N&D	302,470.00	(88,652.29)	213,817.71	93,967.38	82,848.09	37,002.24	82.69%
915 09-10 TITLE I, PART D N&D - STIMULUS	-	78,957.40	78,957.40	25,690.63	-	53,266.77	32.54%
916 09-10 TITLE II,PART A	673,750.00	13,224.81	686,974.81	275,724.17	279,251.67	131,998.97	80.79%
917 09-10 TITLE II,PART D	31,000.00	5,257.68	36,257.68	2,207.59	-	34,050.09	6.09%
917 09-10 TITLE II, PART D - STIMULUS	-	92,439.46	92,439.46	72,598.16	-	19,841.30	78.54%
918 09-10 TITLE I-D JDH-SOP	-	25,184.42	25,184.42	4,685.90	9,674.92	10,823.60	57.02%
919 09-10 TITLE IV,PART A S&D	60,000.00	(10,552.86)	49,447.14	19,787.27	-	29,659.87	40.02%
920 09-10 TITLE V,PART A	25,039.00	-	25,039.00	-	-	25,039.00	0.00%
921 09-10 TITLE III, PART A	-	19,771.53	19,771.53	8,967.43	9,564.18	1,239.92	93.73%
924 09-10 TITLE I, PART A	3,005,099.00	-	3,953,080.08	1,533,839.05	1,613,514.35	805,726.68	79.62%
924 09-10 TITLE I, PART A - STIMULUS	-	2,779,108.02	2,779,108.02	311,798.23	-	2,467,309.79	11.22%
927 ISTATION - PERRYMONT	-	6,500.00	6,500.00	6,500.00	-	-	100.00%
930 09-10 ALT ED REGIONAL	268,336.00	-	268,336.00	172,050.43	96,285.57	-	100.00%
932 09-10 BLUE RIDGE REG JAIL	195,719.00	(12,957.00)	182,762.00	113,020.69	54,596.72	15,144.59	91.71%
933 09-10 DETENTION HOME/CDC	519,830.00	241,644.00	761,474.00	378,231.27	244,294.32	138,948.41	81.75%
934 09-10 ED TECH INIT BOND	492,000.00	-	492,000.00	-	-	492,000.00	0.00%
934 09-10 ED TECH INIT BOND - MSLC	26,000.00	-	26,000.00	-	-	26,000.00	0.00%
937 09-10 TITLE X PART C	-	26,000.00	26,000.00	5,250.00	-	20,750.00	20.19%
938 09-10 MENTOR TEACHERS	6,456.00	3,184.34	9,640.34	2,862.36	-	6,777.98	29.69%
945 09-10 21ST CENTURY GRANT	-	180,000.00	180,000.00	37,468.02	23,088.79	119,443.19	33.64%

TOTAL FEDERAL PROJECTS	6,015,062.00	4,560,285.18	11,523,328.26	4,161,740.85	2,499,149.96	4,862,437.45	57.80%
FUND 7 STEP WITH LINKS							
STEP WITH LINKS	44,918.00	-	44,918.00	18,886.30	13,816.20	12,215.50	72.80%
TOTAL STEP WITH LINKS	44,918.00	-	44,918.00	18,886.30	13,816.20	12,215.50	72.80%
FUND 8 CENTRAL VA GOV SCHOOL							
GOV SCHOOL	892,367.70	6,273.00	898,640.70	525,324.82	220,897.05	152,418.83	83.04%
TOTAL CENTRAL VA GOV SCH	892,367.70	6,273.00	898,640.70	525,324.82	220,897.05	152,418.83	83.04%
FUND 9 LAUREL REGIONAL PROGRAM							
LAUREL PROGRAM	4,575,068.00	-	4,575,068.00	1,679,991.72	1,362,087.80	1,532,988.48	66.49%
TOTAL LAUREL REGIONAL PROGRAM	4,575,068.00	-	4,575,068.00	1,679,991.72	1,362,087.80	1,532,988.48	66.49%
TOTAL ALL FUNDS	98,003,982.70	4,967,689.19	103,919,652.97	53,140,797.86	35,908,770.18	14,870,084.93	85.69%

Agenda Report

Date: 03/16/10

Agenda Number: D-1

Attachments: Yes

From: Paul McKendrick, Superintendent
Billie Kay Wingfield, Director of Personnel

Subject: Personnel Report

Summary/Description:

The personnel recommendations for February 16 – March 16, 2010, appear as an attachment to this agenda report.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the personnel recommendations for February 16 – March 16, 2010.

NAME	COLLEGE	DEGREE/ EXPERIENCE	SCHOOL/ ASSIGNMENT	EFFECTIVE DATE
-------------	----------------	-------------------------------	-------------------------------	---------------------------

NOMINATIONS, INSTRUCTIONAL PERSONNEL, 2009-10:

Daniels Robert R.	CVCC	NA/0 yrs (LV. 11 4)	E C Glass Precision Machine Tech.	03/01/10
Gaston, Elaine D.	Liberty University	B.S./2 yrs (Lv. 2 3)	Dearington Elementary Special Education	03/11/10
Guthrie, Brittany N.	Liberty University	B.S./0 yrs (Lv. 0 3)	T C Miller Second Grade	03/01/10
Hume Jane T.	Western Kentucky Univ.	(M.S./36 yrs (Lv. 11 3)	Dearington Elementary Fourth Grade	02/19/10
Lesniak John J.	Roanoke College	(B.S./0 yrs (Lv. 0 4)	Linhorne Middle Health & PE	03/08/10

RETIREMENTS:

Smith, Mary L.	Winston-Salem State Univ.	B.S./48 yrs (Lv.30 1)	Linkhorne Elementary Pre-Kindergarten	06/12/10
-------------------	------------------------------	--------------------------	--	----------

Agenda Report

Date: 03/16/10

Agenda Number: D-2

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: Religious Exemption

Summary/Description:

The school board, pursuant to the Code of Virginia 22.1-254 (B) (1) “shall excuse from attendance at school any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school.” The school board is in receipt of a Statement of Religious Beliefs from a parent.

The Statement of Religious Beliefs is confidential and is shared with members of the school board only.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board excuse the student(s) from public school attendance by reason of bona fide religious training or belief of both the parent(s) and the student(s).

Agenda Report

Date: 03/16/10

Agenda Number: F-1

Attachments: No

From: Paul McKendrick, Superintendent

Subject: School Operating Budget: 2010-11

Summary/Description:

The school administration will provide the school board with any additional information received regarding the school operating budget for 2010-11 and with suggestions to balance that budget.

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item.

Agenda Report

Date: 03/16/10

Agenda Number: F-2

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: School Board Policy 5-18: Reduction in Force

Summary/Description:

As a result of discussions by the school board regarding the school division's policy for reduction in force, the school administration has made revisions to the policy. During this presentation, the school administration will review the policy with the school board and make additional revisions as necessary.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve School Board Policy 5-18: Reduction in Force.

PERSONNEL

Reduction in Force P 5-18

A. Generally

A decrease in pupil enrollment, inadequate allocation of financial resources, expiration of special grants and/or other unforeseen conditions may require a modification of the curriculum or instructional program which results in a reduction of staff. In such event the school board, upon recommendation of the superintendent, shall determine the program adjustments to be made and the reduction in force required. The application of the Reduction in Force policy shall be for the school division as a whole rather than by individual facilities.

B. Definition of Terms

1. Classification of Personnel

a. Licensed Personnel:

Licensed personnel shall include those **persons who have been assigned to the teacher personnel salary scale** of the school board who, by reason of their position, must have teaching or other licensure from the ~~State Board of~~ **{Virginia Department of}** Education. Such employees are assigned to the teacher personnel salary scale.

b. Classified Personnel:

Classified personnel shall include those persons who have been assigned to the classified salary scale which has been designed and approved by the school board.

c. Administrative Personnel:

Administrative personnel shall be those persons who have been assigned to the administrative salary schedule which has been approved by the school board.

{2. Active Assignment

At such time as it may become necessary to implement reduction in force procedures, the largest percentage of the assignment day will determine the active assignment. Effective school year 2010-2011, an employee actively assigned in two or more different areas may request designation of a particular area. The employee must provide his or preference in writing to the Director of Personnel by October 1 of the current school year.

PERSONNEL

a. Licensed Employees:

Active Assignments are as follows:

- 1) **Subject Areas – English, mathematics, history/social studies, etc., in grades 9-12**
- 2) **Subject Areas – English, mathematics, history/social studies, etc., in grades 6-8**
- 3) **Elementary Education Kindergarten through grade 5**
- 4) **Special Areas – such as special education, reading, pre-kindergarten, career-technical education, adult education, gifted, guidance, and other specially funded areas**

b. Classified Employees:

{Active assignments are determined by the length of contract and title of position.}

c. Administrative Employees:

Active Assignments are determined by length of contract and title of position.}

2.{3.} Seniority

Seniority shall be that period of time commencing with the most recent term of continuous service with the Lynchburg City Schools including authorized leave(s), but excluding employment under temporary or interim contract, **{and a leave of absence. Seniority for part-time service shall be determined by adding percentages of contract per year until a full year can be credited; the total of these percentages will reflect length of Lynchburg City Schools employment.}**

Should **{two or more employees have the same length of service}** within the same classification of personnel, the tie shall be broken in the sequential order as follows:

- a. Official beginning date of the most recent term of continuous employment as shown on the employee's contract
- b. Total time of service with Lynchburg City Schools in the event of a break in service
- c. Date the employee was appointed by the Lynchburg City School Board, if applicable,

PERSONNEL

{Date of signature on original contract at start of most recent term of continuous employment.

- e. Time of signature on original contract at start of most recent term of continuous employment.}**

For employees who entered employment with Lynchburg City Schools as a direct result of the 1976 annexation (serving at or assigned to Brookville and Mountain View Elementary Schools only at the conclusion of the 1975-76 school year), length of service will include the period of continuous service in the county concerned immediately preceding transfer to this division.

3. Endorsement Area

The endorsement shown on the current license as issued by the **{appropriate licensing board}**.

4. Seniority Lists

- a. ~~The seniority **{L}**ists for licensed employees **{will be determined by the active assignment and}** will be shown in ascending order of seniority and shall be comprised of five categories of lists based on endorsement areas as follows:~~

- 1) ~~Subject Areas—English, Mathematics, History/Social Studies, etc.~~

- 2) ~~Early/Primary Education Pre K-3~~

- 3) ~~Elementary Education Pre K-6~~

- 4) ~~Middle Education 6-8~~

- 5) ~~Special Areas—special education, reading, federal and specially funded programs, adult education, gifted or other special areas.~~

- b. ~~The seniority **{L}**ists for classified employees will be shown in ascending order of seniority, by designated area of assignment such as **{school}** nurse, secretary, teacher aide **{teacher assistant classifications}**, custodian, etc., **{and length of contract, such as 10-month and 10.5-month.}**~~

{c. Lists for administrative employees will be shown in ascending order of seniority, by designated area of assignment.}

- c. ~~Experience Credit~~

PERSONNEL

- 1) ~~When more than one endorsement is shown on the Virginia Teacher's License, or if the teacher is in an assignment for which a license is not required, i.e., ROTC, the licensed employee shall be entered on all seniority lists in areas for which he/she is endorsed.~~
- 2) ~~A licensed employee holding the comprehensive elementary endorsement of grades K-8 or grades 1-8 will be listed first in the category that is appropriate to the active assignment of the employee, Pre K-3, Pre K-6, or middle education (6-8). Placement on other lists will occur according to provisions found in~~
- 3) ~~-(B.) (4.) (c.) (1) above.~~

C. Destaffing Procedures

1. Licensed Personnel (See Code of Virginia § 22.1-303.)

{When destaffing in an active assignment is required, the seniority list for personnel in that assignment will be used. The employee with the least seniority may not be destaffed if another employee with more seniority on the list is on a plan of assistance, has licensure deficiencies, or does not possess the endorsement in the area of his or her active assignment. Employee(s) on the destaffing list will not be destaffed if another employee(s) with more seniority in the area of active assignment is on a plan of assistance.

Licensed personnel that have been placed on the Reduction in Force List who possess an active endorsement(s) and Lynchburg City School's experience in another area(s), have the ability to destaff less senior licensed personnel who have not been destaffed and whose active assignment is in that area.

An exception may be made as noted in Section C. 5. of this policy, or when an employee has an endorsement(s) in a critical shortage area(s) as determined by the school division.}

2. Administrative:

Should administrative positions be eliminated as a part of reduction in force, an administrator may be reassigned to a teaching position in accordance with the provisions set forth in the Code of Virginia, § 22.1-294. All administrators in the Lynchburg City Schools, except the superintendent, are defined in Section B.1.c. of this policy **will reassignment to a teaching position is recommended by the superintendent and approved by the school board, the person(s) to be reassigned will be placed on the seniority list for licensed employees that is in a teaching position appropriate to his/her last active teaching assignment, and may be placed on additional lists per B 4.c.(1) of this policy. If**

PERSONNEL

~~reassignment is not possible, the school board reserves the right to terminate the employee in accordance with the Code of Virginia and the policies and regulations of the school board.~~ In accordance with the Code of Virginia 22.1-294, the reassignment of principal(s), assistant principal(s), or supervisor(s) with continuing contract status to a teaching position status shall not entitle the employee to the salary paid to him or her as a principal, assistant principal or supervisor.

Employee(s) on the destaffing list will not be destaffed if another employee(s) with more seniority in the active area of assignment is on a plan of assistance.

3. Classified Personnel:

The destaffing of classified personnel will be on the basis of seniority in the area of **{active}** assignment, **{length of contract,}** and the need to maintain specific services within the school division. **{Destaffing of classified personnel will be based on seniority as defined in Section B of this policy except when an employee is on a plan of assistance. Employee(s) on the destaffing list will not be destaffed if another employee(s) with more seniority in the active area of assignment is on a plan of assistance.**

Personnel that have been placed on the Reduction in Force List that possess Lynchburg City School experience in another area, have the ability to destaff less senior personnel who have not been destaffed in that area of assignment.

Consideration may be given to an employee who possesses an active Virginia Teaching License with a(n) endorsement(s) in critical shortage areas as determined by the school division; whereby such an employee may be reassigned to an instructional position in the critical shortage area. This determination shall be solely at the discretion of the superintendent.

4. ~~Involuntary~~ Transfers:

~~Involuntary T~~ransfers will be made within the school division insofar as possible to accommodate the retention of employees having seniority in areas affected by the reduction in force. The selection of personnel to be transferred from one school or facility to another will be governed by the need to maintain the maximum effectiveness of the facilities involved as determined by the superintendent. Should a person refuse an assignment by transfer, he/she may be terminated and will not be listed for recall.

5. Exceptions:

The provisions of Section C of this policy, 5-18, shall not apply in those cases where the employment of licensed personnel whose special skills or active assignment is essential

PERSONNEL

Reduction in Force P 5-18

to the effective operation of the school program. The determination of essential personnel shall be solely at the discretion of the school board upon recommendation of the superintendent.

7. **{6}** Notification:

All employees scheduled for destaffing under this policy shall be notified in writing at the earliest possible date but in no case later than April 15 unless inadequate funding or decrease in enrollment after that date requires further adjustments (provisions for this circumstance are set forth in the Code of Virginia, Section 22.1-304.)

D. Recall Procedures

1. The provisions for recall shall apply to all personnel except licensed employees under probationary contract **and those who are on a Plan of Assistance. Employees will remain on the recall list for twelve (12) months. At the conclusion of this time, individuals who have not been recalled must participate in the recruitment process to be considered for employment.**
2. Licensed employees under probationary contract **{may be}** given consideration for reemployment at the discretion of the school board upon recommendation of the superintendent. The performance of the individual and length of service shall be among the factors considered in making this recommendation.
3. Licensed employees under continuing contracts destaffed pursuant to this policy shall be **{placed on recall lists based on endorsement areas.}** When openings occur, the eligible person with the greatest seniority {on each recall list} will be offered the position. If the offer is not accepted, the **{employee's}** name will be struck from the recall list in that endorsement area.

Classified employees shall be placed on recall lists according length of contract, active assignment, and prior employment positions with Lynchburg City Schools. When openings occur, the eligible employee with the greatest seniority on each the recall list for his/her active assignment will be offered the position. If the offer is not accepted, the employee's name will be struck from the recall list.

4. When an eligible ~~licensed~~ employee is to be recalled, he/she will be notified by certified mail at his/her last known address. If the offer of reemployment is not accepted in writing within **{five (5)}** workdays of receipt of notice, rights of recall will be forfeited. If notice of recall is undeliverable, rights of recall will be forfeited. It shall be the responsibility of the employee to maintain an accurate address with the Department for {of} Personnel.
5. The licensed employee will not be eligible for recall if:

PERSONNEL

- a. The employee, subsequent to destaffing, makes contractual commitments with another school or school division from which release cannot be obtained within 10 days of recall offer.
 - b. The licensed employee fails to maintain a valid teacher's license.
 - c. The licensed employee, subsequent to destaffing, becomes unable to qualify for a position either in his/her area of endorsement or area of assignment.
6. Seniority lists of all employees destaffed under this policy shall be prepared by endorsement and classification area and maintained in the Department ~~for~~ **{of}** Personnel. Seniority lists will be confidential in nature.

Affected personnel desiring to know their rank position on the lists may contact the director ~~for~~ **{of}** personnel. Endorsements obtained subsequent to the preparation of seniority lists will not be recognized until all eligible licensed employees on said lists are recalled or forfeit the right of recall.

E. Board Minutes

To avoid negative implications with regard to the professional record of an employee destaffed under this policy, the minutes of the board will clearly show that such termination of employment was due to a reduction in force.

Legal Reference:

Code of Va. § 22.1-294. Probationary terms of service for principals, assistant principals and supervisors; evaluation; reassigning principal, assistant principal or supervisor to teaching position.

"A. A person employed as a principal, assistant principal or supervisor, including a person who has previously achieved continuing contract status as a teacher, shall serve three years in such position in the same school division before acquiring continuing contract status as principal, assistant principal or supervisor.

B. Each local school board shall adopt for use by the division superintendent clearly defined criteria for a performance evaluation process for principals, assistant principals, and supervisors that includes, among other things, an assessment of such administrators' skills and knowledge; student academic progress and school gains in student learning; and effectiveness in addressing school safety and enforcing student discipline. The division superintendent shall implement such performance evaluation process in making employment recommendations to the school board pursuant to § 22.1-293.

C. Continuing contract status acquired by a principal, assistant principal or supervisor shall not be construed (i) as prohibiting a school board from reassigning such principal, assistant principal or supervisor to a teaching position if notice of reassignment is given by the school board by April 15 of any year or (ii) as entitling any such principal, assistant principal or supervisor to the salary paid him as principal, assistant principal or supervisor in the case of any such reassignment to a teaching position.

D. No such salary reduction and reassignment, however, shall be made without first providing such principal, assistant principal or supervisor with written notice of the reason for such reduction and

PERSONNEL

reassignment and an opportunity to present his or her position at an informal meeting with the division superintendent, the division superintendent's designee or the school board. The principal, assistant principal or supervisor shall elect whether such meeting shall be with the division superintendent, the division superintendent's designee or the school board. The school board, division superintendent or the division superintendent's designee shall determine what processes are to be followed at the meeting. The decision to reassign and reduce salary shall be at the sole discretion of the school board.

The intent of this section is to provide an opportunity for a principal, assistant principal or supervisor to discuss the reasons for such salary reduction and reassignment with the division superintendent, his designee or the school board, and the provisions of this section are meant to be procedural only. Nothing contained herein shall be taken to require cause, as defined in § 22.1-307, for the salary reduction and reassignment of a principal, assistant principal or supervisor.

E. As used in this section, "supervisor" means a person who holds a supervisory position as specified in the regulations of the Board of Education and who is required to hold a license as prescribed by the Board of Education."

Code of Va. § 22.1-303. Probationary terms of service for teachers. "A. A probationary term of service for three years in the same school division shall be required before a teacher is issued a continuing contract. School boards shall provide each probationary teacher except probationary teachers who have prior successful teaching experience, as determined by the local school board in a school division, a mentor teacher, as described by Board guidelines developed pursuant to § 22.1-305.1, during the first year of the probationary period, to assist such probationary teacher in achieving excellence in instruction. During the probationary period, such probationary teacher shall be evaluated annually based upon the evaluation procedures developed by the employing school board for use by the division superintendent and principals in evaluating instructional personnel as required by § 22.1-295. B. The division superintendent shall consider such evaluations, among other things, in making any recommendations to the school board regarding the nonrenewal of such probationary teacher's contract as provided in § 22.1-305.

If the teacher's performance evaluation during the probationary period is not satisfactory, the school board shall not reemploy the teacher; however, nothing contained in this subsection shall be construed to require cause, as defined in § 22.1-307, for the nonrenewal of the contract of a teacher who has not achieved continuing contract status.

B. Once a continuing contract status has been attained in a school division in the Commonwealth, another probationary period need not be served in any other school division unless such probationary period, not to exceed one year, is made a part of the contract of employment. Further, when a teacher has attained continuing contract status in a school division in the Commonwealth, and separates from and returns to teaching service in a school division in Virginia by the beginning of the third year, such teacher shall be required to serve a probationary period not to exceed one year, if made a part of the contract for employment.

C. For the purpose of calculating the three years of service required to attain continuing contract status, at least 160 contractual teaching days during the school year shall be deemed the equivalent of one year in the first year of service by a teacher.

D. Teachers holding three-year local eligibility licenses pursuant to § 22.1-299.3 shall not be eligible for continuing contract status while teaching under the authority of such license. Upon attainment of a collegiate professional or postgraduate professional license issued by the Department of Education,

PERSONNEL

such teachers shall serve the three-year probationary period prior to being eligible for continuing contract status pursuant to this section. "

Code of Va., § 22.1-304. Reemployment of teacher who has not achieved continuing contract status; effect of continuing contract; resignation of teacher; reduction in number of teachers. "A. If a teacher who has not achieved continuing contract status receives notice of reemployment, he must accept or reject in writing within fifteen days of receipt of such notice. Except as provided in § 22.1-305 and except in the case of a reduction in force as provided in subsection F, written notice of nonrenewal of the contract must be given by the school board on or before April 15 of each year. If no such notice is given a teacher by April 15, the teacher shall be entitled to a contract for the ensuing year in accordance with local salary stipulations including increments.

B. Teachers employed after completing the probationary period shall be entitled to continuing contracts during good behavior and competent service and prior to the age at which they are eligible or required to retire except as hereinafter provided. Written notice of noncontinuation of the contract by either party must be given by April 15 of each year; otherwise the contract continues in effect for the ensuing year in conformity with local salary stipulations including increments.

C. A teacher may resign after April 15 of any school year with the approval of the local school board or, upon authorization by the school board, with the approval of the division superintendent. The teacher shall request release from contract at least two weeks in advance of intended date of resignation. Such request shall be in writing and shall set forth the cause of resignation. If the division superintendent has been authorized to approve resignations, a teacher may, within one week, withdraw a request to resign. Upon the expiration of the one-week period, the division superintendent shall notify the school board of his decision to accept or reject the resignation. The school board, within two weeks, may reverse the decision of the division superintendent. In the event that the board or the division superintendent declines to grant the request for release on the grounds of insufficient or unjustifiable cause, and the teacher breaches such contract, disciplinary action, which may include revocation of the teacher's license, may be taken pursuant to regulations prescribed by the Board of Education.

D. As soon after April 15 as the school budget shall have been approved by the appropriating body, the school board shall furnish each teacher a statement confirming continuation of employment, setting forth assignment and salary.

Nothing in the continuing contract shall be construed to authorize the school board to contract for any financial obligation beyond the period for which funds have been made available with which to meet such obligation.

E. A school board may reduce the number of teachers, whether or not such teachers have reached continuing contract status, because of decrease in enrollment or abolition of particular subjects.

F. By May 15 of each year, the school board of a county having the county executive form of government that is adjacent to a county having the urban county executive form of government shall notify all teachers who may be subject to a reduction in force due to a decrease in the school board's budget as approved by the appropriating body.

Code of Va., § 22.1-305{ XE "zz:Code of Va 22.1-305" }. Nonrenewal of contract of probationary teacher "A. Before a division superintendent recommends to the school board nonrenewal of the contract of a teacher who has not achieved continuing contract status, the division superintendent

PERSONNEL

shall consider, among other things, the performance evaluations for such teacher required by § 22.1-303 and shall notify the teacher of the proposed recommendation. Upon written request of the teacher within five working days after receipt of such notice, the division superintendent or his designee shall orally provide the specific reasons, if any, for such recommendation, along with supporting documentation, including such performance evaluations, to the teacher and, if requested by the teacher, to his or her representative. Within ten days after receiving such reasons, the teacher may request, by notification in writing to the division superintendent, a conference before the division superintendent. Upon such request, the division superintendent shall set a date for the conference, which shall be within thirty days of the request, and shall give the teacher at least fifteen days' notice of the time and place of the conference.

B. The conference shall be before the division superintendent or his designee. No such designee shall have recommended to the division superintendent the nonrenewal of the teacher's contract. The teacher and the person or persons who recommended the nonrenewal of the teacher's contract to the division superintendent, or a representative of either or both, shall be allowed to participate in the conference, but no such representative shall be an attorney.

C. If the conference is before a designee of the division superintendent, the designee shall communicate his recommendations to the division superintendent and to the teacher.

D. The division superintendent shall notify the teacher, in writing, of his intention with respect to the recommendation within ten days after the conference.

E. In any case in which a teacher requests a conference as provided in this section, written notice of nonrenewal of the contract by the school board must be given within thirty days after the division superintendent notifies the teacher of his intention with respect to the recommendation and the provisions of § 22.1-304 requiring such notice on or before April 15 shall not be applicable.

F. The conference shall be confidential and no written or oral communication of such conference shall be made to anyone other than the school board, in executive session, and employees of the school division having an interest therein; however, both the teacher and the division superintendent, upon request, may provide the reasons for the nonrenewal to a potential employer of the teacher.

G. The provisions of this section shall be inapplicable when a decrease in enrollment or the abolition of a particular subject or reduction in the number of classes offered in a particular subject causes a reduction in the number of teachers; however, a statement to that effect shall be placed in the personnel file of each teacher whose contract is nonrenewed for any such reason.

H. The intent of this section is to provide an opportunity for a probationary teacher to discuss the reasons for nonrenewal with the division superintendent or his designee, and the provisions of this section are meant to be procedural only. Nothing contained herein shall be taken to require cause, as defined in § 22.1-307, for the nonrenewal of the contract of a teacher who has not achieved continuing contract status nor shall the failure of the school board or the division superintendent to comply with any time requirement herein constitute a basis for continued employment of the teacher."

Code of Va., § 22.1-306. Definitions. As used in this article: "Grievance" means a complaint or dispute by a teacher relating to his or her employment including, but not necessarily limited to: (i) disciplinary action including dismissal or placing on probation; (ii) the application or interpretation of: (a) personnel policies, (b) procedures, (c) rules and regulations, (d) ordinances and (e) statutes; (iii) acts of reprisal against a teacher for filing or processing a grievance, participating as a witness in any step, meeting or hearing relating to a grievance, or serving as a member of a fact-finding panel; and (iv) complaints of discrimination on the basis of race, color, creed, political affiliation, handicap, age,

PERSONNEL

national origin or sex. Each school board shall have the exclusive right to manage the affairs and operations of the school division. Accordingly, the term "grievance" shall not include a complaint or dispute by a teacher relating to (i) establishment and revision of wages or salaries, position classifications or general benefits, (ii) suspension of a teacher or nonrenewal of the contract of a teacher who has not achieved continuing contract status, (iii) the establishment or contents of ordinances, statutes or personnel policies, procedures, rules and regulations, (iv) failure to promote, (v) discharge, layoff or suspension from duties because of decrease in enrollment, decrease in enrollment or abolition of a particular subject or insufficient funding, (vi) hiring, transfer, assignment and retention of teachers within the school division, (vii) suspension from duties in emergencies, or (viii) the methods, means and personnel by which the school division's operations are to be carried on.

While these management rights are reserved to the school board, failure to apply, where applicable, the rules, regulations, policies, or procedures as written or established by the school board is grievable.

"Dismissal" means the dismissal of any teacher during the term of such teacher's contract and the nonrenewal of the contract of a teacher on continuing contract."

Adopted by School Board: January 16, 1979

Revised by School Board: January 6, 1981

Revised by School Board: March 20, 2001

Revised by School Board:

Agenda Report

Date: 03/16/10

Agenda Number: G-1

Attachments: Yes

From: Paul McKendrick, Superintendent

Subject: School Calendar: 2009-10

Summary/Description:

On March 2, 2010, the school administration received a letter from the Lynchburg Electoral Board requesting that the Lynchburg City School Board modify the current school calendar for 2009-10. Specifically, the electoral board requests that the school board reschedule the teacher workday from April 30, 2010, to May 4, 2010. The reason for this request is because the Lynchburg City Council election is scheduled for that date, and several schools are used as polling places during elections.

During this presentation, the school board will consider the potential impact the city council election might have on students when conducting the election on a student attendance day and the request to change the teacher workday.

Disposition: **Action**
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board consider the request made by the Lynchburg Electoral Board to move the teacher workday from April 30, 2010, to May 4, 2010.



The City of Lynchburg, Virginia

3236 ODD FELLOWS ROAD, LYNCHBURG, VA 24501 • (804) 847-1609

ELECTORAL BOARD

March 1, 2010

Dr. Paul McKendrick
Superintendent, Lynchburg City Schools
915 Court St.
Lynchburg, VA 24504

Mrs. Mary Ann H. Barker
Chair, School Board, Lynchburg City Schools
319 Hayfield Dr.
Lynchburg, VA 24503

Dear Dr. McKendrick and Mrs. Barker,

The Lynchburg Electoral Board is writing to ask the School Board to modify the current school calendar by changing the April 30, 2010 teacher workday to May 4, 2010. City Council raised issues regarding the impact of conducting the City Council election on May 4, 2010 while school is in session. They were primarily concerned with Ward III – Precinct 4, Heritage Elementary. As of March 1, 2010 the number of registered voters of Ward III – Precinct 4 is 5,643. In the past we've been able to conduct elections while school is in session using the foyer and hall at Heritage Elementary and/or a portion of the cafeteria. Following the substantial increase in registered voters at this precinct, the Electoral Board used the entire cafeteria for the 2008 and 2009 elections. Unfortunately, in the past, turnout has been low for Council elections.

In addition to Heritage Elementary, we use the following schools as polling places for elections:

	Registered voters
Sheffield Elementary	1703
Bedford Hills Elementary	3069
R.S. Payne Elementary	2990
Sandusky Middle School	1662
Linkhome Middle School	3320

Please let me know if you need anything else to put this request on the School Board's agenda. We would appreciate the School Board's consideration of this request from the Electoral Board at your earliest convenience.

Page 2

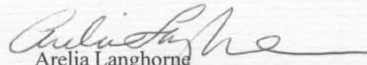
3/1/2010

If the School Board is unable to change the teacher workday, we welcome your assistance with minimizing the impact on student learning on election day and with accommodations which will maximize the accessibility of the Heritage Elementary polling site for voters. Some of which may include the following:

- Ask the staff to park at Heritage High School and provide busses to transport them to Heritage Elementary at the beginning and end of the school day, to free up parking spaces for voters.
- Provide the students with a bag lunch instead of cafeteria line food.
- Relocate after school programs that use the cafeteria to other rooms in the school.

Thank you in advance for your consideration of this request.

Sincerely yours,


Arelia Langhorn
Chair, Lynchburg Electoral Board

cc: John Falcone, Vice-Chair, Lynchburg Electoral Board
John Cobbs, Secretary, Lynchburg Electoral Board
Sharon Anderson, Principal, Heritage Elementary School