



Lynchburg City School Board

Regina T. Dolan-Sewell
School Board District 1

Mary Ann Hoss
School Board District 1

Michael J. Nilles
School Board District 3

Jennifer R. Poore
School Board District 2

Katie Snyder
School Board District 3

Treney L. Tweedy
School Board District 3

J. Marie Waller
School Board District 2

Thomas H. Webb
School Board District 2

Charles B. White
School Board District 1

School Administration

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

Wendie L. Sullivan
Clerk

SCHOOL BOARD MEETING
December 17, 2013 5:30 p.m.
School Administration Building
Board Room

A. PUBLIC COMMENTS

- 1. Public Comments
Scott S. Brabrand. Page 1
Discussion/Action (30 Minutes)

B. FINANCE REPORT

- 1. Finance Report
Anthony E. Beckles, Sr.Page 2
Discussion

C. CONSENT AGENDA

- 1. School Board Meeting Minutes: December 3, 2013 (Regular Meeting)

D. STUDENT REPRESENTATIVE COMMENTS

E. UNFINISHED BUSINESS

- 1. School Operating Budget: 2014-15
Anthony E. Beckles, Sr. Page 7
Discussion
- 2. Career-Technical Education Program: Criminology
William A. Coleman, Jr. Page 8
Discussion/Action
- 3. Student Information System Upgrade
Ben W. Copeland. Page 12
Discussion/Action
- 4. High School Program of Studies: 2014-15
William A. Coleman, Jr. Page 13
Discussion/Action

F. NEW BUSINESS

- 1. LAUREL Regional School Budget: 2013-14
 Anthony E. Beckles, Sr.Page 14
 Discussion/Action

- 2. XLR8 Regional Governor’s STEM Academy
 Budget: 2013-14
 Anthony E. Beckles, Sr.Page 19
 Discussion/Action

- 3. Pauline F. Maloney STEP with Links Program
 Budget: 2013-14
 Anthony E. Beckles, Sr.Page 22
 Discussion/Action

- 4. Lynchburg Juvenile Detention Center Education Program
 Budget: 2013-14 Title I Part D: Instructional Equipment/Supplies for
 Literacy Coach
 William A. Coleman, Jr. Page 25
 Discussion/Action

- 5. Academic Calendar: 2014-15
 William A. Coleman, Jr. Page 26
 Discussion

- 6. Resolution Concerning High Stakes Testing of Virginia
 Public School Students
 Scott S. Brabrand.Page 28
 Discussion/Action

G. SUPERINTENDENT’S COMMENTS

H. BOARD COMMENTS

I. INFORMATIONAL ITEMS

Next School Board Meeting: Tuesday, January 7, 2014, 5:30 p.m., Board Room, School Administration Building

J. ADJOURNMENT

Agenda Report

Date: 12/17/13

Agenda Number: A-1

Attachments: No

From: Scott S. Brabrand, 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: 12/17/13

Agenda Number: B-1

Attachments:

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject:

Summary/Description:

The school administration, in accordance with the 2013-14 school operating budget, authorized, approved, and processed the necessary payments through November 30, 2013. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through November 30, 2013, for the operating fund.

Total Operating Fund Budget	\$84,249,418.00
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Through November 30, 2013

Actual Revenue Received	\$ 27,719,333.74
Actual Expenditures	\$ 29,741,045.24
Actual Encumbered	\$ 45,910,781.33

Percent of Budget Received	32.90%
Percent of Budget Used, excluding encumbrances	35.30%

As of 11/30/13 – 5 months	41.67%
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The revenue and expenditure reports detail the transactions recorded through November 30, 2013. All 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.

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Month Ended November 30, 2013

	Fiscal Year 2013-14				BUDGET AVAILABLE	BUDGET % USED
	BUDGET	TRANSACTIONS	BUDGET % USED	ENCUMBRANCES		
INSTRUCTION						
FUNCTION 1100 CLASSROOM INSTRUCTION						
Personnel	43,611,017.00	13,217,769.17	30.31%	29,170,602.22	1,222,645.61	97.20%
Other	4,113,844.00	1,096,124.99	26.64%	188,135.57	2,829,583.44	31.22%
FUNCTION 1200 INST SUPPORT-STUDENT						
Personnel	3,340,817.00	1,152,395.78	34.49%	1,752,417.58	436,003.64	86.95%
Other	169,644.00	39,686.21	23.39%	45,581.36	84,376.43	50.26%
FUNCTION 1300 INST SUPPORT-STAFF						
Personnel	4,410,927.00	1,704,165.87	38.64%	1,906,866.78	799,894.35	81.87%
Other	1,422,659.00	149,732.83	10.52%	99,320.28	1,173,605.89	17.51%
FUNCTION 1400 INST SUPPORT-SCHOOL ADMN						
Personnel	5,284,589.00	2,093,479.02	39.61%	2,691,336.61	499,773.37	90.54%
Other	128,350.00	17,113.08	13.33%	10,063.12	101,173.80	21.17%
TOTAL INSTRUCTION	62,481,847.00	19,470,466.95	31.16%	35,864,323.52	7,147,056.53	88.56%
ADMINISTRATION						
FUNCTION 2100 ADMINISTRATION						
Personnel	2,248,946.00	1,083,659.48	48.19%	991,537.31	173,749.21	92.27%
Other	671,247.00	401,965.44	59.88%	377,199.74	(107,918.18)	116.08%
FUNCTION 2200 ATTENDANCE & HEALTH SERV						
Personnel	2,230,563.00	731,057.65	32.77%	1,542,802.58	(43,297.23)	101.94%
Other	52,225.00	30,108.16	57.65%	1,799.00	20,317.84	61.10%
TOTAL ADMINISTRATION	5,202,981.00	2,246,790.73	43.18%	2,913,338.63	42,851.64	99.18%
PUPIL TRANSPORTATION						
FUNCTION 3100 MANAGEMENT & DIRECTION						
Personnel	332,953.00	149,916.31	45.03%	175,938.49	7,098.20	97.87%
Other	20,526.00	14,142.88	68.90%	2,329.47	4,053.65	80.25%
FUNCTION 3200 VEHICLE OPERATION SERVICE						
Personnel	2,199,429.00	831,660.66	37.81%	1,356,365.70	11,402.64	99.48%
Other	940,430.00	424,348.74	45.12%	47,753.53	468,327.73	50.20%
FUNCTION 3300 MONITORING SERVICE						
Personnel	410,901.00	98,436.16	23.96%	204,831.15	107,633.69	73.81%
Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 3400 VEHICLE MAINT SERVICE						
Personnel	367,601.00	156,408.42	42.55%	180,091.08	31,101.50	91.54%
Other	381,750.00	130,113.64	34.08%	115.00	251,521.36	34.11%
FUNCTION 3500 BUS PURCHASE - REGULAR						
Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 3600 BUS - LEASE PURCHASE						
Other	0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL PUPIL TRANSPORTATION	4,653,590.00	1,805,026.81	38.79%	1,967,424.42	881,138.77	81.07%

Lynchburg City Schools
 Operating Fund - Statement of Expenditures
 For the Month Ended November 30, 2013

OPERATIONS & MAINTENANCE							
FUNCTION 4100 MANAGEMENT & DIRECTION							
	Personnel	185,070.00	87,574.23	47.32%	103,673.31	(6,177.54)	103.34%
	Other	35,300.00	47,216.60	133.76%	30,952.17	(42,868.77)	221.44%
FUNCTION 4200 BUILDING SERVICES							
	Personnel	4,134,677.00	1,849,229.26	44.72%	2,119,312.79	166,134.95	95.98%
	Other	4,413,187.00	2,070,047.54	46.91%	1,740,441.24	602,698.22	86.34%
FUNCTION 4300 GROUNDS SERVICES							
	Personnel	239,812.00	103,575.26	43.19%	132,052.70	4,184.04	98.26%
	Other	129,000.00	6,521.11	5.06%	0.00	122,478.89	5.06%
FUNCTION 4400 EQUIPMENT SERVICES							
	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	62,500.00	14,256.91	22.81%	5,200.00	43,043.09	31.13%
FUNCTION 4500 VEHICLE SERVICES							
	Personnel	0.00	0.00	0.00%	0.00	0.00	0.00%
	Other	17,000.00	14,539.95	85.53%	764.93	1,695.12	90.03%
FUNCTION 4600 SECURITY SERVICES							
	Personnel	162,899.00	9,585.58	5.88%	11,827.14	141,486.28	13.14%
	Other	100,000.00	47,694.69	47.69%	19.36	52,285.95	47.71%
TOTAL OPERATIONS & MAINTENANCE		9,479,445.00	4,250,241.13	44.84%	4,144,243.64	1,084,960.23	88.55%
FACILITIES							
FUNCTION 6200 SITE IMPROVEMENTS							
FUNCTION 6600 BLDG ADD & IMP SERVICES							
	Personnel	21,743.00	30,583.04	140.66%	27,314.43	(36,154.47)	266.28%
	Other	20,000.00	8,451.00	42.26%	0.00	11,549.00	42.26%
TOTAL FACILITIES		41,743.00	39,034.04	93.51%	27,314.43	(24,605.47)	158.95%
DEBT SERVICE							
FUNCTION 7100 DEBT SERVICE - Other							
	Other	109,199.00	109,198.92	100.00%	0.00	0.08	100.00%
TOTAL DEBT SERVICE		109,199.00	109,198.92	100.00%	0.00	0.08	100.00%
TECHNOLOGY							
FUNCTION 8100 CLASSROOM INSTRUCTION							
	Personnel	1,403,203.00	614,161.51	43.77%	796,690.18	(7,648.69)	100.55%
	Other	379,942.00	649,254.74	170.88%	5,683.33	(274,996.07)	172.38%
FUNCTION 8200 INSTRUCTIONAL SUPPORT							
	Personnel	256,068.00	102,777.16	40.14%	132,449.33	20,841.51	91.86%
	Other	241,400.00	454,093.25	188.11%	59,313.85	(272,007.10)	212.68%
FUNCTION 8200 LEASE PURCHASE							
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL TECHNOLOGY		2,280,613.00	1,820,286.66	79.82%	994,136.69	(533,810.35)	123.41%
CONTINGENCY RESERVES							
FUNCTION 9100 CLASSROOM INSTRUCTION							
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 9300 ADMINISTRATION							
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 9500 PUPIL TRANSPORTATION							
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
FUNCTION 9600 OPERATIONS & MAINTENANCE							
	Other	0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL CONTINGENCY RESERVES		0.00	0.00	0.00%	0.00	0.00	0.00%
TOTAL OPERATING BUDGET		84,249,418.00	29,741,045.24	35.30%	45,910,781.33	8,597,591.43	89.80%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Month Ended November 30, 2013

ACCOUNT TITLE	FY 2012-2013				FY 2013-14			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
240308 SALES TAX RECEIPTS	(8,713,252.00)	(8,758,823.98)	45,571.98	100.52%	(9,771,846.00)	(3,131,645.56)	(6,640,200.44)	32.05%
240202 BASIC SCHOOL AID	(20,446,238.00)	(20,076,545.00)	(369,693.00)	98.19%	(19,245,033.00)	(8,018,763.75)	(11,226,269.25)	41.67%
240207 GIFTED & TALENTED	(236,687.00)	(233,748.00)	(2,939.00)	98.76%	(231,550.00)	(96,479.19)	(135,070.81)	41.67%
240208 REMEDIAL EDUCATION	(1,193,725.00)	(1,178,902.00)	(14,823.00)	98.76%	(1,167,820.00)	(486,591.69)	(681,228.31)	41.67%
240208 REMEDIAL EDUCATION	(157,258.00)	(173,577.00)	16,319.00	110.38%	(195,237.00)	0.00	(195,237.00)	0.00%
240212 SPECIAL ED SOQ	(2,253,670.00)	(2,225,686.00)	(27,984.00)	98.76%	(2,250,067.00)	(937,527.90)	(1,312,539.10)	41.67%
240217 VOCATIONAL ED SOQ	(288,140.00)	(284,563.00)	(3,577.00)	98.76%	(281,888.00)	(117,453.31)	(164,434.69)	41.67%
240221 SOC SEC-INSTR	(1,353,231.00)	(1,336,428.01)	(16,802.99)	98.76%	(1,328,898.00)	(553,707.50)	(775,190.50)	41.67%
240223 VRS INSTRUCTIONAL	(2,258,815.00)	(2,230,768.00)	(28,047.00)	98.76%	(2,214,831.00)	(922,846.25)	(1,291,984.75)	41.67%
240241 GROUP LIFE INST	(87,471.00)	(86,385.00)	(1,086.00)	98.76%	(85,573.00)	(35,655.40)	(49,917.60)	41.67%
240228 READING INTERVENTN	(170,389.00)	(146,887.00)	(23,502.00)	86.21%	(144,929.00)	0.00	(144,929.00)	0.00%
240205 CAT-REG FOSTER	(101,400.00)	(67,504.00)	(33,896.00)	66.57%	(71,786.00)	0.00	(71,786.00)	0.00%
240246 CAT-HOMEBOUND	(232,366.00)	(200,897.98)	(31,468.02)	86.46%	(214,961.00)	(24,987.02)	(189,973.98)	11.62%
240248 REGIONAL TUITION	(743,344.00)	(680,655.70)	(62,688.30)	91.57%	(776,368.00)	0.00	(776,368.00)	0.00%
240265 AT RISK SOQ	(1,242,007.00)	(1,226,865.00)	(15,142.00)	98.78%	(1,216,431.00)	0.00	(1,216,431.00)	0.00%
240309 ESL	(102,484.00)	(80,790.00)	(21,694.00)	78.83%	(82,660.00)	0.00	(82,660.00)	0.00%
330213 SCHOOL LUNCH	0.00	0.00	0.00	100.00%	0.00	0.00	0.00	0.00%
240281 AT RISK 4 YR OLDS	(1,215,707.00)	(1,215,707.00)	0.00	100.00%	(1,215,707.00)	0.00	(1,215,707.00)	0.00%
240218 CTE - ADULT ED	(19,175.00)	(964.00)	(18,211.00)	5.03%	(19,175.00)	0.00	(19,175.00)	0.00%
240252 CTE EQUIPMENT	0.00	(11,262.66)	11,262.66	100.00%	0.00	0.00	0.00	0.00%
240253 CTE OCC PREP	(36,711.00)	(30,763.00)	(5,948.00)	83.80%	(42,030.00)	0.00	(42,030.00)	0.00%
240273 CPI HOLD HARMLESS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
SUPPLEMENTAL SUPPORT								
ADDITIONAL STATE SUPPORT	(468,992.00)	(468,991.71)	(0.29)	0.00%	(466,336.00)	(194,306.80)	(272,029.20)	41.67%
EARLY READIG SPECIALISTS INITIATIVE		0.00	0.00	100.00%	(37,214.00)	0.00	(37,214.00)	0.00%
240275 PRIMARY CLASS SIZE	(1,594,562.00)	(1,587,611.00)	(6,951.00)	99.56%	(1,570,158.00)	0.00	(1,570,158.00)	0.00%
240214 TEXTBOOKS	(461,694.00)	(455,961.00)	(5,733.00)	98.76%	(451,674.00)	(188,197.50)	(263,476.50)	41.67%
SALARY SUPPLEMENT	0.00	0.00	0.00	0.00%	(500,162.00)	(131,621.59)	(368,540.41)	26.32%
240203 GED/ISAEP	(23,576.00)	(23,576.00)	0.00	100.00%	(23,576.00)	0.00	(23,576.00)	0.00%
240405 ALGEBRA READINESS	(126,366.00)	(126,180.00)	(186.00)	99.85%	(124,221.00)	0.00	(124,221.00)	0.00%
COMMONWEALTH OF VA	(43,527,260.00)	(42,910,042.04)	(617,217.96)	98.58%	(43,730,131.00)	(14,839,783.46)	(28,890,347.54)	33.93%
330201 BASIC ADULT ED.	(50,000.00)	(57,141.68)	7,141.68	114.28%	(50,000.00)	(17,429.14)	(32,570.86)	34.86%
330212 IMPACT AIDPL81-874	(6,000.00)	(6,248.87)	248.87	104.15%	(6,000.00)	0.00	(6,000.00)	0.00%
180303 MEDICAID REIMBURSE	(300,000.00)	(390,157.72)	90,157.72	130.05%	(300,000.00)	(13,604.30)	(286,395.70)	4.53%
JR ROTC	(105,000.00)	(75,116.01)	(29,883.99)	71.54%	(120,000.00)	(31,602.87)	(88,397.13)	26.34%
FEDERAL	(461,000.00)	(528,664.28)	67,664.28	114.68%	(476,000.00)	(62,636.31)	(413,363.69)	13.16%

Lynchburg City Schools
 Operating Fund - Statement of Revenue
 For the Month Ended November 30, 2013

	FY 2012-2013 Unaudited				FY 2013-2014			
	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED	REVENUE BUDGET	YTD TRANSACTIONS	BUDGET BALANCE	% RECEIVED
510500 CITY OPER APPR	(35,642,103.00)	(35,601,147.00)	(40,956.00)	99.89%	(38,201,147.00)	(12,450,000.00)	(25,751,147.00)	32.59%
510500 FUND BALANCE RETURN	(149,825.00)	(149,825.00)	0.00	0.00%	0.00	0.00	0.00	0.00%
510500 USE OF RESERVES	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
510502 CITY DEBT SERV APP	(33,627.00)	0.00	(33,627.00)	0.00%	0.00	0.00	0.00	0.00%
CITY	(35,825,555.00)	(35,750,972.00)	(74,583.00)	99.79%	(38,201,147.00)	(12,450,000.00)	(25,751,147.00)	32.59%
189912 MISC REV/OTH FUNDS	0.00	(74,843.82)	74,843.82	100.00%	0.00	(4,796.63)	4,796.63	100.00%
180303 REBATES & REFUNDS	(15,000.00)	(6,969.07)	(8,030.93)	46.46%	(30,000.00)	(12,928.40)	(17,071.60)	43.09%
189903 DONATIONS & SP GF	(1,472.71)	(6,851.04)	5,378.33	0.00%	0.00	0.00	0.00	0.00%
189909 SALE OTHER EQUIP	0.00	(10,808.63)	10,808.63	100.00%	0.00	(2,893.50)	2,893.50	0.00%
189910 INSURANCE ADJUST	(3,000.00)	(133,109.34)	130,109.34	4436.98%	(3,000.00)	(4,114.66)	1,114.66	137.16%
189912 OTHER FUNDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
E RATE REIMBURSEMENT	(100,000.00)	(93,026.09)	(6,973.91)	93.03%	(120,000.00)	(65,023.08)	(54,976.92)	54.19%
TRANSFER IN/OUT	0.00	0.00	0.00	-100.00%	0.00	0.00	0.00	0.00%
MISCELLANEOUS	(119,472.71)	(325,607.99)	206,135.28	272.54%	(153,000.00)	(89,756.27)	(63,243.73)	58.66%
150201 RENTS	(98,000.00)	(98,000.00)	0.00	100.00%	(98,000.00)	0.00	(98,000.00)	0.00%
161201 TUITION DAY SCHOOL	(120,000.00)	(112,076.13)	(7,923.87)	93.40%	(110,000.00)	(31,149.40)	(78,850.60)	28.32%
161206 TUITION ADULT	(10,000.00)	(13,723.20)	3,723.20	137.23%	(18,000.00)	0.00	(18,000.00)	0.00%
161207 TUITION SUMMER SCH	(40,000.00)	(9,011.27)	(30,988.73)	0.00%	(40,000.00)	(5,286.50)	(34,713.50)	13.22%
161202 SPEC PUPIL FEES	(244,188.00)	(37,695.09)	(206,492.91)	15.44%	(45,000.00)	(4,549.54)	(40,450.46)	10.11%
161205 BUS RENTAL	(400,000.00)	(383,362.98)	(16,637.02)	95.84%	(400,000.00)	(144,975.13)	(255,024.87)	36.24%
190101 TUIT FM OTH CO/CY	(634,620.00)	(630,099.64)	(4,520.36)	99.29%	(634,620.00)	0.00	(634,620.00)	0.00%
161201 DUAL ENROLLMENT	(35,000.00)	(89,546.63)	54,546.63	255.85%	(85,000.00)	0.00	(85,000.00)	0.00%
PRINT SHOP	(100,000.00)	(92,066.46)	(7,933.54)	100.00%	(100,000.00)	(39,479.69)	(60,520.31)	39.48%
SCHOOL NUT UTILITIES	(98,500.00)	(92,557.85)	(5,942.15)	93.97%	(98,500.00)	(25,370.45)	(73,129.55)	25.76%
FACILITY RENTALS	(60,020.00)	(80,439.48)	20,419.48	134.02%	(60,020.00)	(26,346.99)	(33,673.01)	43.90%
CHARGES FOR SERVICES	(1,840,328.00)	(1,638,578.73)	(201,749.27)	89.04%	(1,689,140.00)	(277,157.70)	(1,411,982.30)	16.41%
150101 INTEREST-BNK DPST	0.00	(160.09)	160.09	100.00%	0.00	0.00	0.00	100.00%
USE OF MONEY								
LEASE PURCHASE PROCEEDS	(7,580.00)	0.00	(7,580.00)	0.00%	0.00	0.00	0.00	0.00%
DESIGNATION - ENCUMBRANCES	(221,758.24)	0.00	(221,758.24)	0.00%	0.00	0.00	0.00	0.00%
TOTAL OPERATING FUND	(82,002,953.95)	(81,154,025.13)	(627,170.58)	98.96%	(84,249,418.00)	(27,719,333.74)	(56,530,084.26)	32.90%

Original budget	\$81,622,318.00
Fund Balance Return	149,825.00
Restricted Donation Received	1,472.71
Lease Purchase Funds	\$ 7,580.00
Designation - Prior Year Encumb	\$ 221,758.24
Adjusted Budget	<u>\$ 82,002,953.95</u>

Agenda Report

Date: 12/17/13

Agenda Number: E-1

Attachments: No

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: School Operating Budget: 2014-15

Summary/Description:

As part of the budget development process for FY2014-15, the school administration has conducted several community budget meetings in order to share information and receive comments about next year's budget. As a result of those meetings, the school administration prepared a tiered budget proposal to present to the school board on December 3, 2013. During that meeting, the school board asked for additional information for some of the items presented. The school board and the school administration will continue discussions regarding the school operating budget for 2014-15 during this presentation.

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: 12/17/13

Agenda Number: E-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent for Curriculum and Instruction

Subject: Career-Technical Program: Criminology

Summary/Description:

The demand for additional law enforcement officers is greater than ever. Many police agencies are facing staffing shortages, which makes the “Law, Public Safety, and Security” career cluster an exceptional opportunity for Lynchburg City Schools’ students interested in a career in law enforcement. The Bureau of Labor and Statistics has reported that employment in police and law enforcement careers is expected to grow more than 13 percent by the year 2020. That is an increase of nearly 600,000 jobs.

The school administration proposes the formation of a criminology program to be offered through the Lynchburg City Schools’ Career-Technical Education Program. This new program is projected to begin in fall 2014, at E.C. Glass High School. The course will be a one-hour class for juniors and seniors who wish to explore a possible career in law, law enforcement, public safety, corrections, and security. The course will be taught by staff members of the Lynchburg Police Department. The program will also serve as an introduction and possible springboard to additional careers in criminal justice such as employment in the FBI, CIA, or the legal field. The anticipated expenditures for equipment will be covered by the Lynchburg City Schools’ career-technical education funding.

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

Recommendation:

The superintendent recommends that the school board approve the Criminology program as a career-technical education course offering in the 2014-2015 High School Program of Studies.



Criminology Program

Lynchburg City Schools

Program Description:

- This will be a two-year program designed for students who wish to explore possible careers in law, law enforcement, public safety, corrections, and security. Each class will meet for one period, five days a week at EC Glass High School. This program will be open to students from both high schools.

8702A/8702B - Criminal Justice I (Introduction to Criminal Justice)

1 credit

Grade 11

1 period course (M/F)

Prerequisite: Approved Application

This course presents an overview of the criminal justice system and introduces the major components in law enforcement, judiciary, and corrections. Students learn theory, principles, and techniques of developing/managing services for the safety and protection of people and property. Students will participate in lessons on and off campus and in activities that take place after school hours. Students enrolled in this course are expected to join and participate in SkillsUSA.

8703A/8703B - Criminal Justice II (Criminal Investigations)

1 credit

Grade 12

1 period course (M/F)

Prerequisite: Criminal Justice I & Approved Application

This course covers the complex responsibilities of criminal investigation. Students will learn the principles and techniques of conducting specific investigations such as homicide, assault, and robbery. Students will also learn the principles of crime scene investigation including photography, sketching, and the securing of evidence. Students enrolled in this course are expected to join and participate in SkillsUSA.

Topics of Study

- Work place readiness skills
- Introduction to the criminal justice system (elements, roles, structure, history)
- Safety practices
- Occupation descriptions related to criminal justice
- Ethics
- Understanding the Rule of Law
- Exploring policies
- Investigating a crime scene

- Understanding the court system
- Applying criminal justice communication skills
- Understanding the corrections system
- Understanding juvenile justices system

Application Process & Requirements:

- Students must be 16 years of age and a high school junior before the beginning of the academic school year
- Complete Career Technical Education application
- Minimum GPA of 2.0 in two of the last three semesters
- Recommendation required by teacher or counselor
- Interview for placement in program
- Student must have no convictions or no major behavioral incidents at school

Program Goals:

- Explore careers in law, law enforcement, public safety, and corrections
- Develop core leadership fundamentals
- Encourage teamwork
- Explore the value of serving the community
- Develop strong mental, physical, and social skills
- Promote self-discipline and self-esteem
- Instill the core values of leadership, professionalism, and dedication

General Overview of Schedule

Grade	Fall Semester	Spring Semester
Junior Year	Criminal Justice IA	Criminal Justice IB
Senior Year	Criminal Justice IIA	Criminal Justice IIB

- Course schedule:** 1 period per day, five days per week
- Transportation:** Students will drive themselves, or a shuttle bus will be provided for students attending from HHS
- Location:** E.C. Glass High School
- Cost:** No Cost
- Certifications:** National Occupancy Competency Testing Institute (NOCTI): Criminal Justice, SkillsUSA: Criminal Justice or Crime Scene Investigation
- Teachers:** Officer Gary Fink and Officer Steven Wood

Program Time Line:

- School Year 2014-2015: First Junior class begins Criminal Justice I
- School Year 2015-2016: Second Junior class begins Criminal Justice I
First Senior class begins Criminal Justice II
- June 2016: First Senior Class Graduate Program

Career Opportunities:

Career Cluster: Law, Public Safety, Corrections, and Security

Career Pathways: Correction Services, Emergency and Fire Management Services, Law Enforcement Services, Legal Services, Security and Protective Services

Occupations: Corrections Officer, Parole/Probation Officer, Dispatcher, Hazardous Materials Removal Worker, Customs Inspector, Forensic Science Technician, Police Officer, Private Detective, Investigator, US Marshal, Arbitrator, Attorney, Court Reporter, Paralegal, Security Officer, Judge, Court Clerk, Federal Agent

Employment Salary Information:

Occupation	Virginia Median	US Median
Detectives and Criminal Investigators	\$86,580	\$77,860
Corrections Officers	\$39,320	\$39,020
Police Officer / Deputy	\$54,220	\$55,010
Probation Officer	\$38,360	\$47,200
Forensic Science Technician	\$66,360	\$55,660
Lawyers	\$130,730	\$130,880

Agenda Report

Date: 12/17/13

Agenda Number: E-3

Attachments: No

From: Scott S. Brabrand, Superintendent
Ben W. Copeland, Assistant Superintendent of Operations and Administration

Subject: Student Information System Upgrade

Summary/Description:

Lynchburg City Schools currently uses *Comprehensive Information Management for Schools* or CIMS for its student information system. CIMS student information system was purchased in 1999 and operates on an IBM iSeries mainframe server. While this system has served Lynchburg City Schools well over the past 14 years, it now lacks many of the new features and requirements of a modern, data-driven, web-accessible student information system.

Over the past several months, Lynchburg City Schools evaluated the top four student information systems on the approved vendor list for Virginia. The four systems are PowerSchool, Aspen, Sungard eSchool Plus+ and Infinite Campus. Each was provided a matrix of over 1,150 requirements to verify their systems capability with the needs of Lynchburg City Schools. Each vendor was asked to present their system to a panel made up of teachers, principals, and other administrative staff. The top two vendors, Infinite Campus and Sungard eSchool Plus+, were chosen to demonstrate their product to a very specific audience. Over 90 faculty/staff members from across the school division were invited to participate in this process.

As a result of this process, the school administration recommends that the school board enter into a contract with Infinite Campus in the amount of \$339,990.27.

Vendor	First Year	Second Year	Total Two-Year Contract
Infinite Campus	\$ 183,442.00	\$ 101,738.27	
Tableau "Data Warehouse"	\$ 35,780.00	\$ 18,940.00	
Total	\$ 219,222.00	\$ 120,678.27	\$ 339,990.27

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to enter into a contract with Infinite Campus in the amount of \$339,990.27.

Agenda Report

Date: 12/17/13

Agenda Number: E-4

Attachments: No

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: High School Program of Studies: 2014-15

Summary/Description:

Each year modifications are made to the *High School Program of Studies* to reflect changes at the federal, state, and/or local level.

The following local changes are recommended:

- Changes to course weights as approved by the school board on November 19, 2013
- Inclusion of courses offered through the Early College and STEM programs
- Revisions to the requirements for earning a locally awarded verified credit in science and social studies
- Inclusion of a Career Internship course designed to prepare our students to be successful in career fields
- Adjusting the criteria for participation in Virtual Virginia courses to allow any students below the junior grade level to enroll in any Virtual courses, including AP courses, with permission from the guidance counselor and principal
- Requiring students who enroll in Virtual Virginia courses and withdraw after 21-calendar days to pay the state administrative withdrawal fee of \$75.00
- Modifying the description of Criminal Justice 1 A&B to reflect changes in the scheduling of this course

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

Recommendation:

The superintendent recommends that the school board approve the proposed changes to the High School Program of Studies for 2014-15.

Agenda Report

Date: 12/17/13

Agenda Number: F-1

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: LAUREL Regional School Budget: 2013-14

Summary/Description:

The Lynchburg City School Board serves as the fiscal agent for the LAUREL Regional School. The governing board of the school has approved its 2013-14 operating budget in the amount of \$5,090,527.50, which represents an increase of \$168,682.79 from the 2012-13 approved budget.

Funds expended at the LAUREL Regional School are totally reimbursable from participating school divisions and the Commonwealth of Virginia. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools. The LAUREL Regional School provides services for students with severe disabilities. The following services are also provided by staff employed through LAUREL Regional School to identified students with disabilities at their schools: occupational therapy, physical therapy, vision services, and autism services.

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the LAUREL Regional School and to administer their 2013-14 budget in the amount of \$5,090,527.50.

LAUREL Regional Program

2013-14

2012-2013

REVENUE

Account Number	Description	Budget	Budget
9.0000.000.0719.200.914	Tuition from other County/City - Center Based	3,177,180.00	2,892,645.00
9.0000.000.0393.200.914	Ed Technology	26,000.00	26,000.00
9.0000.000.0386.200.914	Other State Funds – Dept. of Blind	12,000.00	12,000.00
9.0000.000.0719.299.914	Tuition from other County/City - Non Center Bas	1,875,347.50	1,991,199.71
TOTAL REVENUE		5,090,527.50	4,921,844.71

EXPENDITURES

SPH SERVICES

Account Number	Description	Budget	Budget
9.1100.112.1121.200.914	Teachers	508,069.00	449,815.00
9.1100.112.1152.200.914	Therapeutic Ed Assts	336,216.00	284,508.00
9.1100.112.1154.200.914	Speech Therapists	71,052.00	68,983.00
9.1100.112.1156.200.914	Occupational Therapists	66,121.00	62,629.00
9.1100.112.1157.200.914	Physical Therapists	35,260.00	34,233.00
9.1100.112.1158.200.914	Vision Teachers	7,970.00	7,566.00
9.1100.112.1520.200.914	Substitute Teachers	20,000.00	20,000.00
9.1100.112.1621.200.914	Teacher Supplements	25,177.00	18,465.00
9.1100.112.2100.200.914	FICA	81,934.00	70,901.00
9.1100.112.2211.200.914	VRS	124,550.00	107,711.00
9.1100.112.2213.200.914	RHCC	11,855.00	10,254.00
9.1100.112.2310.200.914	Medical Insurance	180,030.00	158,100.00
9.1100.112.2330.200.914	Dental Insurance	0.00	0.00
9.1100.112.2340.200.914	Vision Insurance	0.00	0.00
9.1100.112.2411.200.914	Group Life Insurance	12,710.00	10,993.00
9.1100.112.2710.200.914	Workers Comp	3,321.00	2,873.00
9.1100.112.2820.200.914	Education Tuition Assist	0.00	0.00
9.1100.112.3000.200.914	Purchased Services (CAS/CLM Training)	12,500.00	0.00
9.1100.112.4135.200.914	Legal Services	0.00	0.00
9.1100.112.3400.200.914	Transportation Services	4,000.00	4,000.00
9.1100.112.3700.200.914	Laundry	500.00	500.00
9.1100.112.4100.200.914	Technology Support	8,000.00	8,000.00
9.1100.112.5501.200.914	Travel Mileage	750.00	750.00
9.1100.112.5504.200.914	Mandt expense	5,000.00	3,200.00
9.1100.112.6002.200.914	Instructional Food Supplies	5,625.00	5,625.00
9.1100.112.6013.200.914	Instructional Supplies	22,000.00	22,000.00
9.1100.112.8001.200.914	Machinery & Equipment	7,500.00	7,500.00
9.1100.112.1639.200.914	Stipend	4,000.00	4,000.00
9.1100.112.8207.200.914	Ed Tech Expenditures	26,000.00	26,000.00
TOTAL BUDGET SPH SERVICES		1,580,140.00	1,388,606.00

OFFICE OF THE DIRECTOR

Account Number	Description	Budget	Budget
9.1310.920.1020.200.914	Salary - ERIP	13,000.00	13,000.00
9.1310.920.2100.200.914	FICA - ERIP	1,242.00	1,242.00
9.1310.920.2321.200.914	Health Insurance - ERIP	5,000.00	5,000.00
9.1310.920.2835.200.914	Terminal Pay - Sick	4,000.00	4,000.00
9.1320.112.5400.200.914	Copier Rental	15,000.00	15,000.00
9.1410.112.1126.200.914	Principals Salary	74,643.00	72,469.00
9.1410.112.1150.200.914	Office Clerical Salary	37,265.00	36,180.00
9.1410.112.2213.200.914	RHCC	1,242.00	1,206.00

9.1410.112.1639.200.914	Other Professional Supplements	1,200.00	1,200.00
9.1410.112.2100.200.914	FICA	9,895.00	8,404.00
9.1410.112.2211.200.914	VRS	13,048.00	12,669.00
9.1410.112.2310.200.914	Medical Insurance	12,750.00	12,750.00
9.1410.112.2330.200.914	Dental Insurance	0.00	0.00
9.1410.112.2340.200.914	Vision Insurance	0.00	0.00
9.1410.112.2411.200.914	Group Life Insurance	1,332.00	1,293.00
9.1410.112.2710.200.914	Workers Comp	359.00	359.00
9.1410.112.2820.200.914	Education Tuition Assist	0.00	0.00
9.1410.112.6012.200.914	Books & Subscriptions	150.00	150.00
9.1410.112.3100.200.914	Professional Services (Auditors)	14,000.00	14,000.00
9.1410.112.3110.200.914	Health Services	2,500.00	2,500.00
9.1410.112.3500.200.914	Printing & Binding	750.00	750.00
9.1410.112.5200.200.914	Communications	150.00	150.00
9.1410.112.5201.200.914	Postal	1,250.00	1,000.00
9.1410.112.5308.200.914	General Liability	8,350.00	8,350.00
9.1410.112.5402.200.914	Building	123,000.00	98,000.00
9.1410.112.5801.200.914	Dues & Assoc Memberships	200.00	200.00
9.1410.112.6001.200.914	Office Supplies	5,000.00	5,000.00
9.1410.112.8001.200.914	Machinery & Equipment	5,000.00	2,000.00
9.1410.112.9400.200.914	Reserve for Contingency	67,000.00	67,000.00
TOTAL BUDGET OFFICE OF THE DIRECTOR		417,326.00	383,872.00

NURSING SERVICES

Account Number	Description	Budget	Budget
9.2224.112.1131.200.914	Nurses	71,828.00	69,740.00
9.2224.112.1621.200.914	Supplements	1,200.00	1,200.00
9.2224.112.2100.200.914	FICA	5,587.00	5,427.00
9.2224.112.2211.200.914	VRS	8,375.00	8,132.00
9.2224.112.2213.200.914	RHCC	797.00	774.00
9.2224.112.2310.200.914	Medical Insurance	10,200.00	10,200.00
9.2224.112.2330.200.914	Dental Insurance	0.00	0.00
9.2224.112.2340.200.914	Vision Insurance	0.00	0.00
9.2224.112.2411.200.914	Group Life Insurance	855.00	830.00
9.2224.112.2710.200.914	Workers Comp	226.00	220.00
9.2224.112.2820.200.914	Education Tuition Assist	0.00	0.00
TOTAL BUDGET NURSING SERVICES		99,068.00	96,523.00

TOTAL SPH CENTER-BASED PROGRAM 2,096,534.00 1,869,001.00

VISION SERVICES

Account Number	Description	Budget	Budget
9.1100.112.1100.216.914	Salaries & Wages	271,387.00	245,484.00
9.1100.112.1621.216.914	Supplements	16,300.00	14,181.00
9.1100.112.2100.216.914	FICA	22,085.00	19,864.00
9.1100.112.2211.216.914	VRS	33,544.00	30,277.00
9.1100.112.2213.216.914	RHCC	3,193.00	2,882.00
9.1100.112.2310.216.914	Medical Insurance	25,500.00	23,460.00
9.1100.112.2330.216.914	Dental Insurance	0.00	0.00
9.1100.112.2340.216.914	Vision Insurance	0.00	0.00
9.1100.112.2411.216.914	Group Life Insurance	3,423.00	3,090.00
9.1100.112.2710.216.914	Workers Comp	1,530.00	1,376.00
9.1100.112.2820.216.914	Education Tuition Assist	0.00	0.00
9.1100.112.5201.216.914	Postal	200.00	200.00
9.1100.112.5501.216.914	Travel Mileage	10,500.00	10,500.00
9.1100.112.5504.216.914	Staff Development	0.00	0.00
9.1100.112.6013.216.914	Instructional Supplies	9,000.00	9,000.00
9.1100.112.8001.216.914	Machinery & Equipment	10,000.00	10,000.00

VISION SERVICES – CLASSROOM INSTRUCTION 406,662.00 370,314.00

Account Number	Description	Budget	Budget
9.1410.112.1150.216.914	Office Clerical	9,412.00	9,138.00
9.1410.112.2100.216.914	FICA	720.00	699.00
9.1410.112.2211.216.914	VRS	1,097.00	1,065.00
9.1410.112.2213.216.914	RHCC	104.00	101.00
9.1410.112.2310.216.914	Medical Insurance	2,550.00	2,550.00
9.1410.112.2330.216.914	Dental Insurance	0.00	0.00
9.1410.112.2340.216.914	Vision Insurance	0.00	0.00
9.1410.112.2411.216.914	Group Life Insurance	112.00	109.00
9.1410.112.2710.216.914	Workers Comp	29.00	48.00
VISION SERVICES OFFICE OF THE PRINCIPAL		14,024.00	13,710.00

TOTAL VISION SERVICES 420,686.00 384,024.00

AUTISM SERVICES

Account Number	Description	Budget	Budget
9.1100.112.1121.220.914	Teachers	70,312.00	68,264.00
9.1100.112.1621.220.914	Teacher Supplements	3,260.00	3,083.00
9.1100.112.2100.220.914	FICA	5,628.00	5,458.00
9.1100.112.2211.220.914	VRS	8,578.00	8,319.00
9.1100.112.2213.220.914	RHCC	817.00	792.00
9.1100.112.2310.220.914	Medical Insurance	5,100.00	5,100.00
9.1100.112.2340.220.914	Dental Insurance	0.00	0.00
9.1100.112.2330.220.914	Vision Insurance	0.00	0.00
9.1100.112.2411.220.914	Group Life Insurance	876.00	849.00
9.1100.112.2710.220.914	Workers Comp	228.00	221.00
9.1100.112.2820.220.914	Education Tuition Assist	0.00	0.00
9.1100.112.3500.220.914	Printing & Binding	750.00	750.00
9.1100.112.5201.220.914	Postal	100.00	100.00
9.1100.112.5501.220.914	Travel Mileage	3,750.00	3,750.00
9.1100.112.5504.220.914	Staff Development	0.00	0.00
9.1100.112.5801.220.914	Dues & Assoc Memberships	0.00	0.00
9.1100.112.6012.220.914	Books & Subscriptions	300.00	300.00
9.1100.112.6013.220.914	Instructional Supplies	1,000.00	1,000.00
9.1100.112.8001.220.914	Machinery & Equipment	500.00	500.00
TOTAL BUDGET AUTISM SERVICES		101,199.00	98,486.00

OCCUPATIONAL THERAPY SERVICES

Account Number	Description	Budget	Budget
9.1100.112.1121.225.914	Teachers	356,958.00	345,590.00
9.1100.112.2100.225.914	FICA	27,307.00	26,438.00
9.1100.112.2211.225.914	VRS	41,621.00	40,296.00
9.1100.112.2213.225.914	RHCC	3,962.00	3,836.00
9.1100.112.2310.225.914	Medical Insurance	33,150.00	33,150.00
9.1100.112.2330.225.914	Dental Insurance	0.00	0.00
9.1100.112.2340.225.914	Vision Insurance	0.00	0.00
9.1100.112.2411.225.914	Group Life Insurance	4,248.00	4,113.00
9.1100.112.2710.225.914	Workers Comp	1,107.00	1,071.00
9.1100.112.5501.225.914	Travel Mileage	8,000.00	8,000.00
9.1100.112.5504.225.914	Staff Development	0.00	0.00
9.1100.112.6013.225.914	Instructional Supplies	4,000.00	4,000.00
9.1100.112.8001.225.914	Machinery & Equipment	5,000.00	4,000.00
OT – CLASSROOM INSTRUCTION		485,353.00	470,494.00

Account Number	Description	Budget	Budget
9.1410.112.1150.225.914	Office Clerical	9,412.00	9,138.00

9.1410.112.2100.225.914	FICA	720.00	699.00
9.1410.112.2211.225.914	VRS	1,092.00	1,065.00
9.1410.112.2213.225.914	RHCC	104.00	101.00
9.1410.112.2310.225.914	Medical Insurance	2,550.00	2,550.00
9.1410.112.2330.225.914	Dental Insurance	0.00	0.00
9.1410.112.2340.225.914	Vision Insurance	0.00	0.00
9.1410.112.2411.225.914	Group Life Insurance	112.00	109.00
9.1410.112.2710.225.914	Workers Comp	48.00	48.00
	OT OFFICE OF THE PRINCIPAL	14,038.00	13,710.00

TOTAL OCCUPATIONAL THERAPY SERVICES	499,391.00	484,204.00
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PHYSICAL THERAPY SERVICES

Account Number	Description	Budget	Budget
9.1100.112.1121.226.914	Teachers	68,704.00	66,703.00
9.1100.112.2100.226.914	FICA	5,256.00	5,103.00
9.1100.112.2211.226.914	VRS	8,011.00	7,778.00
9.1100.112.2213.226.914	RHCC	763.00	740.00
9.1100.112.2310.226.914	Medical Insurance	6,630.00	6,630.00
9.1100.112.2330.226.914	Dental Insurance	0.00	0.00
9.1100.112.2340.226.914	Vision Insurance	0.00	0.00
9.1100.112.2411.226.914	Group Life Insurance	818.00	794.00
9.1100.112.2710.226.914	Workers Comp	213.00	207.00
9.1100.112.5501.226.914	Travel Mileage	4,250.00	4,250.00
9.1100.112.5504.226.914	Staff Development	0.00	0.00
9.1100.112.6013.226.914	Instructional Supplies	725.00	725.00
9.1100.112.8001.226.914	Machinery & Equipment	2,000.00	2,000.00
	TOTAL PHYSICAL THERAPY SERVICES	97,370.00	94,930.00

NON CENTER-BASED

Account Number	Description	Budget	Budget
9.1100.112.1121.299.914	Teachers	748,884.00	772,601.22
9.1100.112.1151.299.914	Teacher Assistants	446,082.00	466,344.00
9.1100.112.1139.299.914	Other Benefits	53,503.00	39,175.00
9.1100.112.1520.299.914	Substitutes	6,289.00	6,106.50
9.1100.112.1154.299.914	Speech Therapists	81,573.00	76,673.00
9.1100.112.1157.299.914	Physical Therapists	1,811.00	0.00
9.1100.112.1156.299.914	Occupational Therapists	54,566.00	42,165.00
9.1100.112.1100.299.914	Other Staff (Autism)	49,898.00	49,898.00
9.1100.112.1159.299.914	Other Staff (Interpreter)	7,353.00	43,059.00
9.1100.112.2100.299.914	FICA	93,098.00	110,697.45
9.1100.112.2211.299.914	VRS	153,457.00	181,826.32
9.1100.112.2411.299.914	Group Life Insurance	11,754.00	5,643.00
9.1100.112.2213.299.914	RHCC	7,337.00	7,492.70
9.1100.112.2310.299.914	Medical Insurance	140,784.00	169,156.00
9.1100.112.2330.299.914	Dental Insurance	3,687.00	1,592.00
9.1100.112.2340.299.914	Vision Insurance	408.00	0.00
9.1100.112.2710.299.914	Workers Comp Insurance	3,718.00	7,625.02
9.2224.112.2820.299.914	Educational Tuition Assistance	0.00	0.00
9.1100.112.3100.299.914	Staff Development	0.00	0.00
9.1100.112.6013.299.914	Materials and Supplies	2,520.00	2,520.00
9.1100.112.5501.299.914	Travel Mileage	0.00	0.00
9.1100.112.5402.299.914	Facilities	0.00	0.00
9.1100.112.8001.299.914	Machinery & Equipment	8,625.50	8,625.50
	TOTAL NON CENTER-BASED	1,875,347.50	1,991,199.71

TOTAL EXPENDITURE BUDGET	5,090,527.50	4,921,844.71
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Agenda Report

Date: 12/17/13

Agenda Number: F-2

Attachments: Yes

From: Scott S. Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: XLR8 STEM Academy Budget: 2013-14

Summary/Description:

The Lynchburg City School Board serves as the fiscal agent for the XLR8 STEM Academy. The governing board of the school has approved its 2013-14 operating budget in the amount of \$260,386.73, which represents an increase of \$192,386.73 from the 2012-13 approved budget.

Funds expended at the XLR8 STEM Academy are totally reimbursable from participating school divisions and through grants or donations. School divisions which are members of the regional program are Amherst County Public Schools, Appomattox County Public Schools, Bedford County Public Schools, Campbell County Public Schools, and Lynchburg City Schools.

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the XLR8 STEM Academy and to administer their 2013-14 budget in the amount of \$260,386.73.

ACCOUNT #	REVENUE	2013-2014 (25 students)
	TUITION from OTHER COU/CIT (5000)	\$125,000.00
	OTHER FUNDS (Grants)	\$135,386.73
	TOTAL REVENUE	\$260,386.73
	EXPENSE	2013-2014
	PERSONNEL	
	SALARIES DIRECTOR	\$68,000.00
	SALARIES OFFICE CLERICAL	\$15,000.00
	TOTAL PERSONNEL	\$83,000.00
	EMPLOYEE BENEFITS	
	FICA (7.65%)	\$6,349.50
	PROF VRS(INSTR) 11.66%	\$9,677.80
	VRS-PROF RETIREE HEALTH CREDIT (D + C) 1.11%	\$921.30
	PROF HOSPITAL INSURANCE	\$5,331.72
	PROF GROUP LIFE 1.19%	\$987.70
	DENTAL	\$132.00
	VISION	\$24.00
	Total BENEFITS	\$23,424.02
	PURCHASED/CONTRACTUAL SERVICES	
6.1100.307.3000.526.010	PURCHASED SERVICES (CVCC TUITION)	\$74,462.50
6.1100.307.3000.526.010	PLTW FEE	\$1,750.00
6.1100.307.5300.526.010	INSURANCE (ADMIN ERROR/OMISSION)	\$6,000.00
6.1100.307.3000.526.010	CERTIFICATION/LICENSURE FOR STUDENTS	\$3,125.00
6.1100.307.3000.526.010	LEASES & RENTALS	\$0.00
	TOTAL PURCHASED/CONTRACTUAL SERVICES	\$85,337.50
	STAFF DEVELOPMENT	
6.1100.307.5800.526.010	PROFESSIONAL DEVELOPMENT	\$5,000.00
	TOTAL STAFF DEVELOPMENT	\$5,000.00
	TRAVEL	
6.1100.307.5500.526.010	TRAVEL(STAFF)	\$5,000.00
6.1100.307.5500.526.010	TRAVEL (STUDENTS)	\$3,000.00
	TOTAL TRAVEL	\$8,000.00
	MATERIALS & SUPPLIES-CONSUMABLE	
6.1100.307.6000.526.010	OFFICE SUPPLIES	\$3,000.00
6.1100.307.6002.526.010	MARKETING & PROMOTION	\$5,000.00
6.1100.307.6000.526.010	PRINTING AND BINDING (PAPER)	\$4,000.00
6.1100.307.6030.526.010	CONSUMABLES	\$770.88
	TOTAL MATERIALS & SUPPLIES-CONSUMABLE	\$12,770.88
	EQUIPMENT	
6.1100.307.6020.526.010	BOOKS & SUPSCRIPTIONS	\$7,500.00
6.1100.307.6030.526.010	INSTRUCTIONAL SUPPLIES	\$34,354.33
6.1100.307.5800.526.010	REPAIRS AND MAINTENANCE	\$1,000.00
	TOTAL EQUIPMENT	\$42,854.33
	TOTAL EXPENSES	\$260,386.73
	VARIANCE	\$0.00

Daily/Weekly Schedule: The daily/weekly schedule of classes was presented to the board members for review. Each week, in addition to instructional time, will have 3 hours of FLEX time which will be used for guest speakers, special presentations, tutoring, time for make-up work and enrichment activities.

Career Studies and Certificates from CVCC: The Director is working with the Administrative team at CVCC to develop a career Studies Certificate which STEM Academy students will be able to earn after their junior year. In addition, a Certificate program with a specialization in mechatronics and biotechnical engineering is also being developed as are requirements for an AAS degree program in which students could take additional 15-18 credit hours after successfully completing the STEM Academy and graduation from high school.

5. Financial Report

The Financial report was presented to the Board for review by Susan Cash. She explained the FY12 budget revenues and expected expenses for the STEM Academy, including the account numbers switching from a location 300 (which is a high school code) to 307, which is a STEM Academy location code. In the report for next month and going forward, there will only be the account numbers with the location code of 307 in the reports. The report was accepted by the board. The board agreed that they would like the profit and loss report and a balance sheet report for each meeting.

6. Fundraising Report

Jonathan Whitt presented the fundraising report to the board to explain where the money has and will come from to balance out the STEM Academy budget until it cash flows in year three. He explained that the sixteen Governor's STEM Academies do not receive state funding, at the Governor's schools for science and technology who receive approx. \$2400 per pupil. This lack of state funding is what creates the need for fundraising to help balance the STEM Academy budget through year three. Mary Ann Barker asked the other board members if they would like to create a legislative package policy position as they do with their schools boards in their locality to create a budget amendment proposal and they agreed it would be something they work at the next meeting.

Jonathan asked if the board members knew of anyone in their school district who would be a potential business contact to let him know. He plans to use the summer month of June, July and August as a fundraising push for the STEM Academy.

Action: The board members requested that a fundraising statement be sent to them along with the meeting minutes. Susan Cash will send those to the board members via email

7. Adoption of Budget for 2013-2014

The budget for FY13 was presented to the board for approval by Susan Cash. Dr. Brabrand explained that the budget had been presented to the five regional school superintendents for review during the Partnership Team meeting held in February and April of this year.

Action: Mark Epperson made a motion to approve the budget as presented; motion was seconded by Wyatt Torrence and was approved by a unanimous vote in favor of approving the budget for 2013-2014.

8. Adoption a XLR8 STEM Academy Calendar for 2013-2014

A draft of the school calendar for the 2013-2014 school year was presented to the members for review. Susan Cash explained that in planning the calendar she consulted Dr. Steve Smith in planning to have

Agenda Report

Date: 12/17/13

Agenda Number: F-3

Attachments: Yes

From: Scott Brabrand, Superintendent
Anthony E. Beckles, Sr., Chief Financial Officer

Subject: Pauline F. Maloney STEP with Links Program Budget: 2013-14

Summary/Description:

The Lynchburg City School Board serves as fiscal agent for the Pauline F. Maloney STEP with Links program. The organization's governing board has approved its 2013-14 operating budget in the amount of \$46,703, which represents an increase of \$2,971 over the 2012-13 fiscal year.

The Pauline F. Maloney STEP with Links program enhances academic and cultural development of minority students who are in the sixth grade and is sponsored by the Links, Inc., a national organization of professional women. The program is funded entirely through donations. Lynchburg City Schools contributes \$10,000 annually to this program.

The 2013-14 budget appears as an attachment to this agenda report.

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

Recommendation:

The superintendent recommends that the school board authorize the school administration to act as fiscal agent for the Pauline F. Maloney STEP with Links Program and to administer the 2013-14 budget in the amount of \$46,703.



July 17, 2013

Mrs. Kimberly Lukanich
Lynchburg City Schools
P.O. Box 2497
Lynchburg, VA 24505-2497

Re: STEP with Links Program

Dear Kim:

Enclosed is the STEP with Links Program's Budget for 2013-2014 which the Board of Directors approved at its annual meeting on June 17, 2013.

Please advise if you have questions.

Sincerely,



James K. Candler
Vice Chairman

Enclosure

JKC/mpf

C – Debbie Montgomery

STEP WITH LINKS PROPOSED 2013-2014 PROGRAM BUDGET

	<u>2013-2014</u>	<u>2012-2013</u>
Staff Salaries		
Director (9 ½ mos.)	\$22,385.00	\$21,733.00
Part-Time Temporary Help	3,000.00	2,000.00
Administrative Expenses		
FICA	1,942.00	1,737.00
Medical Insurance (12 mos.) (404.21)	4,851.00	3,737.00
Office Supplies	400.00	400.00
Postage	100.00	100.00
Telephone	700.00	700.00
Equipment	400.00	400.00
Insurance Gen. Comp & Group Acc.	375.00	375.00
Board Expenses	100.00	100.00
Professional Services	400.00	400.00
Advertising	400.00	400.00
Program Activities	7,500.00	7,500.00
Transportation	3,000.00	3,000.00
Director's Bonus (optional)	650.00	650.00
Director's Mileage Allowance	500.00	500.00
TOTAL	\$46,703.00	\$43,732.00
Budget Increase over Previous Year	\$ 2,971.00	
Director's Salary	652.00	
Part-time Help	1,000.00	
Medical Insurance	1,114.00	
FICA	<u>205.00</u>	
	\$ 2,971.00	

Agenda Report

Date: 12/17/13

Agenda Number: F-4

Attachments: No

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: Lynchburg Juvenile Detention Center Education Program Budget: 2013-14
Title I Part D: Instructional Equipment/Supplies for Literacy Coach

Summary/Description:

Funding in the amount of \$5,000 has been approved by the Virginia Department of Education for 2013-2014 for instructional equipment/supplies for the literacy coach located at the Lynchburg Regional Juvenile Detention Center. The literacy coach provides assessments and delivers educational services to approximately 25 students enrolled in the Lynchburg Regional Juvenile Detention Center. Lynchburg City Schools serves as the fiscal agent for this state-operated position, and these funds are provided from the Virginia Department of Education.

The summary below outlines expenditures for these designated funds for the 2013-2014 school year.

Instructional Equipment/Supplies	\$5,000.00
Total:	\$5,000.00

Disposition: Action
 Information
 Action at Meeting on:

Recommendation:

The superintendent recommends that the school board approve the Lynchburg Regional Juvenile Detention Center Program budget in the amount of \$5,000.00 for the 2013-2014 school year.

Agenda Report

Date: 12/17/13

Agenda Number: F-5

Attachments: Yes

From: Scott S. Brabrand, Superintendent
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction

Subject: Academic Calendar: 2014-15

Summary/Description:

The proposed 2014-15 academic calendar reflects a continuation of the 2013-14 calendar with the following recommendations:

- First day of student attendance as August 25, 2014
- 180 student instructional days
- Last day of student attendance as June 5, 2015
- Eleven teacher professional development/planning dates
- Six early dismissal days to provide teachers with additional planning time
- Three orientation days for new teachers
- Seven pre-school workdays for all staff
- Election Day, November 4, 2014, as a holiday for all employees

The start date for this calendar assumes a pre-Labor Day waiver continuation as has occurred for the previous two years.

Disposition: Action
 Information
 Action at Meeting on: 01/07/14

Recommendation:

The superintendent recommends that the school board receive this agenda report as an informational item and consider action at the meeting on January 7, 2014.

2014-2015 Academic Year Calendar

July 2014						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2014						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2014						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2014						
S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2014						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2014						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2015						
S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2015						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2015						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015						
S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2015						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2015						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Student Days = 180
 Teacher Work/PD Days = 11
 Holidays = 23
 New Teacher Work Days = 3

1=44 3=48
 2=45 4=43

Agenda Report

Date: 12/17/13

Agenda Number: F-6

Attachments: Yes

From: Scott S. Brabrand, Superintendent

Subject: Resolution Concerning High Stakes Testing of Virginia Public School Students

Summary/Description:

The Virginia Association of School Superintendents (VASS), a professional organization dedicated to the mission of providing leadership and advocacy for public school education throughout the Commonwealth of Virginia, has as one of its goals to focus the attention of policymakers on what will make a difference in student achievement. One of VASS' key areas of strategic focus is to measure student progress and achievement through a variety of assessments not limited to standardized, multiple choice tests. To provide local school boards with an opportunity to demonstrate support for this strategic focus, VASS has created a resolution regarding standardized, high stakes testing for local school boards to consider. The resolution is included as an attachment to the agenda report.

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

Recommendation:

The superintendent recommends that the school board adopt the Resolution Concerning High Stakes Testing of Virginia Public School Students.

RESOLUTION CONCERNING HIGH STAKES, STANDARDIZED TESTING
OF VIRGINIA PUBLIC SCHOOL STUDENTS

COMMONWEALTH OF VIRGINIA

COUNTY /CITY OF LYNCHBURG

- WHEREAS, the over reliance on standardized, high stakes testing as the only assessment of learning that really matters in the state and federal accountability systems is strangling our public schools and undermining any chance that educators have to transform a traditional system of schooling into a broad range of learning experiences that better prepares our students to live successfully and be competitive on a global stage; and
- WHEREAS, there is little research upon which to base the state's assumption that by taking and passing thirty-four criterion-referenced tests between grades three and eleven, Virginia's students will be better prepared to succeed in their careers and college; and
- WHEREAS, we believe our state's future prosperity relies on a high-quality education system that prepares students for college and careers, and without such a system Virginia's economic competitiveness and ability to attract new business will falter; and
- WHEREAS, there is little research verifying Virginia's method of applying criterion-referenced test results as valid and reliable measurements of authentic growth in student achievement; and
- WHEREAS, there is little research verifying Virginia's method of measuring student growth as a valid and reliable indicator of teacher, principal and superintendent performance; and
- WHEREAS, the system that Virginia employs for high-stakes education accountability at both the state and federal level is based on the state's method of configuring criterion-referenced standardized tests, growth measures, and performance indicators, all of which lack any solid research foundation; and

- WHEREAS, the real work of designing more engaging student learning experiences requires changes in the culture and structure of the systems in which teachers and students work; and
- WHEREAS, what occurs in our classrooms every day should be student-centered and result in students learning at a deep and meaningful level, as opposed to the superficial level of learning that results from the current over-emphasis on that which can be easily tested by standardized tests; and
- WHEREAS, We believe that a balanced system of assessments that provides a more comprehensive analysis of student learning and growth is far better in defining achievement than using snapshots of student performance on criterion-referenced tests (see VASS Blueprint, October 2011); and
- WHEREAS, Our vision is for all students to be engaged in more meaningful learning activities that cultivate their unique individual talents, to provide options for students that are- designed to respect how they learn best, and to embrace the concept that students can be both consumers and creators of knowledge; and
- WHEREAS, only by developing new capacities and conditions in divisions and schools, and the communities in which they are embedded, will we ensure that all learning spaces foster and celebrate innovation, creativity, problem solving, collaboration, communication and critical thinking; and
- WHEREAS, these are the very skills that business leaders desire in a rising workforce and the very attitudes that are essential to the survival of our democracy; and
- WHEREAS, imposing relentless test preparation and boring memorization of facts to enhance test performance is doing little more than stealing the love of learning from our students and assuring that we fall short of our goals; and
- WHEREAS, we do not oppose accountability in public schools and point with pride to the stellar performance of our students, but believe that the system of the past will not prepare our students to

lead in the future and neither will the standardized tests that so dominate their instructional time and block our ability to make progress toward a world-class education system of student-centered schools and future-ready students.

THEREFORE BE IT RESOLVED THAT THE

The Lynchburg City School Board calls on the Virginia General Assembly to re-examine Virginia -public school assessments and the system of accountability for which they form the basis and to improve the current accountability system so that it encompasses balanced assessments, reflects great validity, uses more cost efficient sampling techniques and other external evaluation arrangements, allows for expedited test retakes, and more accurately reflects what students know, appreciate and can do in terms of the rigorous standards essential to their success, enhances the role of teachers as designers, guides to instruction and leaders, and nurtures the sense of inquiry and love of learning in all students.

PASSED AND APPROVED in this 17th day of December, 2013.

Regina T. Dolan-Sewell
Chairman, Lynchburg City School Board

Scott S. Brabrand
Superintendent