

**Lynchburg City School Board  
Regular Meeting  
January 3, 2017**

**BOARD  
MEMBERS  
PRESENT:**

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

**BOARD  
MEMBERS  
ABSENT:**

Sidney M. Marshall, Student Representative, E. C. Glass High School

**ADMINISTRATION  
PRESENT:**

Scott S. Brabrand, Superintendent  
Ben W. Copeland, Assistant Superintendent of Operations and Administration  
John C. McClain, Assistant Superintendent of Student Learning and Success  
Anthony E. Beckles, Sr., Chief Financial Officer  
LaTonya D. Brown, Director for Student Support, Behavior, and Alternative Education  
April M. Bruce, Director for Data, Assessment, and Accountability  
David A. Childress, Director for Information Technology  
Jason J. Ferguson, Director for Transportation  
Steven L. Gatzke, Director for Facilities and Maintenance  
Marie F. Gee, Director for Personnel  
Ethel E. Reeves, Director for Engagement, Equity, and Opportunity  
Michael K. Rudder, Director for School Improvement  
Wyllys D. VanDerwerker, Director for Exceptional Learners  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Josh Moody, *The News & Advance*

**Agenda  
Items:**

- A. Opening Comments
- B-1. School Nutrition Program
- C-1. Finance Report
- D. Consent Agenda
- E. Student Representative Comments
- F. School Board Committee Reports
- G-1. Proposed School Calendar: 2017-18
- G-2. School Operating Budget: 2017-18
- H-1. Transportation Challenges Related to Shifting Start Times
- H-2. LCS Benchmark Assessments: Update
- I. Superintendent's Comments
- J. Board Comments
- K. Informational Items
- L. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:34 p.m. in the Board Room at the School Administration Building. Dr. Nilles opened the meeting and asked those in attendance to rise and recite *The Pledge of Allegiance*.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board added an addendum to item D-1. Personnel Report and removed item H-2. Policy IICB-R and IICC-R Guidelines for Community Resources Persons-School Volunteers.

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

**Lynchburg City School Board – Regular Meeting  
January 3, 2017  
Page Two**

No Votes: None

Abstentions: None

**A-1. Public Comments**

In accordance with Policy BDDH Public Participation at School Board Meetings, the school board welcomes requests and comments as established in the guidelines within that policy. Individuals who wish to speak before the school board shall have an opportunity to do so at this time.

Mr. Colin Byrne offered comments about the 2017-18 school calendar.

Mr. Reginald Robinson offered comments about the Men 2 School event and the need for additional support in the Department of Engagement, Equity, and Opportunity.

**B-1. School Nutrition Program**

The Department of School Nutrition has implemented a variety of initiatives during the past year. Ms. Beth P. Morris, director for school nutrition, provided an overview of those initiatives during this presentation.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 3, 2017, EXHIBIT "A," FOR A COPY OF THE SUPPORTING DOCUMENTS.)

**C-1. Finance Report**

The school administration, in accordance with the FY2016-17 school operating budget, authorized, approved, and processed the necessary payments through November 30, 2016. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through November 30, 2016, for the operating fund.

Total Operating Fund Budget	\$ 93,056,175.00
Insurance Proceeds	\$ 1,227.20
Adjusted Budget	\$ 93,057,402.20

Through November 30, 2016	
Actual Revenue Received	\$ 32,318,685.84
Actual Expenditures	\$ 33,943,107.23
Actual Encumbered	\$ 50,870,587.19

Percent of Budget Received	34.73%
Percent of Budget Used, excluding encumbrances	36.48%

As of 11/30/16 – 5 months	41.67%
---------------------------	--------

The revenue and expenditure reports detailed the transactions recorded through November 30, 2016. All reports appeared as attachments to the agenda report.

Mr. Beckles reported that there is no significant information to share about revenues. The school division received the proposed budget from the governor's office on December 16, 2016. The next finance report will have information of the budget that is proposed for this year and next year. The budget proposal for 2017-18 does not include funding for the two-percent salary increase. The budget does propose a one percent bonus.

Mr. Beckles noted that the Department of Transportation has overages in accounts due to overtime payment for dispatchers. He will request a reallocation to those accounts to cover those overages.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 3, 2017, EXHIBIT "B," FOR A COPY OF THE FINANCE REPORT.)

**D. Consent Agenda**

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Ms. Mason, the school board approved the personnel report and addendum for the period December 6, 2016 – January 3, 2017.

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

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 3, 2017, EXHIBIT “C,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**E. Student Representative Comments**

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

**F. School Board Committee Reports**

Mr. Polley announced that the Finance Committee met on December 16, 2016.

Ms. Carter announced that the LAUREL Regional School Board met. She also informed board members that two students at LAUREL died within a month of each other.

Dr. Coleman announced that the Equity Task Force met on December 8, 2016, which prompted the Men 2 School activity that occurred today. There was also discussion about the volunteer policy that will be presented to the school board on January 17, 2017.

**G-1. Proposed School Calendar: 2017-18**

The 2016-2017 school year is the second of two years for the modified school calendar that was approved by the school board in March 2015. Over the last several weeks, there have been three listening tour meetings and a survey to gather input to help shape the development of the calendar for the 2017-2018 school year. In addition, data related to interventions was reviewed and compiled.

The proposed calendar is based on the input received, data reviewed, and research from the review of possible calendars two years ago. The school administration reviewed the data with the school board during its meeting on December 6, 2016, and also reviewed the calendar for William Marvin Bass Elementary School for next year.

School board members posed questions about the beginning and ending dates for the school calendar, the number of 1/2 days in the calendar, and the length of winter break. The school administration explained that SOL testing was one determination for the beginning and ending dates for school. The SOL testing window allows the school division flexibility to test and re-test as necessary towards the end of school without having too much time for students to be in school after the testing window has closed. Beginning the school year earlier provides more instructional time before AP testing. The 1/2 days are used for professional development and for teacher work and planning time.

Upon MOTION by Mrs. Morrison, SECONDED by Dr. Dolan-Sewell, the school board postponed the vote on the school calendar for 2017-18 until January 17, 2017.

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

No Votes: None

Abstentions: None

The school board requested that the school administration present several calendars with varying options. The school administration will present three calendars at the next meeting that will offer a combination of fewer half days and a shorter winter break.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JANUARY 3, 2017, EXHIBIT “D,” FOR A COPY OF THE SCHOOL CALENDAR FOR 2017-18 AND THE CALENDAR FOR WILLIAM MARVIN BASS ELEMENTARY SCHOOL FOR 2017-18.)

**G-2. School Operating Budget: 2017-18**

The school administration has collected budget requests from all principals and department heads and compiled those recommendations into three tiers. At the school board meeting on December 6, 2016, the school administration presented the superintendent’s Tier 1 recommendations, which amounts to \$3,551,500. More than \$2 million of those requests are mandatory and include support and services necessary for students with special needs.

The deadline for presenting the city with a budget figure is the end of January. During the past month, Dr. Brabrand has been working with department heads and principals to see if there are things that could be done to offset the amount of funding being requested and to find efficiencies within the current requests. Dr. Dolan-Sewell proposed that there be cuts to the Tier 1 recommendation. After further discussion, the school board decided through consensus to have a work session on January 17, 2017, and to move the regular business meeting to January 24, 2017.

### **H-1. Transportation Challenges Related to Shifting Start Times**

During the school board retreat in October, the school administration presented information about later start times for secondary students. Following the retreat, additional analysis was completed to determine the impact a later start time would have on the current transportation system.

Mr. Ferguson provided the school board with a summary of the current three-tiered system used for school bus routes. He explained that 92 of the 93 routes contain elementary school runs. The one run that does not contain an elementary school run provides service to an alternative education site during the elementary school start time. Bus runs consist of service for alternative education sites; special education students; regular education students; students who attend schools for innovation, regional programs (Early College, STEM, Central Virginia Governor's School, etc.); prekindergarten and early childhood programs; the Empowerment Academy; and Fort Hill Community School. There are also non-LCS off-site programs for which the school division provides transportation services.

There are several items that will need to be considered if the school division changes its current schedule for students. Those include the services that are provided to students who participate in non-LCS, off-site programs, students who participate in regional programs, and students who participate in prekindergarten or early learning programs. Further, the later start time for high school students would impact after school programs that require athletic and activity runs which would cause them to be more than two hours later. Additional busses and personnel would also be required to support the additional runs.

### **H-2. LCS Benchmark Assessments: Update**

Two years ago, Lynchburg City Schools launched a new assessment program called the "LCS Benchmark Assessments." These assessments are administered each fall and late winter and are intended to assist teachers in gauging students' progress in learning the Standards of Learning and being prepared for the SOL tests.

The purpose of the benchmark assessment is to provide an early rigor indicator of SOL performance based on content taught. The assessments provide feedback to teachers about teaching and learning so that mid-course adjustments can be made. It also provides positive outliers from which to learn. The assessment helps teachers to maintain a high level of rigor, identify needs so that items can be re-taught if necessary, and they help to maintain curriculum pacing. The goal is to have results 10 points more rigorous than the SOL test results.

Comparisons between last year's results at the high school level with this year's results show a three percent increase in pass rate. Middle school comparisons show an increase of five percent in pass rate, and elementary comparisons show an increase of nine percent.

The teachers use data to modify instruction and focus on SOLs for review and reteaching by class and by student. They are able to develop additional test items for use and identify positive outliers among teacher teams and in other schools.

### **I. Superintendent's Comments**

Students were greeted by individuals who comprise the Men 2 School initiative, which is an effort led by Sterling Wilder, Jonathan Wilder, and James Coleman. Over 100 men were present at schools across the division to welcome students on their first day back after winter break.

Roger E. Jones will be honored at E. C. Glass High School on January 6, 2017, with an unveiling of his portrait at the school. Dr. Jones was a principal at E. C. Glass High School for a number of years prior to becoming the assistant superintendent for curriculum and instruction for the school division.

Dana Murphy, lead teacher at Carl B. Hutcherson Building, died on January 1, 2017, after a long illness.

### **J. Board Comments**

Dr. Coleman provided information about a gathering at City Hall on New Year's Day. He said that it was a joy to see all the persons there who believe that education and poverty are important issues on which to work in this city.

### **K. Informational Items**

Work Session: Tuesday, January 17, 2017, 5:30 p.m., Board Room, School Administration Building

Next School Board Meeting: Tuesday, January 24, 2017, 5:30 p.m., Board Room, School Administration

**L. Adjournment**

The meeting adjourned at 8:25 p.m.

---

Michael J. Nilles, Chairman

---

Wendie L. Sullivan, Clerk

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