

**Lynchburg City School Board  
Regular Meeting  
June 19, 2012**

**BOARD  
MEMBERS  
PRESENT:**

Charles B. White, Chairman  
Trenay L. Tweedy, Vice Chairman  
Keith R. Anderson  
Mary Ann H. Barker  
Albert L. Billingsly  
Regina T. Dolan-Sewell  
Troy L. McHenry  
Jennifer R. Poore  
J. Marie Waller

**BOARD  
MEMBERS  
ABSENT:**

None

**ADMINISTRATION  
PRESENT:**

Scott S. Brabrand, Superintendent  
William A. Coleman, Jr., Assistant Superintendent of Curriculum and Instruction  
Anthony E. Beckles, Sr., Chief Financial Officer  
Jason J. Ferguson, Director of Transportation  
Steven L. Gatzke, Director of Facilities and Transportation  
Gregory P. Sullivan, Director of Information Technology  
Wyllys D. VanDerwerker, Director of Special Education  
Pamela D. Smith-Johnson, Supervisor of Instruction  
Wendie L. Sullivan, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Jessie Pounds, *The News & Advance*

**Agenda  
Items:**

- A-1. Public Comments
- B-1. Resolutions of Recognition
- C-1. Finance Report
- D. Consent Agenda
- E-1. School Board Retreat
- E-2. Administrative Regulation 6-58.3: Grading Scale
- F-1. Authorization of Signature
- G. Superintendent's Comments
- H. Board Comments
- I. Informational Items
- J. Adjournment

The Lynchburg City School Board met for its regular meeting at 5:30 p.m. in the Board Room at the School Administration Building. Mr. White opened the meeting and requested that those in attendance stand and recite *The Pledge of Allegiance*.

**A-1. Public Comments**

In accordance with School Board Policy 1-41: Public Participation, the school board welcomes requests and comments as established in the guidelines within that policy. Individuals who wish to speak before the school board shall have an opportunity to do so at this time.

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

**B-1. Resolutions of Recognition**

Mr. McHenry was presented with the following resolution of recognition for his service as a member of the Lynchburg City School Board:

**A Resolution of Commendation and Appreciation  
To**

**Mr. Troy L. McHenry**

**Upon His Retirement as a Member of the Lynchburg City School Board**

**Presented by the Lynchburg City School Board**

**MR. TROY L. McHENRY**, a champion crusader for public education in the City of Lynchburg, has worked diligently as a member of the Lynchburg City School Board since October 2010. His experienced manner in dealing with people and issues earned him favor as a caring, and friendly individual who devoted himself wholly and earnestly to the service of the Lynchburg City Schools. **MR. TROY L. McHENRY** has been an able spokesperson and supporter of educational causes. He was encouraging to students and their families. **MR. TROY L. McHENRY**, a parent himself, was knowledgeable of the challenges that many families encounter while rearing their children. Throughout his service, he was sensitive to the educational needs of all students and championed new and creative approaches to education. With this resolution, the Lynchburg City School Board pays tribute to **MR. TROY L. McHENRY** a person of excellence and integrity, who by effort and by example, made valuable and far-reaching contributions to public education in Lynchburg, Virginia.

WHEREAS, **MR. TROY L. McHENRY** served with distinction as a member of the Lynchburg City School Board for two years, from October 2010 to June 2012; and

WHEREAS, **MR. TROY L. McHENRY's** keen insight and foresight were qualities of leadership that were appropriate to the needs of the Lynchburg City Schools during this period of change, challenge, and growth; and

WHEREAS, **MR. TROY L. McHENRY's** calm negotiation of sensitive issues was noticed and respected by other members of the board and made him a fair and responsive leader especially in challenging economic times on the national, state and local level; and

WHEREAS, **MR. TROY L. McHENRY**, while on the school board, served as chairman of the Superintendent's Evaluation Instrument Committee, made valuable contributions toward the selection of a new school superintendent; and

WHEREAS, **MR. TROY L. McHENRY** was always an outstanding representative of our community and the students of Lynchburg City Schools; and

WHEREAS, **MR. TROY L. McHENRY's** dedication to duty during this time contributed to the implementation of new programs, new technologies, and an approved budget for 2012-2013; therefore,

BE IT RESOLVED: That the Lynchburg City School Board of Lynchburg, Virginia, takes pride in the excellent service that **MR. TROY L. McHENRY** rendered to the operation and successes of the public schools of this community; and

BE IT RESOLVED: That the Lynchburg City School Board of Lynchburg, Virginia, hereby affirms its appreciation to **MR. TROY L. McHENRY** for two years of devoted service to public education during which he demonstrated courage and tenacity in the pursuit of educational excellence. His numerous contributions will affect generations to come. The Lynchburg City School Board wishes to commend **MR. TROY L. McHENRY** for the quality of leadership on behalf of the school division and its youth and for the quality of his stewardship on behalf of the City of Lynchburg, Virginia.

**THE LYNCHBURG CITY SCHOOL BOARD**

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**Dr. Scott S. Brabrand, Superintendent**

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**Mr. Charles B. White, Chairman**

**June 2012**

Upon MOTION by Mrs. Barker, SECONDED by Mr. Billingsly, the school board approved the resolution of recognition for Troy L. McHenry.

Yes Votes: Mr. White, Mrs. Tweedy, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Ms. Poore, Ms. Waller

No Votes: None

Abstentions: None

Rev. Anderson was presented with the following resolution of recognition for his service as a member of the Lynchburg City School Board:

**A Resolution of Commendation and Appreciation**

**To  
THE REVEREND KEITH R. ANDERSON**

**Upon His Retirement as a Member of the Lynchburg City School Board**

**Presented by the Lynchburg City School Board**

**THE REVEREND KEITH R. ANDERSON**, a champion crusader for public education in the City of Lynchburg, has worked diligently as a member of the Lynchburg City School Board since July 2006. His experienced manner in dealing with people and issues earned him favor as a caring and friendly individual who devoted himself wholly and earnestly to the service of the Lynchburg City Schools. **THE REVEREND KEITH R. ANDERSON** has been an able spokesperson and supporter of educational causes. He was encouraging to students and their families. **THE REVEREND KEITH R. ANDERSON**, a parent himself, was knowledgeable of the challenges that many families encounter while rearing their children. Throughout his service, he was sensitive to the educational needs of all students and championed new and creative approaches to education. With this resolution, the Lynchburg City School Board pays tribute to **THE REVEREND KEITH R. ANDERSON** a person of excellence and integrity, who by effort and by example, made valuable and far-reaching contributions to public education in Lynchburg, Virginia.

WHEREAS, **THE REVEREND KEITH R. ANDERSON** served with distinction as a member of the Lynchburg City School Board for six years, from July 2006 to June 2012; and

WHEREAS, **THE REVEREND KEITH R. ANDERSON's** keen insight and foresight were qualities of leadership that were appropriate to the needs of the Lynchburg City Schools during this period of change, challenge, and growth; and

WHEREAS, **THE REVEREND KEITH R. ANDERSON's** calm negotiation of sensitive issues was noticed and respected by other members of the board and made him a fair and responsive leader especially in challenging economic times on the national, state, and local level; and

WHEREAS, **THE REVEREND KEITH R. ANDERSON**, while on the school board, served as chairman of the Finance Committee, served on the Special Education Advisory Committee, and made valuable contributions toward the selection of a new school superintendent; and

WHEREAS, **THE REVEREND KEITH R. ANDERSON** was always an outstanding representative of our community and the students of Lynchburg City School while participating as a member of the Key Communicators; and

WHEREAS, **THE REVEREND KEITH R. ANDERSON'S** dedication to duty during this time contributed to the implementation of new programs, including the opening of the new Fort Hill Community School and new technologies; therefore,

BE IT RESOLVED: That the Lynchburg City School Board of Lynchburg, Virginia, takes pride in the excellent service that **THE REVEREND KEITH R. ANDERSON** rendered to the operation and successes of the public schools of this community; and

BE IT RESOLVED: That the Lynchburg City School Board of Lynchburg, Virginia, hereby affirms its appreciation to **THE REVEREND KEITH R. ANDERSON** for six years of devoted service to public education during which he demonstrated courage and tenacity in the pursuit of educational excellence. His numerous contributions will affect generations to come. The Lynchburg City School Board wishes to commend **THE REVEREND KEITH R. ANDERSON** for the quality of leadership on behalf of the school division and its youth and for the quality of his stewardship on behalf of the City of Lynchburg, Virginia.

**THE LYNCHBURG CITY SCHOOL BOARD**

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**Dr. Scott S. Brabrand, Superintendent**

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**Mr. Charles B. White, Chairman**

**June 2012**

Upon MOTION by Dr. Dolan-Sewell, SECONDED by Mr. McHenry, the school board approved the resolution of recognition for The Reverend Keith R. Anderson.

Yes Votes: Mr. White, Mrs. Tweedy, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Ms. Poore, Ms. Waller

No Votes: None

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Abstentions: None

**C-1. Finance Report**

The school administration, in accordance with the 2011-12 school's operating budget, authorized, approved, and processed the necessary payments through May 31, 2012. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarized the payments made through May 31, 2012, for the operating fund.

Total Operating Fund Budget	\$75,705,953.00
Return of Fund Balance	\$ 1,692,695.00
Use of Lease Purchase Funds	\$ 35,852.79
Insurance Proceeds – HHS	\$ 87,359.85
Designation of Prior Year Encumbrances	\$ 15,616.00
Adjusted Budget	\$77,537,476.64

Through May 31, 2012

Actual Revenue Received	\$ 61,509,365.13
Actual Expenditures	\$ 59,834,668.04
Actual Encumbered	\$ 13,536,292.15

Percent of Budget Received	79.33%
Percent of Budget Used, excluding encumbrances	77.17%

As of 05/31/12 – 11 months	91.00%
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The revenue and expenditure reports detailed the transactions recorded through May 31, 2012. All reports appeared as attachments to the agenda report.

Mr. Beckles stated that all of the revenue for the school division will be received from the state according to schedule. The projected fund balance is \$1.3 million, and out of that balance, there will be a textbook reserve of \$420,000, \$300,000 to replenish the health insurance reserve in the event that the school division's claim increase next year, \$300,000 for a special education funding reserve in case there is a 15% penalty of federal funding (\$2.1 million) where school division's are penalized for ethnic disproportionality and the funding needs to be placed in the school operating budget as part of operations, and \$297,000 will be placed in the capital improvement plan budget. The fund balance amount is based on funds being spent by next Friday.

The school administration met with the insurance broker, and insurance went up 8.8 percent. Workman's compensation remained constant. It appears that the biggest expense was associated with automobile insurance and property liability.

**D. Consent Agenda**

Upon MOTION by Mr. McHenry, SECONDED by Rev. Anderson, the school board approved the school board meeting minutes for March 20, 2012 (Regular Meeting), March 22, 2012 (Special Meeting), April 3, 2012 (Regular Meeting), April 6, 2012 (Called Meeting), and April 17, 2012 (Regular Meeting), and the personnel report and addendum for the period June 5 – 19, 2012.

Yes Votes: Mr. White, Mrs. Tweedy, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Ms. Poore, Ms. Waller

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 19, 2012, EXHIBIT "A," FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**E-1. School Board Retreat**

The Lynchburg City School Board will conduct its annual retreat on July 26-27, 2012. The superintendent presented several items at the last school board meeting that he intends to bring before the school board during that retreat. They are as follows:

- Lynchburg City Schools Logo
- Indicators of Excellence
- Comprehensive Plan
- Mission and Vision
- Policy and Governance

Since that time, members of the school board have requested that the following items be placed on the agenda for the retreat:

- Partners In Education Program
- Evaluation of Revenue Opportunities through Corporate/Individual Sponsorships
- Online Learning: Digital Learning Plan
- Re-Districting
- Daily Schedules for Students
- 21st Century Community Learning Grants
- AP Test Fees
- Cell Phone Policy

The superintendent has asked the school administration to review the school division's logo and comprehensive plan in preparation for the school board retreat. During this presentation, the school board reviewed several logos for possible adoption for the 2012-13 school year and received information about the comprehensive plan.

Dr. Brabrand explained that the logo will make sure that the school division reflects the realities of today. He presented several options for the school board to select, Through consensus, the school board chose the blocked logo.

**E-2. Administrative Regulation 6-58.3: Grading Scale**

Changes to grading scales in several school divisions in Virginia have prompted discussion regarding the grading scale in use in the Lynchburg City Schools. The current grading scale is not found in policy or regulation but is specified as follows in the school handbooks for all classes except dual enrollment, Central Virginia Governor's School for Science and Technology (CVGS), and Advanced Placement (AP):

**Lynchburg City Schools: Grading Scale**

- A = 94 – 100**
- B = 86 – 93**
- C = 78 – 85**
- D = 70 – 77**
- F = 69 and below**

A standard 10-point scale, based on the grading scale used by Central Virginia Community College, is used in dual enrollment and AP courses as well as in CVGS courses:

**Lynchburg City Schools: Dual Enrollment, CVGS, and AP Grading Scale**

- A = 90 – 100**
- B = 80 – 89**
- C = 70 – 79**
- D = 60 – 69**
- F = 59 and below**

Recent discussions among parents, students, staff members and administrators have centered around the two different grading scales, as well as the challenges of communicating those two grading scales to parents and students.

As a result, the school administration has explored the possibility of changes to the grading scale. The debate surrounding grading scales and standards focuses on the following beliefs. Those on one side argue for a more restrictive grading scale with the belief that a more restrictive scale will result in greater student effort and higher student achievement. Those on the other side argue that more restrictive grading scales place higher achieving students at a competitive disadvantage for scholarships, awards, and college admissions and at the same time place lower achieving students at a greater risk of dropping out.

The school administration has discussed the option of placing all students in grades three through twelve on a single 10-point grading scale. This option creates consistency and places students at a comparable competitive level with other students across Virginia. The school administration has also discussed and developed Administrative Regulation 6-58.3: Grading Scale for school board consideration.

Following the June 5, 2012, school board meeting, the school administration investigated how other school divisions have denoted changes in grading practices on high school transcripts. The Code of Virginia requires 32 items be placed on a transcript, but none which are the grading scale. On the bottom of the Lynchburg City Schools' transcripts, the grading scale and weighted scale are denoted. Schools are required to create profile data sheets that are attached to a transcript going to a college or university so that colleges can see how grades are calculated. Some school divisions have included the grading scale used and then the date it was changed to a different grading scale. This is the practice that the Lynchburg City Schools will use.

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Upon MOTION by Rev. Anderson, SECONDED by Mr. Billingsly, the school board approved Administrative Regulation 6-58.3: Grading Scale.

Yes Votes: Mr. White, Mrs. Tweedy, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Ms. Poore, Ms. Waller

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 19, 2012, EXHIBIT “B,” FOR A COPY OF ADMINISTRATIVE REGULATION 6-58.3: GRADING SCALE.)

**F-1. Authorization of Signature**

The Virginia Department of Education requires that the school division identify an individual, who, in the absence of the superintendent, has authorization to sign all Virginia Department of Education correspondence, reports, documents, requisitions, and other official correspondence. The superintendent recommends that the school board authorize Mrs. Wendie L. Sullivan, school board clerk, to fulfill the necessary signature obligations in the absence of the superintendent. Many of the matters associated with the delegation of this authority tend to be financial and operational in nature.

Upon MOTION by Mrs. Barker, SECONDED by Rev. Anderson, the school board authorized Mrs. Wendie L. Sullivan, school board clerk, to sign Virginia Department of Education correspondence in the absence of the superintendent.

Yes Votes: Mr. White, Mrs. Tweedy, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Ms. Poore, Ms. Waller

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JUNE 19, 2012, EXHIBIT “C,” FOR A COPY OF THE SUPPORTING DOCUMENT.)

**G. Superintendent’s Comments**

Dr. Brabrand thanked Rev. Anderson and Mr. McHenry for their service on the school board and the impact they have had on the community as members of the Lynchburg City School Board. He noted that they are strong men of character and commitment, and he hopes their friendship with him will continue.

Dr. Brabrand attended graduation ceremonies for E. C. Glass High School and Heritage High School. He intends to work on the scheduling of the graduation for both schools for next year.

With all of the instructional activities that will be occurring in just a few short weeks, Dr. Brabrand has determined that summer is the third semester for Lynchburg City Schools. SOL academies begin June 20 for students who need to pass SOL tests in order to receive verified credit. There are also programs for summer enrichment, remediation, and acceleration.

Dr. Brabrand provided information about the number of hours that volunteers have given to our schools this past year, and he thanked everyone in the community for all of their hard work.

**H. Board Comments**

Mr. Billingsly stated that he will miss Rev. Anderson and Mr. McHenry, and he appreciates all they done and how they have impacted the school division.

Mrs. Barker stated that it has been an honor and a privilege to serve with Rev. Anderson and Mr. McHenry, and she hopes both of them will continue to serve the school division in other capacities.

Mrs. Tweedy stated that it has been a pleasure to serve with both school board members, and she will miss them. She, too, hopes they will continue to serve on a committee or task force should the opportunity become available.

Mr. White stated that there was something about this particular team that was special, but he is optimistic about the future. He thanked both school board members for their tremendous contributions to the school division.

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Mr. McHenry thanked Rev. Anderson for the grace and poise he brought to the table. He stated that this has been a good, full two years, and he looks forward to serving as a school board member sometime in the future. He feels that this opportunity has helped him grow personally, and it has made him a better parent.

Rev. Anderson stated that he was grateful to have had the opportunity to be a part of this community. He is fortunate to have all of his colleagues on the board as his friends. He extended the offer of his services whenever he is needed, and stated that he loves the children and wants them to excel.

Mr. White explained that in the fiscal year 2013, it was mandated that board employees pay five percent of the VRS contribution. Mr. White has worked with the city attorney to change the superintendent's contract so that he pays the five percent VRS contribution as are all other Lynchburg City Schools employees.

Upon MOTION by Mrs. Barker, SECONDED by Rev. Anderson, the school board amended the contract with the superintendent so that payment of the five percent VRS contribution mandated by the Virginia General Assembly will be made by the superintendent.

Yes Votes: Mr. White, Mrs. Tweedy, Rev. Anderson, Mrs. Barker, Mr. Billingsly, Dr. Dolan-Sewell, Mr. McHenry, Ms. Poore, Ms. Waller

No Votes: None

Abstentions: None

**I. Informational Items**

Next School Board Meeting: Tuesday, July 10, 2012, 5:30 p.m., Board Room, School Administration Building

School Board Retreat: July 26 and 27, 2012, Lynchburg College, Schewel Lecture Hall, Room 231

**J. Adjournment**

The meeting adjourned at 7:20 p.m.

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Charles B. White, Chairman

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Wendie L. Sullivan, Clerk

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