

**Lynchburg City School Board  
Regular Meeting  
July 10, 2018**

**BOARD  
MEMBERS  
PRESENT:**

Robert O. Brennan  
Sharon Y. Carter  
James E. Coleman, Jr.  
Belle H. Evans  
Atul Gupta  
Charleta F. Mason  
Susan D. Morrison  
Michael J. Nilles  
Kimberly A. Sinha

**BOARD  
MEMBERS  
ABSENT:**

None

**ADMINISTRATION  
PRESENT:**

Crystal M. Edwards, Superintendent  
Ben W. Copeland, Deputy Superintendent  
Anthony E. Beckles, Sr., Chief Financial Officer  
LaTonya D. Brown, Director of Student Services  
Marie F. Gee, Director of Personnel  
Wyllys D. VanDerwerker, Director of Special Education  
Amy Pugh, Director of Information Technology  
Dixie B. Sears, Instructional Supervisor of Elementary English, History, World Languages, English Learners and Libraries  
Maria T. Jaeger, Instructional Supervisor of Secondary Math, Science and Gifted  
Anne Bond-Gentry, Coordinator of Student Services  
Ethel Reeves, Director of Engagement, Equity, and Opportunity  
R. Denise Spinner, Clerk/Recording Secretary

**MEDIA  
PRESENT:**

Liz Ramos, *The News & Advance*

**Agenda  
Items:**

- A-1. Closed Meeting
- A-2. Certification of Closed Meeting
- B-1. Election of Chairman of the School Board: 2018-19
- B-2. Election of Vice Chairman of the School Board: 2018-19
- B-3. Appointment of the Clerk and Deputy Clerk: 2018-19
- B-4. Appointment of the Agent and Deputy Agent: 2018-19
- B-5. Appointment of the Designee of the Division Superintendent: 2018-19
- B-6. Meeting Times, Dates, and Location for School Board Meetings
- B-7. Election of School Board Representative: LAUREL
- B-8. Election of School Board Representative: Central Virginia Governor's School for Science and Technology
- B-9. Election of School Board Representative: Governor's Regional XLR8 STEM Academy
- B-10. Lynchburg City School Board Governance Norms and Protocols
- C-1. Public Comments
- D-1. Resolution of Recognition
- D-2. Lynchburg City Schools Education Foundation, Inc.: Update
- E. Finance Report
- F. Consent Agenda
- G. School Board Committee Report
- H-1. Revised Operating Budget
- I-1. Lynchburg City School Board Policy Updates from VSBA
- I-2. 2018-19 Applications for Federal Programs
- I-3. Lynchburg City School Board Policy Update: JGD/JGE
- I-4. Lynchburg City School Board Regulation JEC-R
- I-5. Freedom of Information Act Officer

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- J. Superintendent's Comments
- K. Board Comments
- L. Informational Items
- M. Adjournment

**A-1. Notice of Closed Meeting**

Upon MOTION by Dr. Coleman, SECONDED by Ms. Mason, the school board convened a closed meeting at 5:32 p.m. pursuant to the Code of Virginia §2.2-3711 (A) (1) (6) to discuss personnel matters.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles

No Votes: None

Abstentions: None

Dr. Sinha arrived to meeting at 5:34.

**A-2. Certification of Closed Meeting**

Upon MOTION by Dr. Coleman, SECONDED by Dr. Sinha, the school board reconvened in open session at 5:44 p.m.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION by Ms. Carter, SECONDED by Dr. Sinha, the school board approved by roll call vote the following Certification of Closed Meeting:

The Lynchburg City School Board certifies that, in the closed meeting just concluded, nothing was discussed except the matters specifically identified in the motion to convene in a closed meeting and lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Dr. Edwards called the organizational meeting to order at 5:45 p.m. She asked that those in attendance stand and recite *The Pledge of Allegiance*.

**B-1. Election of Chairman of the School Board: 2018-19**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2018-19 school year. The process of reorganization begins with the election of the chairman of the school board for 2018-19.

Dr. Brennan nominated Mrs. Morrison as chairman of the school board for the 2018-19 school year. Dr. Gupta SECONDED the nomination. There were no further nominations

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION by Dr. Sinha, SECONDED by Dr. Coleman, nominations for chairman of the school board were closed.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION by Dr. Coleman, SECONDED by Ms. Mason, Mrs. Morrison was approved as the 2018-19 chairman for the school board.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

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No Votes: None

Abstentions: None

Dr. Edwards gave Mrs. Morrison the floor.

**B-2. Election of the Vice Chairman of the School Board: 2018-19**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2018-19 school year. The process of reorganization requires the election of the vice chairman of the school board for 2018-19.

Ms. Mason nominated Dr. Coleman as vice chairman of the school board for the 2018-19 school year. Ms. Carter SECONDED the nomination. There were no further nominations

Upon MOTION by Dr. Gupta, SECONDED by Ms. Mason, nominations for vice chairman of the school board were closed.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION by Ms. Mason, SECONDED by Ms. Carter, Dr. Coleman was approved as the 2018-19 vice chairman for the school board.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-3. Appointment of the Clerk and Deputy Clerk: 2018-19**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2018-19 school year. The process of reorganization requires that the school board appoint a clerk and may appoint a deputy clerk for terms of one year.

The superintendent recommended the following appointments:

Clerk of the School Board

R. Denise Spinner

Deputy Clerk of the School Board

Barbara W. Saunders

Upon MOTION by Ms. Carter, SECONDED by Ms. Mason, the school board appointed Mrs. R. Denise Spinner as clerk of the school board and Mrs. Barbara W. Saunders as deputy clerk of the school board for the 2018-19 school year.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-4. Appointment of the Agent and Deputy Agent: 2018-19**

In accordance with Section 22.1-122 (B) of the Code of Virginia, it is necessary that the school board reorganize for the 2018-19 school year. The process of reorganization requires that the school board appoint an agent and may appoint deputy agent for terms of one year.

The superintendent recommended the following appointments:

Agent for the School Board

Anthony E. Beckles, Sr.

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Deputy Agent for the School Board

Kimberly D. Lukanich

Upon MOTION by Ms. Mason, SECONDED by Dr. Nilles, the school board appointed Mr. Anthony E. Beckles, Sr., as the agent and Mrs. Kimberly D. Lukanich as deputy agent for the school board for the 2018-19 school year.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-5. Appointment of the Designee of the Division Superintendent: 2018-19**

In accordance with Section 22.1-76 of the Code of Virginia, it is necessary that the school board reorganize for the 2018-19 school year. The process of reorganization requires that the school board approve a designee for the division superintendent to attend meetings of the school board in the absence or inability to attend by the superintendent.

The superintendent recommended Dr. Ben W. Copeland, deputy superintendent, as the designee.

Upon MOTION by Dr. Nilles, SECONDED by Ms. Carter, the school board appointed Dr. Ben W. Copeland, as designee of the division superintendent for the 2018-19 school year.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

Upon MOTION Ms. Mason, SECONDED by Ms. Carter, the school board approved the addition of an addendum to item F-2. Personnel Report.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-6. Dates, Meeting Time, and Location for the School Board Meetings: 2018-19**

Annually, the school board establishes the meeting dates, time, and location for the regular school board meetings. During the 2017-18 school year, the school board conducted its meetings on the first Tuesday of each month, beginning at 5:30 p.m. in the Board Room at the School Administration Building. Meetings for 2018-19 will follow the 2017-18 schedule with the exception of July 24, 2018, August 21, 2018, November 7, 2018, January 15, 2019 and June 18, 2019. The additional meetings in July, August, and June are to assist with the approval of hiring new staff throughout the summer.

Upon MOTION by Ms. Mason, SECONDED by Ms. Carter, the school board established the meeting dates as the first Tuesday of each month, beginning at 5:30 p.m. in the Board Room at the School Administration Building. Meetings for 2018-19 will follow the 2017-18 schedule with the exception of July 24, 2018, August 21, 2018, November 7, 2018, January 15, 2019 and June 18, 2019. The additional meetings in July, August, and June are to assist with the approval of hiring new staff throughout the summer.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-7. Election of School Board Representative: LAUREL School Board**

Each school year the school board elects a school board member to represent the Lynchburg City Schools on the LAUREL School Board. In addition, the school board elects an alternate member to represent the school division as necessary.

Upon MOTION by Dr. Gupta, SECONDED by Dr. Brennan, the school board elected Ms. Sharon Carter to represent the Lynchburg City School Board on the LAUREL School Board, and Dr. Michael Nilles, as alternate representative.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

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Abstentions: None

**B-8. Election of School Board Representative: Central Virginia Governor’s School for Science and Technology**

Each school year the school board elects a school board member to represent the Lynchburg City Schools on the Central Virginia Governor’s School for Science and Technology School Governing Board. In addition, the school board elects an alternate member to represent the school division as necessary.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board elected Dr. Michael Nilles to represent the Lynchburg City School Board on the Virginia Governor’s School for Science and Technology School Governing Board, and Dr. Robert Brennan, as alternate representative.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-9. Election of School Board Representative: Governor’s Regional XLR8 STEM Academy**

The school board elects a school board member to represent the Lynchburg City Schools on the Governor’s Regional XLR8 STEM Academy Governing Board each year. In addition, the school board elects an alternate to represent the school division as necessary.

Upon MOTION by Dr. Coleman, SECONDED by Ms. Carter, the school board elected Ms. Charleta Mason to represent the Lynchburg City School Board on the Governor’s Regional XLR8 STEM Academy, and Dr. Robert Brennan as alternate representative.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**B-10. Lynchburg City School Board Governance and Norms**

The Lynchburg City School Board, through a professional development activity conducted by the Virginia School Boards Association, developed Governance Norms and Protocols. This document, which appears as an attachment to this agenda report, provides clear guidelines and procedures for all aspects of board communication, school board meeting agenda development, interactions with the school community, professional development, and the evaluation of the superintendent and itself.

The school board will review the Governance Norms and Protocols. This item will be considered for action after the Governance training with VSBA on September 21, 2018.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT “A,” FOR A COPY OF THE SCHOOL BOARD GOVERNANCE NORMS AND PROTOCOLS.)

**C-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.

Ryan Hosler spoke on behalf of Change.Org.

Damien Cabezas spoke on behalf of Horizon Behavioral Health.

Reason Chandler spoke regarding school discipline and school board policy.

Vicente Gonzalez spoke about school board policy.

Ivorie Glass spoke about school discipline.

Phil Stump spoke about restorative justice.

Melissa Chesney, a LCS bus driver, spoke about pay and the step program she is on.

Robert Flood spoke regarding ex-felons not being able to volunteer in Lynchburg City Schools

**D-1. Resolution of Recognition**

During this presentation, the school board recognized Katie K. Snyder for her years of service as a member of the Lynchburg City School Board. Mrs. Snyder has served as a school board member for a total of six years.

**D-2. Lynchburg City Schools Education Foundation, Inc.: Update**

The LCS Education Foundation, Inc. was founded in 1985 with the mission of encouraging innovation in the classroom and to raise public funds above and beyond public revenues. The Education Foundation works to secure financial support from individuals and businesses for selected projects and programs which are consistent with the goals and priorities of the Lynchburg City School Board. They have worked to advance the Lynchburg City Schools for over 30 years and just celebrated 26 years of Classroom Innovation Grants. Mrs. Gillette, director, was happy to report a very successful year and was proud to share the 2017-2018 accomplishments with the board.

**E-1. Finance Report**

The school administration, in accordance with the FY2017-18 school's operating budget, authorized, approved, and processed the necessary payments through May 31, 2018. The school administration certifies that the amounts approved are within budgetary limits and revenue.

The operating fund expenditure report summarizes the payments made through May 31, 2018 for the operating fund.

Total Operating Fund Budget	\$ 95,324,667.00
Adjustment – Insurance Proceeds	33,833.00
Adjustment – Prior Year Encumbrances	1,275,388.88
Additional State funding of CTE Equipment	9,748.88
Proceeds from Sale of Bus	13,500.00
Restricted Donation	5,512.50
E-rate – Shentel funding	88,000.00
Total Operating Fund Budget - adjusted	<u>\$ 96,750,650.26</u>

Through May 31, 2018	
Actual Revenue Received	\$ 78,589,604.28
Actual Expenditures	\$ 80,284,162.93
Actual Encumbered – non-personnel only	\$ 1,548,267.02

Percent of Budget Received	81.23%
Percent of Budget Used, excluding encumbrances	82.98%
As of 5/31/18 – 11 months	91.67%

The revenue and expenditure reports detail the transactions recorded through May 31, 2018. All reports appear as attachments to the agenda report.

Mr. Beckles shared that LCS converted to the new software system April 30, 2018. As a result of this conversion, he was unable to provide payroll encumbrance numbers until next fiscal year.

Mr. Beckles shared there were no significant changes in revenue to report and that all goals were met.

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

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT "B" FOR A COPY OF THE FINANCE REPORT ITEMS.)

**F-2. Consent Agenda**

Upon MOTION by Dr. Nilles, SECONDED by Ms. Carter, the school board moved the minutes for May 22, 2018 (Closed Meeting); June 5, 2018, (Regular Meeting); June 27, 2018 (Special Meeting); the personnel report for the period June 27, 2018 – July 10, 2018; school board regulation JHCD-RY Administration of Medication; Policy BDDC Agenda Preparation and Dissemination; Policy EB School Crisis: Emergency Management and Medical Emergency Response Plan; Policy JECZ Non-Residential Employee Student Tuition Waiver and Regulation JNZ-R Student Fees, Fines, and Charges; Policy JFHA, JFHA-F and GBA, GBA-F, Prohibition Against Harassment and Retaliation and Policy JB Equal Education Opportunities/Non-Discrimination; Policy JED Student Absences/Excuses/Dismissal and Regulation JED-RZ Student Absences/Excuses/Dismissal be approved.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

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No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT “C,” FOR A COPY OF THE CONSENT AGENDA ITEMS.)

**G-1. School Board Committee Reports**

1. School Board Committees:

Finance Committee  
Governor’s School Committee  
LAUREL Regional School Committee  
XLR8 STEM Academy Committee

2. Advisory Committees to the School Board:

Career Technical Advisory Board

Equity Task Force Committee – Dr. Edwards met with the Equity Task Force. They discussed ways of keeping the community informed.

Health Advisory Board Committee  
Special Education Advisory Committee

**H-1. Revised Operating Budget**

At the School Board meeting on June 5, 2018, the Board approved the FY2018-19 Operating Budget subject to final approval of the Governor’s FY2018-2020 biennium budget. The Governor’s FY2018-2020 biennium budget was approved on May 30, 2018. The Governor’s approved budget resulted in Lynchburg City Schools receiving \$299,674 in additional revenue which results in a total State funding of \$53,104,855. The school administration will present the revenue report showing the State’s funding comparison between the Governor’s original budget and final budget.

Because of the additional State revenue received of \$299,674, the school administration decided to use the additional fund to purchase three (3) school buses for \$300,000. The school administration has amended the FY2018-19 Operating Budget to include the additional revenue and the purchase of the school buses.

The school board adopted the revised Operating Budget for FY2018-19 during this presentation.

Upon MOTION by Dr. Coleman, SECONDED by Dr. Sinha, the school board approved the School Operating Budget for FY2018-19.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT “D,” FOR A COPY OF THE OPERATING BUDGET FY2018-19 AGENDA ITEMS.)

**I-1. Lynchburg City School Board Policy Updates from VSBA**

Several policy revisions and two new policies were recently received from the Virginia School Boards Association (VSBA). These policies have been reviewed by legal counsel and reflect the latest changes in state and federal law. These policy revisions from the VSBA May 2018 update appeared as attachments to the agenda report.

BBFA	Conflict of Interests and Disclosure of Economic Interests
CBB	Appointment and Term of the Superintendent
CLA	Reporting Acts of Violence and Substance Abuse
GAZ	Personnel Policies Goals
GBB	Prohibition of Abusive Work Environments (new)
GCCB	Employment of Family Members
GCG	Professional Staff Probationary Term and Continuing Contract
IJ	Guidance and Counseling Program
IJD	College and Career Readiness (new)
JEA	Compulsory Attendance

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JEC	School Admission
JECA	Admission of Homeless Children
KK	School Visitors
KNAJ	Relations with Law Enforcement Authorities

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT ‘E,’ FOR A COPY OF THE LYNCHBURG CITY SCHOOLS POLICY UPDATES FROM VSBA ATTACHMENTS)

**I-2. 2018-2019 Applications for Federal Programs**

Lynchburg City Schools will be submitting individual applications for each of the federal programs for 2018-2019. The applications for review during the July School Board include Title I, Part A, Title II, Part A and Title III.

School administrators developed these applications with input from principals, teachers, parents, and community members. LCS anticipates a 10% reduction for Title I, Part A funding and leveled funding for Title II, Part A and Title III. However, all of these funding levels may be adjusted when final allocations are determined later in the fall.

Title I, Part A:	
Anticipated allocation for 2018-2019	\$3,673,764.00
Final allocation for 2017-2018:	\$4,034,065.55
	(- 360,301.55)

Title II, Part A:	
Anticipated allocation for 2018-2019	\$ 517,411.70
Final allocation for 2017-2019:	\$ 517,411.70
	\$ 0

Title III, Part A (ESL)	
Anticipated allocation for 2018-2019:	\$ 24,235.92
Final allocation for 2017-2018:	\$ 24,235.92
	\$ 0

Total net gain in funding	(- 360,301.55)
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School board approval is necessary prior to submitting the applications for federal funds for the 2018-2019 academic year to the Virginia Department of Education.

Members of the school board have received a copy of the completed applications.

Upon MOTION by Dr. Nilles, SECONDED by Ms. Mason, the school board approved the 2018-2019 Applications for Federal Programs.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

Abstentions: None

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT “F,” FOR A COPY OF THE 2018-2019 APPLICATIONS FOR FEDERAL GRANT PROGRAM APPLICATIONS.)

**I-3. Lynchburg City School Board Policy Update: Policy JGD/JGE**

Policy JGD/JGE Student Suspension/Expulsion was recently received as an update from the Virginia School Boards Association (VSBA) and has been reviewed by legal counsel reflecting the latest changes in state and federal law. This revision from the VSBA May 2018 update appeared as an attachment to the agenda report.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT “G,” FOR A COPY OF THE LYNCHBURG CITY SCHOOL BOARD POLICY UPDATE: POLICY JGD/JGE ATTACHMENTS.)

**I-4. Lynchburg City School Board Regulation JEC-R School Admission**

The changes presented for Lynchburg City School policy JECZ Non-Resident Employee Student Tuition Waiver and regulation JNZ-R Student Fees, Fines, and Charges prompted administration to also review regulation JEC-R School Admission for consistency in policy language.

Revisions to regulation JEC-R appeared as an attachment to this agenda report.

(SEE SCHOOL BOARD DOCUMENT FILE, MEETING OF JULY 10, 2018, EXHIBIT “H,” FOR A COPY OF THE SCHOOL BOARD REGULATION JEC-R SCHOOL ADMISSION ATTACHMENTS.)



**I-5. Freedom of Information Act Officer**

In accordance with the Code of Virginia §2.2-3704, all local public bodies that are subject to the provisions of the Freedom of Information Act shall designate one or more officers whose responsibility is to serve as a point of contact for individuals and organizations requesting public records and to coordinate the public body's compliance with the provisions of this chapter.

The name and contact information of the FOIA officer shall be made available and posted so that individuals and organizations are able to direct requests for public records to that officer. The FOIA officer shall possess specific knowledge of the provisions of this chapter and be trained at least annually by legal counsel for the public body or the Virginia Freedom of Information Advisory Council.

The superintendent recommends that the school board designate Mrs. R. Denise Spinner as the Freedom of Information Act officer.

Upon MOTION by Dr. Brennan, SECONDED by Dr. Gupta, the school board approved R. Denise Spinner as the Freedom of Information Act Officer for the 2018-2019 school year.

Yes Votes: Dr. Brennan, Ms. Carter, Dr. Coleman, Mrs. Evans, Dr. Gupta, Ms. Mason, Mrs. Morrison, Dr. Nilles, Dr. Sinha

No Votes: None

Abstentions: None

**J. Superintendent's Comments**

School Resource Officer training was held with administrators and principals. Dr. Edwards attended that training.

Dr. Edwards attended a STEM meeting and toured Central Virginia Community College. She also attended the following events during the past month: Alpha Phi Alpha Scholarship event at University of Lynchburg that recognized many LCS students, YMCA Power Scholar Academy at R.S. Payne, a luncheon at Diamond Hill Baptist Church recognizing students and teachers, a celebration honoring Mayor Joan Foster, and Heritage High School summer programs.

She shared that Dr. Copeland and Cindy Babb attended the Summer Market Day at Perrymont Elementary. Many staff members attended multiple conferences over the summer for professional development.

Dr. Edwards met with community members regarding the Men to School program on the first day of school.

A back to school event will be held on Saturday, August 3<sup>rd</sup> from 10:00 a.m. to 2:00 p.m. at E. C. Glass High School,

**K. Board Comments**

Dr. Nilles welcomed Dr. Gupta and Mrs. Evans to the board and expressed that he looked forward to working with them.

Ms. Mason congratulated Mrs. Morrison on her appointment of chairman and thanked Dr. Nilles for his service as chairman.

Dr. Brennan attended the YMCA program at R. S. Payne and the Perrymont Market Day. He welcomed the new board members and thanked Dr. Nilles for his service.

Ms. Carter expressed being thankful for her appointment for another term and welcomed the new members to the board.

Dr. Coleman welcomed new board members and will be attending a VSBA Conference in Richmond on July 16<sup>th</sup> and 17<sup>th</sup>. Suggested that board considered having presentations at the VSBA Annual Conference in Williamsburg. He shared his gratitude for Dr. Nilles and his service and leadership. Dr. Coleman also expressed support of the new chairman, Mrs. Morrison.

Dr. Gupta shared that he is excited about moving forward this year.

Mrs. Morrison thanked Dr. Nilles for his service as well as his wife and family. She was grateful for his commitment to LCS.

**L. Informational Items**

The next board meeting will be on July 24, 2018 at 5:30 p.m. This will be a special meeting for personnel purposes only.

**M. Adjournment**

The meeting adjourned at 8:48 p.m.

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Susan D. Morrison, Chairman

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R. Denise Spinner, Clerk

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