



**MINUTES
BUSINESS MEETING OF THE SCHOOL BOARD
CHARLOTTESVILLE CITY SCHOOLS
Thursday, December 4, 2014 (5:00 PM)**

1.1 **Call to Order:** Board Chair Juandiego Wade called the meeting to order at 5:00 p.m.

2.0 **Pledge of Allegiance:** The Board began its meeting with the Pledge of Allegiance to the Flag of the United States of America.

3.1 **Roll Call:**

The following Board Members were present:	Mr. Juandiego Wade Ms. Amy Laufer Ms. Jennifer McKeever Ms. Willa Neale	Ms. Colette Blount Mr. Edmund Michie Ms. Leah Puryear
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The following Board Members were absent:	None
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The following Staff Members were present:	Dr. Rosa Atkins Mr. James Henderson Dr. Beth Baptist Mr. Ed Gillaspie Ms. Jennifer Herring	Ms. Gertrude Ivory Ms. Carole Nelson Mr. Jeff Faust Ms. Leslie Thacker
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The following Staff Members were absent:	None
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4.1 **Approval of Proposed Agenda:** Ms. Puryear made a motion, seconded by Ms. Blount, to approve the proposed agenda. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. Laufer, Ms. McKeever, Mr. Michie, Ms. Neale, Ms. Puryear, and Mr. Wade voting yes. The motion carried. 7 – 0.

5.1 **Comments from Members of the Community:** There were none

5.2 **Public Comment 2015-2016 Budget:** There were none. Ms. McKeever suggested accepting public comment on the budget during the last public comment period of meetings as well.

6.1 **Board Member Comments:** Ms. Puryear thanked Dr. Atkins and Ms. Ivory for allowing her to attend the presentation that Dr. Atkins gave at Norfolk State University on November 21, 2014.

Ms. Laufer encouraged the community to attend the PEF Innovation Expo in the [i.Lab](#) at the University of Virginia.

Ms. Neale thanked the Charlottesville City Council and City staff for helping to find the Lugo-McGinness Academy. Ms. Neale also recognized Charlottesville City Schools Superintendent Dr. Atkins and Albemarle County Schools Superintendent Dr. Moran for their efforts related to the Charlottesville Albemarle Technical Education Center Strategic Plan.

At Ms. McKeever's request Dr. Atkins provided an update on the status of prior community comments related to the senior lunch privilege at Charlottesville High School. Dr. Atkins noted many students fill their schedules with heavily weighted classes while deferring required courses that can affect students' senior lunch privilege. Dr. Atkins,

Charlottesville High School Principal Jill Dahl, and the student who raised the issue met to discuss how to accomplish goals such as accelerating the courses to allow students to have access to senior lunch break.

Ms. Nelson, Director of Human Resources, introduced the new Coordinator for Accounting and Payroll, Kim Powell, who has been with the division since July 2014.

7.1-4 **Adoption of Consent Agenda:** Items from the consent agenda included [Personnel Recommendations](#), [Minutes from the November 6, 2014 School Board Meeting](#), and [Business, Financial, Routine Reports](#). Ms. Blount made a motion, seconded by Ms. Laufer, to approve the Adoption of the Consent Agenda. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. Laufer, Ms. McKeever, Mr. Michie, Ms. Neale, Ms. Puryear, and Mr. Wade voting yes. The motion carried. 7 – 0.

Action Items

8.1 **Approval of the 2015-2016 Program of Study:** Gertrude Ivory, Associate Superintendent of Curriculum and Instruction, presented the 2015-2016 Program of Study at the November 6, 2014 meeting for Board consideration. Principals, counselors, key school-site and central office instructional staff worked with the Superintendent to develop the comprehensive Program of Studies for grades 6-12 for the 2015-2016 school year. Several meetings were held and principals worked with their teachers and administrators to develop the document that will be used to guide students and parents in choosing courses that will result in the highest level coursework and diploma possible for each student. Charlottesville High School principal Jill Dahl will present a Summary of Recommended 2015-2016 Course Additions at Buford, the Rationale: Proposed Course Sequence for Spanish at Walker and Buford, CTE Course Additions, and Enrollment of Students as Office Assistant/Manager.

Ms. McKeever would like to see Spanish I Part I be offered in 5th grade and Spanish I, Part 2, in 6th grade. Ms. Blount and Ms. Neale both commented that some students are likely to be better prepared to take Spanish than their peers.

Walker Upper Elementary School Principal Vernon Bock addressed the Board noting that the correlation between reading level and honors Spanish, along with teacher recommendation, are used to determine what level of Spanish students are taking at Walker noting that students taking Honors Spanish alternate days with language arts. Dr. Atkins added that administration will take a look at the matriculation of Spanish at Walker and talk with teachers to make sure they are open to making recommendations for all students and take into account many factors and not just the language arts level.

There was also discussion related to changing the stipulation that, outside of parent overrides/requests, only Honors English students are eligible to take Spanish I in 6th Grade.

Mr. Michie made a motion, seconded by Ms. Neale, to approve the 2015-2016 Program of Study. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. Laufer, Ms. McKeever, Mr. Michie, Ms. Neale, Ms. Puryear, and Mr. Wade voting yes. The motion carried. 7 – 0.

8.2 **Parental Leave Benefits:** Carole Nelson, Director of Human Resources, presented this item at the November 6, 2014 meeting for Board consideration upon first review noting that if approved the policy will take effect on July 1, 2015.

Ms. McKeever spoke in support of taking action on the item noting the importance of providing this additional benefit to teachers and staff.

After lengthy discussion the Board agreed to defer further discussion of this item until the upcoming budget work sessions.

Ms. McKeever made a motion, seconded by Ms. Blount, to defer the parental leave benefits item until the upcoming budget work session. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. Laufer, Mr. Michie, Ms. Neale, Ms. Puryear, and Mr. Wade voting yes. The motion carried. 6 – 1. Ms. McKeever voted no.

8.3 **School Board Salary Increase:** Dr. Beth Baptist, Director of Student Services and Achievement, presented the School Board Salary Increase for Board action citing [Virginia Code § 22.1-32](#). Salary of members: A local school board representing a city or town may establish a salary increase prior to December 31 in any year preceding a year in

which members are to be elected or appointed. Such increase shall become effective on July 1 of the year in which the election or appointment occurs if the election or appointment occurs prior to July 1 and shall become effective January 1 of the following year if the election or appointment occurs after June 30. Dr. Baptist noted that any changes to school board salaries will be effective January 2016.

Ms. Neale noted that she is not in support of an increase adding that the salary will never fully compensate for time.

Ms. Laufer noted that she is not in support of an increase as there is still uncertainty of funding from the Commonwealth.

Mr. Michie noted that he has voted against a salary increase many times over the past years adding that it will eventually be needed and that it is an appropriate time for an increase especially given the expenditures required to run an election. He noted that there has been no increase since the Board was changed from an appointed board to an elected Board.

Ms. Blount made a motion, seconded by Ms. Puryear, to approve a school board salary increase to \$5,500 for the School Board Chair and \$5,000 for other Board Members. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. Puryear, and Mr. Wade voting yes. Ms. Laufer, Ms. McKeever, Mr. Michie, and Ms. Neale voting no. The motion failed. 3 – 4.

Ms. Blount made a motion, seconded by Ms. Puryear, to approve a school board salary increase to \$5,300 for the School Board Chair and \$4,500 for other Board Members. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. McKeever, Mr. Michie, Ms. Puryear, and Mr. Wade voting yes. Ms. Laufer and Ms. Neale voting no. The motion passed. 5 – 2.

8.4 [Resolution Concerning the Funding of Public Education in Virginia](#): The Virginia School Boards Association (VSBA) and the Virginia Association of School Superintendents (VASS) are joining in an effort to amplify our voices to the General Assembly about the need for the appropriate investment in public education. Ms. Laufer made a motion, seconded by Ms. Neale, to approve the Resolution Concerning the Funding of Public Education in Virginia. Upon a roll call vote being taken, the vote was: Ms. Blount, Ms. Laufer, Ms. McKeever, Mr. Michie, Ms. Neale, Ms. Puryear, and Mr. Wade voting yes. The motion carried. 7 – 0.

Information Items

9.1 [Multi-Year Athletic Plan](#): Charlottesville City Schools Athletic Director Larry Mangino presented information on a Multi-Year Athletic Plan noting that Charlottesville High School currently has 26 sports that fall under Virginia High School League Rules and 38 Teams (Varsity, Junior Varsity, and one 9th grade team). Information presented included:

Mission of CHS Athletics

- To provide an environment for student-athletes to have a good life, use their love of athletics to achieve success in the classroom, display proper behavior, and succeed both on and off the field of play
- “Environment”: First-class Facilities and Excellent Coaching

Current Success:

- Girls Field Hockey (State Tournament)
- Boys & Girls Golf (State Tournament)
- Pop Quiz (National Tournament)
- Boys Soccer (Conference Tournament)

Going from Average to Good (2014-16) & from Good to Great (2016-2020):

- Coaching
 - Attract and hire
 - Evaluate
 - Mandatory training
 - Retention
- Feeder Program
 - Parks & Recreation
 - Buford Middle School

- Evaluation
 - Student evaluation of coaches
- Communication
 - Classroom → Field
 - Teachers → Coaches
- Facilities & Finance
 - Budget that reflects regionally comparable schools
 - Coaching positions
 - Stipends
- Athletic Training Position
 - \$14,000 per year position to ensure the safety of our student athletes
- Expectations

9.2 **Community Involvement Catalog of Partners:** Beth Cheuk, Community Relations Specialist, presented the Community Involvement Catalog of Partners for Board information.

9.3 **Policy Updates:** Dr. Beth Baptist, Director of Student Services and Achievement, presented Policy Updates for Board consideration. Several policies are recommended for updating and were presented. The Board was also presented with a chart to describe the reason for the changes.

There was Board discussion related to the following policies:

- **DGC (School Activity Funds):** Mr. Michie noted that this item typically goes to the Finance Committee for review and suggested that the Board receive an annual written report on school activity funds.
- **JFG (Search and Seizure):** The Board agreed that this policy should include language about contacting a parent or guardian when student belongings and/or vehicles have been searched. Ms. McKeever noted concern with the broadness of the statement related to search and seizure when breaking a school rule. Mr. Henderson cautioned the Board on removing a school administrator's authority to make a search as any search would be on behalf of the safety of the student body. Dr. Atkins commented that staff will have school administrators weigh in on the issue and get back to the Board with a recommendation.
- **JHCH (School Meals and Snacks):** Mr. Michie asked that staff double check the Charlottesville City Schools Wellness Policy to make sure it aligns with Policy JHCH.

9.4 **2015-2016 Budget Update:** Mr. Ed Gillaspie, Director of Finance, presented the 2015-2016 Budget Update noting that:

- This is the second year of the state biennial budget.
 - No change to Local Composite Index (LCI).
 - Budget that was passed by GA in June, 2014 shows an increase over current year of approximately \$150K.
 - Governor will release proposed revisions around the third week of December. CCS will have numbers by the end of the winter break and will present these to the School Board at the January 11, 2015 regular work session.
- Staff have met with or received information from most budget holders. This information will be consolidated, reviewed and shared with the School Board at our budget work session at CATEC, 12:00 p.m., January 16, 2015 along with other recommendations and initiatives.
- The first budget work session will be next Thursday, December 11, 2014 at CATEC, 3:00 p.m. At this work session, we will present historical information, benchmark data, and discuss overarching priorities which will be used by staff to guide decision making regarding individual recommendations.
 - Initial staff recommendations regarding priorities are:
 - Maintain competitive position regarding salaries and benefits
 - Strengthen administrative support positions
 - Focus on technologies that enhance or replace division wide business systems

9.5 **2014 VSBA Annual Convention - School Board Take Aways:** School Board Members shared highlights from their experiences at the 2014 VSBA Annual Convention.

Ms. McKeever noted that all of the sessions she attended were well done. She moderated a concussion panel and learned that Charlottesville City Schools is doing most of the things recommended. She also attended a session entitled “Making Your School Board Role Easier - DOE Resources You Can Use” given by a Virginia Department of Education representative that provided information on the ins and outs of the VDOE website.

Ms. Neale attended a task force session on schools in challenging environments noting that it was very interesting and that she received many good recommendations. She also attended a session by the Council of Urban Boards of Education (CUBE), a session on summer school given by the Harrisonburg City Public Schools, and a session on strategic plan evaluation given by Albemarle County Public Schools.

Mr. Michie attended a session on parent engagement noting the presenting school division has allocated time and resources to hire a family support engagement team who train teachers to engage parents. He also attended a session on Project-Based Learning (PBL) given by Chesterfield County Public Schools noting that Chesterfield hired the Wallace Foundation and subsequently implemented one PBL a year which is the current plan of Charlottesville City Schools.

Ms. Blount attended a session offered by Arlington Public Schools that highlighted their Second Chance Program that focuses on substance abuse education including required parent participation. She also attended the Council of Urban Boards of Education (CUBE) session with Ms. Neale and the VSBA Delegate Assembly noting that all of the new and amended positions were passed except for VSBA Delegate positions item 10 related to Self-insured Employers’ Fee Schedule. The VSBA intends to review the item and may bring it back for review.

Mr. Wade thanked the Board for the reception given in his honor as the new VSBA President.

Ms. Laufer attended sessions related to how school boards can directly affect student outcomes. The session included eight aspects that school boards can work on to affect student outcomes. She also attended an SOL Breakout Session given by the task force on SOL reform, a session on proving facilities suitable for all students including transgender students.

Ms. Puryear attended sessions given by Arlington County related to parental and community involvement highlighting how their school board members and committee chairs take part in training. She also attended a session offered by the Newport News Public Schools on their 1:1 initiative.

Board Response to Written Reports

10.1 **Annual Special Education Student Count:** These reports, prepared by Dr. Beth Baptist, Director of Student Services and Achievement, appear on the School Board Work Session Discussion Topics and Schedule of Reports for 2014-2015. Annually, the number of Students with Disabilities is completed and submitted to the Department of Education on December 1. The count of students on that date is a primary factor in determining the funding for special education in future years. The attached charts show the preliminary numbers as of November 19, 2014. The numbers will not be final until two-three weeks beyond December 1. There were no questions related to the written report.

11.1 **Comments from Members of the Community:** There were none.

12.1 **Board Member Comments:** Ms. Blount presented an update to the Board on recent school visits to Walker Upper Elementary, Johnson Elementary, Charlottesville High School, and the Lugo-McGinness Academy. She also encouraged the public to attend the Lugo-McGinness Academy Open House on December 10, 2014.

Ms. McKeever presented an update to the Board on recent activities such as a School Health Advisory Board meeting where there was discussion about including Yoga in the physical education curriculum. She also attended a Chamber of Commerce dinner, a Human Rights Commission workshop, and a meeting with Ridge Schuyler regarding his Orange Dot Project. Ms. McKeever also commented on a conversation with Mr. Ben Hare related to the Swim for Life program who would like to see some 5th grade students take swimming at Crow Pool.

Ms. Laufer presented an update to the Board on recent activities such as a Transition Council meeting regarding independent living of individuals with disabilities. She also noted that the school division submitted an application to Project Search and that a VDOE Enforcement Officer noted the IEP form will be revised and that some Charlottesville City School students have been providing translation services to other students.

Mr. Wade presented an update to the Board on recent school visits to Walker Upper Elementary and Johnson Elementary Schools.

13.1 **Superintendent's Comments:** Dr. Atkins addressed the Board noting appreciation to the teams at Walker Upper Elementary School and Clark Elementary School for their work, efforts and self-reflection during the academic review on December 3. She also thanked them for the amount of work and attention they give to providing excellent instruction and making sure that they make the progress they are expected to make.

Dr. Atkins also recognized school counselors for their support to Charlottesville City Police Officers, local churches, and other organizations who provide Thanksgiving baskets to Charlottesville families. She congratulated Mr. Wade for his appointment as the Virginia School Boards Association (VSBA) President, and encouraged the public to attend the Public Education Fund (PEF) Innovation Expo in the i.Lab space at the Darden Business School.

14.1 **Work Session Wrap-Up: Dr. Beth Baptist:** There were six requests from the Board:

- Status of swimming in the PE program
- Risks with current systems mentioned by Mr. Gillaspie
- Policy Changes
- Data regarding duties/ activities of Athletic Trainer; additional coaches
- Scenarios for potential parental leave, definitions for leave, and put in the budget to be reviewed. For costs, look at 6 weeks, 8 weeks, also
- Will look at the criteria for entering Spanish I at Walker

15.1 **Upcoming Meetings:** Mr. Wade read the list of upcoming meetings and activities.

16.1 **Adjourn:** Ms. Blount made a motion, seconded by Ms. Laufer, to adjourn. Upon a roll call vote being taken, the motion carried with Ms. Blount, Ms. Laufer, Mr. Michie, Ms. McKeever, Ms. Neale, Ms. Puryear, and Mr. Wade voting yes. 7 ayes, 0 nays. The meeting adjourned at 8:33 p.m.

The podcast for this meeting can be located at: http://ccs.k12.va.us/board/Dec42014_SB_Session.MP3

Amy Laufer, Board Chair

Leslie Thacker, Clerk