



MINUTES
CHARLOTTESVILLE CITY SCHOOL BOARD MEETING
Booker T. Reaves Media Center, Charlottesville High School
Thursday, February 1, 2024

Closed Meeting of the Charlottesville City School Board was held on February 1, 2024 at 4:00 p.m., in the Division Annex/SPED Conference Room located at 1400 Melbourne Road, Charlottesville, VA.

PRESENT: Amanda Burns, Shymora Cooper, Emily Dooley, Dom Morse, Chris Meyer, and Lisa Larson-Torres
ABSENT: Nicole Richardson

STAFF PRESENT: Dr. Royal A. Gurley, Jr., Superintendent, and Maria Lewis, Director of Human Resources

1.1 Call to Order: Lisa Larson-Torres, School Board Chair, called the closed session meeting to order at 4:00 p.m.

1.2 Closed Meeting: At 4:00 p.m., Mr. Morse offered a motion to go into Closed Session as authorized by the Virginia Freedom of Information Act, Sections 2.2-3711 (A) (1) for the purpose of discussing personnel matters. Mr. Meyer seconded the motion, the motion passed with Ms. Burns, Ms. Cooper, Mr. Meyer, Mr. Morse, and Ms. Larson-Torres voting aye. 6 ayes, 0 nays. Ms. Dooley was not present for this vote.

1.3 Closed Meeting Certification: At 4:47 p.m., Mr. Morse offered a motion that the Board certify by recorded vote that to the best of each board member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed or considered. Ms. Dooley seconded the motion, the motion passed with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Meyer, Mr. Morse, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays.

There was no action.

The board recessed from 4:48 p.m. until 5:03 p.m. Lisa Larson-Torres, School Board Chair, called the Regular Meeting to order at 5:03 p.m.

1.4 Remote Participation by a School Board Member (Nicole Richardson): Lisa Larson-Torres, School Board Chair, called for a motion to allow Board Member Nicole Richardson to participate in the meeting via Zoom, from home, due to a personal medical concern. Ms. Dooley made a motion, second by Mr. Meyer to approve the Remote Participation by School Board Member Nicole Richardson from home due to a personal medical concern. Ms. Richardson to attend the board meeting virtually. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Mr. Meyer, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays.

Ms. Richardson did not connect remotely and was counted as absent.

2.1 Moment of Silence: Lisa Larson-Torres, School Board Chair, asked all those present to observe a moment of silence.

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

4.1 Roll Call of Board Members:

The following Board Members were present: Ms. Amanda Burns Ms. Shymora Cooper
Ms. Emily Dooley Mr. Dom Morse
Mr. Chris Meyer Ms. Lisa Larson-Torres
Margaret Heaphy, Student
Representative

The following Board Members were absent: Ms. Nicole Richardson

The following Staff Members were present: Dr. Royal A. Gurley, Jr. Dr. Katina Otey
Mr. Pat Cuomo Ms. Kim Powell
Ms. T. Denise Johnson Ms. Maria Lewis
Ms. Rachel Rasnake Ms. Carolyn Swift
Ms. Renee Hoover Ms. Beth Cheuk
Ms. Julia Green Ms. Leslie Thacker

The following Staff Members were absent: None

5.1 Approval of Proposed Agenda: Ms. Dooley made a motion, seconded by Ms. Burns, to approve the proposed agenda. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Meyer, Mr. Morse, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays.

6.1 Comments from Members of the Community:

- Mr. Derek Hartline addressed the Board with comments of concern around the removal of a memorial bench at Buford Middle School during construction and provided a quote from W. A. Hartman Memorial in the amount of 6,160.00. He encouraged the Board to allocate funds in the budget for replacement.
- Ms. Ann Marie Smith, parent, addressed the Board with comments of support for completing the light installation at the CHS Track and shared examples of safety concerns from the lack of lighting in the afternoons when it gets dark early in the evening.
- Mr. Andy Orban, parent, shared concerns of support for completing the light installation at the CHS Track and also shared comments of concern around installing weapons detection systems at CHS.
- Mr. Callan Smith and Sahana Gupta, CHS Student, shared comments of support for completing the light installation at the CHS Track and shared examples of safety concerns from the lack of lighting in the afternoons when it gets dark early in the evening.
- Kathryn Laughon, former CCS parent and Safety & Security Committee Member, shared comments of concern around installing weapons detection systems and the possibility of returning SROs to Charlottesville City Schools. Dr. Laughon commented that such security measures historically affect young black males. She also asked that resources that were provided to the committee during the first discussion be included in surveys.
- Mr. Nick McCarthy-Rivera, CHS History Teacher, shared comments of concern around the effect of weapons detection systems and SROs on students and encouraged the Board to fully implement a Restorative Justice Model with consistent accountability.
- Ms. Marva Simpson, CHS Parent, shared comments of concern around student access to some social media sites during school hours.

- Mr. David Koenig, LMA Teacher, addressed the Board with comments of concern around implementing weapons detection and SROs.
- Ms. Dana Ainsworth addressed the Board with comments of support for using the Multi-Tiered System of Supports (MTSS) and Virginia Tiered System of Supports (VTSS).

6.2 Public Hearing/Comments on the Proposed 2024-2025 Budget: Comments regarding the 2024-2025 Budget are included in the Comments from the Community section 6.1.

6.3 Comments from Students: Comments from students are included in the Comments from the Community section 6.1.

7.1 Student Representative Report: Margaret Heaphy, Student Representative to the School Board, expressed appreciation for the improvement at CHS and how the school division is being managed and that she hopes the hands-on approach will continue. Ms. Heaphy also recognized the CHS Girls Basketball Team on the 20/0 season, a CHS Wrestler who was highlighted by the Daily Progress, and shared reflections on the Fine Arts Showcase. She shared that there is confusion around policies at CHS as well as the new parking restrictions and that she hopes there will be opportunity for student voices to be heard.

Student and Staff Recognitions

8.1 Virginia School Principals' Appreciation Week: Dr. Katina Otey, Chief Academic Officer, invited the School Board and community to join her in recognizing Charlottesville City Schools Principals for Virginia School Principals' Appreciation Week. Governor Glenn Youngkin signed a Certificate of Recognition declaring January 14-20, 2024, as Virginia Principals Appreciation Week.

8.2 National School Counseling Week: Rachel Rasnake, Director of Student Services, invited the Board and all those present to recognize National School Counselor Appreciation Week as February 5-9, 2024. This week is also recognized by the Virginia Department of Education. School Counselors were recognized for the many services they provide to students, teachers, parents, and administrators by the Charlottesville City Schools' administration and School Board. During the week, School Counselors will share information with students, families, and staff about their role.

Charlottesville City School Counselors: Rebecca Baber, Irene Jennings, Katherine Sublett, Kristin Ullrich, Allison Pillow, Isabelle Hermsmeier, Delaney Desman, Jaclyn Jacobson, William Ullrich, Tessie King, Kirstena Lilley, Nikki Eubanks, David Wilkerson,, Melanie Key, Maddie Bryant, Jermando Towler, Aloise Phelps, and Adriane Butler.

8.3 Virginia School Boards Association School Board Appreciation Month: Beth Cheuk, Supervisor of Community Relations, stated that the month of February has been designated by the Virginia School Boards Association and proclaimed by Governor Glenn Youngkin as "School Board Appreciation Month" and asked the community to join her in recognizing Charlottesville City School Board members for the service.

8.4 Virginia School Boards Association School Board Clerk and Deputy Clerk Appreciation Week: Beth Cheuk, Supervisor of Community Relations, stated that the VSBA Board of Directors has designated the third week in February as "VSBA School Board Clerk Appreciation Week." The VSBA encourages all school boards to adopt the presented proclamation. Appreciation was expressed to Clerk Julia Green and Deputy Clerk Leslie Thacker.

8.5 Teacher of the Year Recognition: Dr. Katina Otey, Chief Academic Officer, recognized the Teachers of the Year for each Charlottesville City School. These teachers were nominated and selected at the school level by their colleagues. A committee then worked to review submissions by each candidate in order to identify a Division Teacher of the Year.

All public and accredited nonpublic schools are invited to participate in the Mary V. Bicouvaris Virginia Teacher of the Year Program. This award honors teachers who represent the best in teaching in the Commonwealth of Virginia and across the nation. Since 1964, Virginia has participated in the National Teacher of the Year Program, a project of the Council of Chief State School Officers (CCSSO). In 2006, Virginia's Teacher of the Year Program was renamed in honor of the 1989 Virginia and National Teacher of the Year, Dr. Mary V. Bicouvaris. Charlottesville City Schools began participating in this program in 2023.

2023-2024 Teachers of the Year are:

- Burnley-Moran Elementary: Ryan Trott
- Clark Elementary: Catherine Gray
- Greenbrier Elementary: Katie Plunkett
- Jackson-Via Elementary: Lily Brookman
- Johnson Elementary: Leslie Scally
- Venable Elementary: Cicely Shelton-Barnes
- Walker Upper Elementary: Summer Wagman
- Buford Middle: Mika Kawakami
- Charlottesville High School: Joseph Patterson
- Lugo-McGinness Academy: Harry Hill

Dr. Otey offered special congratulations to Clark ESL teacher Catherine Gray, named Charlottesville City Schools Teacher of the Year, who will represent the Division in the state competition.

8.6 [Greetings from Virginia School Boards Association - President Dr. Cardell Patillo](#): Dr. Royal A. Gurley, Jr., Division Superintendent, introduced Cardell Patillo, President of the Virginia School Boards Association (VSBA), who expressed appreciation for Virginia School Boards and read Governor Glenn Youngkin's resolution. The VSBA President's Roadshow is designed to extract insights into cutting-edge innovations and best practices in Virginia's public schools while addressing the challenges confronted by Virginia's school boards. This visit marks the inaugural event of many planned by President Patillo and the Virginia School Boards Association throughout the upcoming year.

9.1- [Adoption of Consent Agenda](#): The following items were included in the consent agenda; [Personnel Recommendations](#), [Minutes - November 2, 2023 School Board Meeting](#), [Business, Financial, Routine Reports](#), and [School Board Member Committee Assignments](#). Ms. Dooley made a motion, seconded by Ms. Cooper, to approve the adoption of the proposed consent agenda. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Mr. Meyer, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays.

Items for Discussion

10.1 [Discussion of CCS School Safety Model](#): Kim Powell, Chief Operations Officer, presented information on the Charlottesville City School Safety Model including: History, Recent Updates, and Requests for Feedback. Ms. Powell shared that as a follow-up to the presentation, a survey will be distributed on February 5, 2024 to gather input on the following topics.

- Possible use of weapons detectors at CHS (at sporting events and/or during student arrival)
- Possible exploration of adding "Youth Resource Officers" to our current safety plan at CHS. If there is community interest, CCS and CPD would begin learning more about how the police and schools partner together in Cambridge, MA.
- Possible changes to CHS student cell phone policy? We are seeking feedback about whether to maintain and enforce the "off and away the entire day" policy, or whether to allow high schoolers to use their phones between classes and at lunch.

The presentation included the following information:

- What is Charlottesville’s Model for School Safety? (2021)
 - Strengthening community and belonging
 - Growing our mental health supports (staffing doubled in 2021)
 - Adding Care and Safety Assistants (CSAs). (CSAs are state-certified School Security Officers.)
 - Partnering with the community, including the police
 - Security improvements such as expanding camera and access control systems
 - Continuous improvement
- Modifications to this plan, 2022-23
 - Restructured Operations Department to create the role of Coordinator of Safety and Security
 - Expanded the number and locations of CSAs – now at CHS, Buford, Walker, and LMA
 - Continued physical security improvements
- Initiatives Completed or Underway This School Year
 - Better practices for supervising CHS hallways have yielded strong improvements
 - Improved in-school suspension operations
 - Enhancements to the access control system, including side door alarms
 - Recent award of mental wellness grant to CCS that supports safety training
 - Upcoming changes for students checking in and out of school, drop-off patterns for car riders, etc.
 - Investigating next steps to continue improving physical security
- Challenges of this Safety Model
 - Coordination with police for:
 - participation in threat assessment teams
 - assessment of & response to fights
 - efficient reporting systems following the Student Rights & Responsibilities
 - understanding community impacts on our schools
- Three possible ideas to consider for CHS:
 1. Using weapons detectors at sporting events and/or school entrances:
 - Weapons detectors could be used at sporting events and/or school entrances
 - Weapons detection at sporting events was recommended by Charlottesville Police Department
 - Detectors are commonly found at public events and increasingly common at high schools and even middle schools (ie, Richmond Public Schools and more)
 - For athletic event use, we’d need 2 sets at a cost of approximately \$40,000.
 - For daily arrival at CHS, we’d need 6 sets for approximately \$120,000.
 - The equipment (Ceia OpenGate) is portable and good for indoor/outdoor use.
 - For each detector, the need is 2 staff members and an administrator.
 - Varying perspectives:
 - Do detectors relieve or generate fear?
 - Do detectors prevent incidents? How do you measure deterrence?
 - Is money better spent here or on other people, programs, or strategies?
 - Next step –survey for stakeholder feedback
 - Do we want to begin using weapons detectors... at sporting events?
...at school entrances? ...in both situations? ...not at all?
 2. Learning more about the Youth Resource Officers that connect the Cambridge (MA) Police Department with Cambridge Public Schools
 - Cambridge (MA) Public Schools uses a safety model that is similar to ours, with a team of safety specialists (like our CSAs). Cambridge Schools are also supported by the Cambridge Police Department’s Youth Resource Officers, with a focus on relationship-building and diverting youth from the criminal justice system.

- Youth Resource Officers are not based full-time in schools but are regularly present (as well as active with youth in the community).
 - Benefits of having a Youth Resource Officer regularly present on school campuses addresses some of the challenges of coordination between schools and police.
 - Charlottesville City Schools is in conversation with Charlottesville Police Department for joint exploration of this possibility.
 - Charlottesville Police Department has connected with Cambridge Police Department to learn more.
 - If there is community interest, we will find ways for Charlottesville leaders to learn more and develop a possible plan.
 - The cost of staffing this model is to be determined.
 - Next step – survey for stakeholder feedback:
 - Do we want to further explore the role of adding Youth Resources Officers to our current safety model?
3. Reconsidering the student cell phone policy at CHS (how to approach cell phones during lunch or between classes)
- Current policy is “off and away the entire day”
 - Excellent cooperation & feedback at Buford, which has correlated with positive school culture.
 - Strong in-classroom cooperation at CHS, but phones are still seen between classes and at lunch.
 - Mixed feedback about CHS policy from stakeholders
 - Decision point – maintain current policy at CHS or make a change to the policy?
 - To maintain the current policy at CHS, we would need to change enforcement (more students relinquishing phones for the day).
 - Possible change in policy would allow high school students to use phones in halls and at lunch.
 - Consider the “why”
 - If the focus of the cell phone policy is on learning, then focus on phones during class (“off and away during class periods”).
 - If the focus is learning, mental health, and cell phones’ role in aggravating students’ poor behavior choices, then all-day “off and away the entire day” is appropriate, but CHS will need to adjust enforcement.
 - Note: No changes are under consideration for Buford.
 - Next steps – survey for stakeholder feedback about possible changes at CHS
 - What is the “why” that guides a student cell phone policy?
 - Should we keep (and better enforce) the current CHS policy or allow cell phone use during lunch and between class periods?
- Plan for Survey and Public Engagement
 1. Possible use of weapons detectors at CHS?
 2. Possible exploration of adding “Youth Resource Officers” to our current safety plan at CHS?
 3. Possible changes to CHS student cell phone policy?
 - Ways of Gathering Survey Feedback (opens Monday, February 5)
 - ParentSquare/website
 - Social media
 - Media coverage
 - At public events
 - During Black Knight Time at CHS

- Conversational feedback gathered through student, family interactions with school and division staff

Mr. Meyer highlighted the importance of building relationships and requested that the community survey include links and information about Youth Resource Officers. He also asked whether metal detectors are effective. Ms. Powell responded that their effectiveness is a complex issue, but they are inherently intended to be a deterrent.

Ms. Burns highlighted the importance of relationships, shared positive experiences and appreciation for Care & Safety Assistants (CSAs), and asked if all staff, visitors, and students who enter the school or an event would be required to use the weapons detection system. She also asked whether there is a possibility of having a trial period before purchasing a system. Ms. Powell responded that usage would be a local decision and that she would check with the vendor about any potential trial period.

Ms. Heaphy shared that there is some confusion among students regarding the status of weapons detection system implementation at CHS and requested clarification. Ms. Powell responded that the specific technology was identified last year, but no purchase orders have been entered and the vendor has only been on site once.

Ms. Larson-Torres raised concerns about making sure that all stakeholders, including those who may have fear around the use of weapons detection, are heard. She also requested that student perspective be incorporated around fear of School Resource Officers/Youth Resource Officers SROs/YROs and weapons detectors.

Regarding cell phone policy, Mr. Meyer questioned the best approach for student benefit. Ms. Powell responded highlighting potential complications in implementing a "strict off and away" policy throughout the day, due to the enforcement requirements it would place on staff.

Dr. Gurley highlighted observations indicating division among students regarding the cell phone policy. While there seems to be general compliance during class time, adherence presents a greater challenge in hallways.

Ms. Burns observed students using cell phones during lunch and in the hallways, including for arranging after-school pickups, and marked improvement in classrooms. She also highlighted the need to teach students how to explore strategies for self-regulation within the classroom, rather than resorting to bathroom visits and that student input on this is essential.

Mr. Morse noted that it is easier to get students to put away their phones in the classroom but maybe not in the hallway.

Mr. Morse reported encountering a classroom incident related to cell phone use today. He emphasized the importance of gentle reminders for students and acknowledged the challenge of monitoring hallway usage. He personally observes better educational outcomes and improved mental health when students are fully present in the classroom. While acknowledging some benefits of the current partial implementation, Mr. Morse suggests exploring solutions to address classroom and hallway challenges.

Ms. Cooper raised concerns about the survey participation rate, highlighting that as a parent herself, she doesn't always complete them. This suggests we might not be reaching the intended audience. She encourages exploring ways to ensure better representation from the voices we truly want to hear. She also expressed support for allowing students to have their phones, with a strong emphasis on teaching responsible use and healthy habits and suggested prioritizing both teaching healthy habits and providing flexibility. She believes this approach will lead to better outcomes compared to rigid restrictions.

Ms. Dooley expressed full support for cell phones being away all day, recognized the success at Buford Middle School around cell phone use, and expressed concerns around implementation at CHS, due to staff disagreement about it, and the difficulty in implementing it mid-year. She also shared that in a crisis she would not want students using their phones but instead listening to the staff member in charge. Ms. Dooley highlighted the need for a culture reset and the need for the Board to make hard decisions even at times with no clear consensus.

Ms. Heaphy shared a personal experience where having access to her phone in class allowed her to assist a student experiencing a mental health crisis, that changes are being made, some teachers enforce the no cell phone during class more than others and that students are using phones for educational purposes and are not always on social media or TikTok.

Ms. Larson-Torres expressed concerns around long-standing discussion and dedicated committee hours surrounding the cell phone policy, its inconsistent implementation, and emphasized the need for improved adherence to the existing policy. To facilitate better understanding and self-education, she requested that research and articles utilized by the committee be attached to the current survey, empowering stakeholders to make informed decisions.

Ms. Burns emphasized the importance of thorough public education before soliciting feedback on the proposed Youth Resource Officer (YRO) model. She specifically urges making the "Cambridge Model" for YROs publicly available before seeking comments to ensure informed input from the community.

Mr. Morse, speaking from his experience as a Black male who graduated from CHS with SROs and maintained positive relationships with them, stressed the importance of relationship-building with students. However, he expressed a desire for more information about the proposed YRO program to ensure its effectiveness and avoid potential disparities in its implementation.

Ms. Larson-Torres shared that if the reason we want to go with the youth resource officer is to be able to communicate with the police department quicker then I do not want to see them in the school.

Dr. Gurley shared

Ms. Larson-Torreraised concerns about communication challenges since the model change, and inquired whether alternative solutions exist to bridge the communication gap without introducing an SRO back into the building. She suggested possibilities like using radios within the school. Ms. Powell responded by mentioning potential regulatory restrictions related to FCC protocols governing radio usage in schools.

10.2 [Principal Search - Charlottesville High School](#): Maria Lewis, Director of Human Resources, provided the board an update on the CHS principal search. Information presented included Strategic Plan Goals, Why Good Leadership Matters?, Applicants for CHS Principal by the Numbers, Principal Survey Respondents, Top Three Leadership Skills, Background, Knowledge, & Experience, Themes for Interview Questions, and The Process.

Ms. Burns raised concerns about the lack of student participation in the current feedback mechanisms, questioning how their voices will be effectively heard. Dr. Gurley responded by outlining plans for the second round of interviews, which will specifically include five internally identified students to ensure their perspectives are incorporated. This round of interviews will take place at predetermined dates and locations.

Following up on student engagement, Mr. Morse suggested focusing interview questions on this topic. He mentioned hearing about existing student activities and proposed exploring additional projects to further engage students.

10.4 Presentation of the 2024-2025 Budget: Dr. Royal Gurley, Division Superintendent, and the Executive Leadership Team presented the 2024-2025 Proposed Budget for Board information. Information presented included:

- Alignment of Strategic Plan to Budget Priorities
- Demographics & Enrollment
 - Enrollment Overview
 - Summary of Projected Regular Enrollment Changes for Staffing
 - Elementary K-4: 69
 - Walker: 5
 - Buford: 19
 - CHS/LMA: 25
 - **Total: 118**
 - General Ed Teacher Recommendations:
 - Budget 2 additional positions for Elementary to support enrollments
 - Venable & BME graduating small 4th grade cohorts
 - Need to monitor K & ELL enrollments and housing developments across the 6 elementary zones to maintain target class sizes
 - Budget 2 additional positions for CHS to support master scheduling needs
 - English
 - Social Studies
- Projections - Elementary Class Sizes
- Demographics - Race
- Demographics - Disadvantaged
- English Learner (EL) Enrollment Changes
- Projections & Ratios for EL Students
 - State regulations require a ratio of 50:1
 - CCS strives for a ratio of 30:1
 - Project 109 students for School Year 24-25
 - Fall 2023 to Present had an increase of 47 students
 - FY 2024 Budget added 3 FTE Teachers
 - Additional 3.5 FTE Teachers are needed for SY 24-25 to maintain CCS's ratio
- Budget Proposal
 - Revenues
 - Expenditures
 - Changes
 - Summary
- 2024-26 Composite Index of Local Ability-to-Pay
 - LCI increased 7.5 percent over the 2022-24 biennium budget.
 - Charlottesville is required to pay about 77.02 percent of the minimum educational program set by the state.
 - State aid and sales tax provides only 22.98 percent toward the minimal state education program requirements.
- State Revenue
 - Revenues where LCI is part of the funding formula decreased by \$1,186,063.
 - Incentive type revenues decreased by 1,532,027. These revenues are Hold Harmless - COVID 19 \$538,144 and Grocery Sales Tax \$993,883.
 - Overall loss in state revenue is \$2,924,973 or 13.5%.
- Governor's Proposed Budget
 - Technical Adjustments to routine State Share for K-12 education for SOQ, LCI, and ADM.
 - Updated the Estimate Projections on State Sales Tax Revenue Dedicated to K-12.

- One-time bonus payment of 1% for SOQ funded instructional and support positions.
- Salary increase of 2% in FY 2026 for SOQ funded instructional and support positions.
- City Revenue
 - City budget guidelines allocate 40% of new personal and real property tax revenues to CCS.
 - Five year trends for school contributions increase range from \$2.7 - \$4.2 million.
- Expenditures by Categories
- Instructional Staff Comparison for SOQ Funded To CCS Positions
- Specialized Student Support
 - State categorize as SOQ Funded Support Position
 - Positions include licensed and unlicensed nurses, social workers, psychologists, licensed behavior analysts, licensed assistant behavior analysts, and other licensed health and behavioral positions.
 - 3 positions per 1000 students standard or 12 positions for 4300 students.
 - CCS has 36.5 FTEs. Exceed the SOQ by 24.5 FTEs.
- Teacher Compensation
 - Starting teacher pay with the 2% mid-year raise on 1/1/2024 with a bachelors, step 0 is \$55,029 salary or \$39.31 hourly (200 days, 1400 hours)
 - Compared to other school divisions with bachelors and step 0
- Implement Compensation Study Administration & Support Staff
 - Commissioned Evergreen in 2022-23 to prepare a compensation study. Time is of the essence to implement.
 - Recommend implementing new pay plans and pay grades for:
 - Administration - Assistant Principals, Coordinators, Directors, Principals, and Supervisors
 - General (Support) - Administrative Technicians, CSAs, Custodians, Instructional Assistants, Nutrition Workers, Technical Support Specialists
 - Provide competitive pay structure and improved ability to hire, attract, and retain employees.
 - Provide a 1.5% even step progression. This addresses the 1% compression of custodians, instructional assistants, and nutrition support pay scales.
 - Aligned staff's current hourly rate to the nearest hourly rate on the recommended pay plan and grade for their position. This is an average increase of 1.67%.

Changed
Removed
Added

Modifications to Budget Change Document From 1/18/2024 School Board Work Session			
STRATEGIC PLAN PRIORITY	SALARY & BENEFIT ACTIONS	AMOUNT	FTE
3	Teachers: One step plus 1.75% for average 3% increase	1,354,860	
3	Administration: Average 3% increase	182,506	
3	General (Support): Average 3% increase	312,909	
3	Teachers and Staff: 2% Mid-Year Raise implemented 1/1/2024	1,231,977	
	Teachers: Step increase	564,525	
	Administration & General: Implementation of Evergreen Plan	323,197	
3	Benefit: Health Insurance (Estimate 7.7%)	901,512	

	Total Salary & Benefit Actions	3,083,765	
	RECURRING & NON-DISCRETIONARY CONTRACTS		
4	City Contract: Pupil Transportation (Estimate 25%)	975,708	
4	City Contract: Maintenance (Estimate 6%)	272,172	
4	Subscription: Parents Square	12,000	
4	Security: Access Controls Software Subscription	8,000	
4	CATEC: Sustain Academic and Operation Services	441,904	
4	CATEC: Sustain Academic and Operation Services	290,518	
	TOTAL RECURRING & NON-DISCRETIONARY CONTRACTS	1,700,784	

Modifications to Budget Change Document From 1/18/2024 School Board Work Session			
STRATEGIC PLAN PRIORITY	SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS	AMOUNT	FTE
1	Teachers: Enrollment Growth - Elementary, English Second Language, English & Social Studies	764,745	7.5
1	Teachers: Enrollment Growth - Elementary and/or Second Language	189,762	2
1	Teacher: CATEC Special Education	101,966	1
2	Support Staff: CHS Attendance Specialist	111,290	2
2	Support Staff: CHS Care & Safety Assistant	55,645	1
3	Teachers: Site Base Substitutes at CHS, Buford, Walker, and Elementary Schools	1,233,592	12
1	Teachers: Reading & Math Specialists at Walker	209,030	2
1	Teachers: Reading & Math Interventionists at Buford	203,932	2
1	Teachers: Reading & Math Specialists at Buford	203,932	2
1	Teacher: Math Specialist at Clark	101,966	1
1	Knight School	213,688	
3	Teacher: Special Education Instructional Compliance Additional 10 Days	15,295	
3	Instructional Assistants: Special Education Stipend Increase	16,775	
4	Technology: CATEC Hardware & Software	67,000	
4	Consultant: Evaluate Elementary Student Attendance Zones	50,000	
3	Tuition: Increase Division Reimbursement Rate	42,300	
3	Collective Bargaining: Labor Relations	9,000	
	TOTAL SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS	3,390,156	
	TOTAL INCREASE EXPENDITURES	9,083,704	30.5

Modifications to Budget Change Document From 1/18/2024 School Board Work Session	
REVENUES	
Decrease: State	-2,999,801
Increase: State Revenue 1% "One-Time" Bonus	74,828
Use of Fund Balance	772,832
City (Estimated Request)	6,000,000
TOTAL INCREASE REVENUES	9,083,704

FEBRUARY 1, 2024 SUPERINTENDENT'S PROPOSED BUDGET FY 2024-2025 Funding Request (Changes to FY 2024)			
STRATEGIC PLAN PRIORITY	SALARY & BENEFIT ACTIONS	AMOUNT	FTE
3	Teachers and Staff: 2% Mid-Year Raise implemented 1/1/2024	1,231,977	
	Teachers: Step increase	564,525	
	Administration & General: Implementation of Evergreen Plan	323,197	
	<i>Total Salary & Benefit Actions</i>	2,119,699	
	RECURRING & NON-DISCRETIONARY CONTRACTS		
4	City Contract: Pupil Transportation (Estimate 25%)	975,708	
4	City Contract: Maintenance (Estimate 6%)	272,172	
4	CATEC: Sustain Academic and Operation Services	290,518	
	<i>Total Recurring & Non-Discretionary Contracts</i>	1,538,398	
	SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS		
1	Teachers: Enrollment Growth - Elementary and/or English Second Language	189,762	2
	<i>Total School Based Program Supports & Improvements</i>	189,762	
	Total Increase Expenditures	3,847,859	2
	REVENUES		
	Decrease: State	-2,999,801	
	Increase: State Revenue 1% "One-Time" Bonus	74,828	
	Use of Fund Balance	772,832	
	City (Estimated Request)	6,000,000	
	Total Increase Revenues	3,847,859	

- Summary of Budget Changes

State Revenue Decrease	\$2,924,973
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City Contracts	\$1,247,880
Essential Actions **	\$2,599,979
Increase in City Contributions	\$6,000,000
Use of Fund Balance	\$772,832

**2% Mid-year Salary Action (FY24), Step Increase for Teachers and Staff (FY25), CATEC’s continuity of operations, and Teachers due to Enrollment Growth

- Essential Budget Action For FY 2025
 - Proposed budget is leveraged on “one-time” funds from CCS’s fund balance in the amount of \$772,832.
 - Supports a step (base pay increase) salary action for teachers and support staff. This is equivalent to the State’s 1% “one-time” bonus.
 - Positions CCS to certify to VDOE that the division has met the minimum pay requirement.
 - Aligns to the strategic plan to retain teachers and staff.
 - Front loads the FY 2026 City Appropriation Ask. Like the 2% mid-year salary action did this fiscal year.
- Proposal Budget Summary - ALL Funds

Funds	Amended Budget FY 2023 - 2024	Proposed Budget FY 2024 - 2025	Change From 2024 to 2025 Budgets	% Change From 2024 to 2025 Budgets
General (Operating)	\$86,626,337	\$91,720,289	\$5,093,952	5.88%
Special Revenue	\$21,331,565	\$24,678,680	\$3,347,115	15.69%
Total Funds	\$107,957,902	\$116,398,969	\$8,441,067	7.82%

General Fund		Special Revenue Fund	
City Appropriation	\$4,996,530	CATEC	\$3,270,711
State Revenue	(\$2,924,973)	VPI	41,474
Fund Balance Change	\$3,022,395	WALK	34,930
Total Changes	\$5,093,952	Total Changes	\$3,347,115

- Looking Ahead
 - Budget is Subject to Change
 - State Process (House, Senate, General Assembly, Governor)
 - City Funding
 - Joint Meeting with School Board and City Council
 - Wednesday, February 7th at 5 p.m. - Walker Cafeteria
 - Budget Work Session
 - Thursday, February 15th at 5 p.m. - Walker Cafeteria
 - School Board Budget Approval
 - Thursday, February 22nd at 5 p.m. - CHS Media Center

- City Council Meeting - School Board Budget Presentation
 - Monday, March 4th at 6:30 p.m. - City Hall

Ms. Burns discussed federal policy changes that recently increased the number of refugees coming to the United States. She emphasized that this is not a local decision, but one made at the federal level. Despite potential resource limitations and reduction of the budget request, she shared that the Board is committed to finding innovative solutions to meet the needs of the community.

Ms. Larson-Torres clarified that the budget request focuses on fulfilling student needs rather than funding specific programs.

Ms. Burns reflected on the November community welcome back at CHS and advocated for City Council to fund beyond the \$6,000,000 proposed funding. She believes the City Council needs to increase funding beyond that amount to effectively address the community-based needs highlighted in the budget. Provide more robust support for community-based services, aligning with the identified needs in the budget. She also advocated for fair compensation to Care & Safety Assistants (CSAs), acknowledging their essential role and valuing their contributions.

11.1 School Board Member Committee Reports: Board members shared updates on recent activities in this written report.

11.2 Outcome of Student Disciplinary Matters: On Thursday, January 11, 2024, at 5:00 pm, the Charlottesville City School Board met in closed session, as authorized by Section 2.2-3711(A) (2) of the Code of Virginia, for the purpose of discussing student disciplinary matters. The outcome of the meetings were shared as a written report.

12.1 Comments from Members of the Community:

- Ms. Shannon Gillikin, Charlottesville Education Association (CEA) President, expressed disappointment with the CCS School Safety Model presentation. She felt it focused solely on potential flaws and failed to acknowledge the successes of the current model, particularly the positive contributions of Care & Safety Assistants (CSAs). She encouraged more sharing of the successes of the current safety model including the successes of Care & Safety Assistants (CSAs). She also shared reflections that the current model was implemented after a huge shift in 2020-2021 by a committee doing research and work and the Board making a decision. Any change to the plan should be the same.
- Mr. Nick McCarthy-Rivera addressed the Board urging the implementation of a robust restorative justice model that includes designated staffing.
- Ms. Amy Gardner shared comments of appreciation for Dr. Gurley and his work to address issues at CHS, pondered whether trying to eliminate cell phones during non-instructional times is a good use of teacher and staff time, and recommended that more energy be put into addressing the use of pot and vaping in school bathrooms.

13.1 Board Member Comments:

- Ms. Heaphy emphasized the need to continue to actively address important issues at CHS and ensure all voices are heard and considered.
- Ms. Dooley offered her appreciation and recognition to the teachers of the year.
- Ms. Cooper expressed appreciation to those who took the time to provide public comments, and celebrated the successes of CHS Athletes including the CHS Girls Basketball Team.
- Mr. Morse observed that February is Black History Month and read a statement from Dobson vs. the Charlottesville City School Board:

- "The cross-appeal by the School Board in this case relates to the judgment of the District Court that nine Negro high school pupils who were excluded by the Board from the Lane High School be admitted to that institution. Subsequently, the Board admitted two of the nine and as to them the cross-appeal is expressly abandoned in the Board's brief in this court. Four of the remaining seven were before this court in the Dodson case, where we noted that they had been excluded from Lane for academic deficiency and said that residence and academic tests may be properly applied in passing on the applications for admission to a school provided that the factors of race and color are not considered, 239 F.2d 439, 442. Since it was shown that the tests were not applied to white children in the same situation we held that the four plaintiffs had been discriminated against. Nevertheless, we affirmed the judgment below in the confident belief that discrimination between the races in the admission of high school students would be eliminated by the Board itself. In this respect our hopes have been disappointed.
(<https://law.justia.com/cases/federal/appellate-courts/F2/308/920/132960/>)
- Ms. Burns encouraged community members to participate in next week's School Board/City Council Budget Work Session on Wednesday, February 7 and shared appreciation for Care & Safety Assistants (CSAs).
- Ms. Heaphy reminded students that this Board truly considers their opinions important. Now's the time for them to take advantage of open channels and speak up!
- Ms. Larson-Torres shared comments of appreciation for all those recognized at the meeting.

14.1 Superintendent's Comments: Dr. Gurley expressed his appreciation for all teachers in Charlottesville City Schools, highlighting their dedication and hard work. He took the opportunity to personally recognize and congratulate the individuals recently presented as Teachers of the Year for each school.

Among them, he emphasized the achievements of Ms. Catherine Gray from Clark Elementary, who was also awarded the prestigious title of Charlottesville City Schools Teacher of the Year. This acknowledgement signifies her outstanding contributions and sets an example for all educators in the district.

15.1 Work Session Wrap-Up: There were **two** requests from the Board:

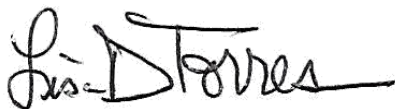
- Provide the original cell phone research articles that were used by the Safety & Security Committee when the new model was implemented for public education as feedback is collected.
- Present budget options and scenarios to City Council at the February 9, 2024 Joint Budget Work Session.

16.1 Upcoming Meetings: Ms. Larson-Torres read a list of upcoming meetings.

17.1 Adjourn: The meeting adjourned at 8:38pm

A video of the January 1, 2024 meeting can be located at:

<https://drive.google.com/file/d/1ZDR-LfEC6MqN6XYOe0KDIQwuNBOzhqSB/view?usp=sharing>



Lisa Larson-Torres, School Board Chair



Julia Green, School Board Clerk