



**SCHOOL BOARD MEETING
CHARLOTTESVILLE CITY SCHOOLS
Charlottesville High School Media Center, 1400 Melbourne Road
Thursday, November 3, 2022 (5:00 PM)**

Closed Meeting of the Charlottesville City School Board was held on November 3, 2022 at 4:00 p.m., in the Division Annex/SPED Conference Room.

PRESENT: Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres
ABSENT: None

STAFF PRESENT: Dr. Royal A. Gurley, Jr., Superintendent; Kim Powell, Chief Operations Officer; and Amanda Korman, Community Relations Liaison

OTHERS PRESENT: Chip Royer, Attorney with Royer, Caramis & McDonough

Ms. Torres, School Board Chair, called the meeting to order at 4:00 p.m.

1.1 Closed Meeting: At 4:01 p.m, Dr. Kraft made a motion to convene into Closed Session as authorized by the Virginia Freedom of Information Act, sections 2.2-3711 (A) (1) (3) of the Code of Virginia to discuss personnel and property matters. Mr. Bryant seconded the motion, and the motion passed with Mr. Bryant, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres voting aye. 6 ayes, 0 nays. Ms. Bryson Morsberger was not present for this vote.

1.2 Closed Meeting Certification: At 4:53 p.m., Dr. Kraft made 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. McKeever seconded the motion, and the motion passed with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres voting aye. 7 ayes, 0 nays. There was no action.

The Board recessed from 4:53 p.m. until 5:00 p.m.

1.3 Call to Order: School Board Chair Lisa Torres called the meeting to order at 5:00 p.m.

2.1 Moment of Silence: Ms. Torres 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:	Mr. James Bryant	Ms. Lashundra Bryson Morsberger
	Ms. Emily Dooley	Dr. Sherry Kraft
	Ms. Lisa Torres	Mr. Dom Morse
	Ms. Jennifer McKeever	Student Rep Allison Bird

The following Board Members were absent: None

The following Staff Members were present:

Dr. Royal Gurley	Ms. Kim Powell
Ms. Carolyn Swift	Dr. Katina Otey
Ms. Maria Lewis	Mr. Pat Cuomo
Ms. Denise Johnson	Ms. Julia Green

The following Staff Members were absent:

Ms. Renee Hoover	Ms. Beth Cheuk
Ms. Leslie Thacker	

5.1 Approval of Proposed Agenda: Ms. McKeever made a motion, seconded by Dr. Kraft to approve the proposed agenda. Upon a roll-call vote being taken, the motion was carried with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres, voting yes. 7 ayes, 0 nays.

6.1 Comments from Members of the Community: Ms. Tanesha Hudson shared concerns related to reports of racism by CHS Volleyball coaches. She stated that even though the coaches were terminated she did not feel a full investigation was completed.

7.1-4 Adoption of Consent Agenda: The following items were included in the consent agenda; [Personnel Recommendations](#), [Business, Financial, Routine Reports](#), and Approval of the [2022-2023 SEAC Advisory Committee to the School Board](#). Dr. Kraft made a motion, seconded by Mr. Bryant to approve the proposed consent agenda with the new modifications to the personnel agenda. Upon a roll-call vote being taken, the motion was carried with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres, voting yes. 7 ayes, 0 nays.

Dr. Gurley recognized new hires Holly Russell, Buford Assistant Principal; Tonya Coffee, Coordinator of STEM; Jeff Earney, Human Resource Coordinator, and Andy Jones, Director of Student Activities.

Action

8.1 FY23 One-Time Bonus Payment: Dr. Royal A. Gurley, Jr., Division Superintendent, presented the FY22 One-Time Bonus Payment item for Board approval. The General Assembly in the 2022-2024 Biennial Budget included a distribution to school divisions for fiscal year (FY) 2023 for a one-time bonus payment. The State is using federal ARPA (American Rescue Plan Act) pandemic relief funds to distribute \$414,603.21 to Charlottesville City Schools for a bonus payment covering 385.14 FTE (full-time equivalent) SOQ funded instructional and support positions on December 1, 2022. School divisions are encouraged to use additional funds to provide pandemic bonuses to all instructional and support positions. Employee retention concerns would be significant if a bonus is not paid in an equitable manner.

Charlottesville City Schools (CCS) has 793.32 FTE instructional and support positions including custodial and nutrition workers. The total cost of the one-time bonus payment is \$854,009. CCS funds 408.18 FTE over the State's SOQ. The additional cost to include all instructional and support positions for the bonus payment is \$439,406.

The State's distribution is based on a \$1,000 one-time bonus plus the employer share for social security and medicaid taxes. CCS used the same methodology to calculate the amount needed to fund a one-time bonus to all staff. The bonus would be prorated based on the employee's FTE status:

- 1.00 FTE will receive \$1,000 before taxes
- .75 FTE will receive \$750 before taxes
- .50 FTE will receive \$500 before taxes
- .25 FTE will receive \$250 before taxes (includes daily permanent hourly staff such as crossing guards)

Bonuses will be paid in a separate check on December 1st net of all payroll taxes for supplemental pay required by the Internal Revenue Service (IRS). Only staff who start on or before November 1, 2022 and remain employed in good-standing through November 30, 2022 are eligible for this one-time bonus payment.

The additional funds needed for the one-time bonus payment can be paid from CCS fund balance. CCS added \$1,142,414 to fund balance from the close of FY 2022. The General (Operating) Fund fund balance including the FY 2022 addition is \$2,301,428. Fund balance is used to cover one-time expenses and shortfalls in State revenue. Given the amount and timing for disbursement of these state funds designated to be used toward bonus payments, it is inherent in the budget authority and allowable uses of fund balance to use these funds to enable equitable payment of this one-time bonus for staff.

The actual amount of fund balance needed to cover the one-time bonus expenditure may decrease when we close the current fiscal year depending on multiple variables including enrollments, use of ESSER grant funds, and vacancy savings.

Ms. McKeever made a motion, seconded by Mr. Bryant to approve the one time bonus that the General Assembly distributed to the division . Upon a roll-call vote being taken, the motion was carried with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres, voting yes. 7 ayes, 0 nays.

Items for Discussion

9.1 [Energy & Water Performance Report](#): Kim Powell, Chief Operations Officer, introduced Kirk Vizzier and Jill Greiner with the City of Charlottesville's Energy and Water Team. The Energy and Water Team provided the annual performance report and update regarding operations, technology and the staff working to support CCS conservation and sustainability efforts.

Dr. Kraft asked what the team would first ask the schools to evaluate. Mr. Vizzier responded that cutting lights off when not in use and using system controls for HVAC so that it does not run all the time would be the priorities.

Ms. Torres asked about LED lighting at CHS. Mr. Vizzier responded that the City is working on a schedule to phase in LED lighting. Ms. Torres also asked about solar energy and plans for the schools. Mr. Vizzier responded that CHS is phasing in LED lighting with the roof replacement and they will look into phasing more solar as the roofs are replaced at other schools.

9.2 [Literacy Update](#): Dr. Katina Otey, Chief Academic Officer, introduced Stephanie Tatel, Division Literacy Coordinator, to present an update on Literacy.

Ms. Dooley asked what is happening with 5th grade teachers when they still need support with students who are not meeting benchmark standards. Ms. Tatel responded that the Division is focusing on professional learning for teachers and noted that the Division is fortunate to have reading specialists at Walker and Buford.

Dr. Kraft noted that the Division seems to be moving in the right direction in regards to Literacy and asked how to support students that are behind with tutoring or other efforts.

Mr. Morse highlighted the need to look at data as the Board moves forward with the budget process in order to ascertain the need and best approach to providing for those needs.

Mr. Bryant questioned the kindergarten scores and asked about inequities shown in the data. Ms. Tatel responded that the Division has robust student and family engagement and noted the Pre-K program that is an intervention for those students. Dr. Gurley added that the Division needs to tap into all the systems in place to help students and families.

Ms. Bryson Morseberger questioned the gap between the groups. Ms. Tatel responded that interventions will be provided for these students.

Ms. McKeever requested that data include cohorts longitudinally.

Ms. Bird, student rep, asked what the Literacy data looked like in 9th and 10th grades. Ms. Tatel responded that though she did not include 9th and 10th grade in her presentation the gaps are still there in high school.

Ms. Torres noted that the data shows 4th graders doing well but then the scores drop in 6th grade. She asked what supports are being provided. Ms. Tatel responded that more support is being provided to Walker and Buford students and noted that the years between 5th to 8th grade are crucial.

9.3 [2023-2028 Strategic Plan Update](#): Amanda Korman, Community Relations Liaison, presented information on the 2023-2028 Strategic Planning process including Guiding lights for our next plan, Bringing in community voice, Timeline, and What's next.

Dr. Kraft asked why the Division is hiring a consultant to do the 2023-2028 Strategic Planning Update process. Ms. Korman responded that updating a strategic plan is a long and intensive process and stressed the importance of ensuring that the Division has included all stakeholders and staff.

9.4 [Transportation Update](#): Kim Powell, Chief Operations Officer provided an update regarding transportation including bus drivers and new routes. Information presented included:

- Driver Update
 - New route set to start Wednesday, November 9th
 - All current routes are re-evaluated/adjusted in order to optimize the new route set (like the beginning of a new school year)
 - Messages will go to all families by/on November 3rd with the latest transportation information for each student (1 message per student)
 - Waitlists are dynamic. The new route set has reduced the waitlist by over one-third (~35%)
- Driver Numbers as of November 3, 2022:
 - 8 regular drivers plus 2 leads (10 total)
 - 1 CAT driver helping
 - 4 Drivers in training process
 - 1 CCS staff person completed an independent pilot of the new online training - more to come...
 - 3 New applicants
- Keys Moving Forward
 - Continue driver recruiting & training efforts
 - Monitor competitive compensation situation, supports & working conditions to RETAIN drivers
 - Look for ways to optimize CAT service to schools
 - Maintain Crossing Guard Team & School Staffed Walking Groups
 - Continue identification and support for bike & pedestrian infrastructure improvements
 - Evaluate our pupil transportation system & driver needs in context of:
 - bus eligibility with new walk/family responsibility zones
 - contract services and other options for special transports
 - options to use smaller buses that do not require CDL drivers

Ms. Dooley asked how snow removal and the clearing of sidewalks will impact students who walk to school. Ms. Powell responded that during inclement weather the Division will evaluate sidewalks and the City will make efforts to ensure that residents clean sidewalks given the importance of safety for student walkers.

Dr. Gurley added that walking groups have been supplied with winter gloves, coats and boots and will continue to have these items provided by the Family Engagement team.

Ms. Torres questioned snow plowing and where City staff will direct snow as they plow. Ms. Powell responded that the City is going to look at things differently since the Division now has so many students walking to school.

9.5 Safety Update: Kim Powell, Chief Operations Officer, provided an overview of safety practices and an update regarding specific actions & activities during October. Information presented included:

- Safety Overview
 - Annual Drill Minimums (actual incidents may replace drills)
 - Evacuation: 12 Fire Drills
 - Shelter-in-Place: 1 Tornado & 1 Earthquake Drill
 - Lockdown: 4 Drills
 - Crisis Management Plans & School Crisis Management Teams (CMT's)
 - Safety Audits & Trainings
 - Summer Safety Seminar for admin & office staff
 - Online Canvas Course for all employees
 - Staff Meetings
 - Crisis Management Team (CMT) meetings
 - Annual DCJS audit plus CCS specific audits
 - 4 Hoax or Accidental E911 calls in ~ 30 Days (September 19th - October 30th)
 - 2 for CHS (9/19 & 9/23, plus a weapon search on 9/1)
 - 2 for Buford (9/20 & 10/20)
- October Actions & Activities
 - External door inspections completed for CHS & Walker
 - All CHS staff surveyed for key needs
 - 2 additional keys issued for CHS staff
 - Next up:
 - Continue external inspections with City Facilities at all schools
 - Interior door inspections
 - "Red Phones" roll-out in progress for all schools
 - Additional blind installations completed
 - Additional safety trainings & materials
 - CHS dedicated in-person professional learning on October 27th
 - Protocol Review & Drills / Climate & Culture
 - Additional guide & script provided to all principals for response protocols review with staff
- Safety Work Never Stops...

Ms. Allison Bird shared that she has seen changes in the school and that she is hopeful that the Division will be proactive and not reactive.

Dr. Kraft asked for information about fighting in the schools and what training is being given to staff. Ms. Powell shared that during the training at CHS they were given the staff how to be a part of the community of students.

Dr. Gurley shared that the incidents that have been happening are starting in the community.

Ms. Torres was wondering about the training at Buford also. Ms Powell shared Mr. Lee will be going around and helping with training at schools. If any of the schools want more training we are happy to set up a more detailed training like CHS. Safety is a continuous process with everyone and it is foundational.

9.6 ESL Update: Dr. Katina Otey, Chief Academic Officer, introduced Dr. Jeannie Pfautz, Coordinator of Gifted Programs, ESL Program, & AVID, who presented an update on ESL. Information presented included Multilingual Learners in CCS, English language Proficiency Data (VDOE), Enrollment changes from 2020 to 2022, ESL Staffing changes from 2020-2022, August to October 2022 Enrollment Changes, Implications and Impact, CCS Welcome Center, and Next Steps.

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

10.2 Pupil Teacher Ratio- 2022: Maria Lewis, Director of Human Resources, prepared the 2022 Pupil Teacher Ratio FY22 Capital Improvement Projects and Updates written report for Board information. There were no questions from the Board.

11.1 Comments from Members of the Community: Ms. Hudson addressed the Board with comments requesting additional support in literacy for students of color, particularly Black students.

12.1 Board Member Comments:

- Dr. Kraft noted that the VSBA Annual Convention is November 16-18, 2022 and several board members will be in attendance.
- Ms. Bryson Morsberger highlighted the need for the Board's budget priorities to reflect its Equity values while looking at programs and needs.
- Ms. Bird shared results of the bullying prevention month survey noting that she did not receive as many responses as she hoped given it was shared with all students.

13.1 Superintendent's Comments: Dr. Gurley shared appreciation for staff for their hard work. He also highlighted the importance of collective voices noting that every voice is important and should be heard.

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

- Longitudinal data - following a cohort
- Number of Dually-Identified EL students

15.1 Upcoming Meetings: Ms. Torres read the upcoming meetings.

16.1 Adjourn: The meeting adjourned at 8:02 pm. The Board reconvened back into Closed Session following adjournment of this meeting.

Closed Meeting: At 8:10pm Ms. McKeever made a motion to convene into Closed Session as authorized by the Virginia Freedom of Information Act, sections 2.2-3711 (A) (3) of the Code of Virginia to discuss property matters. Dr. Kraft seconded the motion, and the motion passed with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres voting aye. 7 ayes, 0 nays.

Closed Meeting Certification: At 8:38 p.m., Ms. McKeever made 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. Dr. Kraft seconded the motion, and the motion passed with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres voting aye. 7 ayes, 0 nays. There was no action.

The Board adjourned at 8:38 p.m.

A video of the November 3, 2022 meeting can be located at:

<https://drive.google.com/file/d/1I6Lb0sj032CQlhysmXSp1dNVtXyLU0Rr/view?usp=sharing>

Lisa Torres, School Board Chair

Julia Green, School Board Clerk