



**MINUTES**  
**CHARLOTTESVILLE CITY SCHOOL BOARD MEETING**  
**Booker T. Reaves Media Center, Charlottesville High School**  
**Thursday, August 1, 2024 (5:00 PM)**

Closed Meeting of the Charlottesville City School Board was held on August 1, 2024 at 4:00 p.m., in the Division Annex Student Services Conference Room.

**PRESENT:** Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson and Ms. Larson-Torres  
**ABSENT:** Mr. Meyer

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

**1.1 Call to Order:** Ms. 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. Ms. Dooley seconded the motion, the motion passed with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, and Ms. Larson-Torres voting aye. 5 ayes, 0 nays. Ms. Richardson was not present for this vote.

**1.3 Closed Meeting Certification:** At 4:46 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. Burns seconded the motion, the motion passed with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson, and Ms. Larson-Torres voting aye. 6 ayes, 0 nays.

**Action:** None

The Board recessed from 4:48 p.m. p.m. to 5:00 p.m.

**2.1 Moment of Silence:** Ms. 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
	Ms. Nicole Richardson	Ms. Lisa Larson-Torres

The following Board Members were absent: Mr. Chris Meyer

The following Staff Members were present:	Dr. Royal A. Gurley, Jr.	Dr. Katina Otey
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Ms. Kim Powell	Ms. Carolyn Swift
Mr. Pat Cuomo	Ms. Rachel Rasnake
Ms. Renee Hoover	Ms. Maria Lewis
Ms. Beth Cheuk	Dr. T. Denise Johnson
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. Cooper, to approve the proposed agenda. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays.

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

**6.2 Comments from Students:** There were none.

**7.1 State Champions - Charlottesville High School Boys Soccer and Tennis & Girls Track (Elaina Pierce):** Andy Jones, CHS Athletic and Activities Director, honored the team state champions in both boys tennis and boys soccer, as well as the individual state champion, Elaina Pierce, in the 1600M in spring track & field. Beth Cheuk, Supervisor of Community Relations, in turn honored Mr. Jones for his excellent leadership as Athletic Director.

**8.1-8 Adoption of Consent Agenda:** The following items were included in the consent agenda; [Personnel Recommendations, May 18, 2024 School Board Advance Minutes, May 30, 2024 School Board Meeting Minutes, June 17, 2024 School Board Work Session Minutes, Business, Financial, Routine Reports, Revised School Board Protocols and Operations, Revised 2024-2025 School Board Meeting Schedule](#), and [Religious Exemption from Compulsory Attendance](#). Mr. Morse made a motion, seconded by Ms. Dooley, to approve the proposed consent agenda. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays

## Action Items

**9.1 Appoint Clerk and Deputy Clerk of the Board:** In accordance with School Board Policy, BCA, School Board Organizational Meeting, the School Board will, upon recommendation of the Superintendent, appoint a Clerk and Deputy Clerk of the Board.

Mr. Morse made a motion, seconded by Ms. Cooper, to approve the appointment of Leslie Thacker as Clerk and Julia Green as Deputy Clerk to the Board. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays

**9.2 2024-2025 Policy Updates:** Carolyn Swift, Director of Assessment and Accountability, and the Executive Leadership Team presented the 2024-2025 Policy Update for Board consideration on May 30, 2024. The Policy Update was presented for action.

Ms. Dooley made a motion, seconded by Ms. Cooper, to approve the 2024-2025 Policy Updates as presented. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays

## Items for Discussion

**10.1 2024-2025 Student Representatives to the School Board:** Dr. Katina Otey, Chief Academic Officer, and Dr. Justin Malone, Charlottesville High School Principal, introduced the 2024-2025 Student Representatives to the School Board. Harper Ullrich (11th grade), Nulia Obiorah (12th grade), and Anya Hudock (11th grade) were presented for approval as the 2024-2025 Student Representatives to the School Board.

Ms. Dooley made a motion, seconded by Ms. Cooper, to approve the 2024-2025 Student Representatives to the School Board. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Ms. Richardson, and Ms. Larson-Torres, voting aye. 6 ayes, 0 nays

**10.2 [Charlottesville High School Updates](#):** Dr. Justin Malone, CHS principal, shared updates on policies and practices in place at the school for the 2024-25 school year, including cell phones, exterior door access control, weapons detection for some public events, and more. Information presented included Cell Phone Policy (“Off and Away the Entire Day”), Exterior Door Access Control, Weapons Detectors (for events with anticipated attendance of 250+), Improved Visitor Management System, B Commons Bathrooms Construction Update, and E-hall Pass System.

Ms. Larson-Torres initiated the discussion by expressing interest in the system's capacity to limit the number of students in hallways.

- Ms. Larson-Torres inquired about the system's functionality and how teachers would be able to monitor pass usage. She specifically asked how the system would prevent overcrowding in hallways.
- Dr. Malone described a dashboard that would provide teachers with real-time data on the number of students currently out of their classrooms with passes. This information would help prevent excessive hallway traffic. Additionally, staff members with supervisory duties would have access to a similar dashboard to monitor student whereabouts.
- Dr. Gurley highlighted the system's ability to restrict student movement within the building. For instance, students with known conflicts could be prevented from being in the same area simultaneously.
- Ms. Larson-Torres raised concerns about students who might be out of class for extended periods without explanation.
- Dr. Malone addressed this concern by explaining that the system would generate alerts if a student was absent from class for an unusual amount of time. School administrators and classroom aides (CSAs) would be responsible for investigating these instances.
- Ms. Larson-Torres inquired about the availability of devices for staff to access the system's dashboard.
- Pat Cuomo, Director of IT, clarified that the system is web-based and accessible to all staff through their computers. To facilitate mobility, CSAs would be equipped with iPad Minis.
- Ms. Burns expressed concern about adding another task to teachers' already full workload. She questioned the system's efficiency, particularly regarding the need for constant monitoring. She emphasized the importance of minimizing administrative tasks to allow teachers to focus on instruction.
- Dr. Malone acknowledged Ms. Burns' concerns and emphasized that the system is intended to improve upon the current process. While there may be an adjustment period, the system is designed to be user-friendly with clear visual cues. He proposed a collaborative approach to refine the system based on teacher feedback. Dr. Malone also highlighted the potential for increased accountability and efficiency in managing student movement.

**10.3 [Multi-Tiered System of Supports \(MTSS\) Overview](#):** Rachel Rasnake, Director of Student Services, presented the Multi-Tiered System of Supports (MTSS) Overview presentation for Board information. Information presented included What is a multi-tiered system of supports?, Screening, Multi-Level Prevention System, Progress Monitoring, Data-Based Decision Making, By the numbers, Spotlight on Attendance, Integration of Domains is key, and Division Leadership Team.

- Ms. Cooper expressed concern about substance abuse among middle and high school students and inquired about the division's plans to address this issue.
- Ms. Rasnake responded that a substance abuse prevention program will be implemented at Walker Middle School through a grant. The program will involve collaboration with Region 10 to expand and refine services to meet student needs. Currently, there is one provider trained in substance abuse treatment available at CHS, with plans to expand treatment options through Region 10.
- Ms. Burns emphasized the critical need for substance abuse services and urged the division to explore alternative providers if Region 10 cannot meet student needs.
- Ms. Richardson asked for a timeline on the availability of substance abuse services. Ms. Rasnake clarified that the current services at CHS will be available at the start of the school year.

- Ms. Burns inquired about proactive measures to support students with attendance issues, particularly those with a history of chronic absence. Ms. Rasnake explained that the division can identify chronically absent students and that school mental health professionals and social workers will be addressing this issue upon their return next week.
- Ms. Larson-Torres expressed support for proactive measures to address substance abuse and emphasized the need for a dedicated program and support system for students.
- Dr. Gurley acknowledged the urgency of the issue and stated that the division is evaluating its current model and considering the creation of a new position focused on substance abuse counseling and support. He emphasized the importance of a strategic approach and the need to consider additional responsibilities for the new position.
- Ms. Cooper reiterated the need for immediate action to address substance abuse, including proactive measures such as online campaigns to educate students about the dangers of vaping. Dr. Gurley agreed and emphasized the importance of collaboration with Region 10 to develop a sustainable solution.

**10.4 Non-Resident Enrollment Update & Tuition Rates:** Kim Powell, Chief Operations Officer, presented Non-Resident Enrollment and Tuition Rates for Board information. Information presented included Background, Pros & Challenges, Non-Resident Enrollment Data for 2023-2024, Total Non-Resident Enrollment Fall 2000-2023, Tuition Rates, a Recommendation for a 10% increase for 25-26 school year, followed by annual increases of 5% for the subsequent two school years.

- Ms. Dooley questioned the basis for the proposed non-resident tuition increase. She inquired about the methodology used to determine the amount, and whether it was intended to address a specific shortfall. Additionally, she expressed interest in comparing the proposed increase to rates charged by neighboring divisions that also accept out-of-district students.
- Ms. Powell explained that the proposed increase was calculated to offset rising operational costs and to align with past increases. She emphasized that the revenue generated from non-resident tuition does not fully cover the cost of educating these students and that the division's focus is on maintaining a low Local Composite Index (LCI) to maximize state funding. She acknowledged the need for further analysis of tuition rates in neighboring divisions.
- Ms. Dooley supported the tuition increase but requested more information on rates in other jurisdictions to ensure the proposed amount is reasonable and sustainable. She also inquired about the enrollment process for non-resident students, particularly regarding the timeframe for application and decision-making.
- Ms. Powell outlined the non-resident student application process, including the roles of school principals and division staff. She highlighted the recent implementation of a digital application system to streamline the process.
- Ms. Burns echoed Ms. Dooley's request for information on tuition rates in other divisions.

**10.5 Human Resources Update:** Maria Lewis, Director of Human Resources, presented the Human Resources Update for Board information. Information presented included Hiring Season 2024, Current Openings, Current Elementary Openings, Current Secondary Openings, Recruit & Retention Efforts, and Next Steps.

There were no questions from the Board.

**10.6 2023-2028 Strategic Plan Review:** Dr. Royal A. Gurley, Jr., Superintendent, and members of the Executive Leadership Team provided a review of the 2023-2028 Strategic Plan for Board information. Information presented included:

- Presentation Overview
  - Vision and Core Values
  - Priority Areas
  - Goals
  - Targets
  - Measurements
  - Strategies

- Data Dashboard
- Next Steps
- Four Priority Areas
  - Increase Academic Achievement (presented by Dr. Katin Otey, Chief Academic Officer)
    - Goals
      - All CCS learners will graduate equipped with a plan for the future.
      - All CCS learners will have access to rigorous, inclusive, and relevant learning experiences.
      - All CCS learners will demonstrate mastery in reading and math, leading to the elimination of achievement and opportunity gaps.
    - Targets
      - Graduation and Post-secondary Readiness
      - Equitable Access and Achievement
      - Academic Achievement and Proficiency
      - Targeted Support and Improvement
      - Data-driven Instruction and Improvement
    - Measurements
      - Graduation Rate and Post-Secondary Readiness
      - Career and Technical Education (CTE) Enrollment
      - AP and Dual Enrollment Participation
      - Instructional Quality and Equity
      - Rigor and Academic Achievement
    - Strategies
      - Equity and Rigor in Academic Planning
      - Personalized Education and Career Planning
      - Aligned and Differentiated Curriculum
      - Support for Special Populations
      - Professional Development and Transition Support
  - Create a Culture of Safety, Wellness, and Belonging (presented by Rachel Rasnake, Director of Student Services)
    - Goals
      - CCS will support social, emotional, and physical wellness.
      - CCS will foster a strong sense of community.
      - CCS will promote a safe and positive learning environment.
    - Targets
      - Student Support and Well-being
      - Health and Nutrition
      - Family and Community Engagement
      - Attendance and Engagement
      - Safety and Security
    - Measurements
      - Implementation measures:
        - Community Eligibility Provision (CEP) for free student meals
        - Safety project status data
        - Tiered Fidelity Inventory
      - Effectiveness measures:
        - Student meal participation rates
        - School climate & culture survey data
        - Threat assessment data
        - Chronic Absenteeism rates
        - Office discipline referral rates
        - Universal screening data
      - Strategies

- Cultural Responsiveness and Social-Emotional Learning
- Mental Health and Wellness Support
- Engagement and Physical Activity
- Family and Community Engagement
- Healthy and Safe Environments
- Support our Staff (presented by Maria Lewis, Director of Human Resources)
  - Goals
    - CCS will recruit and retain licensed and properly endorsed staff.
    - All CCS staff will engage in meaningful, relevant, timely, and personalized professional learning.
    - CCS will recruit and retain teachers of color.
    - CCS will value staff voice.
  - Targets
    - Staffing and Recruitment
    - Professional Development and Retention
    - Workplace Environment and Culture
    - Diversity and Inclusion
    - Teacher Support and Resources
  - Measurements
    - Full Staffing by September 1
    - Increasing Teacher Retention
    - Progress in Hiring Licensed Staff of Color
    - Opportunities for Leadership Certification and Advance Degrees
    - Pathways for Unlicensed Employees to become Licensed Staff
  - Strategies
    - Recruitment and Hiring
    - Professional Development and Support
    - Collaboration and Co-Teaching
    - Support for Diverse Staff
    - School Culture and Climate
- Ensure Effective and Efficient Operations (presented by Kim Powell, Chief Operations Officer)
  - Goals
    - CCS will modernize facilities to meet the evolving needs of the division.
    - CCS will advance operational efficiencies and upgrades.
    - CCS will promote sustainability and environmental awareness.
    - CCS will demonstrate fiscal stewardship.
  - Targets
    - Infrastructure Modernization and Improvement
    - Sustainability and Environmental Responsibility
    - Transportation Efficiency and Accessibility
    - Operational Effectiveness
    - Financial Accountability and Strategic Budgeting
  - Measurements
    - Implementation measures:
      - Completion of annual facility modernization projects
      - Alignment of CATEC technology, maintenance and security systems with CCS standards & systems
      - Private fiber network connection for all CCS facilities
  - Effectiveness measures:
    - Elimination of waitlists for bus eligible students
    - Age of network equipment
    - Meritorious Budget Awards
  - Strategies

- Modernization and Infrastructure Improvements
  - Preschool and Early Childhood Education
  - Sustainable and Secure Facilities
  - Transportation and Accessibility
  - Financial Transparency and Strategic Planning
- Next Steps
    - Data Dashboard
    - Year 1 Progress Update (October)

Increase Academic Achievement discussion:

- Ms. Larson-Torres expressed interest in the upcoming dashboard and its timeline. Dr. Gurley confirmed a soft launch for the end of September and integration into Ms. Swift's October presentation.
- Ms. Larson-Torres inquired about the status of strategic plan strategies, particularly those designated as "planning" last year. She sought clarification on the evaluation process for transitioning strategies from planning to implementation.
- Dr. Otey responded that instructional coordinators are monitoring strategy progress and data will be reflected in the dashboard. Some strategies are in the planning stage, while others are being implemented as anticipated.
- Ms. Larson-Torres emphasized the importance of ensuring strategies move from planning to implementation and requested information on potential barriers or challenges.
- Dr. Otey reaffirmed the strategic plan as a driving force for the team's work and expressed confidence in the progress made. Dr. Gurley added that many strategies represent foundational work necessary for achieving targets and provided examples of ongoing efforts.
- Ms. Larson-Torres appreciated the explanation and acknowledged the complexity of the work involved. Dr. Otey noted the collaborative nature of the work and the overlap of responsibilities among team members.
- Ms. Larson-Torres expressed gratitude for the clarification and emphasized the importance of the board's role in approving the strategic plan. Dr. Gurley indicated that progress in some areas exceeds expectations.
- Ms. Burns suggested that the board use the strategic plan as a reference point when addressing questions or issues. Ms. Cooper added that the dashboard will provide additional clarity.

Create a Culture of Safety, Wellness, and Belonging discussion:

- Ms. Burns inquired about the status of free meals and nutrition services for the current year, confirming their availability at all schools. Staff affirmed that meals are indeed free for all students this year.

Support our Staff discussion:

- There were no questions/discussion.

Ensure Effective and Efficient Operations discussion:

- There were no questions/discussion.

Dr. Gurley emphasized the living nature of the strategic plan and its role in guiding the division's work. He announced the upcoming launch of a data dashboard in late September, which will provide insights into the division's progress. The dashboard will be further developed and refined over time. Dr. Gurley acknowledged the collaborative efforts of various staff members in developing the dashboard and assured the group that the division is committed to continuous improvement based on data-driven insights.

Ms. Larson-Torres expressed gratitude to Dr. Gurley and his team for their work on the strategic plan presentation. She commended them for effectively preparing the board and public for the upcoming data dashboard and its focus on district priorities.

## Board Response to Written Reports

**11.1 Outcome of Student Disciplinary Matters:** On Monday, June 17, 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 meeting was shared as a written report.

**12.1 Comments from Members of the Community:** There were no comments

### **13.1 Board Member Comments:**

- Ms. Burns informed the board about a recent public notice regarding salary increases for Charlottesville City Council members and emphasized the deadline for any potential School Board compensation adjustments, which must be voted on by December 31st, 2024, to be effective in 2026. She offered to provide comparative salary data for School Board members statewide and within District 5. Additionally, Ms. Burns highlighted upcoming community events, including the West Haven Community Day on August 3rd and two back-to-school bashes on August 10th and 11th, encouraging board members to participate.
- Ms. Cooper expressed gratitude to Dr. Gurley and the Charlottesville City School staff for presenting the Strategic Plan and providing updates on its implementation. She commended the extensive work put into the plan and expressed anticipation for the upcoming dashboard that will illustrate progress made.
- Ms. Richardson requested a visual demonstration of the e-hall pass system. She also suggested increasing awareness of the Google Chat email communication option for parents and students through ParentSquare. She expressed appreciation for the division team's efforts in data collection and reflection. Dr. Gurley agreed to provide a demo video of the e-hall pass system in his brief the following day.
- Ms. Larson-Torres reported on a meeting with city officials to discuss sustainability initiatives and school-related capital improvement projects. She expressed gratitude for the city's cooperation and shared news of the summer graduation of three Charlottesville High School students. Additionally, she emphasized the importance of informing the public about the renaming of two elementary schools (Clark Elementary to Summit and Venable Elementary to Trailblazer), which are also polling places, ahead of the November election.

**14.1 Superintendent's Comments:** Dr. Gurley expressed enthusiasm for welcoming new and returning teachers, highlighting the upcoming professional learning day (PLD) and the positive outlook for the school year.

**15.1 Work Session Wrap-Up:** There were no requests from the Board.

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

**17.1 Adjourn:** The meeting adjourned at 7:26 p.m.

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

[https://drive.google.com/file/d/14kRvUgeyEQrCCR\\_0vMRO55S6yHeGG5or/view?usp=sharing](https://drive.google.com/file/d/14kRvUgeyEQrCCR_0vMRO55S6yHeGG5or/view?usp=sharing)

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Lisa Torres, School Board Chair

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Leslie Thacker, School Board Clerk