



**CHARLOTTESVILLE CITY SCHOOLS  
SCHOOL BOARD QUARTERLY ADVANCE  
Walker Upper Elementary School Cafeteria  
1564 Dairy Road, Charlottesville, VA  
Saturday, March 18, 2023 (8:30 AM)**

**1.1 Call to Order:** James Bryant, School Board Chair, called the meeting to order at 8:30 a.m.

**2.1 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	

The following Board Members were absent:	None
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The following Staff Members were present:	Dr. Royal A. Gurley, Jr.	Dr. Katina Otey
	Ms. Renee Hoover	Ms. Carolyn Swift
	Ms. Julia Green	Ms. Leslie Thacker

The following Staff Members were absent:	Ms. Kim Powell	Mr. Pat Cuomo
	Ms. T. Denise Johnson	Ms. Beth Cheuk
	Ms. Maria Lewis	

**3.1 Approval of Proposed Agenda:** Ms. Dooley made a motion, seconded by Dr. Kraft, to approve the proposed agenda. Upon a roll-call vote, the motion carried with Mr. Bryant, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres, voting yes. 6 ayes, 0 nays. Ms. Bryson Morsberger arrived following this vote.

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

**5.1 2023-2028 Strategic Plan Update:** Amanda Korman, Community Relations Liaison; Jason Stricker, Representative from Insight Education Group; presented information on the 2023-2028 Strategic Planning process. Information presented included:

- Objectives
  - Provide a brief update on progress
  - Elicit feedback on:
    - Portrait of a graduate
    - Core values
    - Vision
    - Mission
- CCS Strategic Planning Timeline
- Foundational Elements of a Plan

- Portrait of a Graduate Feedback
- Recommendations from Principals, Executive Leaders, and Steering Committee (SC)
  - Ideally get down to 4
  - Simplify/reduce language
  - Portrait should be accessible to all
  - Prioritize the idea of “future” “plan” “self-direction”
  - Build in concept of “love”
  - Ensure all can see themselves in the the Portrait
  - Possibly frame as “I can” statements (e.g. I can communicate and connect with people)
  - Ensure portrait reflects local assets
- Core Values
  - Core Values as a Foundation
  - CCS Core Values
  - Core Values Ideas from Principals, ELT, and SC
    - Reduce the number to maybe 3-5
    - Re-word values to apply to system/community vs. the individual
    - From this list, the following emerged:
      - Community/Diversity (Belonging?)
      - Equity
      - Growth
      - Well-Being
      - Joy/Love
      - Creativity
- Vision
  - Sample Visions - Businesses
  - Sample Visions - School Districts
  - Key Ingredients of a Vision
  - CCS Vision
    - Ideas from Principals, ELT, and SC
      - Focus on CCS’ sentence 1
        - “personal and academic excellence for everyone”
        - “collaborative and innovative learning environment”
        - Avoid “excellence” – it has class markers
        - Add community - generational connectedness
        - Focus on staff/families, not just students
        - Foster curiosity
- Mission
  - Mission Statement
  - Sample Mission Statements
  - CCS Mission
    - Ideas from Principals, ELT, and SC
      - Ambivalence about this one (is it a mission or a tagline)
      - Like the simplicity of it
      - Like the ownership of it (each of us is responsible for every learner, etc.)
      - Connect it with the portrait and/or values? (“developing community, academic excellence, well-being”)
      - Use as opportunity to describe what’s unique about CCS and the community
      - Mutual accountability, trust, and high expectations are key ideas to keep

#### **Comments/Board Discussion:**

- Ms. Torres stressed the importance of aligning policy and strategic planning.
- Dr. Kraft stated that she would like the strategic plan to be easy to read and understand.

- Mr. Morse shared that he likes the language focused on empowerment including individual self-empowerment.
- Ms. Bryson Morsberger stated that she would like to see more measurable components for future assessment be included.
- Ms. McKeever stated that she does not like the word resilience. Dr. Gurley shared that he agreed due to the connotation and assumption that the word is used mostly referencing black and brown students.
- Mr. Bryant shared that he would like to see a simple and related Strategic Plan.
- Mr. Morse noted support for words like growth and well-being.
- Dr. Kraft noted support for using the word curiosity.
- Ms. Dooley likes joy/love and well-being.
- Ms. McKeever would like to see the word academics included.
- Dr. Gurley shared that CCS currently has nine Core Values listed in the 2017-2023 Strategic Plan and asked how all nine can be measured and suggested reducing the number to three - five. Ms. Torres shared that her group likes changing excellence to growth.
- Mr. Bryant recommended using language around relationships and connections.
- Ms. Torres shared that she likes the 2017-2023 Mission Statement however the language is too lengthy and requires work to answer foundational questions the consultant uses when developing mission statements; Who the district is, Who they serve, and What they do. Ms. Torres is not opposed to working on a new statement to better answer those questions.

**5.2 [Renaming of Facilities Process](#):** Dr. Royal A. Gurley, Jr., Superintendent, led discussion around the Renaming of Facilities Process.

- Dr. Gurley noted that when approving the renaming of Venable Elementary to Trailblazers Elementary on January 5, 2023 no one realized the problematic language around a plural name while referencing the school mascot (ex. Trailblazers All-Stars). There was Board consensus to include this change on the Consent Agenda on April 13, 2023.
- Dr. Gurley shared concerns around the recommended renaming of Burnley-Moran Elementary to Blue Mountain Elementary as there is no relationship between the name and the Charlottesville community. He expressed support for slowing down the process to better engage with historians, arborists, and others for suggestions of a more relevant name.
- Dr. Kraft suggested that the Board provide a framework and criteria for the committee to use moving forward. There was discussion around ensuring the use of names of places and purpose of significance.
- Ms. Dooley shared that she has struggled with the process from the beginning and would like to see it be more data driven. She also proposed considering the use of more generic names (ex. PS1).
- Dr. Gurley shared that Beth Cheuk, Supervisor of Community Relations, recommended that the Division bring in Insight Education Group to assist. He also noted that colleagues at other school divisions indicated that they also experience changes in the processes as they are being evaluated.
- Mr. Bryant shared that as a renaming committee member he feels that the process has been rushed and that he would also like to see a list of names provided by historians, arborists, and others.
- Ms. Torres shared support for pausing the renaming process due to the many conflicting priorities. She also stressed the importance of sharing specific criteria to the committee.
- Ms. Dooley suggested that the renaming committee convene and better define their process.
- Dr. Gurley noted that there may be some unintended consequences in slowing down or changing the process. He also noted that the names Summit and Trailblazer have relevant significance unlike Blue Mountain.
- Mr. Morse also shared support for slowing down the process and also suggested considering the use of more generic names which should eliminate the focus on the names themselves. He also recommended that someone with a marketing background serve on the committee if there isn't already someone with that experience.
- There was consensus among the Board to slow the renaming process down. Ms. Bryson Morsberger shared that she is not in favor of slowing the process down.

- There was discussion related to holding work sessions for the Board to hear more information on renaming.
- Dr. Gurley noted that he will amend the recommendation being presented to the Board on April 13, 2023, consult with Insight Education Group for availability and pricing in revisiting the process for all elementary schools. He shared how much the Division values the work done by the committee, teachers and students but also recognizes that the recommended names for Burnley-Moran and Johnson do not reflect values, place, and/or purpose.

**5.3 Hourly Rate Change due to the State's Minimum Wage Increase:** Renee Hoover, Director of Finance, presented information on the Hourly Rate Change due to the State's Minimum Wage Increase.

Per the Virginia Minimum Wage Act, the hourly minimum wage increased to \$12 per hour effective January 1, 2023 from a minimum wage of \$7.25 per hour.

Impacted individuals include substitute instructional assistant, designated extended substitute instructional assistant (for 2 weeks or longer, scheduled in advance) and high school student, graduate - working with students.

Examined the hourly rate for the shift differential for the instructional assistant substituting for a teacher has not been updated in several years. Shift differential is the amount added to the regular hourly rate. Increase the current hourly rate of \$5.71 to \$8.00.

Staff recommends the following hourly rate changes with a retroactive effective date of January 1, 2023:

	Current Hourly Rate	Recommended Hourly Rate
Substitute Instructional Assistant	\$11.00	\$15.00
Designated Extended Substitute Instructional Assistant	\$11.43	\$17.00
High School Student, Graduate - Working with Students	\$9.75	\$15.00
Shift Differential for Instructional Assistant Substitute for Teacher	\$5.71	\$8.00

Ms. Torres asked what the impact on the budget will be for this increase. Ms. Hoover responded that the impact is approximately \$9000. This item will be presented for action on April 13, 2023.

**5.4 Student Success Meetings Overview:** Dr. Royal A. Gurley, Jr., Superintendent, and Dr. Katina Otey, Chief Academic Officer, presented an update on Student Success Meetings and Student Discipline.

Information presented included:

- Virginia Tiered Systems of Support: Academics, Student/Family Engagement, Positive School Culture, Mental Wellness
  - What Does That Look Like In Charlottesville City Schools?
    - VTSS Tiered Reference Guide, including in-depth and differentiated resource guides for math and literacy
    - Student Success / VTSS Process
    - Tier 1 Integrates Positive Behavioral Classroom Supports
      - Eight Positive Behavioral Classroom Supports
        - Arrange orderly physical environment
        - Define, Teach, & Acknowledge Rules and Expectations
        - Define & Teach Classroom Routines

- Employ Active Supervision
- Provide Specific Praise for Behavior
- Continuum of Response Strategies for Inappropriate Behaviors
- Class-Wide Group Contingency
- Provide Multiple Opportunities to Respond
- School Mental Health Professional's (SMHP) Function: What Do They Do?
  - Primarily offer tier 3 (intensive individualized) support and intervention in mental health, student/family engagement, and positive behavior support through the VTSS framework, threat assessments
  - Provide tier 2 (less intensive, group) support as appropriate - attendance support, mental wellness support groups
  - Provide tier 1 consultation to classroom teachers/staff
- CCS Positive School Culture: What are We Working Toward?
  - Improving Adult and Student Social and Emotional Competencies
  - Creating and Sustaining Safe and Equitable School Environments
  - Intentionally Building Connected Communities
- Interventions Prior to Disciplinary Review
- Student Success Meetings (SSMs)
  - Johnson Student Support Overview
  - Steps for SSM at Johnson
  - SSM Flowchart at Johnson
  - Student Success Meeting to Advanced Tiers (AT) Checklist
  - Advanced Tiers flowchart
  - Advanced Tiers meeting informational sheet
- Discipline Review Follow Up Letters
  - Discipline Review Follow Up Letters
    - Sample #1
    - Sample #2
  - Student Contract
    - CHS Sample

#### **Comments/Board Discussion:**

- Board discussion included how to ensure that students know where to get the help they need when they are having mental health issues, feeling scared, or feeling the urge to fight, etc.
- Ms. Torres questioned the VTSS process and how long it may take. Dr. Otey responded that the Division level VTSS team meets once a month and that currently there are more black and brown students in Tiers 2 and 3. VTSS teams at Walker, Buford and CHS meet once a week. Dr. Gurley added that data at each school is different but the gaps are closing between black/brown students and white students.
- Ms. Torres stressed the importance of sharing details on the large number of supports being provided in the Division.
- Dr. Kraft asked how many students do clinical social workers serve on a daily basis. Dr. Gurley responded that there is difficulty in getting this information due to resistance around taking time away from student matters to instead be doing paperwork.
- Ms. Torres asked for more details about the work being done at all the school levels. Dr. Gurley responded that all schools are doing a great job in serving students and moving them from Tier 3 to lower tiers. He added that the data shows a decrease in black and brown students in Tier 3.
- There was Board discussion around how deep the Board should be involved with the disciplinary process given that the Board doesn't know the impact to the school environment if a student is returned to school when an expulsion is recommended.
- Ms. Torres asked if the Division is considering metal detectors. Dr. Gurley responded that like many divisions, CCS is considering implementing an innovative weapons detection system.

- Mr. Morse shared that he would like an update, at the end of the year, on students who come before the Disciplinary Committee to see how students progressed.

**5.5 VSBA Policy Updates (Revised Policies for Review & Policies Reviewed but not Revised):** Carolyn Swift, Director of Assessment and Accountability, and the Executive Leadership Team presented the February 2023 VSBA Policy Updates for Board consideration upon first review. The Board will be asked to take action on these policies at the April 13, 2023 meeting.

In February 2023 VSBA Policy Services staff shared policy updates with subscribing divisions. Included in the February update were Revised Policies for Review and Policies Reviewed but not Revised.

The following documents will be presented to the Board:

- Revised Policies for Review including a chart and explanation and Policies Reviewed by not Revised including a chart

It was requested that the Board review the policies and determine if the proposed changes are acceptable. For review purposes, anything underlined except in titles or headings is a proposed new language. Anything crossed out is recommended to be deleted.

There was discussion around clarification and implementation of the following policies:

- IJD (College and Career Readiness)
- IKFD (Alternative Paths to Attaining Standard Units of Credit): There was discussion around the number of students who require waivers.

The following policies need some review and editing for typos:

- GCBB (Supplementary Pay): typo corrections
- IGBE (Remedial and Summer Instruction): typo corrections

Dr. Gurley noted a major change to policy GCPB (Resignation of Staff Members) in that the Superintendent is now “authorized to approve resignations of employees” instead of “authorized to acknowledge resignations of employees”. Dr. Gurley stated that should a staff member be under review for termination he would not accept resignations to escape accountability.

**5.6 School Board Protocol and Operations:** James Bryant, School Board Chair, presented the School Board Protocol and Operations document for Board review and asked the Board for input on what is going well and what is not.

- Ms. Bryson Morsberger noted appreciation for smoother and faster meetings.
- Ms. Dooley shared that holding dates for potential closed sessions has been helpful.
- Ms. McKeever noted that in past years, board members completed a Self-Evaluation survey to guide discussion. She also noted difficulty in attending CATEC Board meetings due to work commitments. Ms. Dooley will assume the CATEC Board committee assignment following Board approval on the April 13, 2023 Consent Agenda.
- Ms. Torres asked when is the appropriate time to send out questions following Dr. Gurley’s board brief as she is hesitant to reply on a Friday afternoon. Dr. Gurley responded that many times he doesn’t include too much information on personnel matters as they may be coming to the Board in future and result in a conflict.
- Ms. Dooley referenced the section on school visits and shared that she would like to see board members visit school. Dr. Gurley added that morning meetings would be a good time to visit schools.
- Ms. McKeever shared that she would like to have an update after the board chair meets with Dr. Gurley to set the next meeting agenda.
- Dr. Gurley shared concerns with the Board around the number of meeting wrap-up items and the subsequent length of time required for staff to gather and prepare the information for the Board. The

Board reached consensus to include the phrase “for the wrap up” so staff can better capture items truly meant to be requested and to be mindful of requests.

**6.1 Work Session Wrap-Up:** There were **five** requests from the Board:

- Follow up/revisit the Renaming of Schools process (Insight Education Group bid, consultant)
- Consider a flow chart/document for students so they know where to go for help (VTSS)
- Bring the school mental health supports data to the Strategic Plan Steering committee
- Progress of students who return from long-term suspension at the end of the school year
- Based on Policy IKFD - number of students who need waivers

The Board recessed from 12:37 p.m. until 12:47 p.m.

The March 18, 2023 Closed Meeting of the Charlottesville City School Board was held in the Walker Upper Elementary School Teachers Lounge/Conference Room.

**7.1 Closed Session (Superintendent Evaluation) - § 2.2-3711 (A) (1) Personnel Matters:** At 12:47 p.m, Mr. Morse made a motion to convene into Closed Session as authorized by the Virginia Freedom of Information Act, sections 2.2-3711 (A) (1) of the Code of Virginia to discuss personnel matters (Superintendent Evaluation). Ms. Dooley seconded the motion, and the motion passed with Mr. Bryant, Ms. Bryson Morseberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres voting aye. 7 ayes, 0 nays.

**7.2 Closed Meeting Certification:** At 1:29 p.m., Mr. Morse 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. Torres 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.

**8.1 Upcoming Meetings:** Mr. Bryant read the upcoming meetings.

**9.1 Adjourn:** The meeting adjourned at 1:30 p.m.

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James Bryant, School Board Chair

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Julia Green, School Board Clerk