



**SCHOOL BOARD MEETING  
CHARLOTTESVILLE CITY SCHOOLS  
Charlottesville High School Media Center, 1400 Melbourne Road  
Thursday, April 13, 2023 (4:00 PM)**

Closed Meeting of the Charlottesville City School Board was held on April 13, 2023 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 and Maria Lewis, Director of Human Resources  
**OTHERS PRESENT:** None

**1.1 Call to Order:** Mr. Bryant, 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 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 for the purpose of discussing personnel matters. Ms. McKeever 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.

**1.3 Closed Meeting Certification:** At 4:48 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. 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 recessed from 4:49 p.m. until 5:00 p.m.

**2.1 Moment of Silence:** Mr. Bryant 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 Representative
		Je'Saun Johnson

The following Board Members were absent:     None

The following Staff Members were present:

Dr. Royal A. Gurley, Jr.	Ms. Kim Powell
Dr. Katina Otey	Mr. Pat Cuomo
Ms. T. Denise Johnson	Ms. Beth Cheuk
Ms. Maria Lewis	Ms. Carolyn Swift
Ms. Renee Hoover	Ms. Julia Green
Ms. Leslie Thacker	

The following Staff Members were absent: None

**5.1 Approval of Proposed Agenda:** Dr. Kraft made a motion, seconded by Mr. Morse, to approve the proposed agenda. Upon a roll-call vote, the motion 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:**

- Derek Hartline, Jackson-Via Teacher, expressed his concern around the process of renaming schools.
- Rob Warner, community member, shared comments of concerns around the process of renaming schools.
- Jenn Horne, Charlottesville High School English Teacher, shared comments of concern around the use of cell phones at CHS and also encouraged the Board to remove them.
- Chuck Moran, community member and descendent of Sarepta Moran, shared comments of concern around the process for renaming schools.

#### **Student and Staff Recognitions**

**7.1 Equity Certificate Cohort:** Dr. Katina Otey, Chief Academic Officer, asked those present to join her and the Board in recognizing the Equity Certificate Cohort for 2022-2023. The Board recognized Erika Pierce, Jo French, Muggsie Marini, April Brown, Bridget Drain, W. Matthew Farley, Gabriela Moore, and Dr. Jill Dahl.

**7.2 Athletic Recognitions:** Andy Jones, Director of Student Activities, asked the Board and those present to join him in recognizing Charlottesville High School Athletes for excellence in athletics. Recognized were Preson Burton, Golf; Seth Nowell, Indoor Track; and CHS swimmers Dylan Halbert, Quin Ragsdale, Teddy Buckner, and Will Keenan, Elaina Pierce, Jaelyn Lynch, and Javier Castenada.

Dr. Gurley introduced Regine Wright, recently hired as the School Safety Coordinator for Charlottesville City Schools.

**8.1-10 Adoption of Consent Agenda:** The following items were included in the consent agenda; [Personnel Recommendations](#), [Minutes - February 2, 2023 School Board Meeting](#), [Minutes - February 23, 2023 School Board Meeting](#), [Minutes - March 2, 2023 School Board Meeting](#), [Minutes - March 18, 2023 Quarterly School Board Advance](#), [Business, Financial, Routine Reports VSBA Policy Updates \(Revised Policies for Review & Policies Reviewed but not Revised\)](#), [School Naming: Trailblazer instead of Trailblazers](#), [Updated School Board Member Committee Assignments](#). Dr. Kraft made a motion, seconded by Mr. Morse, to approve the adoption of the consent agenda. Upon a roll-call vote, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres, voting yes. 7 ayes, 0 nays.

#### **Action Items**

**9.1 School Naming: Johnson and Burnley-Moran Elementary Schools:** Dr. Beth Baptist, Coordinator of Special Projects, presented the School Naming: Johnson and Burnley-Moran Elementary Schools item for Board action. At the March 18, 2023 School Board Advance, there was consensus among the Board, and Dr. Gurley, to take action and affirm the idea of changing the names of Burnley-Moran and Johnson Elementary Schools but to pause on the actual selection of the two new names.

The hope is that with further time for reflection, the Division will find names that more fully align with the guiding principles of purpose and place.

A name with “purpose” might be values-driven or aspirational. A name filled with purpose would communicate our goal of helping students be their best selves and make our world better. The new names for Venable (Trailblazer) and Clark (Summit) demonstrate purpose—inviting students to be trailblazers or to reach new summits.

A name with “place” might focus on the local schools’ own history or geographic location. Again, at Venable, the name “Trailblazer” honors the school’s history as a site where members of the Charlottesville 12 desegregated our schools. Clark’s mountain views and the fact that it is situated on high ground in Belmont led to the selection of “Summit.”

It may not be possible to find names for Burnley-Moran and Johnson that combine both purpose and place, but we would like to slow down the name selection process to give us the best chance of finding lastingly meaningful and fitting names for our schools.

#### Next Steps

- Division staff are reaching out to horticulturalists and other local experts who can generate some ideas inspired by plants, trees, or geographical features that are unique or local to Charlottesville or these schools.
- The facilitators who are helping to develop the next Charlottesville Schools strategic plan will meet with Burnley-Moran and Johnson staff members to consider name possibilities. Depending on whether each school’s staff emerges with a single recommendation or a few finalist names (or if they need additional time), we will craft a plan moving forward.
- Have a nomination for us to consider? Let us know. We received a number of nominations in the initial survey but are still listening. Just remember that the committee has decided against selecting new names that honor people.
- We’ll keep our students posted – especially our third- and fourth-graders who already expressed some of their ideas as part of this process.

Dr. Kraft made a motion, seconded by Mr. Morse, to commit to and continue the process of the renaming schools while taking a pause on action for any specific new names. Upon a roll-call vote, the motion carried with Mr. Bryant, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Torres, voting yes and Ms. Bryson Morsberger voted nay. 6 ayes, 1 nays.

Ms. McKeever shared her concern around the renaming process and supported a pause before committing to any further changes in order to get to a process that the Board can stand behind.

Ms. Bryson Morsberger stated she does not support pausing the process and noted that many people will never be comfortable with such changes.

Dr. Kraft shared that as a member of the committee she is in favor of a pause and engaging a third party to provide more clear criteria for the process and the names themselves.

Ms. Torres shared comments of support for pausing the renaming process and noted that such a pause will allow for additional time around City funding and preparation for better communication with City residents around school name changes that are impacted by rezoning for voter re-precincting.

Je’Saun Johnson encouraged everyone to reflect on the reason why the Division began the name changing process and highlighted the need to use names that are inclusive and supportive of all students.

Mr. Bryant agreed on pausing the process and highlighted the need to find names that better represent the diversity of the Charlottesville community.

**9.2 [Approval - 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 at the March 18, 2023 School Board Quarterly Advance. The item was presented for action. 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 differential for the instructional assistant substituting for a teacher has not been updated in several years. The differential is the amount added to the regular hourly rate. Increase the current hourly rate of \$5.71 to \$8.00.

	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. McKeever made a motion, seconded by Ms Torres, to approve the hourly rate changes as presented for substitute instructional assistant, designated extended substitute instructional assistant (for 2 weeks or longer, scheduled in advance) and high school student, graduate - working with students. Upon a roll-call vote, the motion 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

**10.1 [Charlottesville-Albemarle Technical Education Center \(CATEC\) Update](#):** Stephanie Carter, CATEC Director, presented an update on the Charlottesville-Albemarle Technical Education Center (CATEC). Information presented included:

- Current Cost Allocation Structure
  - CATEC currently has 400 available seats in 10 programs
  - The current 2023-24 budget is approximately \$3.8 million including Adult Programs
  - Enrollment requests
    - 25% of total slots allotted to each local high school
      - Using assigned base school, Community Lab, Elk Hill, LMA, and Ivy Creek register during this time as well
    - Enrollment windows reserve seats to allow counselors to get through "program request season"
    - 01/18 - 03/31: Each school has equal number of seats reserved
    - 04/10 - 04/28: Seats open to all schools; students are moved from waiting-lists as appropriate
    - 05/01: All remaining seats are open to homeschool and out-of-district students
  - ACPS & CCS split capital (CIP) costs 50/50
  - The current structure was devised in 1969 when the school opened. At this time, there was only one high school in each locale.
  - The current funding structure is based on a formula created by founding members of the CATEC Center Board.
  - The formula uses 4 year averages with half of the allocation based on each division's percentage of total 9-12 fall membership across the four high schools, and the other half based on each division's 4 year average CATEC membership.
- Moving Forward - Slots

- Slots will be offered to ACPS under rolling agreements for periods not less than 3 years
  - Many CTE programs are 2 years
  - If a student finishes year 1 at CATEC and remains in good standing, the student is guaranteed a slot for year 2 in each division's allocation of slots
  - Multi-year agreements will ensure no sudden changes that could cause undue fiscal or operational stress for all stakeholders
  - The initial percentage of slots offered to ACPS will approximate the current slot allocation
- Example: Rolling 3 Year Slot Reservations

October 2023	Slot determination for 2024	Slot determination for 2025	Slot determination for 2026
October 2024	Slot determination for 2027		
October 2025	Slot determination for 2028		

- Moving Forward - Tuition
  - Tuition Calculation:
    - Total operating budget (excludes all capital expenses)
    - Less certain overhead costs (utilities, maintenance, non-instructional personnel)
    - Less any programs/resources that are exclusive to a division - charged directly to the appropriate division
    - Example: CATEC EMS instructor who teaches certain classes at WAHS
    - Divided by total number of slots
  - The tuition rate will be set on a biennial basis, corresponding with the state biennial budget process, with the Consumer Price Index (CPI) applied to year 1 tuition to determine the rate for year 2.
  - This same slot tuition rate will be charged to any school district reserving student slots outside Charlottesville City
  - For ACPS, this calculation will result in lower costs per slot than would have been incurred under continuation of the partnership due to capital and overhead costs now funded solely by the City.
- Initial Transition Steps

**What's Been Accomplished:**

Plan transition teams  
 Create planning document  
 Establish meeting schedule  
 Communicate with staff and community  
 Analyze current CATEC budget

**Short-Term Plans In-Motion:**

On-board new staffing through CCS  
 Transition to CCS pay tables  
 Move CATEC staff to CCS email  
 Conduct initial employment screenings with existing staff  
 Transition CATEC staff to CCS TalentEd

- Transition Teams
  - Central Leadership Team
    - Dr. Gurley, CCS Superintendent
    - Kim Powell, CCS Chief Operating Officer
    - Renee Hoover, CCS Director of Finance
    - Stephanie Carter, CATEC Director
    - Marlaine Hall, CATEC Finance Coordinator
    - Pat Cuomo, CCS IT Director (as needed)
    - Team leading and supporting overall transition and planning
    - Meet at least monthly
  - Joint Central Leadership Team
    - Dr. Gurley, CCS Superintendent
    - Dr. Haas, ACPS Superintendent

- Stephanie Carter, CATEC Director
    - Jamie Gellner, ACPS Director of Special Projects, Program Evaluation, and Department Improvement
  - Team supporting joint transition and communication between school divisions
  - Meet monthly
- Finance
  - Renee Hoover, CCS Director of Finance
    - Marlaine Hall, CATEC Finance Coordinator
  - Team planning financial transition and budgeting as CATEC comes under CCS sole ownership
  - Meet frequently and as needed
- Human Resources
  - Maria Lewis, CCS Human Resources Director
    - Dan Redding, ACPS Human Resources Director
    - Stephanie Carter, CATEC Director
- Instruction
  - Katina Otey, Chief Academic Officer
    - Megan Fitzgerald, CTE Administrator
    - Stephanie Carter, CATEC Director
  - Team planning for instructional programming
  - Meet bi-weekly
- Technology Transition
  - Transition Team
    - Pat Cuomo, CCS Director of Technology
    - Cria Wood, ACPS Senior Infrastructure & Systems Engineer
    - Robert Rejonis, ACPS Assistant Director of Infrastructure and Support Services
  - Initial Steps
    - Successfully applied for E-Rate funding for the WAN project
    - Broad assessment of infrastructure at CATEC
- Key Components Moving Forward
  - Transparency & Communication
  - Charlottesville City Focus on Workforce Development
    - High School & Adult Students
    - Rolling Slot Commitments Driving Future Resource Allocations
      - If ACPS needs fewer HS slots in the future, then Charlottesville City can shift more day programming to meet adult needs

Je'Saun Johnson, Student Representative, shared excitement for the upcoming change to CATEC.

Ms. McKeever asked about adult programming and potential partnership with PVCC. Dr. Gurley responded that this update was focused on high school offering and did not include ideas around adult education.

Ms. Torres and Dr. Kraft shared comments of appreciation for all the hard work that has gone into transition planning. Dr. Kraft also encouraged ELL students to take advantage of CATEC offerings.

Ms. Bryson Morsberger noted that the change will give CCS students a new pathway to pursue.

Mr. Bryant noted the importance of ensuring that students are career-ready.

Mr. Morse shared that just like not all students are college ready and not all students are trades ready.

**10.2 [2023-2024 Special Education Annual Plan - Title VI-B](#):** Dr. Katina Otey, Chief Academic Officer, presented the proposed budget for the Federal Flow Through Funding for Special Education for 2023-2024 for both school-aged and preschool for Board consideration. The Board will be asked to take action on this item at the May 4, 2023 meeting.

**10.3 [2023-2024 Career and Technical Education Local Plan](#):** Megan Fitzgerald, CTE Specialist, presented the 2023-2024 Career and Technical Education Local Plan for Board information and action.

Ms. McKeever made a motion, seconded by Mr. Morse, to approve the adoption of the 2023-2024 career and technical education local plan. Upon a roll-call vote, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres, voting yes. 7 ayes, 0 nays.

The board shared appreciation for Ms. Fitzgerald's work around CTE programming.

**10.4 [Middle School Construction Update](#):** Kim Powell, Chief Operations Officer, and Wyck Knox, Principal-in-Charge and Project Manager for VMDO, presented an update on Middle School Construction. Information presented included Bids Received, Community Budget Forum, Council work session: CIP, First reading FY24 Budget, and FY24 Budget approval.

Ms. McKeever asked where the PE Program will be placed. Ms. Powell responded that some classes will be held at Johnson Elementary, the Boys & Girls Club, and the park that is adjacent to Buford. Ms. McKeever shared that communication with parents with updates. She would like to see a committee to make sure the transition goes smoothly. The transition through this time is difficult.

Mr. Morse asked what will happen to the Urban Gardening course and where Cultivate Charlottesville will be relocated to. Ms. Powell responded that they will be allocated an interim spot during construction.

Dr. Kraft shared the excitement of the project. The new environment will hopefully change Buford.

Ms. Torres highlighted the importance of continuing to gather input and voice from all stakeholders. She also highlighted the importance of good communication with staff and parents.

Je'sean Johnson shared comments of excitement around the Buford renovation.

Mr. Bryant shared comments of appreciation to Ms. Powell for her work on the project and for keeping the Board up to date.

**10.5 [2024-2025 Calendar Update](#):** Dr. Katina Otey, Chief Academic Officer, presented an update on the 2024-2025 Calendar development. The Board will be asked to take action on this item at the May 4, 2023 meeting. Information presented included details on the Planning Process, a Draft 2024-2025 CCS Calendar, and Survey Data.

Board members thanked Dr. Otey for her work around the 2024-2025 calendar preparation and update.

**10.6 [2023-2028 Strategic Plan Update](#):** Beth Cheuk, Community Relations Supervisor, shared a brief update on the status of the 2023-2028 Strategic Planning process.

**11.1 [School Board Member Committee Reports](#):** Board members shared updates on recent activities in this written report.

**12.1 [Comments from Members of the Community](#):** There were none.

**13.1 [Board Member Comments](#):**

- Ms. McKeever supports addressing the cell phone issue and making it a priority.
- Ms. Bryson Morsberger requested that additional updates be shared with parents about the Buford renovation and plans for the disruptions this will cause.
- Dr. Kraft shared an update on her recent visit to Greenbrier Elementary, shared comments of support for addressing the cell phone matter, and volunteered to serve on the committee.



- Ms. Torres urged the community to consider their choice of words and the power of them and encouraged the community to embrace the fact that Charlottesville City Schools has now purchased CATEC and to continue supporting the program.
- Je'Sean Johnson commented that it was good to hear about the positive things happening in Charlottesville City Schools and highlighted the importance of students being connected with their schools and hopes that students are leaving their schools with a good sense of community.
- Mr. Bryant shared comments of appreciation to Charlottesville City Council for approving and funding the Buford Middle School renovation and thanked those who shared public comment. Mr. Bryant also shared comments of support around addressing the cell phone issue.

**14.1 Superintendent's Comments:** Dr. Gurley shared comments of appreciation for all Charlottesville City Schools staff and recognized the student athletes who were in attendance.

**15.1 Work Session Wrap-Up:** There was one request from the Board:

- Reconvene the Cell Phone Committee

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

**17.1 Adjourn:** The meeting adjourned at 7:46 p.m.

A video of the April 13, 2023 meeting can be located at:

<https://drive.google.com/file/d/1IH32pXoDuK45-M5yafOxrRXCFQ8pbfBY/view?usp=sharing>

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James Bryant, School Board Chair

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Julia Green, School Board Clerk