



**SCHOOL BOARD MEETING
CHARLOTTESVILLE CITY SCHOOLS
Charlottesville High School Media Center, 1400 Melbourne Road
Thursday, September 7, 2023 (4:00 PM)**

Closed Meeting of the Charlottesville City School Board was held on September 7, 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, Maria Lewis, Director of Human Resources, and Beth Cheuk, Supervisor of Community Relations

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 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. Torres seconded the motion, the motion passed with Mr. Bryant, Ms. Dooley, Dr. Kraft, Ms. McKeever, Mr. Morse, and Ms. Torres voting aye. 7 ayes, 0 nays.

1.3 Closed Meeting Certification: At 4:49 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. Dr. Kraft seconded the motion, 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	

The following Board Members were absent: None

The following Staff Members were present:

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

The following Staff Members were absent: Ms. Maria Lewis Ms. Kim Powell

5.1 Approval of Proposed Agenda: Ms. McKeever 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:

- Shannon Gillikin, CEA President, expressed concern about the spread of COVID and the quarantine requirements that will require staff to use their sick time. She advocated for COVID leave for employees.
- Benjamin Hays, Jason Halbert, and Erin Garcia all addressed the Board in support of the proposed cell phone policy.
- Greg Frank shared concerns about student discipline at CHS.
- Logan Martin, a CHS student, addressed the Board about the proposed cell phone policy and shared that he had reached out to Dr. Otey and Dr. Gurley about serving on the Cell Phone Committee.
- Christa Bennett addressed the Board in support of the proposed cell phone policy and shared that she is not in support of using the Yondr pouches.
- Sandra Aviles-Poe, Community Organizer for Charlottesville United for Public Education (CUPE), announced that CUPE will be sponsoring a forum for school board candidates in October and that she will share the details as they develop.

Student and Staff Recognitions

7.1 2023-2024 Shannon Foundation Grant Awards: Beth Cheuk, Supervisor of Community Relations, asked those present to join her in recognizing Shannon Grant recipients Dr. Stacey Heltz and Mr. Darrell Morris representing CATEC, and Catherine Gray of Clark Elementary.

Level 1 Projects:

- Hands-On Learning for English Learners - Catherine Gray and Katie Williams, Clark Elementary School \$750.00
- #Who's Tweeting Now? - Sabra Timmins, Jackson-Via Elementary School \$746.00
- Real World English - Leslie Scally, Johnson Elementary School \$750.00

Level 2 Projects:

- Strike Up the Band...Saw - John Baran, CATEC \$5,000

7.2 Staff Recognition (Bridget Drain, Jean Pfautz, and Bianca Johnson): Beth Cheuk, Supervisor of Community Relations, asked the Board and those present to join her in recognizing the following Staff members:

- Bridget Drain was one of 11 teachers in the country to receive the Outstanding Special Education Teacher Award from the National Association of Special Education Teachers.
- Dr. Jean Pfautz won a travel fellowship from the U.S. State Department to participate in a project in the Philippines this summer. For two weeks in July, Dr. Pfautz worked with Filipino researchers and teachers on a project relating to English language and literacy.

- Bianca Johnson has earned a scholarship through the Bureau of Justice Assistance to receive her Certificate in Restorative Justice Facilitation and Leadership at the University of San Diego.

8.1-5 Adoption of Consent Agenda: The following items were included in the consent agenda; [Personnel Recommendations](#), [June 27, 2023 School Board Meeting Minutes](#), [August 3, 2023 School Board Meeting Minutes](#), [Business, Financial, Routine Reports](#).

Dr. Kraft made a motion, seconded by Ms. McKeever, to approve the adoption of the proposed 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.

Items for Discussion

9.1 2023-2024 Student Representatives to the School Board: Dr. Katina Otey, Chief Academic Officer, and Mr. Rashaad Pitt, Charlottesville High School Principal, introduced the 2023-2024 Student Representatives to the School Board. After widely advertising the search for Student Representatives to the School Board to students and staff at Charlottesville High School, it was determined that Jayla Turner, Margaret Heaphy, and Rayquel Allen would be presented to the Board for approval.

Ms. McKeever made a motion, seconded by Ms. Dooley, to approve the 2023-2024 Student Representatives to the School Board Jayla Turner, Margaret Heaphy and Rayquel Allen. 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.

9.2 Policy JFC (Student Conduct) Revision: Dr. Katina Otey, Chief Academic Officer, presented a revised Student Conduct (JFC) Policy for Board information and action. Revisions included updated student cell phone expectations in support of the “off and away the entire day” practices that have been discussed and implemented.

Mr. Morse made a motion, seconded by Ms. Dooley, to approve the revision of Policy JFC as presented . 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.

9.3 Middle School Project Update & FY 2024 Budget Actions for School Construction: Renee Hoover, Director of Finance, presented the Middle School Project Update & FY 2024 Budget Actions for School Construction items for Board information.

As the City of Charlottesville developed the FY 2024 Capital Improvement Program Budget, CCS and City staff worked closely together to identify ways to bring forward funding to help cover the base bid, soft costs, and alternate items for the Middle School project. As part of the funding plan, CCS proposed \$1,500,000 of the school's fund balance to assist with the project. Given the subsequent successful State Construction Assistance Program (SCAP) application award of \$17,562,682 specifically for the Middle School project, it is recommended that the \$1,500,000 be designated to support the upcoming preschool construction in order to complete the overall reconfiguration plan.

The School Construction Assistance Program (SCAP) grant was awarded to Charlottesville City Schools (CCS) by the State Board of Education on May 11, 2023. This award for \$17,562,682 is designated to support the expansion and modernization of the Middle School.

SCAP funding requests must be submitted by CCS to the Virginia Department of Education (VDOE). Given the significant amount of funding involved and legislative/public interest in this program, the school division is required to maintain the revenues and expenditures. The FY 2024 General Fund budget must be amended to reflect the award and allow the necessary accounting for the funds.

Information presented included:

FY 2024 Fund Balance Authorization for School Construction

- Charlottesville City FY 2024 Capital Improvement Program Budget
 - City & CCS staff collaborated to identify options to bring forward \$1.5 Million in school funds to assist with the Middle School construction costs
 - New State Construction Assistance Program (SCAP) grant application subsequently awarded to CCS for \$17,562,682
 - Staff recommends the School Board authorization of a \$1,500,000 disbursement from CCS fund balance to the City for school construction to support construction of the new Preschool Center
 - New Preschool Center construction will complete the long-standing plan for CCS Reconfiguration

FY 2024 Budget Amendment for School Construction

- FY 2024 General Fund Budget Amendment for Grant Funds
 - The School Construction Assistance Program (SCAP) grant was awarded to Charlottesville City Schools (CCS) by the State Board of Education on May 11, 2023.
 - This award for \$17,562,682 is designated to support the expansion and modernization of the Middle School.
 - SCAP funding requests must be submitted by CCS to the Virginia Department of Education (VDOE).
 - Given the significant amount of funding involved and legislative/public interest in this program, the school division is required to maintain the revenues and expenditures.
 - The FY 2024 General Fund budget must be amended to reflect the award and allow the necessary accounting for the funds.

Summary of Recommended Budget Actions for School Construction

- Recommendations:
 - School Board authorization for a \$1,500,000 disbursement of CCS fund balance to the City for school construction to support construction of the new Preschool Center
 - School Board authorization of an amendment to the FY 2024 General Fund budget to recognize and account for the SCAP grant. The amendment amount is \$17,562,682, and the Board also requests City Council to approve this budget amendment.

Mr. Morse asked what the remaining fund balance will be after the transfer. Ms. Hoover responded that it will be approximately \$800,000.

9.4 [2024-2025 Proposed Budget Development Calendar](#): Renee Hoover, Director of Finance, presented the 2024-2025 Budget Calendar for Board information. The budget calendar sets meeting schedules for the budget development process and defines the time frame under which the proposed budget will be prepared, discussed, and approved. The fiscal year 2025 budget calendar generally follows the same format as the prior year budget calendars. This item will be presented for approval on October 5, 2023.

Ms. Torres asked board members if they would prefer two-on-two meetings with the Superintendent instead of the proposed October 19 Budget Work Session to discuss budget priorities. The board members responded that they would prefer open meetings that they could all attend, given the upcoming election and the changes to the board.

Ms. McKeever suggested a venue more conducive to work session discussions, like the CATEC or Walker Cafeteria.

9.5 [2023-2024 Professional Learning Update](#): Dr. Anna Isley, Professional Learning Coordinator, presented an update on 2023-2024 professional learning opportunities for CCS staff, which includes division-wide and site-based PL. Information presented included:

Alignment with our strategic plan

- Core Values
 - Relationships - We build authentic connections with each other elevating diverse perspectives by promoting mutual trust, respect and a sense of belonging
 - Joy of Learning - We foster curiosity, play and exploration to inspire active engagement, discovery and achievement.
 - Growth - We create an environment that promotes personal and organizational improvement through collaboration, reflection, support and effort.
 - Wellbeing - We prioritize mental wellness, safety and physical health. We recognize we are better together.
- Staff Support Goal 2: All CCS staff will engage in meaningful, relevant, timely, and personalized professional learning.
- Strategy 4: Design and secure professional learning opportunities that address the instructional needs of staff and strengthen equitable teaching practices strengthen equitable practices in areas such as culturally responsive teaching, meeting the needs of English learners and more...
- Target 4: Supply opportunities for 10 or more currently licensed employees annually to obtain further leadership certifications or advanced degrees
- Target 6: Increase the percentage of staff who report that professional learning is effective or highly effective

PL Opportunities

- Division Wide Professional Learning Days
- Ongoing Professional Learning
- School Based PL and PLCS
- Instructional Coaching
- Mentoring

Sample Sessions Differentiation

- Flexible Grouping for Differentiation & Student Engagement (K-12) with Dr. Kristina Doubet (JMU)
- Scaffolding Complex Texts (K-12) with Dr. Kristin Conradi (W&M) & Dr. Gail Lovette (UVA)
- Making Content Accessible for English Learners (5-12) with Tina Vasquez (CCS) & Sheri Little (CCS)
- For the Love of the Book: Differentiating for Multi-Level Literacy Needs (7-12) with Seth Maynard (CCS) & Kate Grimesey (CCS)
- Special Education: More than a Label Series-Specific Learning Disabilities (K-12) with Rachel Rasnake (CCS), Lauren Diggs (CCS), & Dr. Pattye Leslie (CCS)
- Literacy Small Group Lesson Planning (1-4) with Lindsay Kamide (CCS) & Deborah Johnson (CCS)
- Widening the Lens: Using Classroom Structures & Routines to Challenge Every Student (K-6) with Christine Esposito (CCS) & Ashley Riley (CCS)

Additional Division Wide PL Days

- September 29, 2023 • February 9, 2024 • March, 2024
- Theme: Lowering the Barriers, Not the Bar

Ongoing Professional Learning

- Walker Literacy: Dr. Kristin Conradi & Dr. Gail Lovette
- Buford Literacy: Dr. Kristina Doubet
 - Sustained, job-embedded professional learning focused on accelerating reading achievement and meeting the diverse needs of students including work in scaffolding texts and differentiation.
 - Continuous work throughout the year involving walkthroughs, feedback, planning, and collaborative work in PLCs
- Buford Math: Skip Tyler
 - Year 2 of our partnership
 - The focus of the work is: engagement, problem solving and small group instruction.
 - Ongoing work includes walkthroughs with admin and we're hoping to include peer observations.
- CHS Differentiation:
 - Planning underway for sustained professional learning sessions through division and school-based experiences for staff

- Walker & Buford: Culturally Relevant Teaching with Dr. Shaun Woodly
 - Supporting our educators in providing data-driven instruction utilizing evidence-based strategies to increase student learning outcomes
 - Involves: needs assessment, PL workshops, as well as training, coaching, observations, and feedback for instructional leaders
- LETRS: Language Essentials for Teachers of Reading & Spelling
 - Training on the Science of Reading
 - This is ongoing, extensive PL in which participants engage in PL sessions on division days, collaborative work in PLCs, and independent learning.
 - By the end of this year:
 - 100% of Kindergarten teachers will be trained.
 - 80% of 1st and 2nd grade teachers will be trained.
 - 95% of reading specialists will be trained.
 - 100% of PK-4 instructional coaches will be trained.
 - 83% of PK-4 principals will be trained.

Ongoing PL: School-Based PL & PLCs

- Professional Learning Communities
 - Regular collaboration in content or grade level teams
 - Support from instructional coach
 - Data analysis, planning, learning, collaboration
- School-based professional learning

Instructional Coaching and Mentoring

- Instructional Coaches
 - Support all teachers
 - Team/Collaborative coaching support through PLCs
 - Individual Coaching: including coaching cycles, observations, feedback, planning sessions, supporting peer observations, modeling, co-teaching
 - Coaching cycles with novice teachers and graduated support
 - Provide school and division-based professional learning
 - Currently being SIOP trained (Sheltered Instruction Observation Protocol)
- Novice Teacher Mentors
 - Trained, experienced teachers who provide ongoing support to 1-2 novice teachers throughout the year
 - Provide more informal, ongoing check-ins and guidance to support the teacher's professional growth.

Dr. Isley and Board members discussed ways to measure the impact of PL as well as the importance of supporting teachers' overall wellness.

Ms. Dooley expressed appreciation for Dr. Isley's many roles within the Division and the unique perspective those experiences will bring to this position. She also appreciated the inclusion of SIOP training (Sheltered Instruction Observation Protocol) and hoped to see it expanded beyond instructional coaches. She emphasized the importance of aligning PL plans (professional learning plans) to the Strategic Plan.

Mr Morse asked whether the feedback in the presentation will be the baseline for Strategic Plan Target 6 moving forward. Dr. Isley replied that she is unsure how the goals were designed and what measures will be used. Dr. Gurley added that the Strategic Plan will result in more intentional delivery and analysis of those data moving forward.

Ms. Torres shared appreciation for the Strategic Plan references in the documents and presentations being presented.

Mr. Bryant asked if teachers received certification points for the recent training. Dr. Isley responded that they do receive certification for the PL Palooza as well as for school based training.

9.6 [2023-2024 Enrollment Update](#): Dr. Katina Otey, Chief Academic Officer, provided an overview of total enrollment (preschool to post grad) and elementary class sizes.

Ms. Torres asked for information on CATEC's current enrollment. Dr. Gurley replied that staff will begin collecting that data from Dr. Heltz, the CATEC Director.

Dr. Kraft asked about enrollment at Lugo-McGinness Academy (LMA). Dr. Otey responded that there are currently 17 students enrolled, and that LMA has a capacity of 30 students. She added that there have been requests from other students to transfer to LMA.

Ms. McKeever requested an update from Lamont Trotter, Director of Lugo-McGinness Academy.

Board Response to Written Reports

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

10.2 [2023-2024 Staffing Report](#): Maria Lewis, Director of Human Resources, answered questions from the Board about the Human Resources Update written report. This report summarizes staff hiring for the 2023-2024 school year, with a focus on teacher and administrator positions. It also includes retention rates and a snapshot of licensed staff across the district.

The district exceeded its strategic plan goals for administrator retention (increasing retention by 12.6%), but fell short of its goals for teacher retention (increasing retention by 1.14%).

10.3 [2023-2024 Advisory Committees to the School Board](#): Dr. Katina Otey, Chief Academic Officer, and staff have prepared the 2023-2024 Advisory Committees to the School Board for consideration. School Board policy requires the Board to review proposed membership lists for the Special Education Advisory Committee (SEAC), School Health Advisory Board (SHAB), Gifted Education Advisory Committee, CTE Advisory Committee, Mentor Teacher Advisory Committee, and Parent Advisory for Title 1, Title II, and Title III at the September meeting and then approve membership at the October meeting.

11.1 Comments from Members of the Community:

- Zyahna Bryant addressed the Board with comments on the importance of increasing communication around how community members and organizations can volunteer and/or donate items for students to use. She also asked what the status of restorative practices are and what interventions are being implemented before suspensions.

12.1 Board Member Comments:

- Ms. Torres shared appreciation for emails and feedback received and announced that the Special Education Advisory Committee meeting is scheduled for September 20, 2023.
- Dr. Kraft shared appreciation for those who served on the Cell Phone Committee and hopes that the Division will stay the course and help students improve their social wellbeing.
- Ms. Bryson Morseberger thanked everyone for all the work to ensure a successful start of the school year.
- Ms. McKeever requested a report on Lugo-McGinness Academy and Buford Middle School and UVA Lab School Partnership and hopes the Division is setting the stage for the cell phone policy.
- Mr. Bryant shared appreciation for those who provided feedback on the proposed Cell Phone Policy.

13.1 Superintendent's Comments: Dr. Gurley expressed appreciation for staff and their commitment to every single student.

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

- English Language Learners enrollment numbers; ESL Update (Literacy Update in November)
- LMA Update
- Buford Lab School Update
- Covid Update

15.1 Upcoming Meetings: Mr. Bryant read the upcoming meetings.

16.1 Adjourn: The meeting adjourned at 6:56 p.m.

A video of the September 7, 2023 meeting can be located at:

<https://drive.google.com/file/d/1Q-PW2vCnevOF0TxTtH5sGvb-H4qUPbml/view?usp=sharing>

James Bryant, School Board Chair

Julia Green, School Board Clerk