



**SCHOOL BOARD MEETING  
CHARLOTTESVILLE CITY SCHOOLS  
Charlottesville High School Media Center, 1400 Melbourne Road  
Thursday, June 27, 2023 (4:00 PM)**

Closed Meeting of the Charlottesville City School Board was held on June 27, 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

**1.1 Call to Order:** Mr. Bryant, Board Chair, called the closed session meeting to order at 4:00 p.m.

**Remote Participation:** At 4:04 p.m., Mr. Morse offered a motion to approve remote participation by Ms. Dooley, Dr. Kraft, and Ms. McKeever due to personal matters (personal and work related travel) as indicated in Policy BDD. Ms. Torres 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.

**1.2 Closed Meeting:** At 4:04 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 4:45 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. Bryson Morsberger 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 4:45 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  
Ms. Jennifer McKeever

Mr. Dom Morse

The following Board Members were absent:

None

The following Staff Members were present:

Dr. Royal A. Gurley, Jr.  
Dr. Katina Otey  
Ms. T. Denise Johnson  
Ms. Maria Lewis  
Ms. Leslie Thacker

Ms. Kim Powell  
Mr. Pat Cuomo  
Ms. Beth Cheuk  
Ms. Renee Hoover  
Ms. Julia Green

The following Staff Members were absent:

Ms. Carolyn Swift

**5.1 Approval of Proposed Agenda:** Ms. Torres 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:**

Ms. Esposito shared her thoughts and concerns about Johnson Pride month.

**7.1-6 Adoption of Consent Agenda:** The following items were included in the consent agenda; [Personnel Recommendations](#), [Minutes - April 13, 2023 School Board Meeting](#), [Minutes - May 4, 2023 School Board Meeting](#), [Minutes - May 20, 2023 School Board Advance](#), and [Business, Financial, Routine Reports](#). Ms. Torres made a motion, seconded by Mr. Morse, 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.

#### **Action Items**

**8.1 Middle School Naming:** Kim Powell, Chief Operations Officer, presented an update on Middle School Modernization at the June 1, 2023 School Board Meeting. Included was a recommendation that when seventh and eighth-grade students begin using the new construction in the fall of 2025, the school transitions to the name Charlottesville Middle School. CCS invited feedback via the June 1, 2023 meeting, a PTO presentation, a press release with media coverage, staff and family emails, the May newsletter, a student survey at CHS, and emails to Charlottesville's neighborhood representatives. The Board was asked to take action.

Ms. McKeever made a motion, seconded by Dr. Kraft, to approve the Superintendent's recommendation to change the name of the middle school to Charlottesville Middle School when seventh and eighth-grade students begin using the new construction in the fall of 2025. 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.

**8.2 2023-2024 Policy Update:** Carolyn Swift, Director of Assessment and Accountability, and the Executive Leadership Team presented the 2023-2024 Policy Update for Board consideration upon first reading on June 1, 2023. Dr. Katina Otey, Chief Academic Office, will present the policies for action. Virginia Code 22.1-253.13(7) requires that School Boards review all policies, at a minimum, every five years. In addition, the Board's policy service provider, The Virginia School Boards Association (VSBA), provides updates for consideration by the Board. Staff has reviewed a number of existing policies for revision, deletion, or review. A table summarizing the types of changes in each policy is attached.

Dr. Kraft made a motion, seconded by Ms. Torres, to approve the 2023-2024 Policy Update. 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.

**8.3 [Approval - FY24 Technical Budget Adjustment](#):** Renee Hoover, Director of Finance, presented the FY24 Technical Budget Adjustment item for information and action. The proposed FY24 Technical Budget Adjustment will move funding for the Special Education Preschool program from the general fund to special revenue. During this budget cycle all preschool programs were moved out of the general fund because the state is now funding 3 year old programs. This technical adjustment allows the Division to do what it did with the regular preschool program. The overall goal of creating the special revenue account for preschool is to prepare for the preschool consolidation and the program being its own school like other schools and programs.

Ms. Bryson Morsberger made a motion, seconded by Mr. Morse, to approve the FY24 Technical Budget Adjustment as recommended by the Superintendent. 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.

**8.4 [Approval - FY23 Funds Transfer](#):** Renee Hoover, Director of Finance, presented the FY23 Funds Transfer item for Board information and action. The proposed FY23 Funds Transfer will allow for transfer of year end funds to extend the funding of SEL Counselors from 2025 to 2026. This is a way to ensure the Division will still have funding to address the social and emotional needs of our students.

Ms. Torres asked how long the Division will be able to fund these social and emotional positions. Ms. Hoover responded that the Division will evaluate the funding needs each year moving forward. Ms. Torres also asked about the year-end fund balance amount and advocated for the City allocating those funds to the CIP. Ms. Hoover reported that the year end fund balance is about a million dollars.

Ms. Bryson Morsberger made a motion, seconded by Dr. Kraft. To approve the FY23 Funds Transfer as recommended by the Superintendent. 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 [2023-2028 Strategic Plan](#):** Beth Cheuk, Supervisor of Community Relations, presented a draft of the 2023-2028 Strategic Plan for Board information. The Board will be asked to take action on August 3, 2023. Information presented included:

- General Timeline
- Stakeholder Engagement
- Cover of Draft Plan
- Vision, Mission, Values
- Portrait of a Graduate
- Priorities
  - Increase Academic Achievement
  - Create a Culture of Safety, Wellness, and Belonging
  - Support our Staff
  - Ensure Effective and Efficient Operations
- Goal Setting Structure
- Priority 1 and Associated Goals
- Sample of Priority 1 Targets & Key Performance Indicators (KPIs)
- Sample of Priority 2 Targets & Key Performance Indicators (KPIs)
- Sample of Priority 3 Targets & Key Performance Indicators (KPIs)
- Sample of Priority 4 Targets & Key Performance Indicators (KPIs)
- Next Steps

- Independent Review
  - Submit questions, suggestions, edits to [kormana1@charlottesvilleschools.org](mailto:kormana1@charlottesvilleschools.org) by Tuesday, July 11
- Executive Leadership Team Review of Feedback
  - Wednesday-Thursday July 12-13
- Distribute final plan to School Board, post to Electronic School Board
  - ~July 24 prior to vote on August 3 ●
- Roll-out for staff in August

Board members shared appreciation for those who helped develop the 2023-2028 Strategic Plan and associated metrics.

**9.2 [CCS Student Cell Phone Use Procedures](#):** Dr. Katina Otey, Chief Academic Officer, presented an update on the CCS Student Cell Phone Use Procedures. Information presented included:

- Sum and Substance
  - Committee Members
  - The Committee's Work
    - Met together five times
      - 5/8/23, 5/15/23, 5/22/23, 5/30/23, 6/5/23
    - Discussed challenges with student cell phone use
    - Discussed what has worked in some classes
    - Reviewed articles of student cell phone solutions around the state / nation
    - Shared possible plans
  - Considerations
    - Continue what we have been doing, but with more consistency from staff
    - Continue with daily reminders in announcements
    - Use of pencil boxes for phone storage
    - Yondr pouches (all day storage)
    - Cell phone breaks in class
    - Cell phone zones
    - Allow phone usage during hallways and lunch
    - Phone etiquette session for students
    - Incentives for compliance
    - Engaging class lessons
    - Summer communication campaign
    - Attendance challenges regarding cell phones
    - Cell phone addiction
    - New Cell phone plan for 23-24 (to be added to policy for 24-25)
  - Anticipated Outcomes
    - With implementation of cell phone plan and
      - All staff on board (committee helping to onboard staff and hold all accountable)
      - Strong communication to families
      - Consistency from staff
      - Etiquette training for students
      - Teachers attending collaborative session held by team members
      - Patience (understand that this may not be easy, but it WILL be worth it)
    - Then
      - Student cell phone use during instructional time will no longer be an issue
      - Teachers will be able to focus more on fun and engaging teaching and learning
      - Student engagement will increase
      - Student achievement will increase
  - Next Steps

- Plan roll out to include:
  - Summer communication (team to go into communities to share with families, social media blasts, etc.)
  - Purchase of pencil boxes for phone storage
  - Purchase of small number of Yondr pouches
  - Student cell phone etiquette session
  - Teacher collaborative conversation with team
  - Scripts for teachers
  - Phone free zone signs
  - Discussion with technology about add'l devices and coding cell phone issues

**Proposed New Cell phone plan for 23-24 (to be added to policy for 24-25)**

Procedure	Rationale	Intervention
<p>No cell phones or smart devices in instructional spaces at any time during the day.</p> <p>Students will put their phone and airpods in a pencil box or pouch at the beginning of the class (boxes remain in classrooms for each class to use)</p>	Cell phones impede the learning of the student and others	<ol style="list-style-type: none"> <li>1. Student reminder</li> <li>2. Student Conference / Teacher contacts parent (warning)</li> <li>3. Third warning is a call to admin or a CSA to remove the phone from the student for holding all day. An on duty teacher will escort a student to CSA/Admin to turn over the phone if they are not immediately available.</li> <li>4. School Counselor/Student/Parent conference</li> <li>5. Administrator/Student/Parent Conference (receive info about pouch and told that next intervention is #6)</li> <li>6. Phone is "Pouched" for 1-5 days</li> </ol>
All students must attend a cell phone etiquette training program	Students will understand the appropriate use of cell phones (even outside of instructional spaces)	
All teachers must attend a collaborative conversation led by committee members and admin that speaks to expectations and accountability for the implementation of the cell phone procedure.	Teachers can feel equipped, and well-informed	
<p><i>The committee would like teachers to have access to extra chromebooks for student use in case they leave theirs at home or have one that is not functional.</i></p>		

Board members shared appreciation for committee members and their hard work on the CCS Student Cell Phone Use Procedures noting that it will be difficult for Staff to implement.

Ms. Torres shared that as the board we have to make decisions that the community may not like. The students are not going to like having the phone taken away. As the committee worked on this we are still unsure of how the steps

will work. I am unsure of how this will all work. We want the students engaged in class. How much disruption will this cause in a classroom as staff is trying to get phones away from students.

Mr. Bryant shared that staff are already taking cell phones away from students every time a student takes SOLS or AP tests. He highlighted the need to act and implement a policy on cell phone use.

Dr. Gurley stated that there seems to be consensus around the need of addressing cell phone usage at CHS and highlighted the need to come to consensus on how to move forward with implementation.

Dr. Otey shared that Ms. Webb, Charlottesville High School Assistant Principal, is using the presented policy for this year's summer academy and that it has been working for the four days they have been in session so far.

#### **10.1 Comments from Members of the Community:**

- Jennifer Horne, CHS English Teacher, thanked the committee for putting together the proposed cell phone procedures and noted that the proposed 2023-2028 Strategic Plan document does not include reference to unlevelled classes. Ms. Horne shared some background on how unlevelled classes have been developed over the past years and highlighted the need to reference those classes in the plan.

#### **11.1 Board Member Comments:**

- Ms. Torres shared comments of appreciation for those who were present and shared community comments. She also shared that she is proud to be a member of the Charlottesville School Board.
- Dr. Kraft shared comments of appreciation for all those who presented and attended the meeting.
- Ms. Dooley shared that with the new communication system implementation will provide opportunities to address parent concerns around the ability to remove information, especially in cases of emergency or high stress moments.
- Mr. Bryant shared comments of appreciation for fellow board members for all they do for the school division.

**12.1 Superintendent's Comments:** Dr. Gurley apologized to the Johnson Elementary School community for the break in trust caused by an employee inappropriately sharing a video from the school wide morning meeting.

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

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

**15.1 Adjourn:** The meeting adjourned at 6:41pm. There was a motion to adjourn

A video of the June 27, 2023 meeting can be located at:

<https://drive.google.com/file/d/1mrIDztUTjFqUTSCaXrPlivNF89CcBpmO/view?usp=sharing>

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James Bryant, School Board Chair

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Julia Green, School Board Clerk