



**MINUTES  
SCHOOL BOARD MEETING  
CHARLOTTESVILLE CITY SCHOOLS  
Booker T. Reaves Media Center, Charlottesville High School  
Thursday, February 2, 2017 (5:00 PM)**

**1.1 Call to Order:** Board Chair Juandiego Wade called the meeting to order at 5:05 p.m.

**2.1 Pledge of Allegiance:** The Board began its meeting with the Pledge of Allegiance to the Flag of the United States of America.

**3.1 Roll Call:**

The following Board Members were present:	Dr. Sherry Kraft	Ms. Amy Laufer
	Ms. Jennifer McKeever	Mr. Ned Michie
	Ms. Leah Puryear	Mr. Juandiego Wade
	Dr. Adam Hastings	Ms. Nadiya Khaydari, Student Representative

The following Board Members were absent: None

The following Staff Members were absent:	Dr. Rosa Atkins	Mr. James Henderson
	Mr. Ed Gillaspie	Ms. Carole Nelson
	Dr. Kendra King	Ms. Jennifer Herring
	Ms. Kim Powell	Mr. Jeff Faust
	Ms. Leslie Thacker	

The following Board Members were absent: None

School Board Chair Mr. Wade opened the meeting and read the following statement on behalf of the Board:

“In the midst of our national conversation about immigrants and refugees, we, the Charlottesville City School Board, would like to affirm that we continue to support and value each of our students, regardless of race, ethnicity, country of origin, religion, or more. Although our teachers, staff, students, and families vary tremendously in culture, life experiences, and perspectives, we are united in our goals of nurturing personal and academic excellence for all and creating a learning atmosphere of mutual respect.

Our students from around the world – whether here as immigrants, refugees, through international exchanges, or for other reasons – enrich the learning environment for all of us. We admire their perseverance in learning a new language and culture, building new friendships, and establishing new routines. Many of our international students have become school and community leaders, and all of them are models of resilience.

In Charlottesville, our students are diverse by every measure -- economically, racially, ethnically, and politically, to name just a few – and we strive to learn from one another and to celebrate both the ways that we are different and the ways that we are alike. We commend our teachers and staff for their work in supporting all of our students. We thank our community for its support of our schools and our students.”

**4.1 Approval of Proposed Agenda:** Ms. Puryear made a motion, seconded by Dr. Hastings, to approve the proposed agenda. Upon a roll-call vote being taken, the motion carried with Dr. Hastings, Dr. Kraft, Ms. Laufer, Ms. McKeever, Mr. Michie, Ms. Puryear, and Mr. Wade voting yes. 7 ayes, 0 nays.

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

**5.2 Public Comment 2017-2018 Budget:** There were none.

## **Student and Staff Recognitions**

**6.1 Educator Micro-Credentials:** Jeff Faust, Director of Technology, and Maria Lewis, Coordinator of Technology Integration, presented an update on educator micro-credentials and recognized teachers who have completed courses. In August 2016, Charlottesville City Schools (CCS) expanded digital professional learning opportunities for teachers and administrators launching a micro-credentials pilot. Micro-credentials are performance-based modules used to develop a deeper understanding of educational best practices and the digital platform is freely accessible at any time and anyway via an internet connection. Individuals can select the suite of courses that fit their needs and interests.

Mr. Faust commended Ms. Lewis for her coordination of the micro-credentials program and noted that the program has opened up new opportunities for teachers to engage in professional development when it is most convenient for them.

**6.2 32nd Annual Community MLK Jr. Celebration Essay Contest Winner:** James Henderson, Associate Superintendent of Curriculum & Instruction, recognized CHS student Saad Khaleefa, who was the winner of the 32nd Annual Community MLK Jr. Celebration Essay Contest.

**6.3 Laura Thomas - Virginia Band and Orchestra Directors Association's Philip Fuller Award:** The Board recognized Ms. Laura Mulligan Thomas, Charlottesville High School Orchestra Director, who received the Virginia Band and Orchestra Directors Association's Philip Fuller award in recognition of her longtime service, leadership, and accomplishments. Over the course of more than three decades, Ms. Thomas has grown the CHS orchestra program from a group of 8 students to an award-winning group of 145. Their next international tour will be to Ireland in the summer of 2017.

**6.4 Virginia School Principals Appreciation Week:** Governor Terence R. McAuliffe signed a certificate of recognition declaring January 22-28, 2017, as Virginia Principals Appreciation Week. Dr. King and the School Board asked that the community will join them in acknowledging the tireless efforts of our school principals across the division. Principals will also be recognized with an appreciation breakfast.

**6.5 National School Counselor Week:** Dr. Kendra King, Director of Student Services and Achievement, announced that National School Counselor Appreciation Week is scheduled for February 6-10, 2017. This week is also recognized by the Virginia Department of Education. School Counselors were recognized for the many services they provide to students, teachers, parents, and administrators by the Charlottesville City Schools' administration and School Board.

**6.6 Virginia School Boards Association School Board Appreciation Month:** Dr. Kendra King, Director of Student Services and Achievement, stated that the month of February has been designated by the Virginia School Boards Association and proclaimed by Governor Terry McAuliffe as School Board Appreciation Month. Certificates were presented to Board members.

**6.7 Virginia School Boards Association School Board Clerk and Deputy Clerk Appreciation Week:** Dr. Kendra King, Director of Student Services and Achievement, stated that the VSBA Board of Directors has designated the third week in February as “VSBA School Board Clerk Appreciation Week.” The VSBA encourages all school boards to adopt the presented proclamation. A certificate of appreciation was presented to Clerk Leslie Thacker and Deputy Clerk Jennifer Herring.

**7.1 Board Member Comments:** Ms. Laufer thanked Saad Khaleefa for reading his essay for those present and also announced that the Grace Tinsley Scholarship Fund Bash is scheduled for February 18, 2017.

Ms. Puryear provided an update on recent attendance at PREP and CATEC meetings and gave special thanks to Dr. Atkins for her assistance to the PREP Board. Ms. Puryear also announced that PEF will be holding a fundraising luncheon on February 9. Ms. Puryear thanked Dr. Atkins, Mr. Henderson, and Beth Cheuk for their assistance with the luncheon.

Ms. Puryear also provided an update on an interview with WINA and noted that she participated in a City of Promise documentary of African-American Women as well as a CHS Black History Month event. She noted that the five-year City of Promise report is in its final phase and that she will share a copy when it is completed. She also attended a Walker Upper Elementary School Orchestra recital, and she announced that the 100 Black Women of Charlottesville Albemarle Metropolitan Area will be hosting a training that includes some Charlottesville City School students.

Dr. Kraft provided an update on her recent attendance to the VSBA Vice-Chair Orientation conference, School Health Advisory Board meeting, and Community Development Block Grant Committee meeting. She also attended strategic planning input meetings. Dr. Kraft noted that she is proud of the diversity in our community.

Ms. McKeever announced that the GRACE committee is having a community mixer on February 23, 2017 at the Music Resource Center (MRC) from 5:30-7:30 p.m. She also expressed her appreciation that some 7th-grader students from Buford Middle School were able to see a viewing of the film *Hidden Figures*.

Mr. Michie provided an update on the recent Parks and Recreation Advisory Committee meeting, CATEC Board meeting, and NSBA Advocacy Institute meeting. Mr. Michie noted that meetings attended with legislators at the NSBA Advocacy Institute seemed to indicate that there may be a push for a state/local school choice but that there doesn't seem to be a clear indication at this point. He extended his appreciation for all legislators that met with school board members. Mr. Michie also announced he is will not be running for re-election to the Board and urged community members to run.

Mr. Wade provided an update on recent attendance at the NSBA Advocacy Institute, several basketball games, orchestra programs, City Council Work Session, and a CATEC Board meeting.

**8.1-5 Adoption of Consent Agenda:** Items from the consent agenda included [Personnel Recommendations](#), [Minutes from the January 5, 2017 School Board Meeting](#), [Minutes from the January 14, 2017 School Board Budget Work Session](#), and [Business, Financial, Routine Reports](#). Ms. Puryear made a motion, seconded by Dr. Hastings, to approve the adoption of the consent agenda. Upon a roll-call vote being taken, the motion carried with Dr. Hastings, Dr. Kraft, Ms. Laufer, Ms. McKeever, Mr. Michie, Ms. Puryear, and Mr. Wade voting yes. 7 ayes, 0 nays.

## Items for Discussion

**9.1 Literacy and Math Update (K-8):** James Henderson, Associate Superintendent of Curriculum & Instruction, Jenifer Davis, Literacy Lead Teacher, and Carolyn Swift, Math Lead Teacher, presented an update on Literacy and Math for grades K-8.

Jenifer Davis, Literacy Lead Teacher, provided an update on literacy including tiers of support definitions and interventions, a comparison of data on quarter one and quarter two, as well as information on Instructional and Intervention Support:

Instructional and Intervention Support:

- Division Professional Learning
  - Reading Specialists/ ESL/SPED teachers
    - Training in strategic tier 3 interventions (Wilson and SIPPS)
    - Data analysis at a division, school, and teacher level
  - Year-long focus for teachers (feedback on upcoming opportunities)
    - K-4: Word Work/ Word Study
    - 5-12: Adolescent Literacy
- PLCs
  - Application of professional learning sessions with real data
  - Analysis of student work & assessments
  - Progress monitoring of intervention & instruction
- Reading Specialists/ SPED teachers/Instructional Coaches
  - Conduct monthly reading specialist team meetings
  - Share instructional strategies created at division and school level
  - Disseminate information regarding literacy to school teams

Questions/comments from the Board related to the literacy update:

Ms. Laufer asked if there will be a showcase for EBL and if the Board will be invited. Ms. Davis noted that the showcase will occur and the Board will be included. Ms. Laufer also asked if there will be a summer program. Mr. Henderson responded that staff is looking at dates and will confirm those details soon.

Mr. Michie asked Ms. Davis if there are any budgetary requests that would help support literacy. Ms. Davis responded that she will pass her ideas on to staff.

Carolyn Swift, Math Lead Teacher, presented an update on math tiers data comparing quarter one and quarter two, as well as information on intervention support for students by tiers. She noted that the decrease in 7th grade is due to the move from practical concepts to abstract concepts, and that Buford has added an after-school math club to help provide remediation. Transportation and tutors are provided, and all Buford teachers are participating in a training program offered through Stanford University.

Questions/comments from the Board related to the math update:

Dr. Kraft asked what the targets were for math. Ms. Swift responded that they are the same as literacy.

Ms. McKeever noted that she is appreciative of the interventions in place as well as the attention to making changes to curriculum as needed.

Ms. Laufer noted the importance of engaging parents by perhaps sending home math samples. Ms. Swift noted that this was a topic of discussion at a recent Title I meeting and there was discussion about potentially adding a page to the CCS website that will help parents help their students with homework assignments.

**9.2 Extended Bridges to Literacy (EBL) Update:** James Henderson, Associate Superintendent of Curriculum & Instruction, and Jenifer Davis, Literacy Lead Teacher, presented an update on Literacy and Math including A Quick

Glance at Numbers (Grades 1-5), Authentic Experiences, What Teachers Say About EBL, What students say, Looking Ahead, and What students do.

Questions/comments from the Board related to the Extended Bridges to Literacy (EBL) update:

Ms. Laufer recommended providing a reading list of what students read and present it at the EBL showcase.

Mr. Michie noted that one of the original ideas was to incorporate this program up to 8th grade. Ms. Davis responded that if anything she would like to see it expanded in K-2 and that there seems to be a drop off in attendance at 5th grade.

Dr. Atkins noted that she has spoken with a representative from the Department of Education and that it seems to be their intent to make these grant funds available next year.

**9.3 Presentation of the 2017-2018 Budget:** Kim Powell, Director of Finance, presented information on the 2017-2018 Budget including:

**Updates Since January 14th Work Session:**

	<b>Original Estimate</b>	<b>Revised Estimate</b>	<b>Difference</b>
CATEC	(60,188)	(47,900)	12,288
Savings from known retirements	0	65,876	65,876
Behavior/Transitions Specialist: 230 to 260 days	(13,818)	(14,254)	(436)
AP Testing Fees - REDUCTION	77,456	-	(77,456)
Quest Teacher (CHS - additional .20 FTE)	(12,191)	(12,463)	(272)

**Current Proposal Estimates:**

City Appropriation Increase	2,000,000
State Revenues for General Fund Increase*	653,146
Out-of-District Tuition Increase (5%)	14,140
<b>Total Revenues</b>	<b>2,667,286</b>

**Non-Discretionary/Contracts \$1,326,589**

Other Contracts/Adjustments (NET)	22,845
VRS Increase	(614,232)
Transportation - City Contract	(148,321)
Maintenance/Facilities - City Contract	(8,666)
CATEC	(47,900)
PREP	(94,203)
Health Insurance (~10%)	(436,112)

**Other Budget Considerations \$1,340,697**

Step +.075% Salary Increase (~2%)	(731,204)
-----------------------------------	-----------

Savings from known retirements	65,876
CHS PE Teacher (NET)	(41,927)
Performing Arts Transportation	(7,000)
Instructional Assistants for Literacy Support	(108,000)
Increase Music Teacher from .8 to 1 FTE (Johnson)	(10,389)
Behavior/Transitions Specialist: 230 to 260 days	(14,254)
Stipend for Lead K-8 School Counselor	(750)
Assistive Technology (for SPED)	(20,000)
Check & Connect Expansion	(19,266)
AP Testing Fees - REDUCTION	-
ESL Teacher (Elementary)	(70,000)
Quest Teacher (CHS - additional .20 FTE)	(12,463)
Additional Instructional Coaches (2 FTE - Walker & CHS)	(181,511)
.5 FTE Early Connections Support Worker	(30,022)
City Security Contract - Add/Improve Services	(10,000)
Transportation -Add/Improve Services	(66,025)
Grant Writer & Alumni Outreach (1 FTE )	(75,993)
Transfer to Nutrition - REDUCTION	40,000
Buford Office Support (.5 FTE)	(23,000)
Telecom (increase after mobile phone savings of \$22,738)	(24,769)

**Next Steps:**

- School Board Budget Work Session (February 7th)
- Approval of Budget Proposal (February 16th)
- Presentation of Budget of City Council (March 6th)
- City Council Budget Adoption (April 11th)

**Discussion/comments from the Board:**

Ms. McKeever asked for follow-up on the Buford PE Teacher question posed at the January 14, 2017 budget work session. Ms. Nelson responded that discussions with Buford and Patrick Johnson, Health and PE Coordinator, indicated the concerns with PE classes at Buford have more to do with space rather than the need for an additional teacher. Mr. Henderson added that he recently met with representatives from the Boys and Girls Club will soon be entering into a Memorandum of Understanding that will allow Buford Middle School use of the Boys & Girls Club gym which will help address the space issue at Buford.

Dr. Kraft asked if funds are need for the proposed mindfulness practices. Mr. Wade noted that the current pilot at Buford is currently being offered by volunteers. Dr. Atkins added that there could possibly be some community support that to help fund these efforts.

Dr. Atkins noted that she recently met with AP teachers who provided feedback that they would like for the division to continue to pay AP testing fees the 2017-2018 school year, noting that there is a statement in the Program of Study that indicates that students will sit for the AP exam. Those teachers also recommended that the division implement a form for students to use to request assistance for AP testing fees. Teachers will develop the form with the help of counselors. No Free & Reduced lunch information will be collected. Teachers will assess where they are at the end of the year and then have a robust conversation at the end of the year for the next

budget cycle. Teachers noted that they did not do anything that could potentially jeopardize enrollment, especially diversity in AP classes.

Mr. Michie noted that in his communications with parents there seems to be an interest in having a discussion related to the number of AP classes that students are permitted to take. Mr. Wade suggested that this first be a topic for a CHS PTO meeting. Ms. Puryear recommended a telephone town hall as well. Staff with work with CHS staff and students to develop a plan on how to approach this topic.

Dr. Atkins noted that she recently participated on a conference call with Delegates Greason, Jones and Cox, who are planning to recommend an increase on the lottery allocation to schools that will allow schools maximum flexibility on how to use those funds. She also noted that it is encouraging that they wanted to engage with educators in these plans.

## **Board Response to Written Reports**

**10.1 Extracurricular Activities:** This report, prepared by Mr. Aaron Eichorst, Fine Arts Coordinator, appears on the School Board Schedule of Reports for 2016-2017. There were no questions from the Board related to this report.

**11.1 Comments from Members of the Community:** Jeanette AbiNader, 1648 Brandywine Drive, addressed the Board, commenting that students sign up for classes in January and that parents would appreciate as much notice as possible if changes were going to be made to fee schedules.

**11.2 Public Hearing- 2017-2018 Budget:** There were none.

**12.1 Board Member Comments:** Ms. Khaydari noted that this is her last meeting and thanked the Board for the opportunity to serve as a student representative.

Ms. McKeever provided an update on recent attendance at a Buford Middle School wrestling meet and thanked the coaches for their time and efforts.

Ms. Laufer provided an update on recent attendance at the VSBA Advocacy Conference and also noted that the Trump administration is proposing phasing out Head Start funds.

**13.1 Superintendent's Comments:** Dr. Atkins provided an update on a recent meeting with Dr. Kraft and Ms. AbiNader, City Schoolyard Garden Executive Director. Dr. Atkins also provided an update on activities including upcoming strategic planning listening sessions and related upcoming meetings.

**14.1 Work Session Wrap-Up - Dr. Kendra King:** There were five requests from the Board:

- For future discussions: Should we put a limit on the number of AP classes students can take? Establish a forum to gain input from students, parents, school counselors and college admission offers for guidance on future decisions of AP fees.
- Highlight changes to special revenue funds with increases or decreases in next year's budget and add a % and inflation column to the Summary of Proposal of revenues.
- Written report on mindfulness.
- Look at other dates for strategic plan work session.
- Color code attendance reports.

**15.1 Upcoming Meetings:** Mr. Wade read the list of upcoming meeting and activities.

**16.1 Adjourn:** The meeting adjourned at 8:16 p.m.

A video of the February 2, 2017 meeting can be located at:

[https://drive.google.com/file/d/0BzjY\\_DSFRt3DVDdvNWprd0ZXWlk/view?usp=sharing](https://drive.google.com/file/d/0BzjY_DSFRt3DVDdvNWprd0ZXWlk/view?usp=sharing)



---

Juandiego R. Wade, School Board Chair



---

Leslie Thacker, School Board Clerk