



**CHARLOTTESVILLE CITY SCHOOL BOARD  
BUDGET WORK SESSION**

Wednesday, January 24, 2018 (4:00 PM)  
Charlottesville-Albemarle Technical Education Center  
1000 Rio Rd E, Charlottesville, VA 22901

**1.1 Call to Order:** At 4:05 p.m. Dr. Sherry Kraft, School Board Vice-Chair, called the meeting to order.

**2.1 Roll Call:**

The following Board Members were present:

Dr. Adam Hastings	Dr. Sherry Kraft
Ms. Amy Laufer	Ms. Jennifer McKeever
Ms. Leah Puryear	Ms. Lisa Torres
Mr. Juandiego Wade	

The following Board Members were absent: None

The following Staff Members were present:

Dr. Rosa Atkins	Dr. Gary Blair
Mr. James Henderson	Ms. Renee Hoover
Dr. Kendra King	Ms. Kim Powell
Ms. Leslie Thacker	Mr. Jeff Faust
Ms. Jennifer Herring	

The following Staff Members were absent: None

**3.1 Approval of Proposed Agenda:** Dr. Hastings made a motion, seconded by Ms. Laufer, to approve the proposed agenda. Upon a roll-call vote being taken, the motion carried with Dr. Hastings, Dr. Kraft, Ms. Laufer, Ms. McKeever, and Ms. Torres voting yes. 5 ayes, 0 nays. Ms. Puryear and Mr. Wade arrived after this vote.

**4.1 January 24, 2018 Budget Work Session Presentation and Supporting Documents:** Renee Hoover, Director of Finance, Kim Powell, Assistant Superintendent for Finance and Operations, and senior staff presented information that the Board requested at the January 13, 2018 School Board Budget Work Session on the 2018-2019 Budget Development including:

**Updates:**

- Contracts / All Other Adjustments
  - Adult Education Local Transfer Adjustment (decrease transfer) (8,043.00)
    - There is a decrease in the transfer to Adult Education as the program is now managed by PVCC. Dr. Atkins noted that the division will continue to be committed to the adult education program as it has always have been but that the division will no longer be responsible for process tuition or grant funds as those responsibilities now lie with PVCC.
  - Move iSTEM Staff to General Fund (i3 Grant ending June 2018) (38,040.00)

- Additional Considerations:
  - Buford Teachers (1 Science / 1 Social Studies) (70,354.00)
    - The division has been paying teachers for extra sections that they teach. This proposal is for 2 additional FTEs (one science/one social studies). The current teacher caseload at Buford is for 6 sections as opposed to 5 sections at Charlottesville High School. This item is proposed to align staffing at both schools.
  - CHS Student Advancement & Data Analyst (24,912.00)
    - CHS needs to combine testing coordinator, data analyst (stipend), scholarship coordinator and Canvas support for teachers. Combining these separate allocated positions into one position would allow for more support and consistency at CHS in the way of VTSS and other student support services to help stay on the pathway for advanced studies diplomas. The last edition of Profile of Virginia Graduate included 5 verified credits. Focus areas are providing pathways and support for non-traditional students to matriculate in advanced placement, honors and dual enrollment classes, and helping students explore career paths and engage in internships. Responsibilities for the current .5 CHS Testing/.5 Social Studies Coordinator
  - Masters/Doctorate Degree Supplements
- Revenue
  - Special Revenue Program Changes (Adult Education and the iSTEM Grant)
  - General Fund Revenues
- Summary

**Competitive Position - Degree Supplements:**

- Over 442 CCS Employees currently receive degree supplements (404 are Master’s and above)
- The average Masters Supplement across all steps for Virginia is \$2,972
- Often school divisions with lower pay scales have higher Master supplements (Ex: Madison \$3,100 / Lynchburg \$3,260)
- Some school divisions appear to have master scales
  - ~27 of 130 school divisions (~21%) show a change in the masters supplement over time with experience (as opposed to a fixed supplement amount that does not increase or decrease with experience)
  - Some divisions actually show a decrease in the value of the master scale vs. the bachelor scale over time (i.e., the differential for the masters becomes less with more experience)
  - ~14 of the top quartile school divisions (top 32) at Step 0 appear to have a master scale
- Recommendation: Increase the Master & above degree supplements by \$1 per day
  - There was discussion related to increasing the \$1 amount to \$2
- Moving from \$2,116 to \$2,316 essentially puts CCS in “middle” of fixed Master supplements in area

**Revenue:**

- Special Revenue - Summary of Changes:
 

○ Adult Education (Program now under PVCC)	(668,610)
○ i3 Grant Expiration	(320,447)
○ Total Programs Removed	(989,057)
○ All Other Special Revenue Program Updates	(316,390)
○ NET DECREASE TO SPECIAL REVENUES BUDGET	(672,667)
- General Fund Revenue – Summary of Changes:
 

○ State/Medicaid	(83,859.00)
○ Local/Other	(19,863.00)
○ Estimate from City / Request	2,667,598.00

**Summary:**

- Summary of Changes
 

○ Net Increase to General Fund Budget	2,731,594
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○ Net Decrease to Special Revenue Fund Budget	(672,667)
○ Net Budget Change	2,058,927
○ "Balance" of Fund Balance to recognize	358,145
○ Total Budget Change	2,417,072
● Summary of Total Budget	
○ Total FY18 Budget (All Funds)	81,645,614
○ All Funds in FY 19 (excluding City request)	81,036,943
○ City request	2,667,598
○ FY 19 BUDGET (before recognition of all fund balance)	83,704,541
○ "Balance" of Fund Balance to recognize	358,145
○ FY 19 TOTAL BUDGET	84,062,686
○ FY 19 TOTAL BUDGET CHANGE	2,417,072

**Summary of Budget Considerations:**

- Non-Discretionary Costs / Contract Increases
- Competitive Position
- School-Based Programs & Support
- School Division Operations
- School & Community Partnerships
- Revenues:
  - STATE: Essentially flat - Governor’s Budget Proposal includes ~\$407K “hold-harmless” to off-set LCI impact for FY19
  - LOCAL/OTHER: Minor decrease (~\$19K) projected due to decreasing tuition enrollments
  - FEDERAL: Assumes no program changes at this time

**Next Steps:**

- Joint Work Session with City Council (tomorrow - January 25th)
- Superintendent’s Proposed Budget & Public Hearing (February 1st)
- Budget Work Session (February 6th)
- Approval of Budget Proposal (February 15th)
- Presentation of Budget of City Council (March 5th)
- City Council Budget Adoption (April 10th)

Ms. Torres requested an update on professional development training on bias and diversity. Dr. Atkins responded that staff will prepare a report on training at both the school and division levels adding that she recently met with Ms. Charlene Green, manager of the Office of Human Rights, who will be working with Charlottesville City School staff to provide information on the history of segregation and desegregation in Charlottesville. Ms. Green is also working on organizing a showing of the film, “Am I a Racist”.

Ms. Laufer asked for the Boards interest in seeking support to bring the College Promise Campaign program to Charlottesville City Schools. The College Promise Campaign is a national initiative to build public support for funding the first two years of higher education for hard-working students that covers tuition and fees leading to a community college degree or occupational certificate.

Mr. Wade expressed support for starting with a small pilot program.

Dr. Atkins asked if the Board would support making this a separate request to city council for support outside of the budget program. There was agreement to present the proposal to City Council.

**5.1 School Zone Laws Exemption Request from the City of Charlottesville - Deer Hunting Areas in City Parks - CHS/McIntire Park and Greenbrier Park:** Dr. Atkins addressed the Board noting that City Staff, as directed by Council, are working with Blue Ridge Wildlife & Pest Management, LLC to set up deer hunting areas within city parks. The “gun free school zone act” prevents discharge of firearms within 1000 feet of the edge of any school property. This could seriously limit the ability to hunt on East (and west) McIntire Park and the John Warner Parkway property, as well as in Greenbrier Park, which are areas near roadways that would be good to hunt to reduce vehicle/deer conflicts. Along the John Warner Parkway, the land the school uses is for athletic purposes only, and the roadway separates them from the proposed hunting area.

Given that the hunts occur at night time, and there are railroad tracks separating CHS from the McIntire Park area, City Staff and Blue Ridge Wildlife & Pest Management, LLC would like to request an exception for this case.

The Board had several questions related to hunting hours, public notification, and liability. Dr. Atkins will communicate with city staff and legal counsel to answer the Board’s questions and will present this item for approval at the January 25, 2018 meeting.

**5.2 2017-2018 Calendar - February 19, 2018 Snow Make-Up Day:** Due to inclement weather Charlottesville City Schools (CCS) were closed on Wednesday, January 17, 2018. The calendar approved by the Board indicated that Day 1 would be made up on Monday, February 19, 2018. CCS has banked days that can be used in lieu of the the proposed make-up day which would allow teachers to participate in Professional Learning.

Mr. Henderson addressed the Board stating that the professional development planned for the morning of February 19, 2018 includes diversity training and training for instructional coaches.

Dr. Kraft made a motion, seconded by Ms. McKeever, to approve the use of banked hours for the January 17, 2018 snow day in lieu of the the proposed make up day. Upon a roll-call vote being taken, the motion carried with Dr. Hastings, Dr. Kraft, Ms. Laufer, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

**5.1 Adjourn:** The meeting adjourned at 5:23 p.m.



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Juandiego Wade, School Board Chair



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Leslie Thacker, School Board Clerk