



**MINUTES
SCHOOL BOARD MEETING
CHARLOTTESVILLE CITY SCHOOLS
Booker T. Reaves Media Center, Charlottesville High School
Thursday, May 4, 2017 (5:00 PM)**

1.1 Call to Order: Board Chair Juandiego Wade called the meeting to order at 5:00 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. Adam Hastings	Dr. Sherry Kraft
	Ms. Amy Laufer	Ms. Jennifer McKeever
	Mr. Ned Michie	Ms. Leah Puryear
	Mr. Juandiego Wade	

The following Board Members were absent:	Ms. Fré Halvorson-Taylor, Student Representative
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The following Staff Members were absent:	Dr. Rosa Atkins	Mr. James Henderson
	Mr. Ed Gillaspie	Dr. Kendra King
	Mr. Jeff Faust	Ms. Kim Powell
	Ms. Jennifer Herring	Ms. Carole Nelson
	Ms. Leslie Thacker	

The following Staff Members were absent:	None
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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: Melvin Burruss, representative for the NAACP, presented a personal check in the amount of \$1,000 to CLASS EXL to help support single mothers who rely on summer camps to keep their children safe while they are at work during the summer.

Christa Bennett, a parent of a Jackson-Via student, addressed the Board with concerns related to weighing of students in gym class as well as the use of taking recess from students.

Lisa Torres, 1026 Cottonwood Road, shared some Basil plants that were sent by the Buford Garden and City Schoolyard Garden. Ms. Torres noted that she was at Buford for the spring seedling giveaway and volunteered to bring them to the board meeting.

Mr. Henderson stated that in 2011, the School Health Advisory Board (SHAB) presented a wellness policy that included bi-annual health assessment for students K-10 and that representatives from the Jefferson Health District supported the policy. Part of those assessments include BMI which require the collection of weight and height.

Patrick Johnson, Coordinator of Health and Physical Education, noted that based on the recent teacher and community input, he has asked that no student height/weight data be collected at this time. He also noted that the Virginia Department of Education recently made the collection of such information a local decision. Physical education teachers do not currently feel that it is being used within the division but other community agencies such as the Task Force on Obesity have requested this data to help determine obesity rates. The information has been collected as it was part of the physical fitness test in the past. SHAB will meet on May 9, 2017, and will discuss whether the collection of this data should be included in the wellness policy.

Mr. Henderson noted that prior to PBIS being implemented, Jackson-Via and Clark staff had been engaging in book talks about "Setting Limits in the Classroom" that included a strategy called "Recess Academy" which was used until PBIS was implemented. Mr. Henderson stated that current PBIS practices do not include taking away recess from students and that the division is going to clearly align that with the Wellness Policy. Dr. Atkins noted that she had an opportunity to check in with the school and they use it as a quick check and that it is never their intent to take away recess from any student.

Student and Staff Recognitions

6.1 [Susan Erno - Runner-Up for U.S. Outstanding Adult Education Administrator](#): James Henderson, Associate Superintendent of Curriculum & Instruction, along with senior staff and the Board, recognized Ms. Susan Erno, Director of Thomas Jefferson Adult and Career Education, who was honored as national runner-up for outstanding administrator of the year by the Coalition on Adult Basic Education (COABE), an organization of 15,000+ professional adult educators. The honor was announced just days before TJACE hosted its 21st Annual Voices of Adult Learners Celebration, a reading of works written by area adult learners.

6.2 [Nikki Franklin - Curry Mentor Teacher Experience](#): James Henderson, Associate Superintendent of Curriculum & Instruction, along with senior staff and the Board, recognized Ms. Nikki Franklin, a 3rd grade teacher at Jackson-Via, who served as a mentor teacher for the Curry School of Education first Mentor Teacher graduate course last spring.

6.3 [Teacher Appreciation Week Proclamation](#): Dr. Kendra King, Director of Student Services and Achievement, along with senior staff and the Board, recognized Charlottesville City Schools' teaching staff noting that the first full week in May of each year has been designated as National Teacher Appreciation Week to honor the dedicated men and women who lend their passion and skills to educating our children. Charlottesville City Schools is keenly aware of the importance of teachers in helping our students reach their full potential and it is appropriate that teachers be recognized for their dedication and commitment to educating our children. May 8-12, 2017 is proclaimed teacher appreciation week and all citizens were urged to pay tribute to our public school teachers.

6.4 [National Nurses Week Proclamation](#): Dr. Kendra King, Director of Student Services and Achievement, along with the administration and School Board, recognized Charlottesville City School Nurses for their hard work and care for our students every day. The week of May 6 through 12, 2017, has been designated as National Nurses' Week and Governor Terry McAuliffe has established May 10, 2017 as School Nurse day in the Commonwealth of Virginia. Dr. King recognized Wanda Stump from Burnley-Moran Elementary, Amy Charron from Clark Elementary, Ellen Muller from Greenbrier Elementary, Ann O'Connell from Greenbrier Elementary, Marica (Dee) Bell from Jackson-Via Elementary, Rena Moon from Johnson Elementary, Amy White from Venable Elementary, Kathy Jones from Walker Upper Elementary, Roynetta Jackson from Buford Middle School, Ann Sandridge from Charlottesville High School, and Gary Chovan - Division-wide.

7.1 [Board Member Comments](#): Ms. Laufer noted that the school nurse was the one that found some needs that

her children had and announced the “Our Community Salutes” event scheduled for Saturday, May 6 at 10:00 a.m. at the Albemarle County Office Building.

Dr. Kraft provided an update on the National School Boards Association Conference and provided an update on the sessions she attended. Dr. Kraft also attended the City Schoolyard Garden Award Ceremony, and the VSBA Central Virginia Regional Forum and noted how proud she was of how well Charlottesville High School and the division represented itself while hosting the event.

Mr. Wade announced that CHS student Maire Lee was admitted to the Regional Governor’s School for Theatre and that Dr. Atkins received the ReadyKids Child Advocate Award. Mr. Wade also provided an update on recent attendance at the National External Diploma Program (NEDP) Graduation on April 28 where Ms. Sharon Washington Eldridge graduated.

8.1-5 Adoption of Consent Agenda: Items from the consent agenda included **Personnel Recommendations**, [Minutes from the March 30, 2017 School Board Meeting](#), [Business, Financial, Routine Reports](#), and the [2017-2018 Albemarle Regional Migrant Education Program Certification](#). 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.

Action Items

9.1 Approval of the Special Education Annual Plan/Part B Flow-Through Application for 2017 - 2018: Dr. Kendra King, Director of Student Services and Achievement, first presented the proposed budget for the Federal Flow Through Funding for Special Education for 2017-18 for Board consideration at the March 30, 2017 meeting. The item was presented for action at this meeting. Mr. Michie made a motion, seconded by Ms. Puryear, to approve the Special Education Annual Plan/Part B Flow-Through Application for 2017 - 2018. 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

9.2 Approval of the 2017-2018 Student Fee Schedule: Dr. Kendra King, Director, Student Services and Achievement, first presented the Student Fee Schedules for Board consideration upon first reading at the March 30, 2017 meeting. The item was presented for action at this meeting. Ms. McKeever made a motion, seconded by Dr. Hastings, to approve the 2017-2018 Student Fee Schedule with changes listed below to be included. 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

Change the “Optional” description in the “Plan for Fee Waiver Column” for the Orchestra Auditions and the Choir Auditions to include who will cover the fees for students who cannot pay.

Items for Discussion

10.1 Mindfulness: James Henderson, Associate Superintendent of Curriculum & Instruction, introduced Patricia Jennings, M.Ed., Ph.D., Associate Professor, Curriculum, Instruction & Special Education Department, Curry School of Education who presented information related to her work at Buford Middle School.

Dr. Jennings addressed the Board noting that she recently worked with a number of staff members from Buford Middle School on mindfulness strategies and shared information on her work and how teachers can add mindfulness strategies to their collection of skills to help build student relationships and diffuse student conflicts.

Dr. Jennings indicated that she recently talked with Mr. Wade and Dr. Atkins about offering this program to Charlottesville City School’s teachers over the summer.

Dr. Jennings worked with students in Albemarle County to offer yoga and mindfulness to students and also offered a pilot program at Buford in which the outcome seemed to indicate that students received the resources to calm themselves. She noted that she feels that providing these skills to teachers first will be more effective.

Dr. Jennings provided a description of different mindfulness strategies used during the study and how to notice emotions and feeling them.

Mr. Michie asked if a summer program would work as well as a training during the school year. Dr. Jennings responded that there are plans to do qualitative research around this model to see how it is working.

Dr. Atkins informed the Board that there are plans for three check-in points during the school year, that the program will accommodate 30-40 teachers and that teachers can earn credits towards licensure at no cost to themselves.

10.2 Positive Behavioral Interventions and Supports (PBIS) and LinkCrew Update: James Henderson, Associate Superintendent for Curriculum and Instruction, introduced Dr. Justin Malone, Charlottesville High School Assistant Principal, who presented an update on the LinkCrew Program at Charlottesville High School. Patrick Farrell, Positive Behavior Support Specialist presented an update on Positive Behavioral Interventions and Supports (PBIS), citing Johnson Elementary School as an example.

CHS Assistant Principal Dr. Justin Malone, CHS Guidance Counselors Sarah Hart and David Wilkerson, and CHS PE Teacher Jessica Brantley provided an update on the LinkCrew mentoring program that pairs a current student mentor with an incoming 9th-grade student.

Charlottesville High School student Thomas Butler provided information on why he participates in the LinkCrew Program as a mentor.

Summerlyn Thompson, Johnson Elementary School Principal, Beth Jenkins, Special Education Teacher, and Maelys Croce, 3rd-Grade Teacher, presented an update on Positive Behavioral Interventions and Supports (PBIS) at Johnson Elementary School.

There was discussion related to providing support for students and teachers who have been affected by trauma.

Ms. McKeever asked what the consequences are for not following PBIS practices with fidelity. Mr. Farrell responded that PBIS works best when you get at least an 80% buy in and noted that when you consistently follow a the practice you build a positive culture.

Ms. Laufer asked if data is being tracked across the division for consistency. Mr. Farrell responded that the teams are currently building consistency of definitions and practices and once that is done in alignment they will start to include data collection.

10.3 Virtual Education Program Update: Ms. Stephanie Carter, Program Administrator for Virtual Education, presented the Virtual Education Program update for Board information. Information presented included recent legislation, Virtual and Blended Course Enrollment, Canvas Implementation, Course Offerings, and Next Steps.

Ms. Puryear thanked Ms. Carter and her team at Lugo-McGinness for providing such a welcoming environment for students.

Ms. Laufer asked if there is any legislation that Ms. Carter would like to see offered to legislators during future meetings. Ms. Carter noted that she would like to see legislation that will protect the division in regards to ADM funding for virtual course enrollment.

Dr. Kraft noted how much she appreciates how this mode of learning has grown and been legitimized.

Ms. McKeever asked if there was room for high level classes expansion. Ms. Carter responded that the classes provided are based on student need.

10.4 History & Social Studies AP Textbook Adoption: James Henderson, Associate Superintendent of Curriculum & Instruction; Annie Evans, K-12 Social Studies and World Languages Lead Teacher; and Patrick Johnson, Coordinator of Health and Physical Education & Textbook Adoption, presented the History & Social Studies AP Textbook Adoption item for Board information.

Starting in November, the History and Social Sciences department at Charlottesville High School began the process of selecting AP textbooks for adoption. The AP curriculum in core all content courses have been revamped and, with the department's textbooks over ten years old, were in need of updating to align with current AP curricula. Throughout the review window, sample textbooks were reviewed by content area PLCs and course instructors. Rationales were shared with Mr. Zachary Bullock, Department Chair, and discussed with Ms. Terese Bryant, Assistant Principal, to approve the department's selections.

Based on this textbook review, it is recommended by the CHS History and Social Sciences department division-wide committee that Charlottesville City Schools adopt the following AP textbooks in the attached presentation.

Based on the textbook adoption process, the selected textbooks are on display for Board and public review Monday-Friday from 8 am to 4 pm at Central Office 2 in the lower level of Charlottesville High School from May 9th until May 12th, 2017.

The History & Social Studies Department recommended that the division adopt and purchase the following textbooks this year:

- Human Geography: People, Place and Culture, Fouberg et al., 11th AP Edition
- Voyages in World History, Hansen and Curtis, 3rd AP Edition
- American History, Brinkley, 15th AP Edition
- Government in America: People Politics and Policy, Edwards et al., 17th AP Election Edition

The books staff would like included in the adoption, but not purchase until next year based on course enrollment is as follows:

- Human Geography in Action, Kuby et al., 6th Edition
- Economics, McConnell, Brue and Flynn, 21st AP Edition
- Myers Psychology for AP, Myers, 2nd Edition

Mr. Michie asked if there was a comparison of digital to print. Ms. Evans responded that there was a (podcast). Book include a six-year subscription to programs that go with the life of the book adoption.

The Board will receive the History & Social Studies AP Textbook Adoption item for approval at the June 14, 2017 meeting.

10.5 Health Insurance Update: Kim Powell, Director of Finance, presented an update on Health Insurance procurement including information on the Process Overview, Rates, and Tools to Manage Costs & Competitive Positions.

Ms. Powell reported that the division successfully negotiated with OneDigital for Aetna Insurance with only a 6.7% increase which is less than the 10% budgeted amount. The difference was passed to benefit employees and protect the 2% pay increase.

10.6 Update on Pupil Transportation: Ed Gillaspie, Assistant Superintendent of Administrative Services, presented an update on pupil transportation for Board information.

Pupil Transportation Presentation included:

- Challenges:
 - Maintaining full staffing - drivers
 - Freeing up time for administrative staff to proactively problem solve
 - Attracting and retaining talented staff
 - Increased ridership
- Opportunities for improvement:
 - Fast-track Dispatch and Secretary hiring (open positions)
 - Add monitors to select routes
 - Enhance salary and benefits by restoring performance bonus and providing additional health insurance support
 - Allow the spread of earned pay over the summer months
 - Establish a trained “in-house” tester of new drivers to reduce lead time
 - PBIS training for drivers
- Actions:
 - Fast-track Dispatch and Secretary hiring HIRED
 - Add monitors to select routes - DONE
 - Enhance salary and benefits by restoring performance bonus and providing additional health insurance support IN DISCUSSION (FY18)
 - Allow the spread of earned pay over the summer months DONE (FY18)
 - Establish a trained “in-house” tester of new drivers to reduce lead time
- IN PROGRESS
 - PBIS training for drivers
- NEW ITEMS:
 - Software solution – bus tracking, communication, GPS route management, integration with PowerSchool student information system
 - Job fair
 - English immersion

Mr. Gillaspie noted that he recently spoke with the Vice President of the Virginia Association of Pupil Transportation who provided suggestions to help face the driver shortage such as higher pay, weekly bonus structure, full health insurance, and inclusion in job fairs.

Ms. Laufer suggested having a bus driver appreciation lunch and including a board member being present.

Mr. Michie asked if the software would be paid for by the city or the division and when it would be in place. Mr. Gillaspie noted that he isn't certain who will fund it but hopes to have it in place by the start of the coming school year.

10.7 [2017-2023 Strategic Plan](#): The Board agreed to accept this item prepared by Jeff Faust, Director of Technology, and Beth Cheuk, Community Relations Liaison, as a written report.

10.8 [Proposed 2016-2017 School Board Meeting Schedule](#): Dr. Kendra King, Director Special Education and Student Services, present the Proposed 2017-2018 School Board Meeting Calendar for Board consideration upon first reading. The Board will receive this item for approval at the June 14, 2017 meeting.

10.9 [Proposed City Council/School Board Meeting to discuss Facilities and Enrollment Projection Report](#): Dr. Rosa Atkins, Division Superintendent, noted that a school capacity study and comprehensive 10 year enrollment projection is currently being performed by VMDO Architects in partnership with the University of Virginia's Weldon Cooper Center. Dr. Atkins discussed the need for a joint meeting with City Council in which presenters will discuss historical and projected student enrollment by school and grade level and will present the current capacity at each school and how that capacity is measured. In addition, information will be shared regarding developments

in the City that are either in progress or will begin soon. It is our intent that the meeting will result in a shared understanding of current capacity challenges as well as the implications of likely future enrollment scenarios.

11.1 Comments from Members of the Community: Ms. Bennett thanked Mr. Johnson for his immediate response to her earlier comments and noted that Mr. Johnson invited her to attend the upcoming SHAB meeting and noted that she does plan to attend.

Ms. Beth Cheuk, Community Relations Liaison, congratulated Charlottesville City School's Governor's School honorees: Anna Bon-Harper, Sophia Greenhoe (alternate), Nadiya Khaydari, Maire Lee, Sydney Lewin, Risa Purow-Ruderman, Demetrius Ragland, and Jonah Weissman. Ms. Cheuk also noted that School Board Representative Molly Pepper earned a full scholarship to UNC Chapel Hill.

Mr. Wade recognized Ms. Cheuk for her recent City Schoolyard Garden award.

Mr. Faust recognized Tim Beasley and Mike Konopatsky for being on point and rerouting internet on Tuesday to allow students to finish testing on while internet was out.

12.1 Board Member Comments: Ms. Laufer reported that City Council passed a resolution regarding immigrant experiences in Charlottesville and that this initiative may include the schools in future. Ms. Laufer also indicated that Greenbrier 2nd-grade student Ayeshma Gurung won the My Help List contest and asked the Board for input on recent community discussion on how to support children on how to use their devices responsibly during the school day.

Mr. Michie stated that he would like to see the policy related to recess followed even though the recent issues seemed to be coming from good intentions and despite being recommended in various books. Ms. Laufer said that it would be helpful to know how frequently it is happening.

Ms. McKeever provided an update on a QUEST Advisory Committee meeting stating that the committee would like to see vertical alignment for PLCs for 5-12 teachers. She would also like to be certain that the division is serving gifted children equitably.

Ms. Puryear noted that Sarad Davenport, Executive Director for the City of Promise, is leaving on May 17, 2017, and wished him well and was appreciative of the positive impact that he had on the community.

Mr. Wade noted that Rydell Payne, Director of Abundant Life, is leaving and also provided an update on recent scholarship committee essay review stating that the quality of writing on the applications is very high.

13.1 Superintendent's Comments: Dr. Atkins recognized teachers and staff and thanked them for their many efforts and noted that none of the student awards would be possible without the help of teachers.

Dr. Atkins also provided an update on the following activities (excerpts):

- Charlottesville City Schools hosted the Virginia School Boards Association Central Virginia Regional Forum on April 18. Dr. Steven Staples, VDOE Superintendent of Public Instruction, spoke on the Accountability Reforms & Profile of a Virginia Graduate Update, the CHS Band performed, and School Board Chair Juan Wade was recognized for his service to VSBA. Dr. Atkins also thanked Aaron Eichorst, Fine Arts Coordinator, for coordinating the event on behalf of Charlottesville City Schools.
- Charlottesville City Schools hosted a Teacher Recruitment Job Fair on Saturday, April 22, 2017. 126 candidates registered for the fair in advance and just over 96 applicants attended. Applicants were able to speak with principals, assistant principals, instructional coaches, and teachers representing all 10 schools. Some interviews took place that day, while others immediately followed the job fair. The division was able to secure many new teachers for the 17/18 school year as a result of the fair.
- On April 24, 2017, Walker fifth-graders performed El Espectaculo! showcasing what they learned about Spanish culture and language in the elementary Spanish program.

- On April 26 & 27, 2017, elementary EBL classes hosted Parent Visitation Day during which parents could hear about what their students have been working on in their time in EBL.
- On Friday, April 28, 2017, Charlottesville City Schools and the Thomas Jefferson Adult and Career Education (TJACE) Center hosted a graduation ceremony for the region's first graduate of the National External Diploma Program (NEDP). Ms. Sharon Washington Eldridge was the graduate.
- On Friday, April 28, 2017, the Buford Middle School Orchestra traveled to Warhill High School in Williamsburg to participate in the Musicale competition and the awards ceremony held later that day at Busch Gardens. I am pleased to report that the Buford Orchestra had a great day! The musicianship and behavior of our students was stellar. In a field of ten orchestras BMSO garnered a Superior rating, 1st Place in their grade level category, and overall Grand Champion awards with an average score of 99.5!

14.1 Work Session Wrap-Up - Dr. Kendra King: Though not read at the meeting, there were two requests from the Board:

- Revise Orchestra and Choir Auditions Plan for fee waiver to similar language as Band program plan for fee waiver
- Report on whether K-12 Quest teachers have an opportunity to meet regularly as a group.

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


16.1 Adjourn: The meeting adjourned at 9:36 p.m.

A video of the May 4, 2017 meeting can be located at:

https://drive.google.com/file/d/0BzjY_DSFRt3DallIUFE3ZkZKaHc/view?usp=sharing



Juandiego R. Wade, School Board Chair



Leslie Thacker, School Board Clerk