

A Business Meeting of the Albemarle County School Board was held on April 13, 2017 at 6:30 p.m., Lane Auditorium, Albemarle County Office Building, 401 McIntire Road, Charlottesville, Virginia 22902.

**PRESENT:** Mr. Jonno Alcaro; Mr. Stephen Koleszar; Mr. Graham Paige; Mrs. Pamela Moynihan; Dr. Kate Acuff; Mr. David Oberg; and Mr. Jason Buyaki.

**ABSENT:** None.

**STAFF PRESENT:** Dr. Pamela Moran, Superintendent; Dr. Matthew Haas, Deputy Superintendent; Mr. Vince Scheivert, Chief Information Officer; Mr. Dean Tistadt, Chief Operating Officer; Mr. Kevin Kirst, Director of Special Education and Student Services; Ms. Jamie Gellner, Program Evaluator; Ms. Lorna Gerome, Director of Human Resources; Mr. Jackson Zimmermann, Executive Director of Fiscal Services; Ms. Amanda Farley, Senior Assistant County Attorney; and Ms. Jennifer Johnston, Clerk to the School Board.

**Agenda Item No. 1.1. Closed Meeting.**

Mr. Alcaro offered a **motion** that the School Board go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia under subsection 1 to discuss and consider the performance, assignment, and resignation of specific employees. Mr. Buyaki **seconded** the motion, **and the motion passed.**

**Agenda Item No. 1.2. Closed Meeting Certification.**

At 6:30 p.m., Mr. Alcaro 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 in the Closed Meeting. Mr. Buyaki **seconded** the motion. **Roll was called, and the motion passed by the following recorded vote:**

**AYE:** Mr. Buyaki, Mrs. Moynihan, Mr. Oberg, Mr. Alcaro, Dr. Acuff, Mr. Paige, and Mr. Koleszar  
**NAY:** None.

**Motion carried by a 7:0 vote.**

**Agenda Item No. 1.3. Call to Order.**

At 6:30 p.m., Dr. Acuff, Chairman, called the meeting to order.

**Agenda Item No. 1.4. Pledge of Allegiance.**

**Agenda Item No. 1.5. Moment of Silence.**

**Agenda Item. No. 2.1. Approval of Agenda.**

Mr. Alcaro offered a **motion** to approve the agenda. Mr. Paige **seconded** the motion, **and the motion passed.**

**Agenda Item No. 3.1. Consent Agenda**

- 3.1 Approval of Consent Agenda
- 3.2 For Approval: Learning Resources Selection and Adoption
- 3.3 For Information: Policy Reviews and Revisions
- 3.4 Minutes
- 3.5 Personnel
- 3.6 Personnel Action – Athletic Coaches
- 3.7 Resolution of Appreciation

Mr. Alcaro offered a **motion** to approve the consent agenda as amended. Mr. Paige **seconded** the motion. Mr. Buyaki pulled Policy EBAB from the consent agenda. Mr. Alcaro then offered a **motion** to approve the consent agenda as amended. Mr. Paige **seconded** the motion, **and the motion passed.**

**Agenda Item No. 4.1. Items Pulled from the Consent Agenda.**

**Policy EBAB:** Mr. Buyaki said that the language regarding paying for testing is confusing. Staff will change the language to be clearer and bring it back to the Board for approval.

**Agenda Item No. 5.1. Spotlight on Education.**

Dr. Acuff said that the American Association of School Librarians has designated April as “School Library Month” across our nation. Certainly here in our school division, our librarians give us much to celebrate every month of the year.

They are on the forward edge of innovation for our learning environment. One story demonstrates the impact this can have.

One of our libraries was hosting a visit by a TV reporter for a story on a student research project. The reporter was surprised when our student, instead of consulting the Encyclopedia Britannica to check a fact, logged onto a computer and found out what he needed from a subject matter expert in California, who supplied the information via Skype.

This evening we have with us three librarians who are leaders in providing our students with the very best resources and opportunities for learning - Kelly Kroese from Monticello High School, Charli Nolan of Yancey, and Julia Trammell-McGill, from Stony Point.

Dr. Acuff then read the following resolution that was approved on the consent agenda:

WHEREAS, April 2017 has been designated across our country as National School Library Month, and,

WHEREAS, school libraries traditionally have removed barriers to learning by providing resources and opportunities that serve the individual needs, varied interests, abilities, socioeconomic backgrounds and maturity levels of all students, and,

WHEREAS, the theme of this year’s celebration is Because School Libraries Empower Students, and,

WHEREAS, libraries in our school division long ago made this theme their mission statement and have earned national recognition for their work, best exemplified by Monticello High School’s Learning Commons, where student visits approached 100,000 per year, and,

WHEREAS, media centers in all of our schools are engaging students, increasing the depth of their learning and elevating enthusiasm for the acquisition and application of knowledge, and,

WHEREAS, our school libraries are necessary and invaluable contributors to the fulfillment of our strategic goal for all students —that they will graduate prepared for lifelong success as learners, workers and citizens,

NOW THEREFORE BE IT RESOLVED, that the Albemarle County School Board expresses its appreciation for the contributions of our school libraries in unleashing the highest potential of all students and congratulates our media specialists for their exemplary and innovative service to our students and families and to the future of our community.

Signed this 13<sup>th</sup> day of April, 2017.

Dr. Acuff then said that she would like to recognize some of our students who will be joining us at a future meeting. These are the students and parent volunteers who this past weekend earned the right to compete in the Destination Imagination Global Finals in Knoxville, Tennessee.

Nine teams will represent our school division in the International Competition in May, including seven who won first place in the state competition. These included three teams from Albemarle High School, teams from Henley and Sutherland, and teams from Brownsville and Meriwether Lewis.

Jack Jouett and Brownsville also will be sending teams to the Global Finals.

Congratulations to all of these outstanding students and volunteer coaches. Our best wishes go to each one of our teams as they move to the next level of competition.

She then recognized one other remarkable student team. In January, we recognized our Math Team from Albemarle High School—Mathletes, is that the term? Well, we just learned that Albemarle High School's Mathletes have won the state title for the third consecutive year and now have been state champions in four out of the last five years. Our congratulations to Coach Bill Daly and all the students from this extraordinary group.

Now, on to two students we have with us this evening. They also are champions headed to international competition. I am pleased to introduce Mriganka Mandal and Meg Richey, who were the *Grand Champion Award Winners* this year in the regional science fair.

Mriganka and Meg then came to the podium to tell the Board about their work but in general, both projects focused on potential solutions to life-threatening health issues. Dr. Acuff noted that both would be in Los Angeles next month for the Intel International Science Fair.

Dr. Acuff then said that among the long-time sponsors of the Regional Science Fair and a long-time valued partner for our school division is Battelle, a global research and development organization committed to science and technology for the greater good. Over many years, Battelle's support for our students and teachers has approached nearly \$100,000 in funding for our academies, our middle school engineering and design programs, and for professional development for our teachers. This evening, we are proud to welcome Chad Sokolowski to our meeting. He is the manager of Battelle's Charlottesville Office for Chemical, Biological, Radiological and Nuclear Defense and Threat Analysis. As Mr. Sokolowski joins us at the podium, she publicly expressed our deep appreciation to Battelle for the innovation and enriched learning opportunities they make possible for our students. Mr. Sokolowski then presented a check for \$30,000 to Albemarle County Public Schools.

**Agenda Item No. 5.2. Announcements.** None.

**Agenda Item No. 6.1. Public Comment.**

Mr. Jillian Waters is a student at Western Albemarle. He feels that substance abuse is an area that needs to be addressed more in the Division. He then said that the TomTom Youth Festival took place today. He said there was great drive and enthusiasm in the projects presented.

Mr. Jeff Buetow is a parent. He addressed the fee schedule for field usage and light usage. The program he works with is scholarship driven program and relies on fundraising. He said that the increase in fees for field usage would have a negative impact on the program to offer scholarships. He asked that the Board reconsider the fee structure.

Ms. Jennifer Olsen expressed concern about an email from Henley Middle School regarding a threat received on social media. She asked the Board what is being done to address security at Henley Middle School – how and when will this issue be addressed.

**Agenda Item No. 7.1. School Board/Superintendent Business.**

Dr. Moran spoke to the Board about the work that went into the Youth Summit at the TomTom Festival. The summit was student planned and led.

Dr. Acuff said that the Board of Supervisors did not meet all of the requirements to advertise the tax rate and approve their budget. Therefore, they are not able to approve a budget until May 15<sup>th</sup>. Mr. Tistadt said that there would be no impact on Capital Programs. Dr. Acuff said that the next available date to approve a School Division budget would be May 16<sup>th</sup> following the CATEC joint boards meeting. It was noted that the April 20, 2017 meeting would be canceled.

**Agenda Item No. 8.1. Special Education Annual Plan.**

Mr. Kirst provided the Board points of consideration related to the Special Education Annual Plan. Under the provisions of the Individuals with Disabilities Education Improvement Act (IDEIA), the IDEA Federal Regulations, and the Regulations Governing Special Education Programs for Children with Disabilities in Virginia, local educational agencies are required to submit an annual plan and application for providing special education and related services to children with disabilities. Albemarle County Public Schools must ensure that its policies and procedures are consistent with the Regulations Governing Special Education Programs in Virginia, the Individuals with Disabilities Education Improvement Act and corresponding Federal Regulations.

The Annual Plan consist of the following components:

1. The Annual Plan document includes the applications for Section 611 Flow-Through Grant and the Section 619 Preschool Grant.
2. The Part B Set Aside Calculation outlines how a portion of the Federal funding was calculated, developed with consultation from private schools and parents and the resulting plan. These funds are used to support children eligible for special education services that are unilaterally placed by their parents in home or private school programs located in Albemarle County.

As a condition of receiving the 2017-18 grant award, assurances that Albemarle County Schools will comply with IDEA are required. The assurance statements are included in the proposed Annual Plan. The approved version will be submitted to the Virginia Department of Education.

The Special Education Advisory Committee on March 14, 2017 reviewed this plan, as required by Virginia Regulations.

Although special education policies and procedures were reviewed by the Director of Special Education for Albemarle County as part of this process, they are not included in this agenda item as there were no changes proposed.

Dr. Acuff asked when we would the Division see a change in language regarding the change in Federal regulations as it relates to appropriate and appropriately ambitious IEPs.

**This item will be placed on the next consent agenda for approval.**

**Agenda Item No. 8.2. Extended Day Enrichment Program Follow-Up.**

Ms. Gellner provided for the Board points of consideration regarding the program evaluation for the Extended Day Enrichment Program. The considerations included focus areas for 2017-2018 – solve the position vacancy challenge by increasing compensation, solve the uncertainty of daily participation by prioritizing full-time participants and by requiring part-time participants to provide advance notice, and increase participation by lowering the priority of pre-school student participants and by relief from DSS participant/staff ratios. She noted

that the next steps for the 2018-2019 would include: measuring turnover to determine effectiveness of compensation changes, measuring progress of pilot programs and improvement in service by tracking the number of students served by EDEP and through parent and staff surveys, continuing to explore partnership with the Boys and Girls Club, seeing results of 2017-18 changes to then work on potentially constructing a fee schedule that allows broader tuition ranges or additional subsidies for students, and piloting the use of student interns at Cale and Brownsville to see how they can best be utilized.

The Board received the update for information.

### **Agenda Item No. 8.3. Teacher Compensation Review – Appropriation for Consultant.**

Ms. Gerome provided for the Board points of consideration regarding the request for appropriation of funds for a consultant to conduct a teacher compensation review. The School Board and Board of Supervisors (the “Boards”) approved a Total Compensation Strategy to target classified employee salaries at the median and teacher salaries at the 75% percentile of their joint-adopted competitive market, with benefits slightly above market levels. The Boards have continued to recognize the importance of providing competitive salaries and benefits to attract and retain a high quality workforce. To that end, the School Board directed staff at the December 8, 2016 meeting to evaluate the current teacher compensation strategy to ensure alignment with Division objectives.

Staff is currently analyzing data (including turnover data, exit survey analysis, teacher applicant data, and feedback from principals). Additionally, we are conducting a survey to identify our teachers’ sentiments around their work, compensation and engagement.

The next steps in the work plan include 1) establishing a formalized team to address identified areas of improvement, and 2) identifying and selecting an external consultant. The consultant will work with the team, interview school leadership, facilitate teacher and administrator focus groups, gather external data, research viable special pay scales for hard to fill jobs, share best practices and develop summary report of findings and recommendations. Staff has retained Titan-Gallagher, an experienced compensation and human resources consulting firm, to assist with this work.

The funding required is \$32,325.

Mr. Alcaro asked if these individuals would be looking at the other localities in our market.

Mrs. Moynihan asked Ms. Gerome to summarize the objective of the study.

Mr. Paige asked if the consultant would provide recommendations regarding the Division’s strategy.

Mr. Buyaki asked why staff is seeking to hire a consultant. Is it to obtain the information in a quick timeframe? He then asked if the Human Resources staff could do the work if the timeline was changed.

Mr. Oberg offered a **motion** to approve the appropriation for a consultant. Mr. Paige **seconded** the motion, **and the motion passed with Mr. Buyaki abstaining.**

### **Agenda Item No. 8.4. Break.**

There was a break from 7:59 p.m. until 8:11 p.m.

### **Agenda Item No. 8.5. October 2016 to February 2017 Financial Reports.**

Mr. Zimmermann provided for the Board points of consideration regarding the October 2016 to February 2017 financial reports. The October 2016, November 2016, December 2016, January 2017 and February 2017 Year-To-Date Unverified Financial Reports, Compensation Projection Reports, Operating Expense Reports, and

Special Revenue Fund Reports are presented for the Board's consideration.

Revenues: March 31 Average Daily Membership (ADM), upon which state revenues are based, is budgeted to be 13,471. This budgeted ADM estimate was based upon growth of ~99 students. As of September 30th, fewer students enrolled than projected therefore estimated ADM would only increase by ~45 students over the prior year. State revenues are currently anticipated to decrease by approximately \$0.8 million due to lower than anticipated enrollment, a decline in State sales tax and the State's unfulfilled commitment of funding 2% salary increases for SOQ positions.

Expenses: Additional operational savings of \$0.33 million is anticipated in the current fiscal year.

Compensation: These reports now include more information on overall expenses for compensation and benefits. The projected surplus of \$1.5 million is calculated upon the most recent completed payroll (February) and projections are based upon historic trend data. The total projected expenditure savings of \$2.1 million more than offset the revenue reduction of \$0.8 million such that staff projects an ending available fund balance of just over \$0.8 million.

Receive the October 2016 through February 2017 financial reports and release holdback in the amount of \$270,745 to all departments.

Mr. Koleszar asked if the projected fund balance include the release of the holdback. He then asked how critical is the release of the holdback or could it wait until the next board meeting.

Mr. Koleszar offered a **motion** to review the October 2016 through February 2017 financial reports and release holdback in the amount of \$270,745 to all departments. Mr. Oberg **seconded** the motion, **and the motion passed.**

#### **Agenda Item No. 8.6. FY 2017/18 Budget Update.**

Mr. Zimmermann provided for the Board points of consideration detailed anticipated revenue/expenditure changes and the effect on the current School Board's Funding Request. The presentation included a review of fund balance, budget background, current technical adjustments – expenses and revenues, net adjustments to the School Board proposed funding request, and staff recommendations for any available revenue. Recommendations included establishing a Federal Reserve Account to offset potential reductions in federal revenues and use of fund from the account would require board action.

Dr. Acuff asked what the ideal level of a Federal Reserve Account would be.

Mr. Koleszar said that the Board could reduce the level of fund balance in the current budget for a reserve to address any needs of the division.

Dr. Acuff asked if there were any issues with the delay in adopting a budget.

**There was Board consensus to schedule a special meeting for budget approval on May 16, 2017.**

#### **Agenda Item No. 9.1. Other Business by Board Members/Superintendent.**

Mr. Buyaki said that the Board received a request for information on the solar projects in our schools from Arlington. He noted that the Board could not request information from staff that will take more than 30 minutes to prepare without Board approval. He asked how many requests come in such as this, and what the impact is on staff time.

Mr. Oberg expressed concern about the fee issue brought up during public comment. He does not like the idea that a not for profit not being able to provide scholarships to students. He would like staff to explore options for waivers for certain organizations.

Mr. Oberg expressed concern about Henley security issue brought up during public comment. He feels this a serious issue and is glad staff is taking steps to address the issue.

**Agenda Item No. 10.1. Closed Meeting.** None.

**Agenda Item No. 11.1. Certify Closed Meeting.** None.

**Agenda Item No. 12.1. Adjournment.**

At 8:42 p.m., hearing no objections, Dr. Acuff adjourned the meeting of the Albemarle County School Board.

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Chairman

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Clerk