

A Business Meeting of the Albemarle County School Board was held on July 14, 2022 at 6:30 p.m., Albemarle County Office Building, Lane Auditorium, 401 McIntire Road, Charlottesville, VA 22902.

PRESENT: Mr. Graham Paige, Mr. Jonno Alcaro, Ms. Ellen Osborne, Ms. Judy Le, and Dr. Kate Acuff.

ABSENT: Ms. Katrina Callsen and Mr. David Oberg.

STAFF PRESENT: Dr. Matthew Haas, Superintendent; Ms. Debbie Collins, Deputy Superintendent; Dr. Clare Keiser, Assistant Superintendent; Mr. Ross Holden, School Board Attorney; Dr. Patrick McLaughlin, Chief of Strategic Planning; Mr. Jackson Zimmermann, School Finance Officer; Ms. Maya Kumazawa, Director of Planning and Budget; Dr. Jesse Turner, Director of Safety; Ms. Lindsey Snoddy, Director of Building Services; Ms. Jennifer Johnston, Clerk to the School Board.

Agenda Item No. 1.1. Closed Meeting.

At 6:00 p.m., Dr. Acuff offered a **motion** that that the Albemarle County Public 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 subsection 1 for the discussion, consideration, or interviews of prospective candidates for employment and the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; subsection 3 for discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and subsection 8 for consultation with legal counsel employed or retained by the School Board regarding specific legal matters requiring the provision of legal advice by such counsel. Mr. Alcaro **seconded** the motion, **and the motion passed with Ms. Callsen and Mr. Oberg absent.**

Agenda Item No. 1.2. Closed Meeting Certification.

Dr. Acuff 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. Ms. Le **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Ms. Le, Ms. Osborne, Dr. Acuff, Mr. Alcaro, and Mr. Paige.

NAYS: None.

ABSENT: Ms. Callsen and Mr. Oberg.

Motion carried by a 5:0:2 vote.

Ms. Osborne offered a **motion** to nominate Stacy England as principal of Crozet Elementary School and Art Stow as interim principal at Scottsville Elementary School. Mr. Alcaro **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Ms. Osborne, Mr. Alcaro, Ms. Le, Dr. Acuff, and Mr. Paige.

NAYS: None.

ABSENT: Ms. Callsen and Mr. Oberg.

Motion carried by a 5:0:2 vote.

Agenda Item No. 1.3. Call to Order.

At 6:30 p.m., Mr. Paige, Chair, called the meeting of the Albemarle County School Board back 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.

Ms. Osborne offered a **motion** to approve the agenda. Dr. Acuff **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Ms. Osborne, Mr. Alcaro, Ms. Le, Dr. Acuff, and Mr. Paige.

NAYS: None.

ABSENT: Mr. Oberg and Ms. Callsen.

Motion carried by a 5:0:2 vote.

Agenda Item No. 3.0. Consent Agenda

- 3.1 Approval of Consent Agenda
- 3.2 For Action: Policy Review and Revision
- 3.3 COVID-19 Status Update
- 3.4 Minutes
- 3.5 Charter School Annual Report
- 3.6 Donations and Reimbursements to School Division FY 2021-22 – 3rd Quarter
- 3.7 Virginia Preschool Initiative (VPI) – Bright Stars
- 3.8 For Information: Policy Review and Revision
- 3.9 Dominion Right of Way
- 3.10 Milestone Addendum
- 3.11 VSBA Policy Agreement
- 3.12 Personnel Action
- 3.13 Superintendent’s Recommendation Regarding Naming of Mary C. Greer Elementary School

Ms. Le asked that Item 3.6. be pulled from the consent agenda for discussion.

Ms. Osborne offered a **motion** to approve the consent agenda minus Item 3.6. Dr. Acuff **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Dr. Acuff, Ms. Le, Mr. Alcaro, Ms. Osborne, Mr. Oberg, and Mr. Paige.

NAYS: None.

ABSENT: Mr. Oberg and Ms. Callsen.

Motion carried by a 5:0:2 vote.

Agenda Item No. 4.0. Items Pulled from the Consent Agenda.

Item 3.6. Donations and Reimbursements to School Division FY 2021-22 – 3rd Quarter: Ms. Le said that in a previous discussion there was talk about language or direction around equity in donations. Dr. Acuff said that she sees a range in donations to schools. One way that it is being addressed in through the establishment of the Albemarle Education Foundation which will be up and running by the end of the year. Mr. Paige asked if staff could bring back information on this request. Ms. Le said that she would like to see a history of donations to schools. Dr. Acuff said that she also would like to see a school by school accounting of donations. Mr. Alcaro said that the Board also needs to see the legality of moving funds between schools. Ms. Osborne said that she would look at how the funding donated at schools shapes the funding coming out of the Albemarle Education Foundation. Mr. Paige asked if Dr. Acuff and Ms. Le would work with staff to bring back the requested information to the Board.

Ms. Le offered a **motion** to receive Item 3.6. Mr. Alcaro **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Mr. Alcaro, Ms. Le, Dr. Acuff, Ms. Osborne, and Mr. Paige.

NAYS: None.

ABSENT: Ms. Callsen and Mr. Oberg.

Motion carried by a 5:0:2 vote.

Agenda Item No. 5.1. Spotlight on Education.

Ms. Osborne said it is apropos that at a meeting that includes the Charter School annual report on our consent agenda that our Spotlight celebrates one of the school's most successful programs. This evening we are recognizing a program that already has earned state honors. The Virginia State Literacy Association recently presented it Collaborative Literacy Community Award to our own Community Lab School for their innovative reimagining of a common program known as Literature Circles. I might add, too, that the Community Lab School Librarian, Mae Craddock is in South Carolina today presenting at the International Association of School Librarianship. This is a global organization with 1600 members. Literature Circles is a program that has been around for some time in education but it operated a little differently at our lab school this year. Among its most distinguishing features are the degree of student choice it champions; the participation of all teachers, not just teachers of English, the integration of book study theme discussions with school-wide curricula and the weekly faculty meetings focused on continuous improvement. This program was developed at the start of the 2021-22 school year by Ms. Craddock and the Community Lab faculty, including tonight's guest. There's one other feature of this program worth mentioning. Its operation coincides with a significant increase in the SOL reading scores for Community Lab School students. In fact, the pass rate for lab school students exceeded 90 percent. I would like to introduce Elena Alba-Cantone, an English teacher, who was instrumental this year in the program's success to share more about how this program unfolded and its impact on student engagement and performance.

Agenda Item No 5.2. Announcements.

Ms. Collins provided an update on summer school within Albemarle County Public Schools.

Dr. Keiser provided the Board with a hiring update.

Agenda Item No. 6.1. School Board/Superintendent Business.

Mr. Paige said that the Board needed to appoint board members to serve as the delegate and alternate to the VSBA Delegate Assembly in November. Dr. Acuff offered a **motion** to appoint Ms. Katrina Callsen as the delegate and Mr. Alcaro as the alternate. Ms. Le **seconded** the motion. **Roll was called, and the motion passed by the following recorded vote:**

AYES: Ms. Osborne, Dr. Acuff, Ms. Le, Mr. Alcaro, and Mr. Paige.

NAYS: None.

ABSENT: Ms. Callsen and Mr. Oberg

Motion carried by at 5:0:2 vote.

Ms. Le said that she and Ms. Osborne participated in the Charlottesville Civil Rights Tour with some other Albemarle County educators.

Agenda Item No. 7.1. Public Comment.

Mr. Kayden Wright is a student at Albemarle High School. He spoke about school safety and security.

Ms. Liz Koenig is a teacher. She spoke in support of collective bargaining.

Ms. Marcella Brideson is a teacher. She spoke in support of collective bargaining. She invited board members to participate in the meetings regarding meet and confer options.

Agenda Item No. 8.1. Update on School Safety.

Dr. Turner and Ms. Snoddy provided for the Board's consideration an update on school safety. In 2021, the School Board decided to re-imagine student safety in our division. A major component of this work included establishing safety coach positions in several of our schools. As a part of this redesign, school safety coaches were assigned to eight of our secondary schools for the 2021-22 school year. Members of the student services and building services departments provided an update on our safety coaches and safety improvements to our facilities.

Mr. Alcaro asked if all students were invited to participate in the Panorama survey.

Ms. Le asked who conducted Title IX investigations before the safety coaches took on the role.

Dr. Acuff asked if more staff was needed in order to address Title IX investigations.

Dr. Acuff asked how are the safety coaches distributed among schools.

Dr. Acuff asked about the profile of mental health needs for students.

Mr. Alcaro asked who receives the emergency calls from schools and/or departments.

Mr. Alcaro asked how robust is the anonymous alert app.

Mr. Alcaro asked about future plans for addressing school safety and security.

Dr. Acuff asked about the nature of the liaison with the Police Department now.

Ms. Le asked what has been learned when discussing turnover in Dr. Turner's office.

Mr. Paige asked what is included in tabletop drills.

Mr. Paige asked for examples of Title IX investigations.

Mr. Paige asked about the number of Crime Prevention through Environmental Design inspections for schools.

Mr. Paige asked if the items listed in Access Control were in place in all schools.

Dr. Acuff asked if there are additional security measures for the trailer pods at schools.

Agenda Item No. 8.2. Break.

There was a break from 8:03 p.m. to 8:13 p.m.

Agenda Item No. 8.3. 3rd Quarter FY 2021/22 Financial Report.

Mr. Zimmermann provided for the Board's consideration the 3rd quarter FY 2021/22 financial report. The third quarter financial reports representing January, February, and March 2022 are presented for the Board's consideration. This report provides information on the budgeting and expenditure of funds by state category, and the changes that both the Board and staff have made during the year that affect these categories. All lines are numbered to assist in clearly guiding readers of the report when specific information is discussed.

Revenues: March 31 Average Daily Membership (ADM), upon which state revenues are based, was projected to be 13,288, the final amount was 13,313.81. State revenue projections are based upon updated numbers from the General Assembly in April adjusted to final ADM. Sales tax revenues and lottery proceeds are strong, however budget discussions in April resulted in slightly less favorable revenues than originally communicated in last quarter. State proceeds are anticipated to exceed budget by more than \$842K. Local school revenues are anticipated to be less than budgeted due to the continued effects of the pandemic. Federal revenues are estimated to meet budget. Local transfer will meet budgeted amounts. A more detailed presentation of revenues received to date is presented on page 2 of the report.

Expenses: Future total compensation and benefit expenses are estimated for this report. Estimates are based upon expenses incurred, payroll runs through June 24, and estimated payroll expenses from the new bi-weekly payroll process through fiscal year end. Teacher pay in this process will continue through August, therefore a significant amount of our overall compensation is incurred at the end of each fiscal year. Payroll posting and reporting has been problematic since January. Overall compensation and benefits are estimated to be greater than budgeted by ~\$350,000. This is a change from the prior estimates from the 2nd quarter. Monthly compensation and operational expenses by state category are presented on page 3. Detailed operational expenses by department and school are shown on pages 4-6 of the attached report. Operational savings are expected to be ~\$400K as needs, inflation, and supply chain issues have impacted costs since the last quarter. Page 7 of the report provides summary information regarding changes during the year.

Balance of Revenues over Expenses: Reported March 31 revenues exceed expenses by slightly more than \$24.3M. Reported state revenues collected totaled nearly \$41.7M. Projected balances at year end are anticipated to be near \$450K. Special Revenue Funds: Special revenue funds are presented on pages 8-10. School Fund Balance: Fund balance use in FY21-22 is budgeted to be ~\$6.6M. This information, and year end scenarios are presented on page 11.

Additional notes: Due to posting and reporting issues owing to local government's movement to external payroll processing, none of these months are closed and presentation has been delayed. Extensive work on payroll related posting to the core financials continues for each payroll posted since January 2022. It is expected that there will be some variation in posted monthly expenses until work on core financials ends due to audit.

Due to issues associated with deployment of an upgraded purchasing system, items purchased may be shown as being incurred in an incorrect month. Overall expenses and encumbrances are correctly displayed in total, however the month in which they were actually paid may not be correct. This issue has been reported to local government's finance department and they are reviewing options to correct this reporting error.

Ms. Osborne asked if there was an end in sight for the issues with payroll runs.

Mr. Alcaro offered a **motion** to receive the 3rd Quarter Financial Report for FY22 as presented. Ms. Le **seconded** the motion. **Roll was called, and the motion passed by the following recorded vote:**

AYES: Ms. Osborne, Dr. Acuff, Ms. Le, Mr. Alcaro, and Mr. Paige.

NAYS: None.

ABSENT: Ms. Callsen and Mr. Oberg.

Motion carried by a 5:0:2 vote.

Agenda Item No. 8.4. FY 23 Budget Amendments.

Ms. Kumazawa provided for the Board's consideration FY23 budget amendments. On June 1, 2022, the State General Assembly adopted a state budget which includes updated FY 23 estimates for funding distributed to school divisions. Due to the delay in the state budget adoption, the School Board adopted an FY 23 budget on May 12 based on the projections of the state senate budget.

The General Assembly adopted budget provides approximately \$1.1M less funding to ACPS than what was adopted in May. Of that, School Fund revenues are projected to decrease by \$404,363 and school construction funds are decreasing by \$709,274. Staff will propose budget amendments to address decreases in expenditures accordingly, distribute the Schools CIP Projects Holding Account to specific projects, and allocate funding to the Health Care Fund as a partial reimbursement for historical COVID-19 costs incurred by ACPS, in response to the request by the Health Care Fund Steering Committee.



Subject:	FY 23 Budget Amendments		
Date:	July 20, 2022		
CIP Revenue:			
3-9000-69000-324000-250900-9186	State Revenue Reduction for Renovations	\$	(709,274.00)
3-9000-69000-351000-512001-9186	Local Revenue Increase for Renovations	\$	709,274.00
3-9000-69000-351000-512001-9187	Local Revenue Reduction Holding Account	\$	(5,024,579.00)
3-9000-69000-351000-512001-####	Local Revenue Increase for WAHS Parking	\$	473,000.00
3-9000-69000-351000-512001-8114	Local Revenue Increase for MVES	\$	665,950.00
3-9000-69000-351000-512001-9002	Local Revenue Increase for HS Capacity	\$	2,000,000.00
		\$	<u>(1,885,629.00)</u>
CIP Expenditure:			
4-9000-69000-499000-999999-8599	School Projects Holding Account	\$	(5,024,579.00)
4-9000-69985-466200-800675-8302	WAHS Parking	\$	473,000.00
4-9000-69985-466730-800605-8114	MVES Expansion and Site Improvements	\$	665,950.00
4-9000-69985-466500-800605-8307	High School Capacity and Improvements	\$	2,000,000.00
		\$	<u>(1,885,629.00)</u>
School Fund Revenue:			
3-2000-62000-324000-245265-8599	At-Risk	\$	(259,877.00)
3-2000-62000-324000-240272-8599	Compensation Supplement	\$	(144,486.00)
		\$	<u>(404,363.00)</u>
School Fund Expenditure:			
4-2000-69998-493010-930000-8501	Transfer to CIP	\$	(1,176,355.00)
4-2000-69998-493010-930000-8501	Transfer to Health Care Fund	\$	771,992.00
		\$	<u>(404,363.00)</u>

Ms. Le asked about the impact of zeroing out the CIP contingency fund.

Ms. Le offered a **motion** to request the Board of Supervisors approve the attached appropriations and to amend the appropriations ordinance accordingly. Mr. Alcaro **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Mr. Alcaro, Ms. Osborne, Dr. Acuff, Ms. Le, and Mr. Paige.

NAYS: None.

ABSENT: Mr. Oberg and Ms. Callsen.

Motion carried by a 5:0:2 vote.

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

Agenda Item No. 10.1. Closed Meeting. None.

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

Agenda Item No. 12.1. Adjournment.

At 8:28 p.m., hearing no objections, Mr. Paige adjourned the meeting of the Albemarle County School Board.

Chairman

Clerk