



**MINUTES
SCHOOL BOARD MEETING
CHARLOTTESVILLE CITY SCHOOLS
Booker T. Reaves Media Center, Charlottesville High School
Thursday, February 6, 2020 (5:00 PM)**

1.1 Call to Order: Associate Superintendent Jim Henderson called the meeting to order at 5:00 p.m.

Ms. Puryear noted that Dr. Rosa Atkins, Division Superintendent, and Ms. Kim Powell, Assistant Superintendent of Finance and Operations, were not present as they were attending the Charlottesville City Council Budget Work Session.

2.1 Moment of Silence: Ms. McKeever asked all those present to observe a moment of silence.

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

4.1 Roll Call:

The following Board Members were present:	Mr. James Bryant	Ms. Lashundra Bryson Mosberger
	Dr. Sherry Kraft	Ms. Jennifer McKeever
	Ms. Leah Puryear	Mr. Juandiego Wade

The following Board Members were absent:

Ms. Lisa Torres

The following Staff Members were present:	Mr. James Henderson	Ms. Gertrude Ivory
	Mr. Jeff Faust	Ms. Renee Hoover
	Dr. Kendra King	Ms. Julia Green
	Ms. Leslie Thacker	

The following Staff Members were absent:

Dr. Rosa Atkins	Ms. Kim Powell
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5.1 Approval of Proposed Agenda: Mr. Wade made a motion, seconded by Dr. Kraft, to approve the proposed agenda. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, and Mr. Wade voting yes. 6 ayes, 0 nays.

6.1 Comments from Members of the Community: Charles Kendig addressed the Board with comments in support of equity and increasing the number of African-American teachers in the Division.

Mira Figueroa addressed the Board with comments in support of the Walker Upper Elementary School playground.

Eva Reid, student, addressed the Board with comments in support of the Walker Upper Elementary School playground.

Colleen Gallagher, Just Children Program at the Legal Aid Justice Center, addressed the Board noting the frequency of unfriendly school climates, urged the transparency in the allocation of resources to support equity and transparency at all schools and also improved relationships in schools.

Dede Smith addressed the Board with comments related to the impact of non-resident enrollment on school capacity.

6.2 Public Comment 2020-2021 Budget: There were none.

Educational Highlights

7.1 Men Passionately Pursuing Purpose (MP3): Dr. Kendra King, Director of Student Services and Achievement, introduced Dr. Paul Harris, Assistant Professor and Counselor of Education at the Curry School of Education and Human Development; Mr. Daniel Fairley, Youth Opportunity Coordinator for the City of Charlottesville; and student participants who presented educational highlights on the Men Passionately Pursuing Purpose (MP3) program. MP3 is an initiative to help Black male student athletes be ready for college, not just eligible.

Student and Staff Recognitions

8.1 Virginia School Principals Appreciation Week: Governor Ralph S. Northam signed a Certificate of Recognition declaring January 19-25, 2020, as Virginia Principals Appreciation Week. Dr. King and the School Board asked that the community join them in acknowledging the tireless efforts of our school principals across the Division. The role of the principal as instructional leader is critically important to ensure our students are provided an opportunity to learn. Our principals work diligently to help students and teachers excel, and their leadership and hard work are essential to the success of our schools. They deserve all the recognition and praise we can give them.

8.2 National School Counselor Week: Dr. Kendra King, Director of Student Services and Achievement, invited the Board and all those present to recognize National School Counselor Appreciation Week as February 3-7, 2020. 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.

Charlottesville City School Guidance Counselors: Rebecca Baber, Najwa Tatby, Taylor Trent, Kristin Ullrich, Allison Pillow, Malikka Redden, John Kronstain, Elizabeth Dinwiddie, William Ullrich, Joshua Epps, Shamika Terrell, Kerry Avakian, Sarah Elaine Hart, Brianna Hill, Melanie Key, Lisa Morales (in memoriam), David Wilkerson, and Maggie Wilson.

8.3 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. Appreciation was expressed to Leslie Thacker, Deputy Clerk, and Julia Green, Clerk.

8.4 National Celebration of Career and Technical Education in February: Dr. Kendra King, Director of Student Services and Achievement, presented the National Celebration of Career and Technical Education proclamation for Board information. Governor Ralph S. Northam has designated February 2020 as Career and Technical Education Month® in the Commonwealth. Across the nation, Career and Technical Education (CTE) is celebrated in February to recognize the achievements and accomplishments of CTE programs. Its theme for 2020, "Celebrate Today, Own

Tomorrow!” provides Virginia schools an opportunity to showcase success stories of excellence and communicate the crucial role that CTE plays in preparing a highly skilled workforce for Virginia’s economy.

9.1 Board Member Comments: Mr. Wade encouraged the community to attend the Grace Tinsley Bash on February 22, 2020 to raise money for student scholarships.

Dr. Kraft provided an update on a recent trip to Winneba, Ghana with the Charlottesville Sister Cities Commission.

10.1-6 Adoption of Consent Agenda: Items from the consent agenda included **Personnel Recommendations**, **Minutes from the January 9, 2020 School Board Meeting**, **Minutes from the January 25, 2020 School Board Budget Work Session**, **Business, Financial, Routine Reports**, and **Grant Awards**. Mr. Wade made a motion, seconded by Ms. Puryear, to approve the adoption of the consent agenda. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, and Mr. Wade voting yes. 6 ayes, 0 nays.

Items for Discussion

11.1 Walker Upper Elementary School Playground Update: Dr. Adam Hastings, Walker Upper Elementary School Principal, and Christa Bennett, parent/organizer, who provided an update to the Board regarding a Playground for Walker Upper Elementary School. This is a parent/community-led effort to fund improvement to the outdoor recreation space at Walker. Ms. Bennett has been working cooperatively with Parks & Recreation to explore options and plan for installation of equipment that will benefit the students at Walker for as long as the School operates in its current capacity, and could then be relocated to one Charlottesville's public housing communities.

Dr. Kraft made a motion, seconded by Mr. Bryant, to approve the installation of a playground at Walker Upper Elementary School. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, and Mr. Wade voting yes. 6 ayes, 0 nays.

11.2 Literacy Update: James Henderson, Associate Superintendent of Curriculum and Instruction, introduced Stephanie Tatel, Division Literacy Coordinator, who provided an update on literacy. Information presented included:

- Midyear Reflections and Revisions
 - Analyze midyear data PK-12 (PALS, PAT, MAPS, term)
 - Measure progress towards goals with equitable outcomes in mind
 - Refine and revise Tier 1 instructional plans and Tiered interventions
- Curriculum Design Team (CDT)
 - Through a lense of equity, we...
 - Create standards alignment
 - Dig in and champion the program
 - Analyze K-2 foundational skills
 - Draft division guidance for a cohesive and responsive implementation
- PK-5 Curriculum Program Update
 - HMH Pilot Schools (Clark, Jackson-Via, Walker)
 - Increasing staff knowledge of HMH components
 - Refining implementation
 - Non-Pilot Schools
 - Supporting HMH soft opening – Spring 2020
 - Planning for full implementation – Fall 2020
 - K-5 Full Implementation
 - Revise GPS with division non-negotiables and
 - Plan robust professional learning + coaching
 - Add Heggerty Phonemic Awareness Curriculum for PK–K classrooms
- Literacy Program Selection - Grades 6-8

- Review current text selection process
- Screen with additional equity criteria from
 - EdReports and
 - Student Achievement Partners (Core Shifts)
- Collaborate with 6-8 grade level teams
 - Refine criteria, pilot lessons, & make recommendations
- Submit final proposal by May 2020
- Plan 2020-2021 implementation
- Grades 9-12 Update
 - Newsela nonfiction text supporting differentiation
 - 9th graders building understanding of words with Fusion vocabulary program
 - 15 student tutors supporting peers with writing support
 - Literacy classes supporting US History with nonfiction text & primary sources
 - Seniors working with community members to develop interview skills in mock interviews in February
 - Students are working with multimedia tools and film to explore the implications of literature in the 21st century
- Professional Learning Pilot
 - Plain Talk about Literacy & Learning Conference
 - CCS Team attended New Orleans conference Jan. 28-31
 - Practices that foster equity in reading / writing achievement include...
 - Teach foundational skills in Pre-k through 2nd grade (phonological awareness, oral language, phonics)
 - Teach with complex text at Tier 1 to give every student access to grade level material
 - Expect students to use evidence from the text in oral and written response
 - Build knowledge by teaching meaningfully designed units of study related to social studies, and science instead of skills in isolation
 - Ensure a plan for students who need additional support even with strong Tier 1 - VTSS
 - High quality PreK is critical
- Provide Ongoing Support...
 - Meeting with K-12 principals,
 - Visiting classrooms,
 - Participating in grade-level PLCs,
 - Attending HMM & Achieve 3000 trainings,
 - Leading Professional Learning with reading specialists,
 - Drafting VTSS guidance & literacy framework,
 - Learning, learning, learning.
- Supports That Make A Difference
 - Common High-Quality Resources
 - Professional Learning
 - Multi-year differentiated PD
 - Direct support on implementation
 - Content coaching by Literacy Coaches

Mr. Henderson informed the Board that school data meetings will start in a few weeks and we should be able to get something back to you.

Dr. Kraft asked what changes have been made to literacy instruction. Ms. Tatel responded that the Division is aligning the literacy curriculum across schools to ensure consistency in instruction.

Mr. Wade asked how teachers seem to be accepting the new plans. Ms. Tatel responded that teachers are ready for alignment and being on the same page.

Ms. McKeever stressed the need to data around literacy to assess improvement in student literacy. Ms. Ivory responded that data will be collected and shared with the Board.

11.3 Presentation of the 2020-2021 Budget: Gertrude Ivory, former Associate Superintendent of Curriculum & Instruction and Consultant, presented the 2020-2021 Proposed Budget for Board information. Ms. Ivory noted that Dr. Rosa Atkins, Division Superintendent, and Ms. Kim Powell, Assistant Superintendent of Finance and Operations, were not present as they were attending the Charlottesville City Council Budget Work Session. Information presented included:

- TOPICS OVERVIEW
 - Process
 - Focus & Priorities
 - Requests
 - Summary
 - Next Steps & Wrap-up
- Appendix:
 - Enrollment
- PROCESS
 - Requests: 50+ requests considered totaling over \$4 million - 16 advanced to proposal totaling ~\$1 million
 - Review - Refine - Reduce
 - Proposal
- FOCUS: EQUITY & THE STRATEGIC PLAN
- ACADEMIC EXCELLENCE – DIVERSE, INCLUSIVE, RIGOROUS LEARNING EXPERIENCES

	FTE	FTE Cost *	Operating	Total
CATEC Contract & State Revenue Pass Through	-	-	\$ 17,994	\$ 17,994
Telecommunications	-	-	30,500	30,500
Net Adjustments to All Other Contracts/Services	-	-	(11,394)	(11,394)
Art Supplies	-	-	16,250	16,250
Standards Aligned Lesson Planning	-	-	35,000	35,000
iSTEM Teacher	1.0	83,390	-	83,390
Division Literacy Coaches for Elementary & Secondary	3.0	324,437	-	324,437
Contract Days 200 to 210 for Math Instructional Leads	-	31,000	-	31,000
ELL (English Language Learners) Teacher	1.0	83,390	-	83,390
Walker Orchestra Teacher	1.0	53,476	-	53,476
Instrument Repair and Maintenance	-	-	20,000	20,000
Buford Engineering Teacher	1.0	83,390	-	83,390
CHS PE Teacher	0.5	43,470	-	43,470
Specialist for Annual Giving	1.0	75,820	-	75,820
Proficiency-Oriented Instruction in World Languages (PD)	-	-	18,840	18,840
Teachers and Instructional Assistants Adjustments	(5.5)	(409,575)		(409,575)
* FTE Cost reflects salary and fringe benefits	3.0	\$ 368,798	\$ 127,190	\$ 495,988

- SAFE AND SUPPORTIVE SCHOOLS – GROWING RELATIONSHIPS

	FTE	FTE Cost *	Operating	Total
City Contract - Maintenance	-	-	\$ 141,537	\$ 141,537
City Standard Contracts - Security	-	-	25,196	25,196
Net Adjustments to All Other Contracts/Services	-	-	(9,767)	(9,767)
Buford Middle School Student Support Instructional Assistant	1	34,320	-	34,320
* FTE Cost reflects salary and fringe benefits	1	\$ 34,320	\$ 156,967	\$ 191,287

- ORGANIZATIONAL SUPPORTS – SUPPORTED/SUPPORTIVE STAFF

	FTE	FTE Cost *	Operating	Total
Salary Actions	-	\$1,765,074	\$0	\$1,765,074
Virginia Retirement System (VRS)	-	811,934	-	811,934
Health Insurance 15%	-	1,111,948	-	1,111,948
City Contract - Transportation	-	-	358,006	358,006
Telecommunications	-	-	30,500	30,500
Nutrition/Custodian/Secretary Sub Pay Rate (from \$9.75 to \$13/hour)	-	43,875	-	43,875
Substitute Teacher Pay Rate (from \$91 to \$105/day)	-	55,440	-	55,440
Honorarium for Teachers serving as Substitutes	-	25,000	-	25,000
Net Adjustments to All Other Contracts/Services	-	-	(11,394)	(11,394)
Firewall Upgrade	-	-	30,000	30,000
Technology Annual Security Audit/Monitoring Services	-	-	19,900	19,900
* FTE Cost reflects salary and fringe benefits	-	3,813,271	427,012	4,240,283

- SUMMARY: ADVANCING STRATEGIC GOALS & EQUITY OBJECTIVES

	FTE	FTE Cost *	Operating	Total
Academic Excellence - Diverse, Inclusive, and Rigorous Learning Experiences	3.0	\$ 368,798	\$ 127,190	\$ 495,988
Safe and Supportive Schools - Growing Relationships	1.0	\$ 34,320	\$ 156,967	\$ 191,287
Organizational Supports - Supported/Supportive Staff	-	\$ 3,813,271	\$ 427,012	\$ 4,240,283
* FTE Cost reflects salary and fringe benefits	4.0	\$ 4,216,389	\$ 711,168	\$ 4,927,557

- CHARLOTTESVILLE CITY BLUE RIBBON COMMISSION ON SUSTAINABLE SCHOOLS FUNDING

- It is difficult to estimate the size of the year-to-year funding gap going forward but it appears to be somewhere between \$2-4 million a year. The size of the gap will depend on how the city economy

fares, how property assessments change, what happens to school costs and whether the state and federal governments step forward to re-assume a greater share of school costs. There will be inflation and other factors that will continue to drive school costs higher in the coming years even if no new major programs or facilities are added. Reference: City of Charlottesville – Report of The Blue Ribbon Commission on Sustainable School Funding January 22, 2014

- PRIORITIES DRIVING THE FY 2021 BUDGET

- Advancing Strategic Objectives & Equity Goals
- Competitive Compensation & Benefits
- Maintain Valued & Required Programs and Supports

- RECAP

- SALARY ACTIONS:

■ Move eligible Teachers up one step plus 1.75% - average increase 3%	1,306,155
■ Move Support Staff up one step plus 1% - average increase 2%	123,555
■ Move Administrative Staff up one step plus .75% - average increase 2%	335,364
■ Total Salary Actions	1,765,074

- NON-DISCRETIONARY CONTRACTS:

■ Health Insurance (15%)	1,111,948
■ Virginia Retirement System (VRS) (.98%)	811,934
■ City Contract - Transportation	358,006
■ City Contract - Maintenance	141,537
■ City Contract - Security	25,196
■ (CATEC) Contract & State Revenue Pass Through	17,994
■ Telecommunications	61,000
■ Net Adjustments to All Other Contracts/Services	(32,555)
■ Total Non-Discretionary	2,495,060

- SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS:

■ Art Supplies	16,250
■ Contract Days from 200 to 210 for Math Instructional Lead	31,000
■ Standards Aligned Lesson Planning	35,000
■ Nutrition/Custodian/Secretary Sub Pay Rate	43,875
■ Substitute Teacher Pay Rate	55,440
■ ELL (English Language Learners) Teacher (1)	83,390
■ iSTEM Teacher (1)	83,390
■ Division Level Literacy Coaches for Elementary & Secondary (2)	324,437
■ Professional Dev. Proficiency-Oriented Instruction in World Languages	18,840
■ Walker Orchestra Teacher (0.5)	53,476
■ Instrument Repair and Maintenance	20,000
■ Buford Engineering Teacher (1)	83,390
■ CHS PE Teacher (0.5)	43,470
■ Specialist for Annual Giving (1)	75,820
■ Buford Middle School Student Support Instructional Assistant	34,320
■ Honorarium for Teachers serving as Substitute	25,000
■ Total School-Based Program Supports & Improvements	1,027,098

- SCHOOL OPERATIONS:

■ Firewall Upgrade	30,000
■ Technology Annual Security Audit & Monitoring Services	19,900
■ Total School Operations	49,900

- OTHER REDUCTIONS:

■ Teachers (4.5)	(306,754)
■ Instructional Assistants (1)	(34,320)
■ Total Reductions	(409,575)

- REVENUES:

■ State	419,207
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- Federal (12,000)
 - **City (Estimated Request)** **4,520,350**
- NEXT STEPS

Dr. Kraft noted the importance of continued planning for the proposed preschool center and also asked if Sheila Sparks, Preschool Coordinator, will receive additional support.

Mr. Wade noted that 2.5 million of the proposed budget is for non-discretionary items.

12.1 Comments from Members of the Community: Chris Meyer addressed the Board with comments of support for looking at increasing fees in a progressive manner. He also shared his excitement in hearing about CLASS and YMCA partnership and hope they will focus on achieving zero waitlists.

Ms. McKeever announced that registration for the Summer CLASS Program will open soon and highlighted the need for early registration to ensure adequate staffing.

Becca Cole addressed the Board with comments in support of improving the registration process over what was done last year.

13.1 Board Member Comments: Mr. Bryant thanked those who provided public comment and those who provided educational highlights. He also provided an update on recent activities such as the VSBA Capital Conference and the MLK Celebration.

Ms. Bryson Morseberger addressed the Board noting surprise on how much of the school budget is provided by the state and highlighted efforts to advocate for school funding through the #FundOurSchools initiative. She urged the community to advocate for full funding of schools

Dr. Kraft provided an update on recent activities such as the NSBA Equity Conference and NSBA Advocacy Conference and highlighted the need for lobbying for funding at the federal level.

Ms. Puryear provided an update on recent efforts of the Piedmont Regional Education Program (PREP) to address the proposed formula change that will result in reduced funding. She also announced that the Public Education Foundation will host its annual STEM Camp at UVA during the summer.

Ms. McKeever provided an update on recent attendance at a CATEC Board meeting and the VSBA Advocacy Conference. She also noted that 70% of the school budget is funded by the City Council and how Dr. Atkins' proposed budget focuses on equity, literacy, and maintaining work force and same level or programming all around.

14.1 Superintendent's Comments: Mr. Henderson made a few comments to the Board.

15.1 Work Session Wrap-Up - Dr. Kendra King: There were four requests from the Board:

- Provide a comparison of the impact of the reading curriculum for 3 and 4 year olds now vs. previous cohorts
- Provide Literacy data that includes tiers
- Identify available additional literacy supports in schools and share the equitable literacy supports gain from the Literacy conference
- Provide an update on reconfiguration each month: paragraph on the agenda as consent agenda item to full update

16.1 Upcoming Meetings: Ms. McKeever read the list of upcoming meetings and activities.

17.1 Adjourn: The meeting adjourned at 7:39 p.m.

A video of the February 6, 2020 meeting can be located at:

<https://drive.google.com/file/d/10J5ghGnrak4ImeqxnOPInwtntxslDlnn/view?ts=5e3daab8>



Jennifer McKeever, School Board Chair



Leslie Thacker, Deputy School Board
Clerk