



MINUTES
EMERGENCY SCHOOL BOARD MEETING (COVID-19)
CHARLOTTESVILLE CITY SCHOOLS
Electronic/Zoom Virtual Meeting
Thursday, May 7, 2020 (5:00 PM)

1.1 Call to Order: School Board Chair Jennifer McKeever called the emergency electronic/Zoom meeting to order at 5:03 p.m. Ms. McKeever noted that this emergency electronic meeting was held in accordance with the Virginia Freedom of Information Act §2.2- 3708.2 (A) (3), as amended, for the purpose of addressing matters related to the response to the State of Emergency and the Governor’s announcement that all public schools remain closed for the rest of the 2019-20 academic year. Video was streamed live on the Charlottesville City Schools Facebook page (<https://www.facebook.com/CvilleSchools/>).

2.1 Roll Call:

The following Board Members were present:

Mr. James Bryant	Ms. Lashundra Bryson Mosberger
Dr. Sherry Kraft	Ms. Jennifer McKeever
Ms. Lisa Torres	Ms. Leah Puryear
Mr. Juandiego Wade	

The following Board Members were absent: None

The following Staff Members were present:

Dr. Rosa Atkins	Mr. James Henderson
Ms. Gertrude Ivory	Ms. Kim Powell
Mr. Jeff Faust	Ms. Renee Hoover
Dr. Kendra King	Ms. Julia Green
Ms. Leslie Thacker	Ms. Bev Catlin
Dr. E. Diane Behrens	Ms. Beth Baptist

The following Staff Members were absent: None

3.1 Approval of Proposed Agenda: Ms. Puryear made a motion, seconded by Ms. Torres, 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, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

4.1 Comments from Members of the Community: Margarita Figueora thanked the Board for the school divisions efforts around COVID-19 and highlighted the importance of the Spanish program. She also shared her support in continuing Spanish as early as possible and added that Spanish teachers also help other teachers write lesson plans for Spanish speaking students.

Kristin Johnson, a parent of two Burnley-Moran Elementary students who works for Albemarle County and used to work in the city, noted that having this opportunity is beneficial to the students and removing Spanish will leave students at a disadvantage.

Ms. Torres made a motion, seconded by Ms. McKeever, to add an additional public comment period to the end of the agenda. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

4.2 Public Hearing on Revised Proposed FY 2020-2021: There were no comments.

5.1 Board Member Comments: Dr. Kraft provided comments of appreciation for those keeping the school division going during the COVID-10 pandemic. She added that she likes to see the school division provide foreign language in elementary school but this budget has required the Board to make some tough decisions.

Ms. Bryson Morsberger expressed displeasure with the budget as presented and noted she doesn't like to see job cuts. She suggested looking at providing early retirement or buyouts for those that are close to retiring. She also noted that she doesn't like cutting instructional assistants.

Ms. Torres thanked the parents that provided public comment.

Mr. Wade asked Dr. Atkins to speak to the thought process of how the recommended budget was developed.

Dr. Kraft asked about hiring for Walker Upper Elementary School. Dr. Atkins responded that she placed a freeze on all hiring until City Council has a chance to approve the proposed budget.

6.1-4 Adoption of Consent Agenda: Items from the consent agenda Personnel Recommendations, [Minutes from the April 2, 2020 Zoom School Board Meeting](#), and [Business, Financial, Routine Reports](#). 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, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.1 Local Plan for the Gifted: Annual Review 2019–2020: Mr. Henderson, Associate Superintendent for Curriculum & Instruction, and Ms. Beverly Catlin, Coordinator of Instruction, presented the Local Plan for the Gifted. In accordance with the Regulations Governing Educational Services for Gifted Students (8VAC20-40-60B), the local advisory committee completes an annual review of the local plan for the education of gifted students, including revisions, and determines the extent to which the goals for the year were implemented. The findings of the annual program effectiveness are submitted in writing to the division superintendent and the school board.

Ms. McKeever asked if there is an update on student performance. Ms. Catlin stated that since our closures we were not able to really get all the results for the end of the year. Ms. McKeever wanted to make sure that reporting the data on how we are doing is important not only for the school board but for the council also. Dr. Atkins says we will take a strong look at the model of giftedness. This all came about when the New York Times put the article out. Ms. Bryson Morsberger would like to see the demographic, how many hours and how many you are actually reaching before we go with the Curry School. Dr. Atkins said we can give a qualitative and quantitative data report.

7.2 Reading Textbook Adoption (Grades 6-8): Mr. Henderson, Associate Superintendent of Curriculum & Instruction, and Ms. Stephanie Tatel, Division Literacy Coordinator, will present the Reading Textbook Adoption item for Board consideration.

During the 2018-2019 school year, middle school teachers and administrators were given the opportunity to review several core programs for English Language Arts. There was overwhelming support for Pearson MyPerspectives. This year teachers and administrators in grades 6-8 revised selection criteria, widened the scope of program choices, and once again determined Pearson MyPerspectives to be their top choice for a common 6-8 ELA resource.

Literacy expert Tim Shanahan states that “students are best served by a corps of good teachers using a shared program of instruction.” A strong resource that supports the VA standards through high quality literature and meaningful units of study allows us to develop common pacing guides, focus on instruction and teacher implementation, ensure equitable access to grade level curriculum for every student, and deliver professional learning across grades 6-8.

Our investment in professional learning for teachers is what will make a difference in the achievement of our students. When we focus on equitable instruction in the core components of effective reading and writing instruction: culturally responsive teaching, standards-aligned planning and lesson delivery, and implementation of a shared resource, we will see gains in student outcomes and reading performance. High-quality instructional materials provide a wealth of organized resources for teachers, thus saving teachers considerable time designing lessons and securing resources to meet the varied needs of students. Finally, Pearson MyPerspectives provides seamless technology integration through Canvas that is needed for supporting online instruction as needed.

Pearson MyPerspectives 6-8 ELA Resource

- Aligns with Division Literacy Focus
 - High quality complex texts organized thematically with essential questions
 - Rigorous writing and performance tasks.
 - Extended writing, language, and communication development
 - All Greens on Edreports for Alignment and Useability
 - Rated Top tier on Louisiana Believes
- Vetted by teachers, coaches, reading specialists, ESL teachers, SPED teachers, leaders at both Walker (6th Grade) and Buford (7-8)
 - 2-part Teacher Training Included Initial Implementation
 - On view to public April 15-19, 2019 for public comment
 - Seamless Technology Integration with Canvas Supports Blending Learning
 - \$141,715.98 total cost for grades 6-8 for 7 years, includes yearly annotatable student consumable books and full digital offer

Ms. Bryson Morsberger asked why the division cannot pilot this textbook adoption like it did in the elementary schools. Mr. Henderson responded there is a consensus among staff to adopt the proposed textbook series.

Ms. Torres asked why the division did not adopt 6-8 textbooks all at the same time as the elementary school adoption. Mr. Henderson responded that staff decided to pilot the series in elementary to allow for additional time and exposure before moving forward with the full adoption.

Mr. Wade made a motion, seconded by Dr. Kraft, to approve the Reading Textbook Adoption for Grades 6-8. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.3 2020-2021 Career and Technical Education Local Plan: Mr. Henderson, Associate Superintendent of Curriculum & Instruction, and Dr. Beth Baptist, Coordinator of Career and Technical Education, presented the 2020-2021 Career and Technical Education Local Plan for information and action. The Carl Perkins Plan for the Career Technical Education (CTE) program is submitted annually to the Department of Education. Once the plan is approved by the Board and then the Department of Education, the Division will receive funding to support the CTE programs. Guidance from the department was to write the application for the same amount as last year (\$101,037.03). If that amount changes, an amendment will be prepared later. Therefore, the plan is very similar to the plan for last year. The primary uses of these funds are professional learning, curriculum development, equipment, support for CATEC and PVCC's Piedmont Futures. One point of pride is that the CTE program met all of its Performance Assessment Requirements for the 2018-2019 academic year.

Mr. Wade made a motion, seconded by Dr. Kraft, to approve the 2020-2021 Career and Technical Education Local Plan. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.4 [Special Education Annual Plan/Part B Flow-Through Application for 2020-2021](#): Dr. Kendra King, Director of Student Services and Achievement, presented the proposed budget for the Federal Flow Through Funding for Special Education for 2020-2021 for both school-aged and preschool for Board consideration and to take action on this item.

Dr. Kraft made a motion, seconded by Mr. Bryant, to approve the Special Education Annual Plan/Part B Flow-Through Application for 2020-2021. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.5 [2020-2021 Student Annual Fee Schedule](#): Dr. Kendra King, Director of Student Services and Achievement, presented the 2020-2021 Student Fee Schedules for Board consideration. Each year, the Superintendent approves the Student Fee Schedule for all schools within the division. The schedule is then shared as information for the Board. The schedule is attached. No schools may add any additional fees without prior approval of the Superintendent. Additionally, for each fee approved, the school administration has developed a plan for providing access to students who may not be able to afford the item or activity.

Mr. Wade made a motion, seconded by Dr. Kraft, to approve the 2020-2021 Student Annual Fee Schedule. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.6 [Resolution: Suspension of School Board Policies - COVID-19](#): Dr. Kendra King, Director of Student Services and Achievement, presented a Resolution regarding the Suspension of School Board Policies - COVID-19. Dr. Kraft made a motion, seconded by Mr. Bryant, to approve the Resolution regarding the Suspension of School Board Policies - COVID-19. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.7 [Policy Update - Reduction in Professional Staff Workforce \(GCPA\)](#): Dr. Kendra King, Director of Student Services and Achievement, presented the revised policy and regulations for Reduction in Professional Staff Workforce (GCPA & GCPA-R). [GCPA](#) and [GCPA-R](#)

Dr. Kraft made a motion, seconded by Mr. Bryant, to approve the Policy Update - Reduction in Professional Staff Workforce (GCPA). Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 6 ayes, 1 nays. Ms. Bryson Morsberger voted no.

7.8 [Proposed 2020-2021 School Board Meeting Schedule](#): Dr. Kendra King, Director Special Education and Student Services, will present the proposed 2020-2021 School Board Meeting Calendar for Board consideration upon first reading. Dr. Kraft made a motion, seconded by Mr. Bryant, to approve the Proposed 2020-2021 School Board Meeting Schedule. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

7.9 [Amended FY 2020-2021 Budget](#): Dr. Rosa Atkins, Division Superintendent, and Kim Powell, Assistant Superintendent of Operations and Finance, presented information on the Amended FY 2020-2021 Budget. Dr. Atkins noted that the Board approved a 2020-201 Budget on February 20, 2020 and that this budget presentation is an amendment.

Revenue Estimates Summary				
Funding Sources	FY20 Budget	FY21 Funding Request/ Anticipated Funding	FY21 Funding Request Reductions/ Decreased	FY21 Rollback Funding/ Anticipated
City Appropriation	57,366,623	3,446,915	(3,448,915)	57,366,623
State	20,857,813	400,067	(242,955)	21,014,925
Fund Balance				720,649
Local				3,167,089
Federal				5,280,802
Total Revenues			(3,691,870)	87,550,088
* Does not include August 2019 Additional Appropriation of \$468,000 for Gifted Teachers*				

Non-Discretionary & Critical Expenses For FY21	
Virginia Retirement Systems	811,934
Health Insurance	686,948
Telecommunications	61,000
Teachers for Enrollment	332,780
Technology Audit & Security Upgrade	49,900
TOTAL	1,942,562

Situation Summary - 5/6/2020			
	FY20 Budget	FY21 Non-Discretionary & Critical Expenses	Total
Total Revenues	87,550,088		87,550,088
Total Expenses	(88,055,130)	(1,942,562)	(90,465,692)
Net Est. Revenue vs. Expenses			(2,915,604)
Carry forward enrollment based cuts to FY20 in FY21 3/5 budget proposal			(409,575)
Gap (not considering sales tax losses TBD)			(2,506,029)
Reappropriation of Supplemental \$468,000 for gifted			468,000
Additional Estimated City Request			875,000
Total Estimated City Request for FY21			1,343,000
Remaining Gap			(1,163,029)
CARES Stimulus Revenue Est.			1,204,810
Pending State/Sales Tax Losses (Est. \$1m) - Lottery losses also pending			

Closing the Gap	
Action	Amount
Not Filling Vacant Technology Help Desk Position	
Not Filling Vacant CHS AP Position (3 remain)	
Savings from not filling vacancies:	148,000
Reduce 1 CHS Instructional Coach - 2 remain (move to vacant CHS teacher position)	
Reduce 1 Walker COounselor - 2 remain (move to vacant counseling position)	
Reduce 1 Family Engagement Position - 1 remains (move to vacant elementary AP)	
Savings from Reductions:	284,390
Cut 6 Elementary Instructional Assistant (IA) positions (move to vacancies identified from IA staff not returning next year)	
Savings from Reducing Elementary IA Support:	204,000
Eliminate Elementary Spanish Program (6 positions - other vacant teaching positions available for eligible returning staff)	
Savings from Program Reduction:	500,340
Other Miscellaneous Operational Budget Cuts:	26,299
Total Cuts:	1,163,029

Three Overarching Priorities

1. Address Non-Discretionary & Critical Expenses
2. Students: Maintain Position & Flexibility to Address Needs
3. Employees: Preserve Jobs and Hold Salaries at Current Level

Budget Changes Summary			
Governmental Funds	Amended Budget FY 2019-2020	Proposed Amended Budget FY 2020-2021	Budget Changes
General (Operating) Fund	73,841,105	74,452,362	611,257
Special Revenue Funds	14,682,025	14,440,726	(241,299)
Total Funds	88,523,130	88,893,088	369,958

Decreases Due to Enrollment	(409,575)
Increases in Non-Discretionary & Critical Expenses	1,942,562
Budget Cuts	(1,163,029)
TOTAL	369,958

Ms. McKeever noted that the proposed budget changes were exceptionally hard and that this budget is an example of the best worst option. She recognized Dr. Atkins and staff for the time and hard work on preparing the budget with the best options available during the unprecedented times. She added that funding for non-discretionary items is significant and that the Board has no ability to raise revenue to meet these needs. Ms. McKeever also expressed appreciation to City Council for the funding provided.

Mr. Wade asked if Ms. Powell or Dr. Atkins heard from any other school localities about not having to pay VRS this year. Dr. Atkins responded that it was not part of the relief that the Governor set forth. Mr. Wade also asked

if staff considered looking into offering retirement incentives to those close to retirement. Dr. Atkins responded that during her tenure this has only been offered once. She added that feedback from employees indicated that offers such as these make them uncomfortable since they then have to rush to make a decision. She also noted that in the past the division has provided incentives for employees to stay longer and that they are currently able to keep their health insurance for seven years following retirement.

Ms. Bryson-Morseburger suggested putting a cap on pay scales over \$100,000 or freezing salaries. She also noted that staff should move those whose positions are being cut to other open positions regardless of their license and expressed concern that the Board would take action so quickly.

Ms. McKeever responded that there was a need to approve the budget to provide the necessary information to City Council and to allow Human Resources to send out contracts to employees. Ms. Bryson Morsberger asked that the vote be moved back a week or so.

Dr. Kraft expressed her support for the amended budget noting sadness on having to eliminate the Foreign Language in Elementary School program. She also noted that she believes this is a suspension of the program and not full elimination.

Ms. McKeever stated that she would like to see a robust foreign language program in the elementary schools and that she hopes the division can come together next year to advocate to City Council to restore funding for the program. She noted that she worked hard to bring back Instructional Assistants to the 2nd-grade classrooms so cutting those is especially difficult. She also noted that the most difficult aspect of the proposed budget is not being able to provide raises for teachers.

Ms. Puryear noted that she, and Mr. Wade, have worked with Dr. Atkins since her first day in the division and that she knows that Dr. Atkins has reached out to all stakeholders to create the best scenario for this budget.

Ms. Torres expressed appreciation for comments from the board members and noted that she is in favor of moving the budget forward.

Dr. Atkins noted that 17 positions were eliminated in this proposed budget and all but 3 have been placed in new positions. She noted that her priority has been to ensure that teacher salaries start at \$50,000 and in light of the COVID-19 she was not able to reach that goal. The priority this year was to preserve jobs and to make sure of continued compensation during this pandemic.

Mr. Wade made a motion, seconded by Mr. Bryant, to approve the Amended FY 2020-2021 Budget. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Dr. Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 6 ayes, 1 nays. Ms. Bryson Morsberger voted no.

8.1 Comments from Members of the Community: Carol Busching addressed the Board with comments of concern related to the proposed cuts that were not shared with the community and said that she wished the public had more time to provide input. These cuts are actually teachers who are teaching the students in the school system. These teachers that we are cutting are the ones that have done some incredible work in this division.

Kristen Johnson noted that she would like to express concern on the transparency of the budget action and that many people would have come out to show support for keeping these positions. She added that Spanish teachers have limited licensure and that it will be hard to place them in other positions and that it will be difficult to bring back the program once it has been cut. Ms. Johnson also noted that the loss of Instructional Assistants in 2nd-grade will be a great loss.

Margarita Figueroa noted that the Spanish teachers are instrumental in letting the Spanish speaking community be informed with different types of assistance available in the community.

Lakeshia Washington echoed Ms. Busching remarks and added that she would have liked to see more community input and transparency.

9.1 Superintendent's Comments: Dr. Atkins provided an update on planning for summer school which she expects to be delivered in a virtual manner. She also announced that Charlottesville City Schools will partner with the Freedom School which will be held at Jackson-Via Elementary School and Johnson Elementary School.

Dr. Atkins also noted that a group of principals, support staff, and teachers are looking into what it may look like when we go back to school in the fall whether it be face to face, a hybrid model, or fully virtual. She also expressed appreciation for principals, teachers, nutrition staff, and custodial staff, and recognized teachers for Teacher Appreciation Week when teachers were provided with ice cream from Ben & Jerry's.

10.1 Upcoming Meetings: Ms. McKeever read the list of upcoming meetings.

11.1 Adjourn: The meeting adjourned at 7:55 p.m.

A video of the May 7, 2020 meeting can be located at:

<https://www.youtube.com/watch?v=fU12ZXwd-M&list=PLJI-Hc2eYs3RygSrF1GdszFrHUc65XYn&index=2&t=0s>



Jennifer McKeever, School Board Chair



Julia Green, School Board Clerk