



**MINUTES
EMERGENCY SCHOOL BOARD MEETING (COVID-19)
CHARLOTTESVILLE CITY SCHOOLS
Electronic/Zoom Virtual Meeting
Thursday, September 3, 2020 (5:00 PM)**

1.1 Call to Order: School Board Chair Jennifer McKeever called the emergency electronic/Zoom meeting to order at 5:00 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 Moment of Silence: Ms. McKeever asked all those present to observe a moment of silence.

3.1 Roll Call of Board Members:

The following Board Members were present:	Mr. James Bryant Dr. Sherry Kraft Ms. Lisa Torres Mr. Juandiego Wade	Ms. Lashundra Bryson Mosberger Ms. Jennifer McKeever Ms. Leah Puryear
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The following Board Members were absent:	None
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The following Staff Members were present:	Dr. Rosa Atkins Ms. Gertrude Ivory Mr. Pat Cuomo Dr. Keth Hubbard	Dr. Katina Otey Ms. Beth Baptist Ms. Leslie Thacker Ms. Julia Green
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The following Staff Members were absent:	Ms. Kim Powell Ms. Renee Hoover	Dr. Kendra King
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4.1 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, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

5.1 Comments from Members of the Community: There were none.

6.1 Jobs for Virginia Graduates: Dr. Katina Otey, Chief Academic Officer, introduced Deb Tewksbury, Career and Technical Education Teacher, and Antonio Rice, President of Jobs for Virginia Graduates, who presented a banner and plaque to the school board in recognition of the Charlottesville City Schools receiving the “Five of Five” award. The Jobs for America’s Graduates (JAG) “Five of Five” award is the highest honor given to a state

affiliate and recognizes the program for achieving all five of the national standards. JAG is the national affiliate of JVG.

JAG-National Standards in five high performance categories: 90% Graduation Rate, 60% Civilian Jobs/Military Rate, 80% Positive Outcome Rate, 80% Full-time Placement Rate, and 60% Full-time Jobs Rate. There is no standard for Further Education Rate. JVG is incorporated as a nonprofit 501(c)(3) organization to help the state's most disadvantaged and at-risk young people graduate from high school and make the transition from school to work. The program builds on the Jobs for America's Graduates (JAG) national model. A public-private sector Board of Directors aided by the Department of Education directs this initiative for Virginia's young people.

The Board also recognized Barry Glenn who recently retired as President of Jobs for Virginia Graduates.

7.1 Adoption of Consent Agenda: Items from the consent agenda included [Personnel Recommendations](#), [Minutes from the July 6 School Board Meeting](#), [Business, Financial, Routine Reports](#), and [Grant Awards](#). Dr. Kraft made a motion, seconded by Mr. Bryant, 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.

8.1 Transportation for 2020-2021 Hybrid Attendance and Nutrition Update: Dr. Katina Otey, Chief Academic Officer, provided an update regarding the outlook for transportation operations and options under a hybrid instruction model. This will be followed by an update regarding nutrition services.

Kyle Rodland, Charlottesville's Safe Routes to School Coordinator; Garland Williams, Director of Charlottesville Area Transit; Sherri Eubanks, Assistant Director Charlottesville Area Transit; and Amy Herndon, Pupil Transportation Operations Manager; also presented information on transportation:

Transportation Update September 3, 2020:

Pupil Bus Transportation Overview – Key Numbers to Know

- Maximum Capacity Per Bus Under COVID: 21
 - Wheelchair transport reduces capacity further
 - Separation is ~3 ft. or less with layered mitigation measures:
 - Face coverings required
 - Hand sanitizer at bus door
 - Assigned Seats
 - Windows open ~3" or more
 - Cleaning between routes
 - Other – TBD?
- Buses & Drivers Available for Regular Routes: 10
 - ~210 Max per "shift" / level
 - SPED transportation uses 6
- Average Route Time pre-COVID: 33 to 38 minutes
- Estimated Average Route Time under COVID: 48 to 53 minutes
- Pupil Bus Transportation Overview – Numbers by School
 - *Numbers Above DO NOT include Pre-K Transportation Needs
- The capacity for bus transportation under COVID-19 restrictions is less than 50% of the projected demand, using pre-COVID ridership rates applied to half of total enrollment to estimate hybrid participants.

Key Steps to Solutions – Walking & Other Transportation Alternatives

- Walk to School
 - Walking School Buses - A walking school bus is a group of children walking to school with one or more adults

- Bike to School
 - Bike Trains - A variation on the walking school bus is the bicycle train, in which adults supervise children riding their bikes to school
- Car Transportation

Resources: City Website <https://www.charlottesville.gov/565/Safe-Routes-to-School>

Walking Resources & Support

Safe Routes to School Walking Maps

- Walking School Buses (WSB)
 - SRTS Funding for unique needs of walking groups
 - Enhanced Walking Maps with color coded transit lines for each school
 - Walking Gear on supply lists - Back to School Bash
 - City SRTS Liaison with PTO's
 - Resources for walkers
 - Collect feedback & concerns
- WSB Organization Support (software – TBD)

Biking – Resources & Supports

- Maps
- Public Service Announcement Campaign
- Neighborhood Bike Repair Days
- Free Bike Program
- Free Helmet Program

Car Transport

- Multiple Drop-Off Points
 - Drop-Off and Walk
 - Staffing
 - Partnering with area business to coordinate drop off locations

Infrastructure Improvements

- Adding and/or Relocating Crossing Guards
- Photo Traffic Enforcement
- Additional Bike Parking/Racks at Schools
- Improving and Adding Off-Street Trails
- Crossing Improvements
- New/Temporary Sidewalks and Walkways

2019-2020 Charlottesville Student Travel Data

Elementary	Walker/Buford
Walk/Bike – 12.75%	Walk/Bike – 10.5%
Bus – 51.75%	Bus – 70.5%
Car – 34%	Car – 17%
Other – 1.5%	Other – 2%

Community Responsibility (Walk) Zones

Other Public Schools Comparative Information (all numbers below are pre-COVID):

- Waynesboro City – 1 mile for all students
- Richmond City – 1 mile for elementary / 1.5 miles for all other
- Fairfax County – 1 mile elementary / 1.5 miles all other
- Manassas City – 1 mile for all students
- Alexandria City – 1 mile elementary & middle / 1.5 miles high school

- Loudoun County – 1 mile elementary / 1.25 miles all other
- Arlington County – 1 mile elementary / 1.5 miles all other
- Charlottesville City: ●.3 miles for K-4 ● .5 miles for Walker & Buford ● .7 miles for CHS

Routing Considerations

- Complex Process
- Over 20 steps just to get initial route sets
- Each individual student record must be reviewed
- All spelling or abbreviation errors/variances must be corrected for the system to work
- Routes are drawn in the system using an iterative process applying transportation safety guidelines
- Pre-COVID, the process typically takes ~3 months to get the initial route sets

Operating under COVID restrictions brings additional considerations that make this complex process more challenging:

- Assigning bus seats so that students do not pass each other loading & unloading
- Same household seating

National School Bus Driver Shortages

National Stats Pre-COVID (February 2020)*

- 2/3 of all school districts report significant (moderate to desperate) problems maintaining school bus staffing
- Less than 1/10 report no problems

*BusBoss.com, Just How Serious Is the School Bus Driver Shortage? February 13, 2020 reference nationwide survey from School Bus Transportation magazine.

Additional Challenges with COVID:

- “Most drivers are in the retirement age. They do have susceptibility to this virus. We do see about 3% of our drivers not coming back because they have underlying issues and their age,” Pennsylvania School Bus Association board member Aaron Sepkowski. (8/7/2020 WGAL PA)

See also:

- 8/8/20 Bus driver shortages occurring locally due to pandemic (Picayune Item, MS)
- 8/26/20 Oklahoma's school bus driver shortage intensifies amid coronavirus pandemic (KOCO Oklahoma City)

School Bus Driver Shortage:

- 28 regular driver positions & 8 relief positions
- Current Openings: 9 regular positions (plus 1 hire pending) / 5 relief
- Over the past twelve months, 9 hired
 - 4 still employed with Pupil Transportation
 - 2 did not pass pre-employment screening
 - 1 did not pass CDL
 - 1 did not show up for training
 - 1 recently resigned

72 applications received over the past twelve months - of the qualified applicants:

- 48 never returned call for interview
- 7 interviewed and were offered but declined

\$5,000 advertising budget – spent \$7,379:

- Newspaper ads
- Radio ads
- TV Job Spot ads

Next Steps

- Principals will submit draft A/B groupings for hybrid by September 11th.
- Transportation request forms for when CCS is fully hybrid will be available the first week of school:
 - Forms will be due September 18th
 - Requests will be evaluated based on:
 - SPED
 - Other Needs (ELL, etc.)

- Distance from School (Community Responsibility Zones – CRZ’s)
 - CRZ’s need to be re-visited post COVID to help address bus over-crowding and chronic driver shortages
 - Equity Considerations
 - Efficiency Considerations
- Only students with approved bus service will be able to board school buses
- CCS will maintain a wait list – forms will be available online, at schools and on buses for rolling application submissions
- Approved students who do not ride for 10 consecutive trips will lose their bus reservation

Dr. Atkins shared that many of the drivers are part-time and they do not have health insurance which is one of the reasons why it is hard to get reliable drivers.

Dr. Kraft asked about the Go-Driver program. Ms. Eubanks stated that this is a program that we have tried and the public side of transportation can use this but the pupil side would not be able to use these applicants.

Mr. Wade shared that the transportation department has always been at job fairs that he has attended. This job is just not the enticing one that would have 50 plus students on a bus.

Ms. McKeever wanted to know if we have enough bus drivers for the 210 students that will be able to transport the students. Ms. Eubanks stated that she does have 10 drivers to put 21 students per bus.

Ms. Bryson Morsberger asked about us using a staggered schedule to drop off students. Dr. Atkins responded that we will want to have the most instructional time for our students each day so we will need to look at that type of plan.

School Nutrition Update – September 3, 2020 “The Only Constant is Change.”

New School Year – New Meal Routine

- What’s The Same?
 - Still serving breakfast break bags & lunches
 - Still serving at the same 4 community sites and many of the same bus stops
 - BREAKING NEWS – flexibilities of the summer meal program extended “as late as December 31, 2020”
 - CCS can continue serving free meals to all children “into the fall month”
- What’s New?
 - Serving EVERY SCHOOL DAY (Monday – Friday)
 - Serving hour is 11:30 – 12:30
 - New sectioned aluminum trays and more hot menu items!
 - New stops on bus routes
 - Meal service for the emergency childcare centers at Walker & Buford
- What’s Pending?
 - When the flexibility ends, we have laminated meal ID cards on lanyards for students to use with the new mobile touchless scanning system Nutrition has set-up to replace key pad ID number entry.

School Opening Celebration & Breakfast Blitz!

- WHEN: One Morning Only – Tuesday, September 8th ~7:35 to 8:15 a.m.
- WHERE: 10 Routes – CANVASING THE CITY 4 Community Sites All Schools Visit charlottesvilleschools.org/food for link to full details
- School staff and special guests will be out with breakfast break bags and warm wishes to help ensure all CCS students get up and off to a good start for the new school year!

8.2 [Mask and Acceptable Face Covering Policy](#): Dr. Beth Baptist, Coordinator of Career and Technical Education, presented information on Mask and Acceptable Face Covering Policy. The mask and face covering policy was developed in accordance with guidance from national, state, and local health authorities to protect the health of students and staff in school by helping prevent or control the potential transmission of COVID-19.

Ms. Torres made a motion to, seconded by Dr. Kraft, to approve the CCS Policy Masks/Face Coverings for students, staff and visitors. 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.

8.3 [Superintendent Committees 2020-2021 - COVID-19 Advisory Committee, School Safety & Security Committee, & Naming of Facilities and Grounds Policy and Committee](#): Dr. Beth Baptist, Coordinator of Career and Technical Education, presented information on the COVID-19 Advisory Committee, School Safety & Security Committee, & Naming of Facilities and Grounds Policy and Committee.

COVID-19 Advisory Committee: Dr. Baptist noted that making decisions during COVID 19 is a complex process! Guidance and trends are constantly changing and consideration just be made that what works in one school division may not be effective in another. The Superintendent is recommending a community-wide COVID Advisory Committee to be created to receive current data, discuss issues and advise the Board and administration for the return to any face-to-face instruction topics. The Superintendent will appoint members for the community to include CCS educators (administrators and teachers), School Board, medical/health community, business representatives, community partners, and parents. Dr. Beth Baptist will chair the committee and will set the first meeting no later than the third week of school.

School Safety & Security Committee: Dr. Baptist shared the plan to assemble a diverse committee to identify an optimal model for school safety & security personnel/resources moving forward. The presentation includes the proposed timeline to form the committee and make recommendations to the School Board.

Naming of Facilities and Grounds Policy and Committee: Dr. Baptist presented information on a Naming of Facilities Policy and next steps of compiling information on existing names and backgrounds of persons for whom the buildings are named, assemble a committee (and sub-committees) of diverse stakeholders to review information to recommend any possible name revisions. The central committee will make one division-wide recommendation. [Policy Naming of Facilities and Grounds](#), [Regulation on Naming of Grounds](#), [Charlottesville Pandemic Metrics](#), [COVID-19 Advisory Committee](#), [School Safety & Security Committee](#), [Naming of Buildings/Facilities Committee](#)

Naming of Buildings/Facilities Committee

September 2014: The School Board adopted a policy and the Superintendent issued regulations for the naming of buildings/facilities. These are being updated and a committee created to review names of CCS buildings.

Next Steps:

- Compile information regarding the existing names and backgrounds of persons for whom the buildings are named. Assemble a committee (and sub-committees) of diverse stakeholders to review information to recommend any possible name revisions. The central committee will make one division-wide recommendation. Subcommittees will be convened to give school-level input.
 - Central Committee:
 - 2 students - 3 parents
 - 3 teachers - 3 principals
 - 2 community business partners
 - 2 community partners
 - Local higher education representative
 - Coordinator of CTE/Special Projects

- Assistant Superintendent
- Board Member Mr Bryant & Dr. Kraft
- Additional members may be appointed to sub-committees to represent the bldg.

OCTOBER 15 – Introductory Meeting

NOVEMBER 19 - Review data, determine next steps

JANUARY 7- Report to School Board

Division Committees Self Nomination Form: charlottesvilleschools.org/committees Deadline to Submit for the Naming of Buildings/Facilities Committee 9/23/2020

Charlottesville Pandemic Metrics Data and measures as of August 31, 2020

August 17, 2020

- Cumulative Cases: 560
- 7-day rolling sum (8/10-8/17): 17
- Percent Positivity, rolling 7-day average: 5.7%

August 31, 2020

- Cumulative Cases: 681
- 7-day rolling sum (8/24-8/31): 92
- Percent Positivity, rolling 7-day average: 9.7%

COVID-19 Advisory Committee

July 30, 2020: The School Board voted to begin the school year with virtual instruction. This committee will analyze data and provide a recommendation to the School Board for the second nine weeks and beyond.

Next Steps:

- Analyze local data and updated guidance from CDC, VDH and DOE to provide an advisory recommendation for Charlottesville City Schools regarding continuation of virtual learning, hybrid or face-to-face learning. Assemble a committee of diverse stakeholders, to include:
 - 2 students (1 MS & 1 HS) - 3 parents (1 ES, 1 MS & 1 HS)
 - 4 teachers (2 ES, 1 MS & 1 HS) - 3 principals (ES, MS & HS)
 - TJHD representative
 - Medical representatives (2 physicians/pediatricians)
 - School nurse
 - 2 community business partners
 - 2 community partners
 - Local higher education representative
 - Coordinator of CTE/Special Projects
 - Superintendent
 - Board Member - Ms. Torres and Ms. McKeever

School Safety & Security Committee

June 11, 2020: The School Board & Charlottesville Police Department issue a joint statement ending the MOU that provided School Resource Officers (SRO's) for Charlottesville City Schools.

Next Steps:

- Determine Optimal Model for Safety & Security Personnel/Resources for Charlottesville City Schools
 - Assemble a committee of diverse stakeholders, to include:
 - 4 students (2 MS & 2 HS) - 4 parents (2 MS & 2 HS)
 - 2 teachers (1 MS & 1 HS) - 2 principals (MS & HS)
 - CPD representatives
 - UVA Representatives (Curry School & Office for Diversity, Equity & Inclusion)
 - psychologist & social worker representatives
 - 2 community business partners
 - CCS Supervisor of Equity & Inclusion
 - Assistant Superintendent

- Superintendent
- Board Member Mr Juan Wade and Ms. Bryson Morsberger

SEPTEMBER 30th – Intro & Kick-off Meeting OCTOBER - Wednesday Work Sessions NOVEMBER 5th -
Recommendations to the School Board

Division Committees Self Nomination Form: charlottesvilleschools.org/committees Deadline to Submit for
the Safety & Security Resources Committee 9/15/2020

8.4 Technology - Internet Access Update: Pat Cuomo, Director of Technology, presented an update on
Internet Access in the Charlottesville community. Information presented included:

Technology Updates

Chromebooks

- Approx 3,000 devices prepared and distributed to students
- All staff have been issued devices
- All schools have held pick-up events

Hot Spots

- Delivery to schools begins tomorrow (September 4, 2020)
- Will have over 300 devices to support families
- Goal is for every family to be online by day 1
- Continue to support until all families have reliable access

In Home Internet Service

- Working with local Internet Company
- Provide in home Internet via router
- Support Charlottesville City School families without Internet
- Up to 200 routers to be used for Internet access in the home

8.5 2020-2021 Advisory Committees to the School Board: Dr. Kendra King, Director of Student Services and
Achievement, presented the 2020-2021 Advisory Committees to the School Board consideration upon first
reading. According to School Board policy, the School Board is to review proposed membership lists of the
Special Education Advisory Committee (SEAC), School Health Advisory Board (SHAB), Gifted Education Advisor
Committee, and Parent Advisory for Title 1 at the September meeting and then approve membership at the
October meeting.

Presented were proposed lists for the Gifted Education Advisory Committee, School Health Advisory Board,
Special Education Advisory Committee, and Title 1 Parent Advisory Committee. Some of the committees have
not met for the 2020-2021 school year and may have recommendations for change prior to the October
meeting. If changes are recommended, those will be highlighted prior to seeking approval in October.

Mr. Wade made a motion, seconded by Ms. McKeever, to approve the 2020-2021 Advisory Committees to the
School Board. Upon a roll-call vote being taken, the motion carried with Mr. Bryant, Ms. Bryson Morsberger, D
Kraft, Ms. McKeever, Ms. Puryear, Ms. Torres, and Mr. Wade voting yes. 7 ayes, 0 nays.

10.1 Comments from Members of the Community: There were none.

11.1 Board Member Comments:

- Mr. Wade thanked all those involved in the convocation; it was phenomenal.
- Dr. Kraft thanked those that organized the convocation. It was great. The videos turned out amazing.
- Ms. Bryson Morsberger thanked staff for the work being done for the community.
- Ms. Torres thanked all community partners that have contributed to helping the Division. Thanks for
the leadership that has been shown during this time.
- Ms. Puryear noted excitement for the start of school.

- Mr. Bryant thanked Mr. Johnson for emceeding convocation. Also thanked Dr. Atkins and Mayor Walker for working on getting routers into the community.
- Ms. McKeever stated that the meet and greets were great. Thanked staff for the love they give students.

12.1 Superintendent's Comments: Dr. Atkins thanked the Board, staff, and teachers for working so hard to be prepared for a new school year.

13.1 Work Session Wrap-Up: There were three requests from the Board:

- Include more teachers and parents representation to the advisory committees to the Board
- Contact VDOE to get more metrics
- Try to get more black and brown bus drivers

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

15.1 Adjourn: The meeting adjourned at 8:20 p.m.

A video of the September 3, 2020 meeting can be located at:

https://drive.google.com/file/d/1PbIPKBLWsZANnIY_cBev5n7AVcGjaNUk/view?usp=sharing



Jennifer McKeever, School Board Chair



Julia Green, School Board Clerk