



**MINUTES
SCHOOL BOARD MEETING
CHARLOTTESVILLE CITY SCHOOLS
Charlottesville Albemarle Technical Education Center Auditorium
Thursday, February 11, 2020 (4:00 PM)**

1.1 Call to Order: School Board Chair Jennifer McKeever called the meeting to order at 4:00 p.m.

2.1 Roll Call:

The following Board Members were present:

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

The following Board Members were absent: None

The following Staff Members were present:

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

The following Staff Members were absent: None

3.1 Approval of Proposed Agenda: Mr. Wade made a motion, seconded by Ms. Puryear, to approve the proposed agenda. 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, 0 nays. Ms. Bryson Morsberger was not present for this vote.

4.1 February 11, 2020 Budget Work Session Supporting Documents: The School Board met to discuss any questions or recommended changes in preparation for the Board's Fiscal Year 2020 Budget adoption scheduled for February 20, 2020.

Dr. Atkins welcomed Dr. E. Diane Behrens as Interim Director of Human Resources.

Ms. Powell presented the following proposal changes:

FY 2020-2021 Funding Request (changes to FY2020):

SALARY ACTIONS	AMOUNT as of 2/6/2020		Changes from Proposed for FY21	Reductions from Current FY20 Budget
Move Teachers up one step plus 1.75% - average increase 3%	1,306,155			
Move Support Staff up one step plus 2% - average increase 3%	123,555			
Move Administrative Staff up one step plus 1.75% - average increase 3%	335,364			
NON-DISCRETIONARY CONTRACTS	AMOUNT			
Health Insurance (15%)	1,111,948			
Virginia Retirement System (VRS) (.98%)	811,934			
City Contract - Transportation	358,006		(189,688)	
City Contract - Maintenance	141,537		(8,000)	
City Contract - Security	25,196			
Career and Technical Education (CATEC) Contract	17,994			
Telecommunications	61,000			
Net Adjustments to All Other Contracts/Services	(32,555)			
SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS	AMOUNT	FTE	Change	
Art Supplies	16,250		(4,250)	
Contract Days from 200 to 210 for Math Instructional Leads	31,000			
Standards Aligned Lesson Planning	35,000		(10,000)	
Nutrition/Custodian/Secretary Sub Pay Rate (from \$9.75 to \$12/hour)	43,875			
Substitute Teacher Pay Rate (from \$91 to \$105/day)	55,440			
ELL (English Language Learners) Teacher	83,390	1		
iSTEM Teacher	83,390	1		
Division Level Literacy Coaches for Elementary & Secondary	324,437	2	(108,146)	
Professional Development-Proficiency-Oriented Instruction in World Languages	18,840			

Walker Orchestra Teacher	53,476	0.5	(10,000)	
Instrument Repair and Maintenance	20,000			
Buford Engineering Teacher	83,390	1		
CHS PE Teacher	43,470	0.5		
Specialist for Annual Giving	75,820	0.5	(37,910)	
Buford Middle School Student Support Instructional Assistant	34,320	1		
Honorarium for Teachers serving as Substitute	25,000			
SCHOOL OPERATIONS				
Firewall Upgrade	30,000			
Technology Annual Security Audit & Monitoring Services	19,900			
OTHER REDUCTIONS			Change	Reductions
Teachers	(375,255)	(4.5)		
Instructional Assistants	(34,320)	(1.0)		
Other Position Reductions		(1.0)		(83,390)
Other Program Reductions		(2.0)		(166,780)
City Schoolyard Garden				(10,000)
ASCD Membership				(1,027)
Legal Services				(2,000)
Worksource Enterprises				(50,000)
Nutrition Transfer				(30,000)
Prevention/Intervention/Remediation Transfer				(47,000)
All Other Program Reductions				(10,000)
GENERAL FUND TOTAL NET EXPENSES	4,927,557		(367,994)	(400,197)
REVENUES				
State	419,207			
Federal	(12,000)			
City (Estimated Request)	4,520,350			
GENERAL FUND TOTAL NET REVENUES	4,927,557			

Proposed Reductions were (768,191) which will make the funding request to City Council 3,752.159

Discussion:

There was discussion related to the proposed reduction to Division Level Literacy Coaches for Elementary & Secondary (from three proposed positions to two).

In order to fund the initial proposal of three Division Level Literacy Coaches for Elementary and Secondary, Ms. McKeever proposed eliminating the request for an additional STEM teacher at the elementary level. Dr. Atkins responded that staff will discuss the suggestion.

There was consensus among the Board to maintain the proposed three literacy coach positions, to continue the contract with Workforce Enterprises, and to maintain the Prevention/Intervention/Remediation Transfer.

Dr. Kraft noted that she doesn't feel the need to keep the Workforce Enterprises contract and the Prevention/Intervention/Remediation Transfers but is supportive of keeping the three literacy coach positions.

Information

5.1 Substitute Teacher Shortage Update/Model: Dr. Rosa Atkins, Division Superintendent, presented information on Instructional Coverage Guidelines for Board information. Information presented included:

Compensation:

Walker, Buford, and Charlottesville High School

1. Instructional periods
 - a. Walker: 42 minutes/class
 - b. Buford: 45 minutes/class; 80-90 minutes/block
 - c. CHS: 48 minutes/class; 90 minutes/block
2. Teachers will be compensated \$105 for five periods of coverage and \$210 for ten periods of coverage. Blocks count as two instructional periods.

Elementary Schools

1. Classes needing coverage are divided among grade level.
2. Teachers will be compensated when classes are split.

Recruitment and Retention:

Engaging with UVA Curry School of Education

1. We are recruiting student teachers to serve as substitutes.
2. We are exploring the possibility of offering substituting as an option for fulfilling required volunteer hours for student teachers.

Compensating Staff Coverage

1. Each quarter, teachers can sign up to serve as a substitute.
2. Beginning 4th quarter, substitute teachers will earn a \$150 bonus for substitute teaching 10 times each month and a \$300 bonus for 20 times each month.

Promoting Excellent Customer Service

1. Substitute teachers will receive welcome packets upon signing in.
2. Each school will establish a Substitute Greeter as a school duty.
3. The Substitute Greeter will unlock the classroom door.
4. The Department Chair will support the substitute by checking in throughout the day.
5. The substitute will receive a gift card and a thank you upon signing out.

Substitute Requests:

Securing a substitute

1. Teachers should call AESOP to schedule a substitute.
2. Teachers should report absence to department chair or designee.
3. Department chair will activate substitute coverage needed.
4. All teachers will provide lesson plans for absence.

Staff indicated that the proposed plan will start at the beginning of the 4th quarter.

Mr. Wade made a motion, seconded by Ms. Puryear, to approve the proposed substitute teacher shortage and compensation model. 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.

6.0 Upcoming Meetings on the Budget: Ms. McKeever read the list of upcoming meetings.

7.1 Adjourn: The meeting adjourned at 6:00 p.m.

Jennifer McKeever, School Board Chair

Leslie Thacker, Deputy Clerk