

***Minutes of the Regular Meeting of the School Board of the City of Richmond
April 8, 2013***

Reconvene

The Chair reconvened the Monday, April 8, 2013, meeting at 7:00 p.m. in the School Board Room, 17th floor of City Hall.

Members: Jeffrey Bourne, *Chair*
Donald Coleman, *Vice Chair*
Glen Sturtevant
Mrs. Kristen Larson
Mrs. Mamie Taylor
Dr. Shonda Harris-Muhammed
Dr. Derik Jones
Mrs. Tichi Pinkney Eppes
Jamiee Freeman, *Student Representative*

Officers: Dr. Yvonne Brandon, Superintendent
Ms. Angela Lewis, Clerk
Ms. Angela Anderson, Chief of Financial Reporting/Deputy Clerk
Paul Hawkins, Chief Operating Officer/Agent
Mrs. Victoria Oakley, Chief Academic Officer/Deputy Agent

Others Present: Dr. Irene Williams, Executive Director, Elementary Education
Dr. Thomas Beatty, Executive Director, Secondary Education
Ms. Lynn Bragga, Director, Budget & Financial Planning
Dandridge Billups, Director, Human Resources
Ms. Wanda Payne, Interim Director, Finance
Mrs. Debora Johns, Chief Auditor, Internal Audit Services
Mrs. Maria Crenshaw, Director, Instruction
Kavansa Gardner, Director, Information Communication & Technology Services
Trent Jones, Manager, Benefits and Risk Management
Dr. Darlene Currie, Director, Professional Development
Ms. Denise Lewis, Principal, Lucille Brown Middle School
Alfonzo Mathis, Public Information Specialist
Anthony Washington, Instructional Specialist, Gifted Programs
Ms. Amy Wight, Director, Gang Reduction and Intervention Program (GRIP)

Attorney: Ms. Jonnell Lilly

Absent: Ms. Kimberly Gray, *School Board Member*

Pledge of Allegiance

The Pledge of Allegiance was recited and it was followed by a moment of silence.

Adoption of the Agenda

The agenda was amended to add:

- 8i *Receive follow up information regarding rezoning.*
- 8j *Discuss budget presentation to Richmond City Council.*
- IA12-13-63 *Consider approval of the recommendation of the*

administration in Student Matter #12-13-04.

- *IA12-13-64 Consider approval of Contract #6474 New playground equipment and installation at various schools district wide*
- *IA12-13-65 Consider approval of Contract with Tennis Courts Incorporate for tennis court restoration repair at George Wythe High School*
- *IA12-13-66 Consider approval of Contract #6476 for Cooling Tower associated apparatus replacements at George Wythe High School.*
- *IA12-13-67 Consider approval of the Recommendation of the administration in Employee Matter #12-13-13.*
- *IA12-13-68 Consider approval of the recommendation of the administration in Employee Matter #12-13-14*
- *IA12-13-69 Consider approval of the recommendation of the administration in Employee Matter #12-13-15.*
- *IA12-13-70 Consider approval of the recommendation of the administration in Employee Matter #12-13-16.*

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Taylor, the Board voted to approve the agenda as amended. (*Ms. Gray was absent.*):

Recognitions

There were no recognitions.

Public Information

Gregory Day, Sr., a resident of the 5th District, stated that Clark Springs Elementary School was a community school that was on the move. He asked that the Board not close the school and look at the numbers and whether the students were performing at the school.

Gina Grier, a parent, stated that the leadership at Clark Springs was amazing. She stated that before the Board considered closing Clark Springs Elementary School that it look at the other elementary schools' SOL scores throughout the district

Yvette Conte, a parent whose child attends Clark Springs Elementary School, stated that the school served students from three districts. She stated that Clark Springs Elementary School was an excellent neighborhood school. She also questioned that out of the 29 elementary schools within the city why close Clark Springs Elementary School.

Bessie Talley stated that she would like to see an improved IB program at Lucille Brown Middle School and Thomas Jefferson High School. She stated to expand the IB program for the upcoming school year was a very aggressive timeline to implement a plan. She suggested that the Board look at the current and the IB program and focus on improving the current program.

Beth Wartz, a parent whose daughter attends Martin Luther King Middle School, stated that the Board should look at the existing IB program at Lucille Brown before expanding a program to rest of the school. She stated that it was a very ambitious timeline to implement the IB program by the next school year. She asked that the Board would work with the parent groups, Gifted Advisory Group, and the IB Advisory Group to review the proposals.

Roslyn Christian Terry, Clark Springs Elementary School PTA treasurer, stated that it was very disturbing to hear of a proposal to close Clark Springs Elementary School, which was a tier one school.

Angela Mosamero, who child attends John B. Cary, shared demographic analysis of the elementary schools. She expressed that the Board should keep their good schools open.

Wendy Martin, a resident of the 2nd District, asked the Board what was its objective of expanding the IB Program at Lucille Brown Middle School. She stated that there should be a better plan instead of deploying substitute teachers from their existing schools to other schools. She stated that the Board should look at improving the program before expanding it.

Approve the Minutes of the January 22, 2013, 7:00 p.m. meeting January 28, 2013 work session. February 4, 2013 work session and meeting February 9, 2013 budget work session, February 9, 2013 special meeting, February 11, 2013 budget work session, February 12, 2013 budget work session, February 16, 2013 budget work session, February 19, 2013 work session and meeting, February 25, 2013 budget work session, February 27, 2013 special meeting, March 4, 2013 work session and meeting, March 18, 2013 work session and meeting, March 25, 2013 work Session

The Board approved the minutes of:

- January 22, 2013, 7:00 p.m. meeting.
- January 28, 2013 work session.
- February 4, 2013 work session and meeting.
- February 9, 2013 budget work session.
- February 9, 2013 special meeting.
- February 11, 2013 budget work session.
- February 12, 2013 budget work session.
- February 16, 2013 budget work session.
- February 19, 2013 work session and meeting.
- February 25, 2013 budget work session.
- February 27, 2013 special meeting.
- March 4, 2013 work session and meeting.
- March 18, 2013 work session and meeting.
- March 25, 2013 work session.

Receive Proposed Revisions to Sections 1-6.1 Regular School Board Meetings, 1-6.3 Order of Business and Quorum, and 1-6.7

The Chair shared that the Board had previously discussed making a change to the structure of the School Board monthly meetings. Mr. Bourne indicated that the change of the meeting structure would ensure that the meetings were more efficient and allow more time to discuss issues that were before the Board.

- The first meeting of the month would be a work session to receive reports and presentations for discussion. The Board would vote and

Public Participation at Meetings

take any action regarding human resources, student, and emergency matters.

- The second meeting of the month the Board would present and discuss official business, receive the superintendent's report and take action on matters pending before the School Board.
- The Board would receive public participation at its second meeting of the month. The Board had discussed how to engage the public regarding certain items for action or proposals that required the Board's approval. Mr. Bourne shared that the Board had reviewed surrounding Boards and commissions public participation guidelines. He indicated that the Board would use the same approach as Richmond City Council used when taking action on ordinances or resolutions by giving the public an opportunity to speak in opposition or favor of the action. The reformatting of the School Board agenda would reflect that change.

Attorney Lilly requested that any suggested changes to the policy be forward to her by April 15, 2013.

Receive a Presentation from the Gang Reduction and Intervention Program

Dr. Harris-Muhammed introduced Amy Wright, Director of Richmond Gang Reduction, and Intervention Program (GRIP). Ms. Wright provided background information on GRIP. She shared that GRIP was funded through a grant from the Office of Juvenile Justice and Delinquency Prevention for \$2.5 million. The goal of the program was to reduce gang activity and gang involvement through programs and resources that were provided within the communities. Ms. Wright requested that the Board consider assisting GRIP to come into more of the city schools to accomplish its intervention goals.

Receive a Resolution to establish a Human Resources Committee

The Resolution reads:

WHEREAS, pursuant to School Board Policy 1-5.1, the School Board of the City of Richmond retains the authority to establish standing committees by resolution to assist the School Board in accomplishing its work;

WHEREAS, standing committees established by the School Board serve in an advisory capacity only and have no power to act for the School Board; and

WHEREAS, the School Board deems it in the best interest of the Board to establish a standing committee, pursuant to School Board Policy 1-5.1, to discuss human resources matters.

NOW THEREFORE BE IT RESOLVED that a standing committee, the Human Resources Committee, be and is hereby established to consider human resources matters and make relevant recommendations regarding personnel actions, policies and procedures to the School Board;

BE IT FURTHER RESOLVED that the Human Resources Committee shall be comprised of three (3) members of the School Board to be appointed by the School Board Chair and shall meet a minimum of once per month;

BE IT FURTHER RESOLVED that a quorum of the Human Resources

Committee shall consist of two (2) members of the School Board so appointed to the committee by the School Board Chair;

BE IT FURTHER RESOLVED that the Human Resources Committee shall be subject to all notice and meeting requirements as provided in the Virginia Freedom of Information Act; and

BE IT FURTHER RESOLVED that the Human Resources Committee shall promptly report its findings and recommendations to the School Board as provided by School Board Policy 1-5.1.

***Receive a Resolution
Regarding the Impact
of the Affordable Care
Act on Part-time
Workers***

The Resolution reads:

WHEREAS, the Patient Protection and Affordable Care Act was signed into law on March 29, 2010 in an effort to decrease the number of individuals without healthcare nationwide and improve the overall delivery of health care;

WHEREAS, the Patient Protection and Affordable Care Act requires employers with more than 200 employees who offer employees enrollment into one (1) or more health benefits plans to extend health care benefits to all full-time employees or face significant penalties;

WHEREAS, for the purposes of the Patient Protection and Affordable Care Act a “full-time employee” is defined as an employee who is employed on average at least 30 hours of service per week;

WHEREAS, the current application of the definition of “full-time employee” under the Patient Protection and Affordable Care Act will result in significant increases in the costs of the employer’s share of the health care benefits and adversely impact the general fund budget; and

WHEREAS, the School Board of the City of Richmond wishes to take action to set parameters by which the school division employs part-time employees to ensure compliance with the Patient Protection and Affordable Care Act and to minimize the potential adverse budgetary implications.

NOW THEREFORE BE IT RESOLVED that the School Board hereby states that effective August 1, 2013, part-time workers employed by the school division will be limited to working no more than 28 hours per week during a 12 month period; and

BE IT FURTHER RESOLVED that the School Board directs the development of human resources procedures, to include employee notification regarding relevant procedures and a monitoring system, to ensure that effective August 1, 2013, current and future part-time employees will be limited to working no more than 28 hours per week during a 12-month period.

***Receive a Resolution
Supporting Earning
by Learning***

The Resolutions reads:

WHEREAS, the School Board of the City of Richmond recognizes that reading is an essential life skill and is fundamental to the academic success of all

students;

WHEREAS, the School Board further recognizes that reading comprehension skills span all content areas of instruction and that the ability to read has great potential to enrich students' knowledge of world affairs, increase students' self-confidence and sense of accomplishment, foster creativity and imagination, improve vocabulary skills, enhance communication skills and encourage an overall love for learning;

WHEREAS, Richmond Public Schools (RPS), in partnership with the Office of the Governor, has the opportunity to implement Earning by Learning, a reading incentive program, for second grade students in all of the elementary schools across the school division with the goal of having all participating students reading at or above grade level by the end of the third grade;

WHEREAS, the RPS Earning by Learning Program is a non-cash performance-based incentive model which will encourage second grade students to read 20 or more books each semester in addition to required coursework and pass an on-line comprehension test in exchange for receiving a variety of non-cash incentives based on a point system;

WHEREAS, during the implementation of the Earning by Learning Program, participating students will be assessed and monitored to determine (1) initial reading levels; (2) student comprehension of materials read; and (3) student reading growth over time; and

WHEREAS, Harvard University will track, compile and analyze the data collected during the program to determine the effect of the Earning by Learning Program on participating students' academic performance and report such findings to RPS and the School Board.

NOW THEREFORE BE IT RESOLVED that the School Board unanimously endorses and supports the implementation of a three-year Earning by Learning Program for second grade students within all elementary schools across the school division beginning in the 2013-2014 school year; and

BE IT FURTHER RESOLVED that the School Board extends its gratitude and appreciation to the Office of the Governor, as well as all business and community partners who will make the implementation of the Earning by Learning Program a reality for Richmond Public Schools.

***Receive School Board
Travel Requests***

The Board received travel request for Mrs. Pinkney Eppes to attend the 2013 National Forum on Education Policy in St. Louis, MO, on June 25-27, 2013 and Mr. Coleman to attend the District Annual Banquet and Business Meeting of the PTA on April 18, 2013. Mrs. Pinkney Eppes, Mrs. Harris-Muhammed, and Mrs. Taylor also requested to attend the District Annual Banquet and Business Meeting of the PTA. It was the consensus of the Board to approve the travel requests for the Chairman's signature.

***Receive Updates from
School Board***

The Maggie Walker Governors School Board update was deferred to the April 22, 2013 meeting.

***Representatives on
the: Maggie Walker
Governors School
Board, Richmond
Public Schools
Education
Foundation, Head
Start Policy Council,
MathScience
Innovation Center***

There was no report on the Richmond Schools Education Foundation. Ms. Johnson provided a presentation at the 4:30 p.m. work session regarding the Foundation.

Mrs. Pinkney Eppes attended the Policy Council Luncheon Meeting on March 28, 2013. She reported the Head Start Policy Council received updates on the Head Start Program individual meetings. She shared that there was training on classroom management.

Dr. Harris-Muhammed reported that MathScience Innovation Center was moving forward and establishing strategic relationships with businesses, the community, and educational partners. The governing board finance committee meeting was held in March. All districts reported that they would maintain the support for the MathScience Innovation Center. The Governing Board met on March 23, 2013 to finalize the budget for the 2013-2014 fiscal year. Goochland would rejoin the consortium in the upcoming 2013-2014 school year. The school division would increase its membership to a full time status a short time later. The strategic planning process would begin in the summer of 2013. The MathScience Innovation Center was in the process of developing a program in advance manufacturing and bio medical engineering, and an Algebra course for teachers. The STEM science fair was held at Hanover High School. There was discussion regarding RPS participation in the area of STEM to increase the participation in math and science programs.

***Receive Follow up
Information
Regarding Rezoning***

Mr. Sturtevant suggested taking metrics and variables of constituent's emails to consider for rezoning with potential of closing or consolidating schools.

Dr. Jones suggested that the Board develop criteria to measure the rezoning process.

Dr. Harris-Muhammed expressed a concern that teachers needed more time than three or four months to plan for the next academic year successfully. She suggested that the Board needed to come to a decision regarding the K-6 initiative then move towards closing two schools.

Mrs. Taylor recommended that the Board delay the decision of closing schools for one year to make an informed decision. She suggested closing Ginter Park Elementary School.

Mrs. Larson shared that the Board needed to have a discussion regarding Norrell Elementary School and the possibility of moving smaller programs to another location. She suggested scheduling a special work session to address the rezoning issue and to have Mr. Cropper join the meeting via telephone.

Mr. Bourne proposed to schedule a rezoning work session on April 15, 2013.

Mr. Bourne announced that the School Board would make a budget presentation to the Richmond City Council on April 15, 2013, 12:00 to 4:00 p.m. in Council Chambers.

It was the consensus of the Board to schedule a work session to discuss rezoning on April 15, 2013 at 5:30 p.m.

Discuss Budget Presentation to Richmond City Council

The Board discussed and suggested that in the presentation to City Council a request for additional funding would be made for expanding programs and capital improvement. Mr. Bourne requested that Board members e-mail any additional suggestions to him by April 10 or April 11, 2013.

New Business

Dr. Harris-Muhammed announced the Teacher Appreciation dance on May 10, 2013, in the John Marshall High School Gymnasium, 6:00 pm. to 9:00 p.m. and dinner would be provided.

Mrs. Pinkney Eppes requested to receive a presentation from 4-H regarding summer school programs at the next scheduled meeting.

Receive a Report on Operations

Mr. Hawkins introduced Ms. Barb Bailey with Mercer. Ms. Bailey provided an overview of the RPS Affordable Care Act: 2014 and beyond that included a discussion of the health insurance benefits.

- Individual care mandate
- Health insurance exchange coverage
- Employer shared responsibility
- Auto enrollment
- Health insurance industry fees

A health care reform timeline 2010 through 2018 was presented. Ms. Bailey reviewed the estimated financial impact to Richmond Public Schools plan enrollment and fees for 2014.

	Low	Best Estimated	High
Migration into RPS plans by current waivers	\$0.0	\$2.1 million	\$4.1 million
Migration from RPS plans to Medicaid	\$0.0	\$0.0	\$0.0
Migration from RPS plans to Exchange/Marketplace	\$0.0	\$0.0	\$0.0
Shared responsibility penalty Fees	\$0.0	\$0.0	\$0.0
	\$0.2 million	\$0.2 million	\$0.2 million
Total	\$0.2 million	\$2.3 million	\$4.3 million

The report on the progress to upgrade the athletic facilities at George Wythe and Thomas Jefferson High Schools was provided for the Board's review. Mr. Bourne requested that Board members would forward their questions to Mr. Hawkins.

Receive a Report on Instruction

IB Program Expansion

Mrs. Oakley and Mr. Washington presented a proposal regarding the IB Program expansion at Lucille Brown Middle School and a full school-wide program that would allow students to apply for admission from all over the city and serve the students who live within the attendance zone.

Mr. Washington provided an overview of the three-instruction *Tiers of Service* model that would be implemented.

- Tier III students who apply from all over the city for acceptance to the program.
- Tier II represented students who live within the attendance zone and were currently in honor classes.
- Tier I students who live within the attendance zone would receive rigorous grade level instruction within the IB curriculum.

Mr. Washington shared that teachers would attend IB training during the summer of 2013 for implementation of the program in the 2013-2014 school year.

The proposed IB middle school budget was presented. It was for a six-year budget for implementing the new middle school IB program.

Mr. Sturtevant desired a budget comparison of what surrounding school districts spent on the IB program.

Mr. Bourne desired a comparison how many surrounding school districts were presenting IB diplomas.

Mrs. Taylor desired to know the cost of other educational programs to motivate students.

Alternative School

Dr. Beatty presented a proposal regarding an alternative school for severely behaviorally challenged students for middle and high school students. The school would operate within a budget of \$2.5 million. The Human Resources Department would begin to advertise for potential applicants for positions posted in April upon approval. The Board would need to consider the location of the school, student transportation, food service, and school resource officer.

Mr. Coleman suggested having further discussion to include the Hearing Officer regarding 180-day placement of students within programs.

Mrs. Larson suggested creating a committee to have discussion regarding what the long-term vision would be for the program.

Other Informational Items

The ADA update and health care contract were provided for information only.

Consent Agenda

On a motion by Dr. Jones, seconded by Dr. Harris-Muhammed, the School Board voted to approve the following items under the Consent Agenda (*Ms. Gray was absent.*):

- Human Resources Actions:
 - The resignation of five employees.
 - The retirement of three employees.
 - The nomination of three employees.

- The returning from leave of five employees.
 - The change of contract of eight employees.
 - The furlough of seven employees.
 - Resolution to establish a Human Resources committee.
 - Resolution regarding the impact of the Affordable Care Act on part-time workers.
- Attorney Lilly provided additional language that would be included in the last two paragraphs of the Affordable Care Act.*
- Resolution supporting Earning by Learning.

Consider Approval of the Recommendation of the Administration in Student Matter #12-13-04

On a motion by Mr. Coleman, seconded by Mrs. Larson, the Board voted to approve the recommendation of the administration in Student Matter #12-13-04. *(Ms. Gray was absent.)*

Consider Approval of Contract #6474 New Playground Equipment and Installation at Various Schools District-wide

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Taylor, the Board voted to approve Contract #6474 new playground equipment and installation at various schools district-wide. *(Mesdames Larson, Taylor, Harris-Muhammed, Pinkney Eppes, Messers Bourne, Coleman, and Jones voted "aye", Mr. Sturtevant voted "nay", and Ms. Gray was absent)*

Consider Approval of the Contract with Tennis Courts Incorporate for Tennis Court Restoration Repair at George Wythe High School

On a motion by Mrs. Taylor, seconded by Mrs. Larson, the Board voted to approve the contract with Tennis Courts Incorporate for tennis court restoration repair at George Wythe High School. *(Ms. Gray was absent.)*

Consider Approval of Contract #6476 for Cooling Tower and an Associated Apparatus Replacements at George Wythe High School

On a motion by Mrs. Taylor, seconded Dr. Harris-Muhammed, the Board voted to approve Contract #6476 for cooling tower and an associated apparatus replacement at George Wythe High School. *(Ms. Gray was absent.)*

Closed Session

On a motion by Mrs. Pinkney Eppes, seconded by Mrs. Larson, the Board voted unanimously to go into closed session [Pursuant to the personnel exemption at §2.2-3711 (A)(1) of the *Code of Virginia*] to discuss the appointment, performance and disciplining of specific employees of the public body.

Open Session

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Taylor, the School Board voted to go into open session.

Motion:	Dr. Harris-Muhammed	Resolution:	22
Seconded:	Mrs. Taylor	Date:	April 8, 2013

CERTIFICATION OF CLOSED MEETING

I move that the Richmond School Board direct its Clerk to call for a roll call vote of the Board’s members that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Richmond School Board.

VOTE

A roll call was taken of members present and it was unanimous that the closed meeting was conducted in accordance with prescribed laws.

- AYES: (8) *(Mesdames Larson, Taylor, Harris-Muhammed, Pinkney Eppes, Messers Sturtevant, Bourne, Coleman and Jones)*
- NAY: (0)
- ABSTENTIONS (0)
- ABSENT DURING VOTE: (1) *Ms. Gray*
- ABSENT DURING MEETING: (1) *Ms. Gray*

Clerk

Consider Approval of the Recommendation of the Administration in Employee Matter #12-13-13

On a motion by Dr. Harris-Muhammed, seconded by Dr. Jones, the Board voted to approve of the recommendation of the administration in Employee Matter #12-13-13. *(Mesdames Larson, Taylor, Harris-Muhammed, Pinkney Eppes, Messers Sturtevant, and Bourne voted “aye,” Dr. Jones voted “nay” Mr. Coleman abstained, and Ms. Gray was absent.)*

Consider Approval of the Recommendation of the Administration in Employee Matter #12-13-14

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Pinkney Eppes, the Board voted to approve the recommendation of the administration in Employee Matter #12-13-14. *(Mesdames Larson, Harris-Muhammed, Pinkney Eppes, Sturtevant, Bourne, Coleman, and Jones voted aye,” Mrs. Taylor voted “nay,” and Ms. Gray was absent.)*

Consider Approval of the Recommendation of the Administration in Employee Matter #12-13-15

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Taylor, the Board voted to approve recommendation of the administration in Employee Matter #12-13-15. *(Mesdames Larson, Taylor, Harris-Muhammed, Pinkney Eppes, Sturtevant, Bourne, Coleman, voted aye,” Dr. Jones voted “nay” and Ms. Gray was absent.)*

Consider Approval of the Recommendation of the Administration in Employee Matter #12-13-16

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Pinkney Eppes, the Board voted to approve the recommendation of the administration in Employee Matter #12-13-16. *(Mesdames Larson, Taylor, Harris-Muhammed, Pinkney Eppes, Sturtevant, Bourne, Coleman, voted aye,” Dr. Jones voted “nay” and Ms. Gray was absent.)*

Reconsider Approval Vote on Consent Agenda

On a motion by Mr. Bourne, seconded by Mrs. Pinkney Eppes, the Board voted to approve the reconsideration of the vote of the Consent Agenda. *(Ms. Gray was absent.)*

Consider Approval to

On a motion by Mr. Bourne, seconded by Mrs. Taylor, the Board voted to

Remove the Human Resources Actions from the Consent Agenda

remove the Human Resources Actions from the Consent Agenda. *(Ms. Gray was absent.)*

Consider Approval of the Consent Agenda without the Human Resources Actions

On a motion by Dr. Harris-Muhammed, seconded by Mrs. Taylor, the Board voted to approve the Consent Agenda without the Human Resources Actions. *(Ms. Gray was absent.)*

The meeting was adjourned at 11:30 p.m.

Clerk

Chair

DRAFT

***Minutes of the Work Session of the School Board of the City of Richmond
April 15, 2013***

Work Session

A work session of the School Board of the City of Richmond was held on Monday, April 15, 2013, at 4:30 p.m., in the Conference Room on the 17th floor of City Hall. The Chair called the meeting to order. The Deputy Clerk called the roll. The following were present:

- Members: Jeffrey Bourne, *Chair*
Donald Coleman, *Vice Chair*
Glen Sturtevant
Ms. Kimberly Gray (*arrived @ 5:43 p.m.*)
Mrs. Kristen Larson
Mrs. Mamie Taylor
Dr. Shonda Harris-Muhammed
Dr. Derik Jones
Mrs. Tichi Pinkney Eppes
- Officers: Dr. Yvonne Brandon, Superintendent
Ms. Angela Anderson, Chief of Financial Reporting/Deputy Clerk
Paul Hawkins, Chief Operating Officer/Agent
Mrs. Victoria Oakley, Chief Academic Officer/Deputy Agent
- Others Present: Dr. Thomas Beatty, Executive Director, Secondary Education
Dr. Irene Williams, Executive Director, Elementary Education
Dandridge Billups, Director, Human Resources
Ms. Lynn Bragga, Director, Department of Budget & Financial Reporting
Mrs. Wanda Payne, Interim Director, Finance
Mrs. Debora Johns, Chief Auditor, Internal Audit Services
Mrs. Michelle Boyd, Director, Exceptional Education
Kavansa Gardner, Director, Information Communication & Technology Services
Mrs. Maria Crenshaw, Director, Instruction
Adam Harrell, Attorney, Harrell & Chambliss
- Attorney: Ms. Jonnell Lilly
- Absent: Ms. Angela Lewis, *Clerk*

A call of the roll reflected that a quorum was present.

Dr. Harris-Muhammed was given an opportunity comment on the recent media report regarding her doctoral degree. Mr. Bourne shared comments and stated that the issue needed to be brought to a resolution by Monday, April 22, 2013 by demonstrating one way or other regarding her doctoral degree.

Receive the Human Resources Actions

Mr. Billups presented the recommended Human Resources Actions that were presented at the April 8, 2013 meeting for approval that included:

- The resignation of five employees.

- The retirement of three employees.
- The nomination of three employees.
- The returning from leave of five employees.
- The change of contract of eight employees.
- The furlough of seven employees.

Mr. Billups would provide by e-mail examples of surrounding counties exit interviews to Board members for their review.

***Approve the
Human Resources
Actions***

On a motion by Ms. Gray, seconded by Mrs. Pinkney Eppes, the Board voted unanimously to approve the Human Resources Actions that were presented on April 8, 2013.

***Receive Follow-up
Information
Regarding
Rezoning***

Mr. Cropper joined the meeting via teleconference and presented data that was based on the school district's current enrollment as of March 21, 2013 that compared the current attendance boundaries. Mr. Cropper would e-mail a copy of the document to Mr. Hawkins to share with Board members.

Mr. Cropper noted the zones that the previous Board approved for 2014 were different from the current existing boundaries. Mr. Hawkins distributed a copy of the zone matrix that showed where students live versus where students attended within the district for each school level, as well as PK-5 and K-5 enrollment data.

The administration would provide the number of students that registered for Preschool.

Mr. Cropper addressed Board members questions regarding the capacity of several schools. Mr. Cropper was directed to balance out the zones to provide relief to schools south of the river. The information should be provided by end of week of April 19, 2013.

There was a brief discussion on surplusing of buildings to the City. The administration would check on any restrictive use on surplused buildings. Mrs. Pinkney Eppes requested a list of all buildings that were surplused to the City.

***Discuss School
Board Retreat***

Mr. Coleman presented a draft proposal of agenda and discussion topics for the School Board Retreat. It was decided that the School Board Retreat would be held at the Broad Rock Elementary School, Saturday, April 20, 2013, 12:30 p.m. to 5:30 p.m.

The Board discussed the proposals that were received for individuals to serve as facilitators for the School Board Retreat.

- VSBA facilitator at a cost of \$300. Mrs. Lewis would be asked to confirm with VSBA regarding the facilitator.
- Mrs. Larson shared a copy of a proposal with Board members from Dr. Heather Williamson at VCU at a cost of \$1,000. Dr. Williamson was available 1:30 p.m. to 5:00 p.m.
- Mr. Bourne received a proposal of \$1,500.

Of the three agendas presented for the School Board Retreat, the Board agreed

upon Option 1.

- General Board Preparation “What School Boards Can Do”
- Developing Our Priorities for 2013
- The Next 60 Days” Priorities Operational
- Recap and date setting for next School Board Retreat

Board members were directed to provide Mr. Coleman specific governance topics for the VSBA facilitator. Mr. Coleman would work with Dr. Brandon and VSBA facilitator.

Additional information that were requested by Board members included:

- Middle school A/P classes
- Math required as prerequisite for summer school
- Governor’s School admission process
- Demographic/Overview summary of the school that may be closed

Ms. Gray referenced 8th district Council member’s inquiry about Summer Hill becoming a preschool center.

Closed Session

On a motion by Dr. Harris-Muhammed, seconded by Dr. Jones, the Board voted unanimously to go into closed [Pursuant to Section §2.2-3711 (A) (1) and (7) of the *Code of Virginia*] to discuss the appointment, performance and disciplining of specific employees of the public body and obtain legal advice regarding specific public contract.

Open Session

On a motion by Mr. Bourne, seconded by Mr. Sturtevant, the School Board voted to go into open session.

Motion:	Mr. Bourne	Resolution:	23
Seconded:	Mr. Sturtevant	Date:	April 15, 2013

CERTIFICATION OF CLOSED MEETING

I move that the Richmond School Board direct its Clerk to call for a roll call vote of the Board’s members that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Richmond School Board.

VOTE

A roll call was taken of members present and it was unanimous that the closed meeting was conducted in accordance with prescribed laws.

AYES: (8) (*Mesdames Gray, Larson, Taylor, Harris-Muhammed, Pinkney Eppes, Messers Sturtevant, Bourne, and Coleman*)
NAY: (0)
ABSTENTIONS (0)
ABSENT DURING VOTE: (2) *Dr. Jones*
ABSENT DURING MEETING: (0)

Deputy Clerk

On a motion by Dr. Harris-Muhammed, seconded by Dr. Jones, the Board voted to adjourn the meeting.

Deputy Clerk

Chair

DRAFT

***Minutes of the Retreat of the School Board of the City of Richmond
April 20, 2013***

Retreat

A Retreat of the School Board of the City of Richmond was held on Saturday, April 20, 2013, at 12:00 p.m., at the Broad Rock Community Center, 4625 Ferguson Lane, Richmond, VA 23234. The Chair called the meeting to order. The Clerk called the roll. The following were present:

Members: Jeffrey Bourne *Chair*
Donald Coleman, *Vice Chair*
Glen Sturtevant
Ms. Kimberly Gray
Mrs. Kristen Larson
Mrs. Mamie Taylor
Dr. Shonda Harris-Muhammed (*arrived at 12:30 p.m.*)
Dr. Derik Jones (*arrived at 12:35 p.m.*)
Mrs. Tichi Pinkney Eppes

Officers: Dr. Yvonne Brandon, Superintendent
Ms. Angela Lewis, Clerk
Mrs. Victoria Oakley, Chief Academic Officer/Deputy Agent

Others Present: Mrs. Michelle Boyd, Direct, Exceptional Education
Dandridge Billups, Director, Human Resources
Dr. Darlene Currie, Director, Professional Development
Dr. Thomas Beatty, Executive Director, Secondary Education
Dr. Irene Williams, Executive Director, Elementary Education
Dr. Ernestine Scott, Manager, Title I
Dr. Stanley Durtan, Facilitator
Dr. Heather Williamson, Facilitator

Attorney:

Absent: Paul Hawkins, Chief Operating Officer/Agent
Ms. Angela Anderson, Chief of Financial Reporting/Deputy Clerk

General Board Preparations “What School Boards Can Do”

Dr. Durtan introduced himself and asked the Board members to introduce themselves and share a brief background. He reviewed a PowerPoint presentation regarding the roles and responsibilities of School Board Members. School Boards set policy. Board members should believe in public education, have a primary goal of improving public education, and should be willing to place personal interests on the back burner and they should not, use the School Board as a stepping stone, place a special interest as the first priority, or serve to gratify their own ego. School Boards should function as a team and the goal must be to function as the most effective team possible. There would be challenges in being a School Board member; however, it would be important to leave personality issues behind and move the district forward in a positive direction.

Developing Our

The Strategic Plan had been distributed for the Board to review. It was the

Priorities for 2013

consensus of the School Board to develop its plan that would roll into the Strategic Plan of the school system.

The Board identified the following:

Beliefs

1. *Quality of education should not be determined by geography and prepare students equally for college or career.*
2. *Create an environment that promotes the success of the child by helping create a culture that includes bridging moral discipline thereby impacting student achievement.*
3. *Offer diverse academic options to meet needs of all learners with high expectations ensuring academic achievement therefore allowing all children to perform at their full potential before moving forward.*
4. *Recognize and promote teacher excellence.*

Mission

Set fiscally responsible policies that support an engaged community and empowered staff resulting in high student achievement.

Goals

1. *Increase academic achievement.*
2. *Decrease the student dropout rate.*
3. *Have more family engagement.*

Objectives

1. *Recruit and retain the highest quality faculty, staff, and administrators and maximize their effectiveness.*

Obstacles for achieving this objective were identified as follows:

- Budget
- Ensuring that effectiveness is awarded and ineffectiveness is not (accountability)
- No exit interview data
- Tenure in the system
- Recognizing talent and ensuring that people were in the right role
- Identifying and recruiting hometown talent (marketing)
- Consistency in policy interpretation and implementation across the system
- Poor leadership
- Perception of RPS (poor)
- Perception of Board governance and management viewed as micromanagement
- Interactive changes (following trends)

The following strategies were identified to overcome the obstacles:

- Consistency on policies
- Communicate that teachers are empowered
- Identify more reliable sources for data (housing benefits)
- All action plans designated to academic leadership (*The administration*)

indicated that this information could be provided by Wednesday, April 24, 2013)

- Need reports/sharing
- 2. *Engage all facets of the community as partners in accomplishing our mission and objectives.*

Obstacles for achieving this objective were identified as follows:

- Articulating to the business and religious community what RPS need (all stakeholder)
- How to fully engage partners, build trust (disciplinary, students, truancy)
- How to manage duplicate resources (identify and eliminate)
- Schools/administrators make it difficult for people to help (customer service)
- Giving support to administrator to market the school
- Communication (lack of voicemail, timely response)
- Website (current information)
- Resources

The following strategies were identified to overcome the obstacles:

- Small stipend (identify a person in each school for updating information on the web)
- Communication/technology policy
- Parents should have access to an employee directory
- Allocate resources based on need

- 3. *Develop and implement engaging, innovative, and rigorous curriculum that will optimize learning.*

Obstacles for achieving this objective were identified as follows:

- Ineffective educators
- Mandatory training in tested areas
- SOL (intensity and frequency of tests)
- Applying concepts to real life critical thinking
- Textbooks (outdated/limited)
- Lack of varying curriculum with electives
- Summer slide (impacts motivation, year round school)
- Discipline
- Frequency inside classroom

The following strategies were identified to overcome the obstacles:

- Year round school
- Cutting edge curriculum/strategies
- Offering more enrichment activities
- Professional development
- Incentives reward good teachers
- Results with autonomy in classroom, school
- Changing bell schedule
- Uniforms

- Budgeting for creativity/innovation

Dr. Williamson suggested that the Board should identify a point person or people to handle one of the three priorities. The point person or people would be responsible for gathering information and answering questions.

***The Next 60 Days
Priorities
Operationalized***

There was no discussion.

***Recap and Date
Setting for Next
School Board Retreat***

School Board members were asked to bring their calendars to the School Board meeting on Monday, April 22, 2013 to try to select a date and time. It was suggested that the next Retreat be held within three weeks.

There being no further business, the meeting adjourned at 4:59 p.m.

Clerk

Chair