



LEXINGTON CITY SCHOOL BOARD

MEETING AGENDA

Tuesday, January 9, 2024

**School Board Budget Work Session
5:30PM**

**School Board meeting immediately following:
School Board Office
300 Diamond Street**

Please click the link below to view the webinar:

<https://us06web.zoom.us/j/83896482363>

<i>Order of Business</i>	<i>Subject</i>	<i>Action</i>	<i>Information</i>
1. Approval of Agenda		*	
2. Communications			*
3. Delegations	-Public Comment (See Guidelines at bottom of page)		
4. Consent Agenda	-Approval of Minutes (December 5, 2023) -Approval of December Payroll and Expenditures -Petty Cash Reports -Enrollment Update -1 9 24 Personnel -VA Tax School Foundation Information	*	
5. Superintendent's Report	-Division Calendar 2024-2025		*
6. Finance	-Non-resident tuition fees for 2024-2025 -Budget Calendar Work session: February 6 th at 5:30PM Budget Approval Meeting: February 8 th at Noon	*	*
7. Instruction	-HWES School Improvement Plan 2023-2024		*
8. School Board	-RCPS School Board Meeting – January 9 th -Ad hoc committee reports -LCS School Board meetings: February 6 th 5:30PM at SBO March 5 th at 5:30PM at LDMS Cafeteria -Budget approval meeting - February 8 th 12:00PM SBO		* * * *
9. Adjournment			

Guidelines for Addressing the School Board

Speakers who have signed up prior to the regularly scheduled meeting will be allowed to address the Board during the designated public comment period on topics relating to the school division, as provided for in this Regulation. Citizens wishing to speak but who have failed to sign up in advance of the meeting may be permitted to address the Board during public comment, but only at the discretion of the Board Chair.

The Board asks that you follow the guidelines below when addressing the Board. In order to give all speakers equal treatment and courtesy, the Board requests speakers follow these guidelines:

- Stand and state your name and address.
- Address comments to the Board as a whole;
- Be brief (up to 2 minutes), state your position, and provide facts.
- Public comment is not designated as a question-and-answer opportunity or a time for debate and Board members generally will not respond to questions from a speaker.
- Complaints about specific school personnel are best addressed to an appropriate school administrator who will address such concerns as appropriate through existing board and personnel complaint procedures.
- The public comment period is not designated for comments about specific or named students and any such comments are prohibited and shall be out of order.
- If a speaker wishes to provide written statements or other supporting material, such materials shall be submitted to the Board's Clerk.

Speakers are allowed one appearance per meeting, although the Board may allow exceptions at its discretion. If a speaker represents a group, the speaker may request the Chair to recognize others in attendance who support the speaker's comments. The Board reserves the right to solicit information from citizens present. Such a request by a Board Member should not be construed as the citizen speaking out of order. Meetings are recorded.

4/6/2022



Lexington City School Board Agenda Item

Order of Business: Approval of Agenda

Meeting Date: January 9, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information		Action	X
		State Law	
		Operational	X
		Policy	
		Other	

Background Information

**Board members who wish to have an agenda item added, removed, or changed should move to amend the agenda at this time.*

Superintendent's Recommendation

-Approval of Agenda



Lexington City School Board Agenda Item

Order of Business: Communications

Meeting Date: January 9, 2024

	Yes	No
Enclosures		x

Reason for Consideration

Information	X	Action	
		State Law	
		Operational	
		Policy	
		Other	

Background Information

1. Recognitions –
 - a. Brendan Perry – new LCS School Board Member

Superintendent's Recommendation

-N/A



Lexington City School Board Agenda Item

Order of Business: Consent Agenda

Meeting Date: January 9, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information	Action	
		X
	State Law	
	Operational	
	Policy	BDDG, BDDC
	Other	

Background Information

1. Approval of Minutes (December 5, 2023)
2. Approval of Payroll in the amount of \$398,352.63
3. Approval of Payables in the amount of \$183,037.46
 *YTD Transactions in the amount of \$3,943,732.42
4. Approval of Petty Cash Reports
5. Enrollment Update
6. 1/9/24 Personnel
7. VA Tax School Foundation Information

Superintendent's Recommendation

-Approval of the Consent Agenda

**Lexington City Schools
Minutes
December 5, 2023**

The Lexington City School Board met on December 5, 2023, at 5:30 pm, in the School Board office. Present: Timothy Diette, Tammy Dunn, Sandra Hayslette, Michael Saunders, Katie Shester, Rebecca Walters-Superintendent, Stephanie Burch-Clerk.

The Board Chair called the meeting to order at 5:30 pm.

Upon motion of Ms. Shester, seconded by Mr. Saunders, the Board approved the Agenda.

Communications:

Ms. Walters presented Timothy Diette with a plaque for his years of service to the Lexington City Schools. Mr. Diette will be leaving the Lexington area.

Public Comment:

There were a total of eight people that signed up to voice their concern/opinions on the books that have been or will be removed from our libraries.

Public comment was closed at 6:05 pm.

Upon motion of Ms. Shester, seconded by Ms. Dunn, the Board approved the Consent Agenda:

Minutes November 7, 2023

Payroll \$394,236.80

Payables \$345,714.90

YTD \$3,360,513.32

Petty Cash Reports

Enrollment report

Personnel

Child Internet Protection Act (CIPA) annual notification

Superintendent's Report:

Ms. Walters gave an update on the library and instructional materials policies and the December school events.

Upon motion of Mr. Saunders, seconded by Ms. Dunn, the Board approved the new library policy.

No reports from the Rockbridge County School Board meeting.

No Ad Hoc updates.

The next Lexington City School board meeting is scheduled for January 9, 2024, at 5:30 pm, at the School Board office.

Closed Session:

Per Virginia Code 2.2-3711, Section A, Paragraph One, the Board went in closed session at 6:30 to discuss Personnel.

Upon motion of Ms. Dunn, seconded by Ms. Hayslette, the Board adjourned at 7:05 pm.

Board Chair

Board Clerk

January 5, 2024

December Expenditures

\$ 183,037.46 PAYABLES

\$ 398,352.63 PAYROLL

\$ 3,943,732.42 YTD



Expense Budget Performance Report

Fiscal Year to Date 12/31/23
Exclude Rollup Account

Account	Account Description	Fund	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year YTD
Fund 02 - School Fund												
EXPENSE												
<i>Personnel Services</i>												
1000-0	Wages-Other		59,616.00	(41,612.00)	18,004.00	1,125.36	.00	10,954.74	7,049.26	61	93,822.09	
1001-0	Full - Time Wages		.00	.00	.00	98.70	.00	5,865.78	(5,865.78)	+++	10,175.76	
1002-0	Overtime		.00	.00	.00	.00	.00	327.19	(327.19)	+++	78.76	
1110-0	Wages - Administrative		38,000.00	.00	38,000.00	3,106.26	.00	15,531.30	22,468.70	41	17,658.60	
1111-0	Wages - School Board		3,000.00	.00	3,000.00	1,500.00	.00	1,500.00	1,500.00	50	1,500.00	
1112-0	Wages - Superintendent		121,001.00	.00	121,001.00	9,895.98	.00	59,375.88	61,625.12	49	56,547.00	
1113-0	Wages- Asst. Supt.		92,076.00	.00	92,076.00	7,529.88	.00	45,179.28	46,896.72	49	43,036.80	
1120-0	Wages - Teachers		2,600,561.00	(50,817.00)	2,549,744.00	207,266.04	.00	1,052,418.38	1,497,325.62	41	1,032,709.89	
1121-0	Wages - Chapter I		72,663.00	1,024.00	73,687.00	6,027.04	.00	30,135.20	43,551.80	41	28,696.40	
1122-0	Wages - Librarian		112,330.00	.00	112,330.00	9,188.74	.00	45,943.70	66,386.30	41	43,759.70	
1123-0	Wages - Gifted Teacher		24,195.00	.00	24,195.00	1,979.58	.00	9,897.90	14,297.10	41	6,894.60	
1125-0	Wages - EsI		76,856.00	(10,795.00)	66,061.00	4,458.30	.00	22,291.50	43,769.50	34	22,534.20	
1126-0	Wages - Principals		167,594.00	.00	167,594.00	13,707.72	.00	82,246.32	85,347.68	49	78,335.76	
1127-0	Wages Summer School		15,000.00	(14,741.00)	259.00	.00	.00	.00	259.00	0	.00	
1131-0	Wages - School Nurse		65,384.00	.00	65,384.00	5,349.28	.00	26,746.40	38,637.60	41	25,472.30	
1133-0	Wages-Technical Develop.		177,837.00	1.00	177,838.00	14,544.96	.00	87,269.76	90,568.24	49	83,109.60	
1150-0	Wages - Clerical		231,167.00	.00	231,167.00	18,906.58	.00	113,303.79	117,863.21	49	107,061.72	
1151-0	Wages - Aides		203,949.00	12,776.00	216,725.00	16,593.78	.00	83,268.90	133,456.10	38	56,832.20	
1180-0	Wages - Laborer		159,173.00	(445.00)	158,728.00	13,005.26	.00	78,013.38	80,714.62	49	57,446.44	
1190-0	Wages - Service		91,389.00	(14.00)	91,375.00	8,141.96	.00	41,677.63	49,697.37	46	38,884.64	
1520-0	Wages - Substitutes		60,750.00	20,800.00	81,550.00	8,462.50	.00	44,469.85	37,080.15	55	33,990.80	
1620-0	Salary Supplements		156,539.00	(10,221.00)	146,318.00	19,426.62	.00	59,541.44	86,776.56	41	55,464.55	
1650-0	Supplement-National Board		2,500.00	2,500.00	5,000.00	.00	.00	.00	5,000.00	0	2,500.00	
			\$4,531,580.00	(\$91,544.00)	\$4,440,036.00	\$370,314.54	\$0.00	\$1,915,958.32	\$2,524,077.68	43%	\$1,896,511.81	
<i>Personnel Services Totals</i>												
<i>Fringe Benefits</i>												
2001-0	FICA		344,025.00	154.00	344,179.00	28,144.41	.00	141,981.99	202,197.01	41	140,907.70	
2002-0	Retirement		.00	.00	.00	.00	.00	732.43	(732.43)	+++	1,036.52	
2005-0	Medical Insurance		.00	.00	.00	.00	.00	343.74	(343.74)	+++	863.15	
2006-0	Life Insurance		.00	.00	.00	.00	.00	83.67	(83.67)	+++	118.37	
2011-0	Worker's Comp Insurance		.00	.00	.00	1.63	.00	105.28	(105.28)	+++	213.28	
2013-0	Short-term Disability Insurance		.00	.00	.00	.00	.00	52.46	(52.46)	+++	69.32	
2210-0	VRS		477,946.00	(27,161.00)	450,785.00	41,916.77	.00	222,711.29	228,073.71	49	229,323.87	
2220-0	VRS- Hybrid		184,897.00	25,796.00	210,693.00	19,191.50	.00	98,606.28	112,086.72	47	77,403.86	
2300-0	Health Benefits		561,496.00	(5,919.00)	555,577.00	45,958.74	.00	264,480.53	291,096.47	48	222,985.08	
2400-0	Life Insurance		53,375.00	(197.00)	53,178.00	4,926.99	.00	25,906.84	27,271.16	49	24,730.32	
2510-0	VACORP Dis.-Hybrid		1,784.00	533.00	2,317.00	274.82	.00	1,137.21	1,179.79	49	890.38	
2600-0	Unemployment Insurance		1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00	
2700-0	Worker's Compensation		15,000.00	.00	15,000.00	.00	.00	16,205.00	(1,205.00)	108	14,690.00	



Expense Budget Performance Report

Fiscal Year to Date 12/31/23
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 02 - School Fund										
EXPENSE										
<i>Fringe Benefits</i>										
2750-0	Retiree Health Care Credit	48,198.00	(177.00)	48,021.00	4,448.90	.00	23,393.15	24,627.85	49	22,330.90
2800-0	Other Benefits	39,374.00	12,727.00	52,101.00	3,927.05	.00	33,164.30	18,936.70	64	20,818.84
2820-0	Inservice	18,000.00	.00	18,000.00	.00	.00	4,848.00	13,152.00	27	930.78
	<i>Fringe Benefits Totals</i>	\$1,745,595.00	\$5,756.00	\$1,751,351.00	\$148,790.81	\$0.00	\$833,752.17	\$917,598.83	48%	\$757,312.37
<i>Contractual Services</i>										
3000-0	Purchased Services	377,355.00	(3,832.00)	373,523.00	14,761.59	.00	251,109.77	122,413.23	67	254,240.69
3400-0	Field Trips	11,000.00	.00	11,000.00	145.00	.00	(870.00)	11,870.00	-8	(2,596.81)
3810-0	Tuition To Other Schools	1,530,000.00	176,031.00	1,706,031.00	.00	.00	568,677.00	1,137,354.00	33	624,127.90
	<i>Contractual Services Totals</i>	\$1,918,355.00	\$172,199.00	\$2,090,554.00	\$14,906.59	\$0.00	\$818,916.77	\$1,271,637.23	39%	\$875,771.78
<i>Other Charges</i>										
5000-0	Other Charges	.00	.00	.00	.00	.00	.00	.00	+++	121.25
5100-0	Utilities	170,000.00	55,000.00	225,000.00	9.33	.00	80,293.73	144,706.27	36	81,932.66
5200-0	Telephone/Communications	25,000.00	.00	25,000.00	1,168.06	.00	10,578.20	14,421.80	42	11,698.80
5300-0	Insurance	44,000.00	.00	44,000.00	.00	.00	22,000.00	22,000.00	50	22,000.00
5400-0	Leases & Rentals	11,700.00	.00	11,700.00	660.14	.00	8,078.82	3,621.18	69	6,524.63
5500-0	Travel	12,504.00	2,371.00	14,875.00	4,510.96	.00	7,552.90	7,322.10	51	7,803.05
5800-0	Miscellaneous	10,400.00	1,800.00	12,200.00	1,174.55	.00	6,782.73	5,417.27	56	7,204.12
6000-0	Materials & Supplies	122,783.00	7,980.00	130,763.00	5,904.90	.00	75,252.49	55,510.51	58	81,221.67
6002-0	Food Supplies	120,000.00	9,766.00	129,766.00	22,637.05	.00	65,371.93	64,394.07	50	75,376.82
6005-0	Materials & Supp. -Gifted	2,000.00	.00	2,000.00	.00	.00	37.47	1,962.53	2	116.60
6006-0	Mat. & Supp./Preschool Gr	500.00	.00	500.00	301.55	.00	1,796.32	(1,296.32)	359	1,668.60
6020-0	Textbooks	83,399.00	.00	83,399.00	.00	.00	29,190.45	54,208.55	35	7,486.43
6022-0	Mat. & Supp. - Medical	2,500.00	.00	2,500.00	8.96	.00	136.84	2,363.16	5	467.91
6040-0	Technology - Software	30,000.00	.00	30,000.00	7,453.26	.00	27,608.36	2,391.64	92	24,190.22
6050-0	Non-Capitalized Hardware	132,400.00	.00	132,400.00	3,549.39	.00	16,142.97	116,257.03	12	57,176.89
	<i>Other Charges Totals</i>	\$767,186.00	\$76,917.00	\$844,103.00	\$47,378.15	\$0.00	\$350,823.21	\$493,279.79	42%	\$384,989.65
<i>Capital Outlay</i>										
7008-0	Building Improvements	.00	68,421.00	68,421.00	.00	.00	68,420.13	.87	100	.00
8200-0	New Equipment	.00	(20,000.00)	(20,000.00)	.00	.00	.00	(20,000.00)	0	.00
	<i>Capital Outlay Totals</i>	\$0.00	\$48,421.00	\$48,421.00	\$0.00	\$0.00	\$68,420.13	(\$19,999.13)	141%	\$0.00
<i>Leases And Rentals</i>										
8001-0	Lease/Rent Of Equipment	15,113.00	.00	15,113.00	.00	.00	15,112.54	.46	100	14,559.29
	<i>Leases And Rentals Totals</i>	\$15,113.00	\$0.00	\$15,113.00	\$0.00	\$0.00	\$15,112.54	\$0.46	100%	\$14,559.29
<i>Debt Service Costs</i>										
9030-0	Lease Interest Payment	574.00	.00	574.00	.00	.00	574.28	(.28)	100	1,127.53
	<i>Debt Service Costs Totals</i>	\$574.00	\$0.00	\$574.00	\$0.00	\$0.00	\$574.28	(\$0.28)	100%	\$1,127.53
<i>Interfund Charges</i>										
9104-0	Svcs Of Finance	23,223.00	.00	23,223.00	.00	.00	11,611.50	11,611.50	50	.00



Expense Budget Performance Report

Fiscal Year to Date 12/31/23
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 02 - School Fund										
EXPENSE										
<i>Interfund Charges</i>										
9130-0	Services of Pwks-Schools	15,000.00	.00	15,000.00	.00	.00	7,500.00	7,500.00	50	.00
9151-0	Services of Technology	(157,873.00)	.00	(157,873.00)	.00	.00	(78,936.50)	(78,936.50)	50	(72,881.50)
	<i>Interfund Charges Totals</i>	(\$119,650.00)	\$0.00	(\$119,650.00)	\$0.00	\$0.00	(\$59,825.00)	(\$59,825.00)	50%	(\$72,881.50)
<i>Transfers Out</i>										
9208-0	To Capital Projects	.00	.00	.00	.00	.00	.00	.00	+++	17,278.44
	<i>Transfers Out Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$17,278.44
	EXPENSE TOTALS	\$8,858,753.00	\$211,749.00	\$9,070,502.00	\$581,390.09	\$0.00	\$3,943,732.42	\$5,126,769.58	43%	\$3,874,669.37
	Fund 02 - School Fund Totals	\$8,858,753.00	\$211,749.00	\$9,070,502.00	\$581,390.09	\$0.00	\$3,943,732.42	\$5,126,769.58		\$3,874,669.37
Fund 08 - Capital Projects Fund										
EXPENSE										
<i>Contractual Services</i>										
3002-0	Professional Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
3004-0	Repairs & Maintenance	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
	<i>Contractual Services Totals</i>	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0%	\$0.00
	EXPENSE TOTALS	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0%	\$0.00
	Fund 08 - Capital Projects Fund Totals	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00		\$0.00
	Grand Totals	\$8,868,753.00	\$211,749.00	\$9,080,502.00	\$581,390.09	\$0.00	\$3,943,732.42	\$5,136,769.58		\$3,874,669.37

LYLBURN DOWNING MIDDLE SCHOOL
Reconciliation Activity Account Report

From Date: 12/1/2023
 To Date: 12/31/2023

From Acct: 280
 To Acct: 280

Date	Payee Source Note	Invoice	PO	Doc Ref	Recp/JV	Disb/JV	Transfer	Balance	Offset Acct
Activity Acct: 280 - Petty Cash								Beginning Balance: \$1,137.70	
Advisor:									
12/5/23	STAR CITY MUSIC Instrumental repairs			2713	\$0.00	\$125.00	\$0.00	\$1,012.70	992
12/18/23	BECKY SANDERS STRAWBERRIES FOR A PROJECT			2727	\$0.00	\$8.98	\$0.00	\$1,003.72	992
12/18/23	TAYLOR CROWDER LOCK FOR ESCAPE CLASS			2728	\$0.00	\$9.27	\$0.00	\$994.45	992
12/19/23	CITY OF LEXINGTON petty cash reimbursement			1854808	\$862.30	\$0.00	\$0.00	\$1,856.75	991
Totals					\$862.30	\$143.25	\$0.00	\$1,856.75	

Accounts Payable	<u>\$0.00</u>
Working Balance	<u>\$1,856.75</u>
Currently Encumbered (PO)	<u>\$0.00</u>

+ 143.25

 \$2,000.00

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: Cheryl L. Elliott Date: 1/3/2024
 Principal: Dr. W. K. [Signature] Date: 1/3/2024

HARRINGTON WADDELL ELEMENTARY SCHOOL

Reconciliation Activity Account Report

From Date: 12/1/2023
To Date: 12/29/2023

From Acct: 700
To Acct: 700

Date	Payee Source Note	Invoice	PO	Doc Ref	Recp/JV	Disb/JV	Transfer	Balance	Offset Acct
Activity Acct: 700 - Petty Cash								Beginning Balance: \$1,589.05	
Advisor:									
12/7/23	JEN HALL Mini Innovation Grant			2842	\$0.00	\$23.76	\$0.00	\$1,565.29	993
12/12/23	PITNEY BOWES Lease on postage machine			2844	\$0.00	\$162.66	\$0.00	\$1,402.63	993
12/19/23	CITY OF LEXINGTON Reim. Ellie Bahhur			997741	\$198.19	\$0.00	\$0.00	\$1,600.82	992
12/19/23	CITY OF LEXINGTON Reim. Sherry Miller			997741	\$54.98	\$0.00	\$0.00	\$1,655.80	992
12/19/23	CITY OF LEXINGTON Reim. Jamestown-Yorktown Foundation			997741	\$145.00	\$0.00	\$0.00	\$1,800.80	992
12/19/23	CITY OF LEXINGTON Reim. James Allen Printing			997741	\$12.78	\$0.00	\$0.00	\$1,813.58	992
Totals					\$410.95	\$186.42	\$0.00	\$1,813.58	
								<u>Accounts Payable</u>	<u>\$0.00</u>
								<u>Working Balance</u>	<u>\$1,813.58</u>
								<u>Currently Encumbered (PO)</u>	<u>\$0.00</u>

December Reimbursement 186.4
2000.00

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: Colleen Drake Date: 1/14/24
Principal: Amberly Rose Date: 1/14/24

**Enrollment Numbers for HWES
as of January 8, 2024**

GRADE LEVEL	TOTAL ENROLLED	RESIDENTS	NON-RESIDENTS	AVG. CLASS SIZE
Kindergarten	53	41	12	18
First	53	42	11	18
Second	55	31	24	18
Third	55	41	14	18
Fourth	63	51	12	21
Fifth	52	37	15	17
TOTALS	331	243	88	Avg. = 18
TOTAL ENROLLMENT as of 1/8/24: 331				

*Two (2) additional enrolled at HWES attend an alternative private day school.

*Class size cap preferences: K-2 = 18; 3-5 = 20

*Currently waitlisting at Grades K, 1, 2, 4

**Enrollment Numbers for LDMS
as of January 8, 2024**

GRADE LEVEL	TOTAL ENROLLED	RESIDENTS	NON-RESIDENTS	AVG. CLASS SIZE
Sixth	64	46	18	
Seventh	64	47	17	
Eighth	48	34	14	
TOTALS	176	127	49	Avg. = 16
TOTAL PROJECTED ENROLLMENT as of 1/8/24: 176				

*Six (6) additional students enrolled at LDMS attend an alternative private day school.

*Currently waitlisting at Grades 6 & 7

**Enrollment Number for RCHS
as of March 31, 2023 for ADM purposes**

166 Lexington City students 967 students enrolled at RCHS 17.23% tuition for RCHS

**Current Grade Level Enrollment of Lexington City students at RCHS as of 1/8/24:

Grade 9: 33; Grade 10: 40; Grade 11: 41; Grade 12: 30 **TOTAL = 144**



Rebecca Walters
Division Superintendent

Stephanie Burch
Clerk of the Board/Accounting Clerk

Erin Gregg
Business Manager

Jason White
Director of Operations and Student Services

Julie Nicely
Special Education & Title I Coordinator/Deputy Clerk

Personnel Action 1/9/2024

1. Appointments:

- a. Ruth Kitchen – Long-term substitute teacher (HWES special education teacher)
- b. Mark Sterling – Long-term substitute teacher (HWES fourth grade teacher)
- c. Caleb Workman – Paraprofessional, LDMS
 - i. Starting January 10, 2024
- d. Madison Russell – Substitute Teacher
- e. Tez Snowden – Substitute Teacher
- f. Bobby Morris – Substitute Teacher
- g. Hailey Irvine – Substitute Teacher



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LEXINGTON CITY SCHOOLS FOUNDATION (KOONES FUND)

Tax-deductible donations can be made to support our public schools. The Lexington City Schools Foundation welcomes your contributions to support our school programs. Contributions may be made payable to the *Community Foundation for Rockbridge, Bath, and Alleghany Counties (CFBRA)*, whose address is listed below, or through your tax returns. Our Foundation Code Number is **678002** and is published in the Virginia Income Tax Booklet. This public/private partnership supports public school improvement projects approved by the school board.

The *Community Foundation for Rockbridge, Bath, and Alleghany Counties (CFBRA)* allows for giving donations to specific programs for individuals or businesses, and supports the foundation's goal of promote philanthropy, supporting community projects, and working on behalf of our community and area nonprofits.

If you would like additional information, please call the Community Foundation at 540-463-0943, or our School Board Office, 540-463-7146.

Address: Community Foundation for Rockbridge, Bath, and Alleghany Counties
7 East Washington Street
Post Office Box 20
Lexington, Virginia 24450
www.cfrba.org

Rebecca J. Walters
Division Superintendent

300 Diamond Street
Lexington, VA 24450
Tele: 540-463-7146 / Fax: 540-464-5230
www.lexedu.org



Lexington City School Board Agenda Item

Order of Business: Superintendent's Report

Meeting Date: January 9, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information	X	Action	
		State Law	
		Operational	
		Policy	
		Other	

Background Information

1. 2024-2025 Division Calendar DRAFT

Superintendent's Recommendation

- N/A

DRAFT Lexington City Schools • 2024-2025

Not yet approved by the LCS School Board

AUGUST						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

13 Days

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15 Days

APRIL						
S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

17 Days

SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

20 Days

JANUARY						
S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

19 Days

MAY						
S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

16 Days

OCTOBER						
S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

21 Days

FEBRUARY						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

19 Days

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

0 Days

NOVEMBER						
S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

18 Days

MARCH						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

20 Days

Legend						
	First Day / Last Day of School		Nine Weeks Starts		Nine Weeks Ends	New Teachers Report
	Teacher Work Day (No School for Students)		Professional Development (No School for Students)		Holiday/Vacation	
	Parent/Teacher Conference Day (No School)					

Two Hour Early Release Days on BLUE-Shaded Dates:
 10/24/24 - Parent Teacher Conferences
 9/18/24, 2/19/25 - Teacher Workday/PD
 11/26/24 - Thanksgiving Break
 12/20/24 - Winter Break
 5/22/25 - Last Day of School

11 School-Based Days
 1 Division In-Service Days
 178 Student Days
 190 Days
 10 Days (After School Activities)
 200 Days

42 days - 1st nine weeks
 45 days - 2nd nine weeks
 87 days - 1st Semester
 47 days - 3rd nine weeks
 44 days - 4th nine weeks
 91 days - 2nd Semester

Fall Break for Students: November 27-29
 Winter Break for Students: December 23-January 3
 Spring Break for Students: April 14-18

PARENT TEACHER CONFERENCES:
 October 24 3:00-7:00PM & October 26 8:00AM-Noon



Lexington City School Board Agenda Item

Order of Business: Business and Finance

Meeting Date: January 9, 2024

	Yes	No
Enclosures		

Reason for Consideration

Information	X	Action	X
		State Law	
		Operational	
		Policy	DA, JECB, KG
		Other	

Background Information

1. Non-resident tuition fees for 2024-2025
2. Budget Calendar
 - a. February 6th 5:30PM February School Board Meeting
 - b. February 8th 12:00PM Budget Work Session at SBO

Superintendent's Recommendation

-Approval of increase to non-resident tuition fees for 2024-2025



Non-Resident Student Tuition

Effective 2024-2025 school year

Proposed Rates for 2024-2025:

- \$400 Application Fee Per Family (no change to current rate)
- \$1200 annual tuition per student
 - This is a \$100 overall increase per student.
 - New recommended annual tuition of \$1,200 paid in two installments of \$600 (August and January)



Lexington City School Board Agenda Item

Order of Business: Instruction

Meeting Date: January 9, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information	X	Action	
		State Law	
		Operational	
		Policy	
		Other	

Background Information

1. HWES 2023-2024 School Improvement Plan

Superintendent's Recommendation

-N/A



Lexington City School Board Agenda Item

Order of Business: School Board

Meeting Date: January 9, 2024

	Yes	No
Enclosures		x

Reason for Consideration

Information	X	Action	X
		State Law	
		Operational	
		Policy	
		Other	

Background Information

1. RCPS School Board Meeting - January 9th, 2024
2. Ad Hoc Committee reports
3. LCS School Board Meeting – February 6th, 2024 5:30PM at SBO
4. LCS Budget Work Session – February 8th, 2024 12:00Noon at SBO

Superintendent's Recommendation

-N/A