



LEXINGTON CITY SCHOOL BOARD

MEETING AGENDA

Wednesday, September 11, 2024

5:30PM

School Board Offices

300 Diamond Street

Lexington, VA

Please click the link below to view the webinar at 5:30PM:

<https://us06web.zoom.us/j/83149273012>

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 city or county of residence.
- 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.



Lexington City School Board Agenda Item

Order of Business: Approval of Agenda

Meeting Date: September 11, 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: September 11, 2024

	Yes	No
Enclosures		x

Reason for Consideration

Information	X	Action	
		State Law	
		Operational	
		Policy	BDDH
		Other	

Background Information

1. Recognitions
 - a. Rachel Braun, Amelia Ditzel, Spencer Golladay

Superintendent's Recommendation

-N/A



Lexington City School Board Agenda Item

Order of Business: Consent Agenda

Meeting Date: September 11, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information	Action	
	State Law	X
	Operational	
	Policy	BDDG
	Other	

Background Information

1. Approval of Minutes (August 7, September 4)
2. Approval of Payroll in the amount of \$399,441.65
3. Approval of Payables in the amount of \$566,833.47
 *YTD Transactions in the amount of \$1,236,937.64
4. Approval of Petty Cash Reports
5. Approval of new non-resident tuition students
6. Enrollment Updates
7. 9 11 2024 Personnel
8. VSBA August Policy Updates

Superintendent's Recommendation

-Approval of the Consent Agenda

Lexington City Schools
Minutes
August 7, 2024

The Lexington City School Board met on August 7, 2024, at 5:30 pm, in the School Board office. Present: Tammy Dunn, Sandra Hayslette, LaTonya Douglas, Rebecca Walters-Superintendent, Stephanie Burch-Clerk. Absent: Katie Shester, Brendan Perry.

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

Upon motion of Ms. Hayslette, seconded by Ms. Douglas, the Board approved the Agenda.

Maeve McGrath was recognized as the LDMS 2024 Valedictorian.

No Public Comment.

Upon motion of Ms. Hayslette, seconded by Ms. Douglas, the Board approved the Consent Agenda:

- Minutes July 9, 2024
- Payroll \$382,499.03
- Payables \$369,776.40
- YTD \$752,275.43
- Petty Cash Reports
- Non-Resident Tuition Students
- TAP Head Start Contract for 2024-2025
- Updates to Student and Faculty/Staff Handbooks for 2024-2025
- Personnel
- Enrollment Numbers

Ms. Walters gave an update on the updated MOU between LCS and Lexington Police Dept. Upon motion of Ms. Douglas, seconded by Ms. Hayslette, the Board approved the updated MOU between LCS and Lexington Police Dept.

Ms. Walters gave updates on the School Resource Officer program and plans for the 2024-2025 School year opening.

The Rockbridge County School Board meeting will be on August 13, 2024.

No Ad Hoc updates.

The next Lexington City School Board meeting will be September 11, 2024, at 5:30 pm in the School Board office.

The joint School Board/City Council meeting will be in October with the date and time still to be determined.

The Annual VSBA conference will be held in November. Ms. Walters will be reaching out to see who will be attending.

Upon motion of Ms. Hayslette, seconded by Ms. Douglas, the Board adjourned at 5:54 pm.

Board Chair

Board Clerk

**Lexington City Schools
School Board Meeting Minutes
Special Called Meeting
September 4, 2024**

The Lexington City School Board met on September 4, 2024, at 12:00 pm, in the Lexington City School Board Office, at 300 Diamond Street, Lexington, VA 24450. Present: Ms. Tammy Dunn, Ms. Katie Shester, Mr. Brendan Perry, Ms. LaTonya Douglas, Rebecca Walters, Superintendent, and Julie Nicely, Deputy Clerk.

Ms. Dunn, School Board Chair, called the meeting to order at 12:00 pm.

Approval of Agenda:

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

School Board:

Upon motion of Ms. Douglas, seconded by Ms. Shester, the Board approved Ashley Camden as Office Aide at H. Waddell Elementary School. The Board also approved Alexandra Mason, Melina Rutter, Amy Sholes, Amy Walters and Lauren Chase as Substitute Teachers.

The next meeting of the Lexington City School Board will be September 11, 2024, at 5:30pm.

Adjournment: Upon motion of Ms Shester, seconded by Ms. Douglas, the Board adjourned at 12:06pm.

Tammy Dunn, Board Chair

Julie Nicely, Deputy Clerk

September 5, 2024

August Expenditures

\$ 566,833.47 PAYABLES

\$ 399,441.65 PAYROLL

\$ 1,236,937.64 YTD



Expense Budget Performance Report

Fiscal Year to Date 08/31/24
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
EXPENSE										
Fund 02 - School Fund										
<i>Personnel Services</i>										
1000-0	Wages-Other	11,861.00	.00	11,861.00	5,063.26	.00	4,998.26	6,862.74	42	6,540.00
1001-0	Full - Time Wages	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	4,448.09
1002-0	Overtime	.00	.00	.00	.00	.00	.00	.00	+++	49.60
1110-0	Wages - Administrative	41,200.00	.00	41,200.00	3,433.86	.00	3,433.86	37,766.14	8	3,106.26
1111-0	Wages - School Board	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
1112-0	Wages - Superintendent	124,631.00	.00	124,631.00	10,386.54	.00	20,773.08	103,857.92	17	19,791.96
1113-0	Wages- Asst. Supt.	94,838.00	.00	94,838.00	7,904.30	.00	15,808.60	79,029.40	17	15,059.76
1120-0	Wages - Teachers	2,679,639.00	.00	2,679,639.00	212,597.82	.00	212,597.82	2,467,041.18	8	213,602.74
1121-0	Wages - Chapter I	75,434.00	.00	75,434.00	6,325.18	.00	6,325.18	69,108.82	8	6,027.04
1122-0	Wages - Librarian	115,700.00	.00	115,700.00	9,642.90	.00	9,642.90	106,057.10	8	9,188.74
1123-0	Wages - Gifted Teacher	24,921.00	.00	24,921.00	2,065.34	.00	2,065.34	22,855.66	8	1,979.58
1125-0	Wages - Esol	77,776.00	.00	77,776.00	8,611.54	.00	8,611.54	69,164.46	11	4,458.30
1126-0	Wages - Principals	172,623.00	.00	172,623.00	14,385.50	.00	28,771.00	143,852.00	17	27,415.44
1131-0	Wages - School Nurse	71,800.00	.00	71,800.00	5,517.42	.00	5,517.42	66,282.58	8	5,349.28
1133-0	Wages-Technical Develop.	183,173.00	.00	183,173.00	15,266.06	.00	30,532.12	152,640.88	17	29,089.92
1150-0	Wages - Clerical	238,102.00	.00	238,102.00	19,847.44	.00	39,694.88	198,407.12	17	37,677.47
1151-0	Wages - Aides	226,597.00	.00	226,597.00	16,746.34	.00	16,746.34	209,850.66	7	16,893.78
1180-0	Wages - Laborer	172,331.00	.00	172,331.00	14,116.72	.00	27,332.82	144,998.18	16	24,738.38
1190-0	Wages - Service	105,690.00	.00	105,690.00	2,172.87	.00	2,172.87	103,517.13	2	2,750.34
1520-0	Wages - Substitutes	84,600.00	.00	84,600.00	1,512.50	.00	1,512.50	83,087.50	2	1,192.35
1620-0	Salary Supplements	160,751.00	.00	160,751.00	10,896.20	.00	11,104.54	149,646.46	7	9,884.96
1650-0	Supplement-National Board	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
<i>Personnel Services Totals</i>		\$4,670,667.00	\$0.00	\$4,670,667.00	\$366,491.79	\$0.00	\$447,641.07	\$4,223,025.93	10%	\$439,243.99
<i>Fringe Benefits</i>										
2001-0	FICA	357,566.00	.00	357,566.00	27,430.38	.00	33,415.83	324,150.17	9	32,326.76
2002-0	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	558.38
2005-0	Medical Insurance	.00	.00	.00	.00	.00	.00	.00	+++	258.60
2006-0	Life Insurance	.00	.00	.00	.00	.00	.00	.00	+++	63.79
2011-0	Worker's Comp Insurance	.00	.00	.00	.00	.00	.00	.00	+++	77.67
2013-0	Short-term Disability Insurance	.00	.00	.00	.00	.00	.00	.00	+++	39.84
2210-0	VRS	404,583.00	.00	404,583.00	54,444.90	.00	65,891.56	338,691.44	16	52,980.74
2220-0	VRS- Hybrid	206,893.00	.00	206,893.00	2,804.98	.00	3,193.74	203,699.26	2	21,840.28
2300-0	Health Benefits	653,088.00	.00	653,088.00	56,831.18	.00	100,834.62	552,253.38	15	81,952.29
2400-0	Life Insurance	48,434.00	.00	48,434.00	4,521.13	.00	5,471.71	42,962.29	11	6,032.52
2510-0	VACORP Dis.-Hybrid	2,455.00	.00	2,455.00	40.61	.00	40.61	2,414.39	2	37.93
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	14,804.00	196.00	99	13,185.00
2750-0	Retiree Health Care Credit	42,276.00	.00	42,276.00	4,636.19	.00	5,610.87	36,665.13	13	5,447.34



Expense Budget Performance Report

Fiscal Year to Date 08/31/24
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>										
2800-0	Other Benefits	47,749.00	.00	47,749.00	8,234.00	.00	10,702.00	37,047.00	22	17,036.10
2820-0	Inservice	14,000.00	.00	14,000.00	1,350.00	.00	1,350.00	12,650.00	10	.00
	<i>Fringe Benefits Totals</i>	\$1,793,544.00	\$0.00	\$1,793,544.00	\$160,293.37	\$0.00	\$241,314.94	\$1,552,229.06	13%	\$231,837.24
<i>Contractual Services</i>										
3000-0	Purchased Services	343,795.00	.00	343,795.00	28,561.83	.00	188,721.38	155,073.62	55	197,743.35
3002-0	Professional Services	30,000.00	.00	30,000.00	2,118.00	.00	2,118.00	27,882.00	7	.00
3400-0	Field Trips	10,000.00	.00	10,000.00	450.00	.00	450.00	9,550.00	4	(1,500.00)
3810-0	Tuition To Other Schools	1,791,333.00	.00	1,791,333.00	222,351.58	.00	136,546.58	1,654,786.42	8	142,169.25
	<i>Contractual Services Totals</i>	\$2,175,128.00	\$0.00	\$2,175,128.00	\$253,481.41	\$0.00	\$327,835.96	\$1,847,292.04	15%	\$338,412.60
<i>Other Charges</i>										
5100-0	Utilities	230,000.00	.00	230,000.00	33,223.63	.00	59,758.17	170,241.83	26	26,526.91
5200-0	Telephone/Communications	25,000.00	.00	25,000.00	1,343.95	.00	2,904.95	22,095.05	12	3,809.94
5300-0	Insurance	44,000.00	.00	44,000.00	.00	.00	11,000.00	33,000.00	25	11,000.00
5400-0	Leases & Rentals	11,700.00	.00	11,700.00	5,750.10	.00	5,750.10	5,949.90	49	5,512.43
5413-0	Other Operating Supplies	.00	.00	.00	.00	.00	173.00	(173.00)	+++	.00
5500-0	Travel	16,300.00	.00	16,300.00	102.23	.00	658.43	15,641.57	4	681.72
5800-0	Miscellaneous	11,400.00	.00	11,400.00	3,429.46	.00	3,429.46	7,970.54	30	3,181.60
6000-0	Materials & Supplies	126,494.00	.00	126,494.00	28,093.68	.00	27,960.36	98,533.64	22	31,306.15
6002-0	Food Supplies	130,000.00	.00	130,000.00	16.18	.00	16.18	129,983.82	0	91.52
6005-0	Materials & Supp.-Gifted	1,400.00	.00	1,400.00	81.46	.00	81.46	1,318.54	6	.00
6006-0	Mat. & Supp./Preschool Gr	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
6020-0	Textbooks	104,091.00	.00	104,091.00	20,035.41	.00	1,991.70	102,099.30	2	760.00
6022-0	Mat. & Supp. - Medical	2,500.00	.00	2,500.00	232.33	.00	232.33	2,267.67	9	127.88
6040-0	Technology - Software	30,000.00	.00	30,000.00	8,651.47	.00	14,651.91	15,348.09	49	10,144.40
6050-0	Non-Capitalized Hardware	132,400.00	.00	132,400.00	16,540.27	.00	4,633.87	127,766.13	3	137.90
	<i>Other Charges Totals</i>	\$865,785.00	\$0.00	\$865,785.00	\$117,500.17	\$0.00	\$133,241.92	\$732,543.08	15%	\$93,280.45
<i>Capital Outlay</i>										
7008-0	Building Improvements	68,509.00	.00	68,509.00	68,508.38	.00	68,508.38	.62	100	.00
8100-0	Replacement Equipment	34,938.00	.00	34,938.00	.00	.00	47,951.62	(13,013.62)	137	.00
	<i>Capital Outlay Totals</i>	\$103,447.00	\$0.00	\$103,447.00	\$68,508.38	\$0.00	\$116,460.00	(\$13,013.00)	113%	\$0.00
<i>Interfund Charges</i>										
9104-0	Svcs Of Finance	24,384.00	.00	24,384.00	.00	.00	6,096.00	18,288.00	25	5,805.75
9130-0	Services of Pwks-Schools	20,000.00	.00	20,000.00	.00	.00	5,000.00	15,000.00	25	3,750.00
9151-0	Services of Technology	(162,609.00)	.00	(162,609.00)	.00	.00	(40,652.25)	(121,956.75)	25	(39,468.25)
	<i>Interfund Charges Totals</i>	\$9,490,346.00	\$0.00	\$9,490,346.00	\$966,275.12	\$0.00	\$1,236,937.64	\$8,253,408.36	13%	\$1,072,861.78
	EXPENSE TOTALS	\$9,490,346.00	\$0.00	\$9,490,346.00	\$966,275.12	\$0.00	\$1,236,937.64	\$8,253,408.36	13%	\$1,072,861.78
	Fund 02 - School Fund Totals	\$9,490,346.00	\$0.00	\$9,490,346.00	\$966,275.12	\$0.00	\$1,236,937.64	\$8,253,408.36	13%	\$1,072,861.78



Expense Budget Performance Report

Fiscal Year to Date 08/31/24
Exclude Rollup Account

Grand Totals	\$9,490,346.00	\$0.00	\$9,490,346.00	\$966,275.12	\$0.00	\$1,236,937.64	\$8,253,408.36	\$1,072,861.78
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LYLBURN DOWNING MIDDLE SCHOOL
Reconciliation Activity Account Report

From Date: 8/1/2024
 To Date: 08/30/2024

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: \$90.27	
Advisor:									
8/9/24	STAR CITY MUSIC 6110-3000 REPAIRED INSTRUMENTS			2848	\$0.00	\$500.00	\$0.00	(\$409.73)	992
8/9/24	LAURA JOYNER 6110-6005 VA ASS FOR GIFTED			2849	\$0.00	\$70.00	\$0.00	(\$479.73)	992
8/9/24	LAURA JOYNER 6110-6005 VCGEA TICKETS FOR			2850	\$0.00	\$151.23	\$0.00	(\$630.96)	992
8/22/24	CITY OF LEXINGTON PETTY CASH REIMBURSEMENT			1854904	\$1,909.73	\$0.00	\$0.00	\$1,278.77	991
Totals					\$1,909.73	\$721.23	\$0.00	\$1,278.77	
								Accounts Payable	\$0.00
								Working Balance	\$1,278.77
								Currently Encumbered (PO)	\$0.00

+ 721.23

 \$ 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. Edlert Date: 9.13.24
 Principal: Walter K. K... Date: 1.1

HARRINGTON WADDELL ELEMENTARY SCHOOL

Reconciliation Activity Account Report

From Date: 8/1/2024
To Date: 08/30/2024

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: \$1,599.00	
Advisor:									
8/21/24	CITY OF LEXINGTON Reim. Pitney Bowes			209462	\$401.00	\$0.00	\$0.00	\$2,000.00	992
8/26/24	LAURA SQUIRE Classroom consumables			2904	\$0.00	\$229.61	\$0.00	\$1,770.39	993
8/26/24	ANGIE RADER Classroom consumables			2905	\$0.00	\$334.72	\$0.00	\$1,435.67	993
Totals					\$401.00	\$564.33	\$0.00	\$1,435.67	
								<u>Accounts Payable</u>	<u>\$0.00</u>
								<u>Working Balance</u>	<u>\$1,435.67</u>
								<u>Currently Encumbered (PO)</u>	<u>\$0.00</u>

August Reimbursement \$564.33
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: Coverly Drake Date: 9/13/24
Principal: Emily Rose Date: 9/13/24

**New Non-Resident Students
2024-2025**

2nd grade

Vada Caruthers

7th grade

Nova Caruthers

Enrollment Number for HWES

as of September 11, 2024

GRADE LEVEL	TOTAL ENROLLED	RESIDENTS	NON-RESIDENTS	CLASS SIZES	WAITLIST
Kindergarten	54	46	8	17/19/18	13
First	60	48	12	20/20/20	2
Second	52	41	11	18/17/17	1
Third	59	36	23	19/19/20	0
Fourth	53	40	13	18/16/19	0
Fifth	67	52	15	22/23/22	2
TOTALS	345	263	82	Avg. = 19	
TOTAL PROJECTED ENROLLMENT as of 9/11/24: 345 students					

*Four (4) additional enrolled at HWES attend an alternative private day school.

*Total class size preferences: K-2 = fewer than 18; 3-5 = fewer than 20

*New non-resident applicants are currently waitlisted at all grade levels to hold spaces for new residents.

Enrollment Number for LDMS

as of September 11, 2024

GRADE LEVEL	TOTAL ENROLLED	RESIDENTS	NON-RESIDENTS	AVG. CLASS SIZE
Sixth	52	37	15	
Seventh	65	46	19	
Eighth	69	50	19	
TOTALS	186	133	53	Avg. = 16
TOTAL PROJECTED ENROLLMENT as of 8/7/24: 186 students				

*Five (5) additional students enrolled at LDMS attend an alternative private day school.

*New non-resident applicants are currently waitlisted at Grades 7 and 8 to hold spaces for new residents.

Enrollment Number for RCHS

as of March 31, 2024 for ADM purposes

145 Lexington City students 959 students enrolled at RCHS 15.46% tuition for RCHS

Projected Class Sizes: Grade 9: 35; Grade 10: 33; Grade 11: 41; Grade 12: 42 **TOTAL = 151**



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 9/11/2024

1. Appointments:

- a. Linda Wood – Substitute School Secretary
- b. Olivia Endo – Substitute Teacher
- c. Bret Dible – Substitute Teacher
- d. Amanda Conway – Substitute Teacher

VSBA POLICY UPDATE – August 2024

WHAT THE UPDATE CONTAINS . . .

The most recent revisions to the sample policies in the VSBA Policy Manual have been posted on the VSBA website (vsba.org). The revisions are provided in both final and strike-through (also called redline or RL) format. The strike-through format shows each change made to the policies (the changes are designated by underlining new language and striking through deleted language). The Policy Update will remain on the website for approximately one year. After that the policies will be incorporated into the VSBA Policy Manual available on the website. The revisions are based on changes in law and regulations. In addition, some policies are revised for editorial reasons or to correct technical errors. All of the revisions have been reviewed for legality.

This document is also posted with the updated policies as is a list of policies that were reviewed but not revised.

HOW TO USE THE UPDATE . . .

A brief explanation is given for each revision later in this document. Each revision should be examined and then the school board should decide whether to adopt the revised policies. Some policies require local input before adoption. Be sure to add information where indicated. As with all sample policies provided by the VSBA, each board should decide whether to use the sample policies as they are written, make changes to them, write local policies themselves, or not adopt a policy on the topic.

The VSBA copyright and the date the policies are revised appear on all VSBA policies. VSBA authorizes members of its policy services to use its sample policies in a manner the member school board deems appropriate for its local use. VSBA retains its copyright interest in the original versions of the sample policies.

Please contact the Policy Services Department at VSBA if you have any questions, (434) 295-8722.

Policy Code	Revision
BDD	<p>Electronic Participation in School Board Meetings From Remote Locations Policy text revised to reflect requirement of annual adoption added to Va. Code § 2.2-3708.3 by HB894/SB734. Clarifying language in footnote 1 reflects Va. Code § 2.2-3708.3 as amended by HB1040/SB85.</p>
BDDL	<p>Electronic Participation in Committee Meetings from Remote Locations Text in first paragraph of policy revised to reflect requirement of annual adoption added to Va. Code § 2.2-3708.3 by HB894/SB734. Text in final paragraph of policy revised to reflect amendment of Va. Code § 2.2-3708.3 by HB894/SB734. Clarifying language in footnote 1 reflects Va. Code § 2.2-3708.3 as amended by HB1040/SB85.</p>
GC	<p>Professional Staff Policy updated to reflect amendment of Va. Code § 22.1-298.1 by HB 632/SB 352 and SB142. Clarifying language added to first and second bullet points.</p>
IAA	<p>Notification of Learning Objectives Section II(C) the second “school board” changed back to “school year” because it was errantly changed in the May 2024 update.</p>
JEC	<p>School Admission Policy revised to reflect options available to school divisions under Va. Code § 22.1-22.1-3.</p>
JO	<p>Student Records Policy updated to avoid duplication of information in VSBA Policy KBA-E Rights & Responsibilities. Cross References updated to add reference to KBA-E Rights & Responsibilities</p>



Lexington City School Board Agenda Item

Order of Business: Finance

Meeting Date: September 11, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information	X	Action	X
		State Law	
		Operational	
		Policy	
		Other	

Background Information

1. FY24 End-of-Year Closeout Report and allocation of funds

Superintendent's Recommendation

- Approval of the FY24 End-of-Year budget closeout report
- Approval for the LCS Business Manager to submit a request to City Council for allocation of FY24 surplus funds to the FY25 budget to pay for capital improvements
- Approval for allocation of funds from Future Needs reserves to the local budget for the purchase of additional desks for HWES



Lexington City School Board Agenda Item

Order of Business: Superintendent's Report

Meeting Date: September 11, 2024

	Yes	No
Enclosures	x	

Reason for Consideration

Information	X	Action
		State Law
		Operational Policy
		Other

Background Information

1. Professional Development Plan 2024-2025
2. Annual Review of the 2022-2028 Strategic Plan progress
3. Superintendent's Annual Goals
4. Cell-Phone Free Education updates

Superintendent's Recommendation

N/A



PROFESSIONAL DEVELOPMENT PLAN 2024-2025

Lexington City Schools considers ideas and topics for division professional development based on the following: teacher/staff input, administrator input, requirements from the VDOE, required health and safety training, strategic plan or school improvement plan focus areas, needs based on student achievement data, current trends and best practices for K-12 schools, and technology topics.

Other opportunities for professional development may be supported based on individual interest or need for professional growth. The district supports, to the greatest extent possible: tuition support for teacher coursework for continued professional growth and/or licensure recertification, registrations and travel expenses for professional workshop or conference attendance, opportunities for teacher participation in curriculum development and collaborative professional projects, professional book studies, and training opportunities to support school or district initiatives or programs.

Each year, professional development experiences are thoughtfully planned for the back-to-school workweek with teachers and staff. These typically include district-wide professional learning experiences that support the district's goals and objectives for the year or address essential learning topics for division staff. PD activities are also planned for targeted groups based on specific needs (i.e. paraprofessional training, SPED training, textbook program training, instructional programs training, etc...) The administration will share this overview with the School Board annually at a school board meeting at the beginning of the school year.

Throughout the school year, the Superintendent shares opportunities for additional professional development with faculty staff via email or through the district newsletter. Most of the school district's PD opportunities are offered through: Virginia Department of Education (VDOE), Virginia Association for Supervision and Curriculum Development (VASCD), Virginia School Consortium for Learning (VaSCL), Virginia Tech Continuing and Professional Education (VT CPE), Comprehensive Instructional Program (CIP), Responsive Classroom, or Western Virginia Public Education Consortium (WVPEC).

Teachers who participate in PD offered off-site are often asked to share their learning at faculty or team meetings at the school level. Many of the experiences provide a "train-the-trainer" experience where the participating teacher or administrator will attain the skills necessary to train others within the district. Professional development experiences are often highlighted via the district newsletter or social media platforms.

Plans for 2024-2025:

Summer 2024:

- *Responsive Classroom Core Course*
 - ◆ 2 LDMS teachers completed this 30-hour course
 - ◆ 3 HWES teachers completed this 30-hour course
 - ◆ Teacher share opportunities will be provided at faculty meetings and as part of the district mentoring program
 - ◆ Total number of teachers trained as of August 2024:
 - LDMS: 9 teachers and principal
 - HWES: 10 teachers plus several others trained previously, 5 specialists, and principal
 - ◆ Future training plans for Summer 2025: Train 2-3 teachers per school in the core course
- *Orton-Gillingham Comprehensive Training*
 - ◆ 13 HWES teachers and 1 LDMS reading specialist completed a 30-hour course
- *VDOE Summer Literacy and Math Symposium*
 - ◆ 4 teachers and 3 administrators attended
- *Math Curriculum Planning*
 - ◆ 9 teachers and 1 principal worked with the new Math SOL and developed pacing guides and curriculum for K-8
 - ◆ 4 teachers created intervention plans for identified students in grades 6-8
- *Training for new High Quality Instructional Materials (HQIM) for English Language Arts*
 - ◆ All HWES teachers were trained in late May
 - ◆ Key literacy leaders at HWES participated in leader training for the new HQIM
- *Literacy Curriculum Planning*
 - ◆ 8 K-5 teachers worked with new Reading SOL and developed pacing and curriculum guides 4
- *Virginia Literacy Act*
 - ◆ Dr. Abbott Keesee attended principal training on the VLA
- *Standards of Learning review committees*
 - ◆ Two LCS teachers served on state SOL review committees this summer

Back-to-School Teacher Workweek - August 2024:

- New Teacher Orientation
 - ◆ Technology support
 - ◆ New teacher mentoring program introduction
 - ◆ School Safety training
 - ◆ Lunch with new teacher mentors
- Division Convocation
 - ◆ Overview of Instructional Updates (division and state)
 - ◆ Overview of Gifted Education
 - ◆ Overview of Special Education programming
 - ◆ Meeting the Needs of Our Multilingual Learners
- K-5 training for new Reading program
- On-Your-Own-Virtual Trainings:

- ◆ Bloodborne Pathogens
- ◆ Seizure awareness training
- ◆ School Safety
- ◆ Homelessness

Preliminary Plans for 2024-2025:

The Science of Reading and the Virginia Literacy Act:

- New elementary teachers and middle school English and SPED teachers will take part in monthly training sessions focused on evidence-based literacy instruction
- Kim Troise will participate in principal training on implementation of the Virginia Literacy Act in November
- All middle school content area teachers will complete 3 online modules focused on the Science of Reading
- Teachers already trained in evidence-based literacy instructional strategies will complete 3 Capstone modules from UVA
- Literacy leaders at HWES will support K-5 teachers through weekly classroom coaching visits
- Four literacy lead teachers at HWES will serve as grade band “coaches” through the *Coachly* professional development program offered through our new ELA core curriculum program.

Unpacking the new Virginia Standards of Learning:

- Two elementary teachers and two middle school teachers will participate in VaSCL workshops focused on unpacking the new English and Math SOL

Superintendent Professional Learning Experiences:

- Rebecca Walters and school board members will attend the annual VSBA conference - November 2024
- Rebecca Walters will attend the Superintendent’s annual conference (September 2024); VASS fall and spring annual conferences - October 2024 and May 2025

Speech Language Pathologist training:

- Julie Hamilton, SLP, will attend the “back-to-school” SLP conference and the annual SHAV conference for speech-language

Continued Education Support:

- Three LCS teachers are working on provisional licensure requirements through iTeach or UVA Wise with tuition reimbursement support provided through LCS

Other planned trainings/conferences:

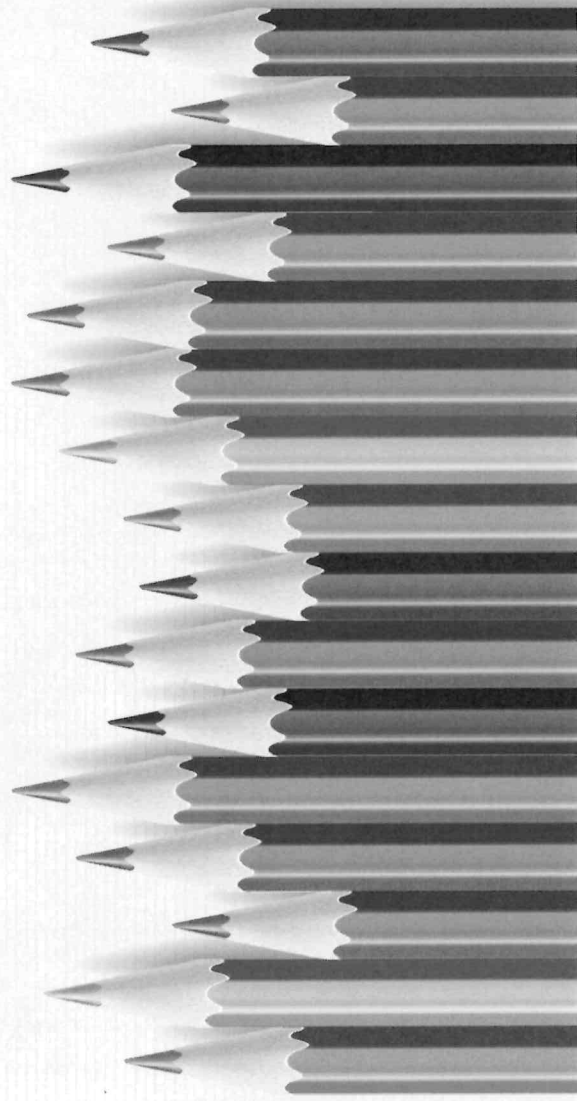
- Kim Troise, Principal at HWES, has been selected as a member of the 2024-2026 cohort of the *Statewide Communities of Practice for Excellence* (SCOPE) program through the University of Virginia School of Education and Human Development. She will attend 4 sessions during the 24-25 school year.
- Jason White, division Title IX coordinator, will complete Title IX training in October.

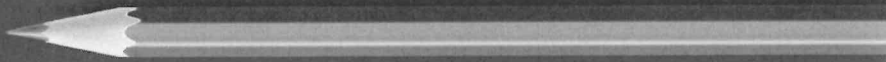
- Several elementary teachers will attend a 1-day “Introduction to Responsive Classroom” training this fall.
- All division staff will participate in required training on Title IX led by our school board attorney in February 2025
- Teachers working with kindergarten students at HWES and sixth grade students at LDMS will work in professional learning communities (PLCs) focusing on neurodiversity and Autism with Julie Hamilton serving as the district facilitator in her role as a member of the statewide *Autism Leadership Intensive* cohort
- LCS teachers and staff will have the opportunity to engage in professional learning focused on supporting our multilingual students through 3 after-school PD sessions led by Janell Farley of Mountain Gateway Community College.
- Ten LCS staff members will take a four-session (12-hour) class, Basic Spanish for Educators, led by Janell Farley of Mountain Gateway Community College during the month of October.
- Several LCS teachers will represent LCS on curriculum teams for the Comprehensive Instructional Program (CIP) consortium
- Karen Doyle, LDMS band director, will attend The Midwest Clinic: International Band and Orchestra conference in December.
- Staff from both HWES and LDMS will complete MANDT Restraint and Seclusion training during Fall 2024 and Spring 2025
- Division Threat Assessment Team members will complete required training in Fall 2025
- Jen Hall and Rebecca Walters will lead professional learning on instructional updates at school faculty meetings in September, November, January, and March

**Additional professional learning opportunities will be planned and supported throughout the school year.

1. Division Strategic Plan

Overview of Progress





WE ARE:

*Creating Empowered Learners,
Thinkers, and Citizens*



4 Areas of Focus:

Focus Area #1: Student Learning Success

Focus Area #2: Diversity and Equity

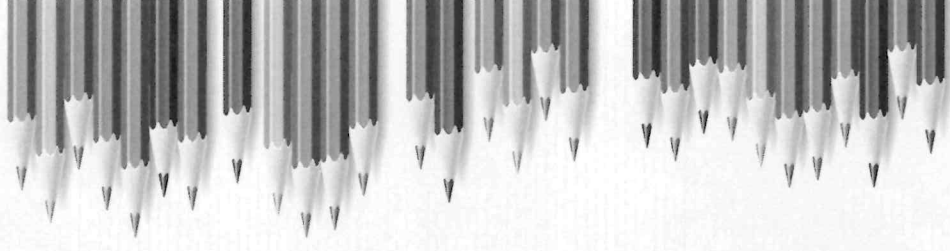
Focus Area #3: Student and Staff Wellbeing

Focus Area #4: Fiscal and Resources

Management

1. Student Learning Success

- ◆ LCS has continued to update the Gifted Education Plan and is working to expand offerings for enrichment for all students.
- ◆ LCS has continued to add support programs for struggling students, including Homework Help, K-5 intervention, All-In tutoring, and after-school intervention. This year, we will also add individual reading plans for at-risk students in K-3.
- ◆ Teachers continue to develop quality balanced assessment plans and seek to add authentic learning opportunities aligned to our curriculum for all students.

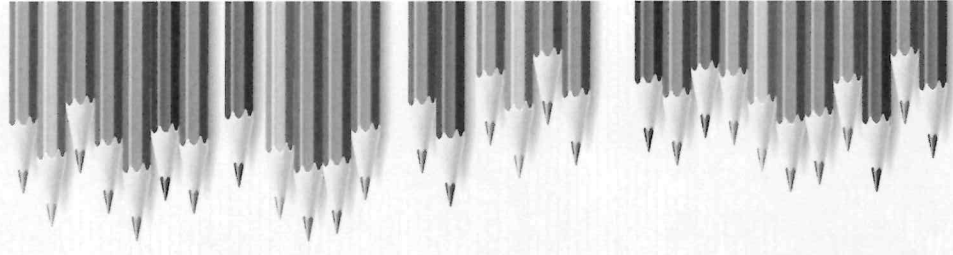


2. Diversity and Equity

- ◆ Both schools have focused on celebrating diversity through their School Improvement Plans and have added programs and activities to support this focus area.
- ◆ Morning Meeting and TAG structures K-8 have provided additional opportunities to celebrate diversity.
- ◆ LCS has made curriculum changes to increase the number of students who take Algebra I for high school credit.
- ◆ The elementary school invites and includes stakeholders from diverse cultures and backgrounds into our school programs.
- ◆ LCS continues to work on the recruitment and hiring of diverse candidates.

3. Student & Staff Wellbeing

- ◆ 26 teachers have been formally trained in *Responsive Classroom* to support social emotional learning goals.
- ◆ The district will continue to identify additional strategies to support movement breaks and outdoor learning opportunities K-8.
- ◆ LCS administration continues to focus on reducing required meetings, combining additional meetings, and offering additional choices for professional learning to support a balance for staff.
- ◆ Each school continues to offer staff opportunities to support health, wellness, and engagement - staff socials, lunches, Sunshine Club, and other activities.

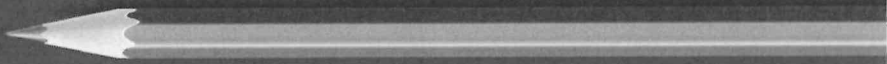


4. Fiscal & Human Resources

- ◆ The division continues to enhance school safety with the addition of an SRO, updated camera systems, re-keying, etc...
- ◆ LCS continues to offer a wide variety of professional learning experiences responding to teacher and staff requests and division needs.
- ◆ LCS works with the RCHS Teach for Tomorrow program to encourage education as a career.
- ◆ LCS has provided teacher tuition reimbursement for several teachers annually.
- ◆ The district has provided 15% total salary increase over the past 3 years, increased hourly rates for hourly employees, increased para salary scales and substitute daily rates, and increased division contributions to health care premiums.

"Great things are
done by a series
of small things
brought together."

- Vincent Van Gogh





Lexington City School Board Agenda Item

Order of Business: School Board

Meeting Date: September 11, 2024

	Yes	No
Enclosures		x

Reason for Consideration

Information	X	Action
		State Law
		Operational
		Policy
		Other

Background Information

1. Rockbridge County School Board Meeting – September 10, 2024
2. Ad Hoc committee reports
 - a. LCS/RCPS school board ad hoc meeting - TBD
3. Next LCS School Board meetings:
 - a. October 9, 2024 Regular monthly meeting 5:30PM at SBO
 - b. October 17, 2024 Joint School Board/City Council work session at 6PM at County Administrative Office Building
4. VSBA Annual Conference in Williamsburg – November 20-22, 2024

Superintendent’s Recommendation

N/A