

***Minutes of the Work Session of the School Board of the City of Richmond
November 7, 2011***

Work Session

A work session of the School Board of the City of Richmond was held on Monday, November 7, 2011, at 4:00 p.m., in the Conference Room on the 17th floor of City Hall. The Chair called the meeting to order. The Clerk called the roll. The following were present:

Members: Mrs. Kimberly Bridges, *Chair*
Mrs. Dawn Page, *Vice Chair*
Ms. Kimberly Gray
Dr. Norma Murdoch-Kitt
Ms. Adria Graham Scott
Maurice Henderson
Mrs. Chandra Smith
Donald Coleman
Mrs. Evette Wilson
Ms. Atara-Sheba Young, *Student Representative*, Richmond Community High School

Officers: Dr. Yvonne Brandon, Superintendent
Ms. Angela Lewis, Clerk
Ms. Angela Anderson, Chief of Financial Reporting/Deputy Clerk
Paul Hawkins, Chief Operating Officer/Agent
Dr. Ronald Carey, Chief of Staff/Deputy Agent

Others Present: Mrs. Victoria Oakley, Chief Academic Officer
Dr. Irene Williams, Executive Director, Elementary Education
Dr. Thomas Beatty, Executive Director, Secondary Education
Ms. Lynn Bragga, Director, Budget & Financial Planning
Dandridge Billups, Human Resources Director
Ms. Wanda Payne, Interim Director, Finance
Harley Tomey, Director, Exceptional Education
William James, Instructional Specialist, Physical Education & Health
Ms. Sylvia Clute, Armstrong High School
Ms. Donna Chewning
Ms. April Hawkins, Principal, Armstrong High School
Ms. Maria Crenshaw, Director, Instruction
Ken Tilly, VHSL
Lou Anderson
Frank Butts, Capital City Program
Frank McSween
Lamont Davis
Everett Fields
Roderyck Bullock
Donna Patterson
Charles McLeod
Joe Miller
Robin Mines

Christopher Calloway
George Braxton

Attorney: Ms. Jonnell Lilly

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

Receive the Human Resources Actions Mr. Billups presented the Human Resources Actions for approval at the 7:00 p.m. School Board meeting.

Receive Articles VII, VIII, and IX of the Personnel Section of the Bylaws and Policies Manual This item was deferred to the 7:00 p.m. School Board meeting.

Receive a Report from Restorative Justice at Armstrong High School It was shared that the City of Richmond Department of Justice Services (RDJS) had partnered with Richmond Public Schools, Restorative Youth Services of Virginia, and Communities in Schools to develop a pilot Restorative School Program at Armstrong High School. The program was designed as an alternative way to respond to conflict. The Armstrong Restorative School Program consisted of five core elements (1) the restorative classroom, (2) restorative circles that were initiated by community members (3) teacher/staff peer support circles (4) transition circles for returning and new students, and (5) a commitment to build self-sustaining restorative community.

Receive a Report on Virginia High School League (VHSL) Mr. James reported that an Athletic Task Force was recently formed by Richmond Public Schools and had partnered with several organizations within the city to identify strategies for developing a continuum of sports and athletic options for students from elementary to high school. The Athletic Task Force recently met and recommended the formation of a new athletic district or reclassification under the Virginia High School League. The recommendation was based on a desire for a more balanced competitive district to allow RPS athletes to compete with other schools of similar size and talent. The committee presented several options for consideration by the VHSL. There were many members of the community present to share their concerns regarding the current state of the athletic disparities between the city schools and those of the surrounding counties.

Discuss Alternative Meeting Schedule for the Disciplinary Committee This item was deferred to the November 21, 2011, School Board meeting.

Closed Session On a motion by Mr. Coleman, seconded by Mrs. Smith, the Board voted unanimously to go into closed session [pursuant to Section §2.2-3711(A)(1)(2)(7)(29) of the *Code of Virginia*] to consider the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of the School Board, or for discussion, consideration, or interview of prospective candidates for employment, to consider the admission or disciplinary matters or any other matters

that would involve the disclosure of information contained in a scholastic record concerning a Richmond Public School student, to consider consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the School Board; and/or consultation with legal counsel employed or retained by the School Board regarding specific legal matters requiring the provision of legal advice by such counsel, and to consider discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Open Session

On a motion by Ms. Gray, seconded by Ms. Graham Scott, the School Board voted to go into open session.

Motion:	Ms. Gray	Resolution:	10
Seconded:	Ms. Graham Scott	Date:	November 7, 2011

Open Session

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: (9) (*Mesdames Bridges, Gray, Graham Scott, Murdoch-Kitt, Page, Smith, Wilson, Messers Coleman and Mr. Henderson*)

NAY: (0)

ABSTENTIONS (0)

ABSENT DURING VOTE: (0)

ABSENT DURING MEETING: (0)

Clerk

Contracts #6359A (ADA Playground Installation and Surfacing at Various Schools), Contract #6359B (ADA Playground Installation and Surfacing at Various Schools), Contract #6363A (Specialized Nursing Services), and Contract 6363B (Specialized Nursing Services) would be voted on at the 7:00 p.m. meeting.

The Chair recessed the meeting.

Clerk

Chair

DRAFT

***Minutes of the Regular Meeting of the School Board of the City of Richmond
November 7, 2011***

Reconvene

The Chair reconvened the Monday, November 7, 2011, meeting at 7:00 p.m. in the School Board Room, 17th floor of City Hall.

Members: Mrs. Kimberly Bridges, *Chair*
Mrs. Dawn Page, *Vice Chair*
Mrs. Kimberly Gray
Dr. Norma Murdoch-Kitt
Ms. Adria Graham Scott
Maurice Henderson
Mrs. Chandra Smith
Donald Coleman
Mrs. Evette Wilson
Atarah-Sheba Young, *Student Representative*, Richmond
Community High School

Officers: Dr. Yvonne Brandon, Superintendent
Ms. Angela Lewis, Clerk
Ms. Angela Anderson, Chief of Financial Reporting/Deputy
Clerk
Paul Hawkins, Chief Operating Officer/Agent
Dr. Ronald Carey, Chief of Staff/Deputy Agent

Others Present: Mrs. Victoria Oakley, Chief Academic Officer
Dr. Irene Williams, Executive Director, Elementary Education
Dr. Thomas Beatty, Executive Director, Secondary Education
Dandridge Billups, Human Resources Director
Mrs. Debora Johns, Chief Internal Auditor
Ms. Lynn Bragga, Director, Budget & Financial Planning
Ms. Cozette McIntyre, Grants Manager
Mrs. Maria Crenshaw, Director, Instruction
Mrs. Sharon Scott, Chief, Safety and Security
Dr. Darlene Currie, Director, Professional Development
Harley Tomey, Director, Exceptional Education
Ms. Susan Roberson, Director, School Nutrition Services
Dr. Ernestine Scott, Director, Federal Programs
Vincent Ashley, Director, Pupil Transportation

Attorney: Ms. Jonnell Lilly

Pledge of Allegiance

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

***Adoption of the
Agenda***

The agenda was amended to add items

- Item 7c Receive Articles VII, VIII, and IX of the Personnel Section of the Bylaws and Policies Manual
- Consider approval of a Resolution on Virginia Farm-to-School Week.
- Receive and approve a Proclamation for American Education Week.
- Receive and approve a Proclamation for Educational Support

Professionals Day.

- IA1112-13 Consider approval of Contract #6359A (ADA playground installation and Surfacing at various schools) and Contract #6359B (ADA playground installation and surfacing at various schools).
- IA1112-14 Consider approval of Contract #6363A (specialized nursing services) and Contract 6363B (specialized nursing services).
- IA1112-15 Consider approval to uphold the recommendation of the fact-finding panel in employee matter #1112-02.
- IA1112-16 Consider approval of the Superintendent's contract ending on June 30, 2012 and appoint her as superintendent for a new term beginning November 7, 2011 and ending June 30, 2015. The School Board further authorized the Chair to execute the new contract with the Superintendent.
- IA1112-17 Consider approval to forward Richmond Public Schools Legislative package to VSBA and provide an amendment from the floor regarding Charter School personnel.

Recognitions

Dr. Brandon presented a Certificate of Recognition and Pins to School Board members and the Clerk their participation in the VSBA School Board Academy during the period of July 1, 2010 through June 30, 2011.

Certificate of Excellence and Silver Pin

*Kimberly Bridges
Norma Murdoch-Kitt
Dawn Page
Chandra Smith
Dr. Yvonne Brandon*

Certificate of Recognition

*Donald Coleman
Kimberly Gray
Maurice Henderson*

Certificate of Achievement and Bronze Pin

Angela Lewis

Public Information

Diane Watkins, President and Founder of Bells for Peace, Inc., extended an invitation to School Board members to attend the Virginia Union University (VUU) dedication of the newly installed electronic carillon at the Belgian Friendship Building. The dedication ceremony would commence on Wednesday, November 16, 2011, at 1:30 p.m. with the ringing of the bells. Ms. Watkins provided background and history of the VUU's Belgian Friendship Building.

Approve the Minutes of the September 19, 2011, September 26, 2011, and the October 3, 2011 Meetings

The minutes of the September 19, 2011, September 26, 2011, and the October 3, 2011, meetings were approved.

Receive Updates from School Board Representatives on the: Appomattox Governor's School Regional Board, Head Start Policy Council, Richmond Council of PTAs, Richmond Chamber of Commerce Education Committee

There was no report at this time on the Appomattox Governor's School Regional Board.

Mr. Henderson reported that the Head Start Policy Council held its parliamentary training for new members. The council reviewed the first month of operational results for the Head Start Program in Richmond, Powhatan, and Petersburg. There were discussions regarding strategies to increase the attendance and participation of parents in the Head Start Program and parents whom benefited from the program.

There was no report at this time on the Richmond Council of PTAs. Mrs. Bridges announced that Chimborazo Elementary and Huguenot High Schools were winners of the local PTAs Outstanding membership recruitment division award for the 2010 school year. They each received a third place award.

Mr. Coleman reported that the Richmond Chamber of Commerce Education Committee in conjunction with the Greater Richmond Chamber and Business Council held a breakfast for the top ten finalists for the 2012 Teacher of Year honorees. Dr. Brandon announced that the Teacher of the Year finalist would be recognized at the next School Board meeting.

Receive Articles VII, VIII, and IX of the Personnel Section of the Bylaws and Policies Manual

Attorney Lilly provided an overview of Articles VII, VIII, and IX of the Personnel Section of the *Bylaws and Policies Manual*.

- Policy 7-7.17 – Employee Absences/Leave
Attorney Lilly would research surrounding districts policy regarding civil leave and bring forth language that would be considered as a first read.
- Policy 7-9.6 – Electronic Communication.
Attorney Lilly would add language regarding a policy statement that encouraged the innovative use of technology to enhance the learning process.
- Policy 7-9.7 – Use of Private Cars for Transporting Pupil.
Attorney Lilly would research surrounding districts policy regarding the pick-up and safe delivery of children from one destination to another.

The Board would have a first read of the entire Personnel section at its meeting on November 21, 2011.

As a follow up to the October 3, 2011 Grievance Training, there was further discussion by the Board regarding adding gender orientation as a protected class to the policy statement. Attorney Lilly shared that law prescribed the protected classes that were previously discussed and gender orientation was not. Based on the research that was reviewed it was noted that the Arlington School System had incorporated the language into its policy statement. Attorney Lilly noted that it would be up to School Boards whether to add gender orientation to its policy as a protected class. Attorney Lilly suggested that the Board may want to wait until the General Assembly took up the issue in the session that was proposed by the VSBA regarding protected classes. Ms. Gray would

forward the language from the City regarding policy changes. Mrs. Smith would bring forth VSBA Delegate Assembly discussion from the November 16, 2011 meeting and the VSBA vote. Attorney Lilly provided a recap of the grievance process for support staff personnel, which by law did not require a fact-finding panel hearing. It was being proposed that the recommendation of termination or grievance for support staff personnel would be a decision made at the management level with the option to go before the School Board. At the November 21, 2011 meeting, the School Board would consider the gender orientation policy statement and support staff personnel grievance process.

***Receive a Report from
the Garden Task
Force***

A PowerPoint presentation was shared that showcased projects of the Garden Task Force over the last year. The Garden Task Force goal was to enhance the awareness of students of the gardening possibilities in a diverse and urban setting with school administrators, teachers, and community partners. Dr. Marrow provided comments on the Garden Task Force.

***Receive an Update on
Building a Better
Richmond***

Mr. Hawkins reported that the elementary school was ahead of schedule. The abatement of materials at Martin Luther King, Jr. Middle School would be completed on November 11, 2011. The City Procurement office would post the demo package award recommendation to hire J. D. Lewis on November 7, 2011. Photos of elementary projects of the Oak Grove and Board Rock Elementary Schools were shared. There were plans for an upcoming demo event planned for MLK that would be coming soon.

***Receive a Report on
Operations***

Mr. Hawkins provided a review of the Cigna Health Insurance employee satisfaction survey for Richmond Public Schools. The 750 employees that were surveyed out of 8,000 employees indicated that overall 96 percent of the employees were satisfied with the services. Highlights of how the district could improve health services were reviewed that included well care visits, availability of care clinics and urgent care facilities, health assessments, and healthy baby programs.

***Receive an Update
from the Re-zoning
Task Force***

Mr. Hawkins reported that the Rezoning Task Force meeting on October 25, 2011 was conducted by Cropper GIS Consulting. The committee of 40 members met and discussed GIS role. The committee was provided data that consisted of school capacity, maps, and live birth rates for their review. There was also a discussion on strengthening weakness analysis of what the district should consider as it rezoned. The next meeting for the Rezoning Task Force was scheduled on November 15, 2011 at 6:00 p.m. at the Richmond Technical Center.

***Other Information
Items***

The following information was in the Board packages for review:

- An update on RPS Contracts.

Dr. Brandon shared information on the Fox Elementary School Celebration of its Centennial event that was held on November 6, 2011.

Ms. Graham Scott thanked the teachers and students from Binford and Albert Hill Middle Schools that participated in the partnership between Schools Young People Young Musicians and Richmond Symphony.

Consent Agenda

On a motion by Mrs. Page, seconded by Ms. Gray, the School Board voted unanimously to approve the following items under the Consent Agenda:

- Human Resources Actions:
 - The resignation of five employees.
 - The reappointment of two employees.
 - The termination of one employee.
 - The retirement of six employees.
 - The nomination of seventeen employees.
 - The returning from leave of fifteen employees.
 - The change of contract of fifteen employees.
 - The transfer of twelve employees.
 - The change of name of one employee.
 - The furlough of fourteen employees.
- The financial statement for the period ended September 30, 2011
- The Virginia Farm-to-School Week Resolution

Whereas, the 2007 Virginia General Assembly directed the Secretary of Agriculture and Forestry and the Secretary of Education to develop a plan to implement a Farm-to-School program across the Commonwealth (SJR 347), resulting in significant progress; and

Whereas, a strong Virginia Farm-to-School Program connects schools directly with community farmers and local food hubs; paves the way for schools to more easily purchase fresh, nutrient-rich farm products; positively impacts the lifelong healthy eating behaviors of Virginia's children; and provides reliable, ongoing markets to support Virginia's local agricultural economy; and

Whereas, since the Virginia Farm-to-School Program began in 2007, there has been a significant increase in locally grown foods served in public and private schools; and during the first Farm-to-School Week, all regions of Virginia participated and 36 different locally grown Virginia foods were featured as healthy choices on school menus across the state; and

Whereas, there is a growing need to prioritize access to healthy foods for young people due to the critical health concerns of childhood obesity and the increasing incidence of Type 2 Diabetes in children, which are both food-related and prevalent across the Commonwealth; and

Whereas, according to the 2007 National Survey of Children's Health, 31 percent of Virginia's children are overweight and 15.2 percent are obese; and

Whereas, all of the Virginia school districts, farms, and businesses that participated in the first Virginia Farm-to-School Week are recognized for their dedication and hard work; and

Whereas, the Virginia Department of Agriculture and Consumer Services, Virginia Department of Education, Virginia Food System Council, and Virginia Farm-to-School Work Group are recognized for their many contributions to help develop, promote, and implement Virginia's Farm-to-School Program planned and designated the first Virginia Farm-to-School Week as the second full week of November in

2010,

Now, therefore be it Resolved, that Richmond City Schools in partnership with the Virginia Department of Education does hereby recognize the 3rd Annual Virginia Farm-to-School Week as the week of November 7 – 11, 2011, with a an official Farm-to-School Week kick-off at G. H. Reid Elementary School on Monday, November 7, 2011.

- **Education Support Professionals Day Proclamation**
Whereas, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and
Whereas, education support professionals are an integral part of the education process; and
Whereas, education support professionals provide a safe and healthy learning environment for students; and
Whereas, education support professionals provide a safe and healthy learning environment for students; and
Whereas, education support professionals work tirelessly to serve our children and communities with care and professionalism.
Now, therefore be it Resolved, that the School Board of the City of Richmond, does hereby proclaim Wednesday, November 16, 2011, as National Education Support Professionals Day.
- **American Education Week Proclamation**
Whereas, public education is the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and
Whereas, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and
Whereas, public education employees, be they teachers, substitute teachers, instructional assistants, custodians, transportation workers, office associates, food service workers, plant services workers, health and student service workers, safety and security workers, or media specialists, work tirelessly to serve our children and communities with care and professionalism; and
Whereas, public schools are the foundations of neighborhoods and communities, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise.
Now, therefore be it Resolved, that the School Board of the City of Richmond, does hereby proclaim November 13-19, 2011, as the 90th annual observance of American Education Week.

***Consider Approval of
the Richmond Public
Schools Athletic Task
Force to Request the
VHSL Realignment
within Triple A Class***

Mrs. Page made a motion to vote to approve the Richmond Public Schools Athletic Task Force to request the VHSL realignment within Triple A Class; it was seconded by Dr. Murdoch-Kitt.

Mr. Henderson made a motion to amend the motion to include a policy to include a GPA requirement for participation, seconded by Mrs. Page. After discussion, the amendment was withdrawn.

There was discussion on the original motion made by Mrs. Page. The Chair suggested that the Board would draft a letter to central region school district informing them of Richmond Public Schools VSHL request.

Ms. Gray called the question to end the discussion; it was seconded by Mr. Henderson.

On a motion by Mrs. Page, seconded by Dr. Murdoch-Kitt, the Board voted unanimously to approve the Richmond Public Schools Athletic Task Force request that the VSHL realignment within Triple A Class.

On a motion by Mr. Henderson, seconded by Ms. Graham Scott, the Board voted unanimously to request a policy recommendation from the administration for the academic eligibility requirement for athletics.

Consider Approval of Contract #6359A (ADA Playground Installation and Surfacing at Various Schools) and Contract #6359B (ADA Playground Installation and Surfacing at Various Schools)

On a motion by Mrs. Wilson, seconded by Ms. Graham Scott, the Board voted unanimously to approve Contract #6359A (ADA Playground Installation and Surfacing at Various Schools) and Contract #6359B (ADA Playground Installation and Surfacing at Various Schools).

Consider Approval of Contract #6363A (Specialized Nursing Services) and Contract 6363B (Specialized Nursing Services)

On a motion by Mrs. Wilson, seconded by Mrs. Page, the Board voted unanimously to approve Contract #6363A (Specialized Nursing Services) and Contract 6363B (Specialized Nursing Services).

Consider Approval to Uphold the Recommendation of the Fact-Finding Panel in Employee Matter #1112-02

On a motion by Mrs. Smith, seconded by Mrs. Page, the Board voted to uphold the recommendation of the fact-finding panel in Employee Matter #1112-02. (*Mesdames Bridges, Murdoch-Kitt, Graham Scott, Page, Smith, Wilson and Messer Henderson voted "aye", Ms. Gray voted "nay," and Mr. Coleman abstained.*) (*Passed 7-1-1*)

Consider Approval of the Superintendent's Contract ending on June 30, 2012 and appoint her as Superintendent for a new term beginning November 7, 2011 and ending June 30, 2015.

On a motion by Mrs. Smith, seconded by Ms. Graham Scott, the Board voted to approve the Superintendent's Contract ending on June 30, 2012 and appoint her as Superintendent for a new term beginning November 7, 2011 and ending June 30, 2015. The School Board further authorized the Chair to execute the new contract with the Superintendent. (*Mesdames Bridges, Murdoch-Kitt, Graham Scott, Page, Smith, Wilson, Messer Coleman and Henderson voted "aye" Ms. Gray voted "nay"*) (*Passed 8-1*)

***The School Board
further authorized the
Chair to execute the
new contract with the
Superintendent***

***Consider Approval to
Forward Richmond
Public Schools
Legislative Package to
VSBA and Provide an
Amendment from the
Floor Regarding
Charter School
Personnel***

On a motion by Mrs. Smith, seconded by Ms. Graham Scott, the Board voted unanimously to approve to forward Richmond Public Schools Legislative Package to the VSBA and provide an amendment from the floor regarding Charter School personnel.

There being no further business, the meeting adjourned at 8:41 p.m.

Clerk

Chair