Note: A full recording of the meeting is on file in the Clerk's Office and on the School Division website.

A Budget Work Session of the Albemarle County School Board was held on February 4, 2010 at 6:30 p.m., Room 241, County Office Building, 401 McIntire Road, Charlottesville, Virginia 22902.

PRESENT: Mr. Stephen Koleszar; Mrs. Diantha McKeel; Mr. Brian Wheeler; Mrs. Barbara Massie Mouly (arrived at 6:20 p.m.); Mrs. Pamela Moynihan; Mr. Eric Strucko; and Mr. Ronnie Price.

ABSENT: None.

STAFF PRESENT: Dr. Pam Moran, Superintendent**;** Dr. Bruce Benson, Assistant Superintendent for Operations and Planning Systems; Mr. Billy Haun, Assistant Superintendent for Student Learning; Mr. Kevin Kirst, Assistant Director of Special Education/Student Services; Ms. Kimberly Suyes, Director of Human Resources; Mr. Josh Davis, Director of Transportation; Ms. Debbie Collins, Director of Elementary Education; Mr. Jackson Zimmermann, Executive Director of Fiscal Services; and Mrs. Jennifer Johnston, Clerk.

Agenda Item 1.1. Closed Meeting.

At 6:11 p.m., Mr. Strucko offered a **motion** that the School Board go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia under subsection 7 to consult with legal counsel regarding pending employment litigation and personal injury litigation, and subsection 29 to discuss the award, terms and scope of a telecommunications lease. Mr. Wheeler **seconded** the motion, **and the motion passed with Mrs. Mouly absent.**

Agenda Item 1.2. Call Order.

Mr. Price called the meeting to order at 6:32 p.m.

Agenda Item 1.3. Certify Closed Meeting.

At 6:46 p.m., Mr. Strucko offered a **motion** that the Board certify by recorded vote that to the best of each Board member's knowledge, only public business matters exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed or considered in the Closed Meeting. Mr. Wheeler **seconded** the motion. **Roll was called, and the motion passed by the following recorded votes:**

AYES: Mrs. McKeel; Mr. Wheeler; Mrs. Moynihan; Mr. Strucko; Mr. Koleszar; Mr. Price; and Mrs. Mouly.
NAYS: None.

Motion carried by a 7:0 vote.

Agenda Item 1.4. Agenda.

Mr. Koleszar offered a **motion** to approve the agenda as presented. Mrs. Moynihan **seconded** the motion, **and the motion passed unanimously.**

Agenda Item 2.1. Budget Work Session.

Mr. Zimmermann said that during the meeting the following topics would be covered: operation reductions; Family Support Workers; Human Resources Overview; Achievement Gap and Summer School; Staff Development; Central Support reductions; technology reductions; and transportation efficiencies.

Mr. Haun introduced Kathy Ralston, Director of Social Services, and Mr. Kevin Kirst, Director of Student Services who provided an overview of the Family Support Worker Program.

Ms. Ralston said that if we layoff individuals then we have to follow the state's layoff policy which has to do with seniority. There are more recent Bright Stars workers than Family Support Workers. If a Bright Stars worker had to be laid off then the position would be backfilled with a Family Support Worker so that the Bright Stars classroom would be covered for social work services. In Bright Stars we will not be able to cover the alumni Bright Stars with a decrease in staffing; we do not stop coverage when the students leave preschool.

Mr. Strucko asked if the funds for the Family Support Workers were in the local government budget. Ms. Ralston said that it is a transfer from schools to local government.

Mr. Strucko asked who was proposing the budget reduction. Dr. Moran said that the reduction is being proposed by the school division. Ms. Ralston said that at this time local government is not proposing any reductions for the Bright Stars Program and it looks like we are going to take the social workers in that program down to 11-month positions.

Mrs. Moynihan asked if this was the program that was at one time fully funded by local government. Ms. Ralston said that it was at one time fully funded by the federal government. There were a significant number of federal dollars in this program and some local dollars. We were using a creative match process for accessing these federal dollars. When we started to lose the federal funding, local government funded an additional $154,000 and we came to the school division who funded an additional $154,000. The school division also provided funds for a part-time worker at Jack Jouett Middle School. The school division also helped at that time to bring the staff back to a 40-hour work week. Mrs. Moynihan asked what the total cost of the program to the school division. Ms. Ralston said that she does not have the in-kind costs that the school division provides, but the total cost to the school division is $190,000 in actual funding.

Mr. Wheeler said that this is a great program. He would put this back into the budget if the funding was available.

Mr. Kirst spoke about what the reduction would impact in the work of the Family Support Workers.

Mrs. McKeel asked about pulling these workers back from the middle schools. Ms. Ralston said that this program is an early intervention program and they really wanted to focus on the youngest children in order to make the best gains. Staff will need to decide which schools are the neediest for these services.

Mrs. Moynihan said that social services is a county responsibility and they should be paying for these Family Support Workers. Ms. Ralston said that local government did not ask for this program to be supported she did because the school division saw value in the program. This is not a mandated program.

Mr. Koleszar said if the Board accepts losing the middle school services, how much would be cut out of the elementary schools. Ms. Ralston said that if we cut back to four Family Support Workers, we have Bright Stars workers which will cover eight schools. The Family Support Workers could cover the elementary schools if they are part-time. Mr. Koleszar asked how many positions we are cutting from the elementary schools. Ms. Ralston said that she could provide that information.

Mr. Koleszar asked what would be the impact on student achievement if these positions are cut back. Mr. Haun said that it would be difficult to pin down what would happen because there are so many other programs in the schools that do similar work or work with this program.

Ms. Suyes provided an overview of the Human Resources funding request.

Mr. Strucko asked what budget reductions are being considered in Human Resources for next year and how will it impact the organization chart for the department and services for the schools. Ms. Suyes said that they are looking at staff reductions in Human Resources and that will impact the services that are provided. Mr. Strucko asked if the FTE being proposed for reduction currently filled or is it vacant. Ms. Suyes said it is currently filled. Dr. Benson said that like other central office departments Human Resources is looking to reduce staff through a reorganization of services. Ms. Suyes is currently working to see how best to make that change. Mrs. McKeel asked what impact this will have of services provided. Dr. Benson said that it will look at combining services to reduce staff. Mr. Koleszar asked at what level it will be reduced at. Dr. Benson said that the total will be approximately $119,000.

Mr. Wheeler asked what is next in terms of the Baldrige Award. Ms. Suyes said that we are looking at their feedback and beginning to work on implementing some of the changes.

Mr. Price asked about the school training and professional development. Ms. Suyes said that Human Resources trains only for classified staff. The school division handles the professional development for teachers.

Mrs. Moynihan asked how the budget will impact recruitment and retention initiatives. Ms. Suyes said that we are not recruiting at the level as we were before but it will impact us in the long-term.

Mr. Haun and Ms. Collins provided an overview of the summer school funding request.

Mr. Haun provided an overview of the professional development funding.

Mrs. McKeel asked what MANDT training was. Mr. Kirst said that MANDT training is crisis intervention and dealing with physical restraint. Mr. Haun said that it will be reduced but not eliminated completely.

Mrs. Mouly said that she tends to divide professional development into improvement in one's subject area and improvement in one's teaching strategy. How much professional development is spent in each category? Dr. Moran said that may be an area that staff needs to come back with.

Mr. Haun provided an overview of the central support reductions.

There was a break from 8:36 p.m. until 8:45 p.m.

Dr. Benson provided an overview of the technology funding request.

Mrs. McKeel said that she has heard criticism that the school division replaces its computers every 3 to 4 years. Dr. Benson said that computer replacement in an institutional setting is different because wear and tear based on the number of hands that touch the computers on a daily basis which is quite different than a personal computer.

Mr. Price asked about the Salaries/Other Management position, is that the assistant director position? Dr. Benson said that we transferred a position from Technology to Transportation during the reorganization.

Mr. Koleszar asked about response time for Help Desk calls. Dr. Benson said that we implemented a new system for placing Help Desk calls so he would need to get more information on what he is asking for.

Mr. Davis provided an overview of the Transportation funding request.

Mr. Strucko asked where Transportation saved nearly $400,000. Mr. Davis said that it was saved primarily in fuel costs.

Mr. Price asked if the school division has realized any costs savings from the GPS system. Mr. Davis said yes, in eliminating deadhead mileage.

Mrs. McKeel asked if we partner with the City of Charlottesville or the University of Virginia on driver training. Mr. Davis said that we have not partnered with those on training but we have partnered with some other localities for third party testing.

Mr. Price asked how will there be a savings of $430,000 between the 2009-10 budget and the 2010-11 funding request without reducing FTEs. Mr. Davis said that it will be about 14 driver positions.

Mr. Zimmermann provided the Board with an overview of what would be discussed at the February 11, 2010 budget work session. Mr. Koleszar said that he would like an overview of how the instructional coaching model is working. Mrs. McKeel said that she would like more information on the 8-period school day. Mr. Strucko said that he would like to know why some of the year two considerations are not being considered in the current year.

Agenda Item 3.1. Other Business by Board Members/Superintendent.

Dr. Benson provided an update on the impending inclement weather. Dr. Benson said that we are looking at up to 28 inches of snow over the next 48 hours, and schools are closed tomorrow. This will create some challenges for the division in the following week because cold air is supposed to be in place which will hamper the snow melting. Monticello High School may be opened as a safe haven for individuals.

Mrs. McKeel said that she had a roundtable with Dr. Moran and business community members. Mr. Tim Hulburt from the Chamber of Commerce was in attendance. The Chamber of Commerce has put together a document for the Board of Supervisors and it starts pointing out the value of a strong educational system and the importance of workforce development. She suggested that some of these points be included in the funding request transmittal letter to the Board of Supervisors.

Mr. Koleszar said that he attended the Federal Relations Network Conference this past weekend. He provided a summary of the events and discussions at the conference.

Agenda Item 4.1. Adjournment.

At 10:16 p.m., Mr. Koleszar offered a **motion** to adjourn the meeting of the Albemarle County School Board. Mrs. McKeel **seconded** the motion, **and the motion passed unanimously.**

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Chairman

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Clerk