A Work Session of the Albemarle County School Board was held on January 28, 2016 at 6:30 p.m., Room 241, Albemarle County Office Building, 401 McIntire Road, Charlottesville, Virginia 22902.

PRESENT: Dr. Kate Acuff; Mr. Dave Oberg; Mr. Jason Buyaki; Mr. Graham Paige; Mr. Stephen Koleszar; Mr. Jonno Alcaro; and Mrs. Pamela Moynihan (arrived at 6:15 p.m.).

ABSENT: None.

STAFF PRESENT: Dr. Pamela Moran, Superintendent; Dr. Matt Haas, Executive Director; Mr. Vincent Scheivert, Chief Information Officer; Mr. Dean Tistadt, Chief Operating Officer; Ms. Debbie Collins, Executive Director of K-12 Education; Ms. Becky Fisher, Director of End User Experience; Mr. Jackson Zimmermann, Executive Director of Fiscal Services; Mr. John Blair, Senior Assistant County Attorney; and Mrs. Jennifer Johnston, Clerk of the School Board.

Agenda Item No. 1.1. Closed Meeting.

At 6:00 p.m., Mr. Koleszar 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 1 to discuss and consider specific candidates for appointment to the Long Range Planning Advisory Committee and the School Health Advisory Board. Mr. Buyaki **seconded** the motion, **and the motion passed with Ms. Moynihan absent.**

Agenda Item No. 1.2. Closed Meeting Certification.

At 6:30 p.m., Mr. Koleszar offered a **motion** that the Board certify by recorded vote that to the best of each Board member's knowledge, only public business matters lawfully 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. Buyaki **seconded** the motion. **Roll was called, and the motion passed by the following recorded vote:**

AYES: Mr. Alcaro, Dr. Acuff, Mr. Paige, Mr. Oberg, Mr. Koleszar and Mr. Buyaki.
NAYS: None.
ABSTAIN: Mrs. Moynihan.

Motion carried by a 6:0:1 vote. Mrs. Moynihan abstained as she was not in attendance at the Closed Meeting.

Agenda Item No. 1.3. Call to Order.

At 6:30 p.m., Dr. Acuff, Chairman, called the meeting to order.

Mr. Alcaro offered a **motion** to appoint Rebecca Abernathy to serve on the School Health Advisory Board as the At-Large representative, and Daisy Rojas to the Long-Range Planning Advisory Committee as the At-large representative. Mr. Paige **seconded** the motion, **and the motion passed with Mrs. Moynihan abstaining.**

Mr. Paige offered a **motion** to appoint JR Washington to serve on the Long-Range Planning Advisory Committee as the Samuel Miller magisterial district representative, and Dr. Genila Bouber to serve on the School Health Advisory Board as the Samuel Miller magisterial district representative. Mr. Koleszar **seconded** the motion, **and the motion passed with Mrs. Moynihan abstaining.**

Mr. Oberg offered a **motion** to appoint Kristy Davis to serve on the School Health Advisory Board as the White Hall magisterial district representative, and CJ Hatcher to serve on the Long-Range Planning Advisory

Board as the White Hall magisterial district representative. Mr. Paige **seconded** the motion, **and the motion passed with Mrs. Moynihan abstaining.**

Agenda Item No. 1.4. Pledge of Allegiance.
Agenda Item No. 1.5. Moment of Silence.

Agenda Item No. 2.1. Agenda.

Mr. Koleszar offered a **motion** to approve the agenda. Mr. Alcaro **seconded** the motion, **and the motion passed.**

Agenda Item No. 3.1. Approval of Consent Agenda.

3.1 Approval of Consent Agenda
3.2 Minutes – 2015
3.3 Minutes- 2016
3.4 For Action: Policy Reviews and Revisions

Mr. Oberg offered a **motion** to approve the consent agenda. Mr. Paige **seconded** the motion, **and the motion passed.**

Agenda Item No. 4.1. Items Pulled from the Consent Agenda. None.

Agenda Item No. 5.1. Announcements.

Mr. Tistadt provided an update on school closings and noted that school will open on time tomorrow.

Agenda Item No. 6.1. School Board/Superintendent Business. None.

Agenda Item No. 7.1. LED Lighting.

Mr. Tistadt said that Albemarle County Public Schools has installed LED lighting fixtures during new construction and renovations for a few years and recently finished a LED classroom lighting pilot with successful results. Based on positive feedback from teachers and resulting energy savings, a division-wide LED lighting conversion is desirable. The approximate cost to upgrade existing fluorescent classroom and hallway fixtures to LED fixtures is $3,000,000. If ACPS uses the existing budget for LED upgrades, it will take approximately 20 years to complete the conversion. ACPS could choose to use an energy performance contract model. An energy performance contract model would allow the LED upgrades to be quickly completed. The installation of LED lighting would result in enough energy savings to pay off the cost plus interest over a time period of 9 to 10 years. The project cost plus interest would be paid from the electricity budget. ACPS would require a fixture with a 10-year warranty and a minimum 60,000-hour life (approximately 16 years of standard operation). After this period, driver and LED replacement parts are easy to install and a fraction of the initial cost. Staff requested the Board support issuing a Request for Proposals for an LED conversion project. The RFP responses will allow for evaluation of the detailed project scope, costs, projected savings, and construction timeline.

Mr. Koleszar offered a **motion** to issue a request for proposals for the LED conversion project. Mr. Paige **seconded** the motion. Dr. Acuff asked for discussion. Mr. Buyaki feels that this project should be rolled into CIP modernization projects. He asked when fluorescent lightbulbs where does the funding come from – CIP or department budget? He also questions the timing of the proposal. Mrs. Moynihan said that she does not see any data to support the noted potential savings therefore she is not able to support the proposal. Dr. Acuff noted that the request is to support an RFP that will provide the data needed to make a decision to move forward or not to move forward. Mr. Koleszar said that he is in favor of going forward with the RFP. He is not certain that he agrees with the proposed funding. Mr. Oberg said that he is in favor of the RFP in order to obtain the data on how much will be saved. Dr. Acuff said that she is in favor of receiving more information. Mrs. Moynihan asked if the only cost of the RFP was staff time. Mr. Buyaki asked if the item would come back to the School Board prior to moving forward. **The motion passed with Mr. Buyaki and Mrs. Moynihan voting no.**

Agenda Item No. 7.2. FY 2016/17 Budget Work Session.

Dr. Moran and Mr. Zimmermann provided an overview of the agenda for the work session which included budget information on instructional departments, professional development, the Department of Accountability, Research and Technology, and the Charlottesville-Albemarle Technical Education Center.

Ms. Collins provided for the Board points of consideration related to instructional departments. Topics included instructional coaching, curriculum and assessment development and monitoring, World Language expansion, and professional development (AVID, Curriculum Assessment Instruction Institute, and digital integration).

Mr. Koleszar asked if more teachers are requesting more time with instructional coaches, and do we have enough instructional coaches.

Mr. Buyaki said that he would like to know what gives the best bang for the buck as it relates to the work of instructional coaches.

Mr. Paige asked about the AVID program. He asked how many schools had the program, how many students are involved and how are the students chosen.

Dr. Acuff asked how long someone can be an instructional coach.

Ms. Fisher provided for the Board points of consideration related to the professional development budget. Topics of discussion included the division's investment in professional development since 2008/09, drivers of professional development needs, the framework for quality professional development, professional development moving forward, what the division did previously for professional development, a summary of changes in professional development in the past five years, and the request for professional development restoration funding including expected outcomes.

Mrs. Moynihan asked for more detailed information on what the additional requested funding for professional development would be used for within the division.

Mr. Scheivert provided for the Board points of consideration related to the technology budget. Topics of discussion included device availability, connectivity, negotiating between digital immigrants and digital natives, student to computer ratio, device to client services specialists ratio, teacher to learning technology integrator ratio, date on service tickets (open and closed tickets), data on the number of devices within the division, data on the number of tests administered by the division, the number of student records stored, a review of efficiencies that have been made within the division, and a review of departmental budget allocations.

Mr. Alcaro asked for the term "record" to be defined as it relates to a student.

Mrs. Moynihan asked if there is still a textbook replacement fund and how does it tie in to digital textbooks. Where is the fund located in the budget? She also noted that she thought by going to 1:1 technology there would be a reduction in the purchase of textbooks.

Mr. Koleszar asked if the division was moving towards developing its own digital textbooks.

Mr. Alcaro asked about the percentage of teachers who are using BlackBoard Connect.

Mr. Paige asked how difficulties with broadband connectivity in parts of the County impact the 1:1 technology for high school students.

There was a break from 8:22 p.m. until 8:36 p.m.

Ms. Catherine Lee, strategic planning and workforce development officer for CATEC, provided for points of consideration regarding CATEC's budget. Topics included the total funding request for 2016-2017, funding request comparison between FY15/16 and FY16/17, initiatives for 2016/17, academies, programs and personnel, historical data on enrollment, teacher load, and 2015/16 achievements.

Mr. Buyaki asked about the ethical hacking offering. He also asked about the distribution of students from all the high schools.

Mr. Koleszar said that there is a joint boards meeting scheduled for May.

Agenda Item No. 7.3. March 1st Primary Election.

Dr. Haas said that the Electoral Board reached out to the School Division to make preparations for the March 1st Primary Election. This is a dual party presidential primary with no incumbent, so turnout is expected to be higher than usual. The last time this occurred was 2008; the turnout that year was 36%.

Applying that 2008 rate to current voters, they anticipate 18,495 voters at school precincts. 18 school facilities are used as polling places (2 high schools, 1 middle school, 14 elementary schools, and CATEC). Coordination concerns of conducting such an election in an occupied school building include traffic conflicts during peak drop-off times, security, adequate parking, and ability to provide ADA access to polling locations.

To minimize disruption for both students and voters, staff recommends that school close on March 1, 2016. The day should still be used as either an on-site or off-site work day for teachers.

Dr. Acuff asked if the change to the presidential primary date a permanent change.

Mr. Koleszar said that this would be a great opportunity to test a "virtual school day".

Mr. Koleszar offered a **motion** for schools to close on March 1, 2016 for the presidential primary. Mr. Alcaro **seconded** the motion, **and the motion passed.**

Mr. Koleszar offered a **motion** for schools to close on March 1, 2016 for the presidential primary. The day should still be used as either an on-site or off-site work day for teachers. Mrs. Moynihan **seconded** the motion, **and the motion passed**.

Agenda Item No. 7.4. For Information: Proposed 2016-2017 School Calendar.

Dr. Haas said that the calendar is the result of two joint City/County Calendar Committee meetings that took place in November and December. The committee is comprised of teachers, Albemarle Education Association (AEA) leadership, and building and central office administrators. Multiple versions of the calendar were shared with the Teacher Advisory and Employee Advisory committees, which were surveyed in November, along with County Student Council, on calendar decisions.

Rather than show various drafts of the calendar to the public, we surveyed the community (through the Community Outreach Survey) on aspects of the calendar under consideration and received nearly 2,000 responses. Among the highlights: 1) Nearly 70% of respondents are pleased or very pleased with our current school year calendar, 2) We asked about reducing winter break by up to two days to end school earlier for the year and received a tepid response, 3) The idea of adding five minutes to the school day to eliminate the two end-of-year make-up days by using the accrued bank time seemed popular, and 4) Having a ½ day for students followed by a ½ work day for staff also garnered support.

The calendar is very similar to the current school year calendar (2015-16) with a few changes: 1) To allow for greater Building Services and DART preparations, we eliminated two teacher workdays prior to school starting and moved the division-level professional development days to the second and third days of the pre-services week. The eliminated workdays will be recuperated as professional learning time aligned with division and school priorities, 2) We reduced the winter break from 10 days to nine, so that we can finish the school year on June 8 and have the final teacher work day on June 9, 3) We plan to add five minutes to each school day. This will add two banked days to our accrued clock hours and eliminate the need for the two make-up days we've been tacking on the end of the school year. We will have two make-up days during the third nine-weeks that can be used more purposefully, 4) The last day of school attendance for student will be a ½ day on June 8. The last teacher work day will be June 9.

After we posted and received feedback via e-mail and School Board discussion on the calendar, staff created a new draft calendar for consideration. It also is very similar to the current school year calendar (2015-16) with a few changes: 1) To allow for greater Building Services and DART preparations, we eliminated one teacher workday prior to the beginning of school. The eliminated workday will be recuperated as a green workday on January 2, 2) We plan to add five minutes to each school day. This will add two banked days to our accrued clock hours and eliminate the need for the two make-up days we've been tacking on the end of the school year. We will have two make-up days during the third nine-weeks that can be used more purposefully, 3) The last day of school attendance for students will be a ½ day on June 9. This also will be the last official day for staff, and 4) School will start on Tuesday, August 23, and end on June 9 to allow for a full, two-week winter break.

Mr. Buyaki said that he is concerned about the number of Monday's missed in the calendar because an elementary student receives certain instruction on specific days – i.e., art and physical education.

Board members asked for the revised calendar to be presented for approval at the next board meeting.

Agenda Item No. 8.1. Public Comment.

Ms. Cheryl Knight is a teacher. She introduced herself to the Board as the co-president of the Albemarle Education Association. She thanked the Board for spending so much time on the budget. Teachers are important.

Agenda Item No. 9.1. Other Business by Board Members/Superintendent. None.

Mr. Koleszar felt that the Board did a good job staying on task during the meeting.

Mr. Oberg thanked the other Board members and staff for helping onboard all of the new board members.

Agenda Item No. 10.1. Closed Meeting. None.
Agenda Item No. 11.1. Certify Closed Meeting. None.

Agenda Item No 12.1. Adjournment

At 9:19 p.m., Dr. Acuff, hearing no objections, adjourned the meeting of the Albemarle County School Board.

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Chairman

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Clerk