

**CITIZENS BUDGET ADVISORY COMMITTEE MEETING**

**Nov. 29, 2018 at 8 a.m.**

**CCPS CENTRAL OFFICE BOARD ROOM**

**CITIZEN ATTENDEES**

Ronique Day, Bermuda District  
Jeffrey McMahan, Clover Hill District  
Reynaul DeShazor, Dale District  
Brenda Stewart, Matoaca District  
Bryan Aud, Midlothian District  
Sam Kaufman, At-Large  
Christopher Williams, Chair, At-Large

**SCHOOL DIVISION ATTENDEES**

Dianne Smith, School Board, Clover Hill Representative  
Dr. Mervin B. Daugherty, Superintendent  
Christina Berta, Chief Financial Officer  
Susan Newton, Director of Management and Budget  
Mike Maher, Assistant Director of Management and Budget  
Nita Mensia-Joseph, Chief Operations Officer  
Dr. Joseph Tylus, Executive Director of the Office of Constituent Services and Student Leadership  
Binford Sloan, Director of Pupil Transportation  
Dr. Belinda Merriman, Director of High School Leadership  
Atonja Allen, Senior Planning Administrator  
Dr. Deborah Romig, Associate Principal, Monacan High  
Quincy Waller, Associate Principal, L.C. Bird High  
Rob McDaniel, Clerk and Executive Assistant to the School Board

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**Mr. Williams** called the meeting to order at 8:05 a.m.

**I. APPROVAL OF MINUTES**

Upon motion of **Mr. Aud**, seconded by **Mrs. Stewart**, the committee voted unanimously to approve as drafted the minutes from the Sept. 27 meeting.

Upon motion of **Mr. Aud**, the committee voted unanimously to approve as drafted the minutes from the Oct. 23 and Oct. 25 meetings.

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*PLEASE NOTE: The materials and audio for this meeting can be obtained by contacting the clerk's office at [cpssschoolboard@cpsnet.net](mailto:cpssschoolboard@cpsnet.net).*

## II. STUDENT DISCUSSION

**Dr. Tylus** introduced students representing the Superintendent’s Student Advisory Group on Education (“SSAGE”), who presented their budget priorities to the committee as follows:

- Building maintenance.
- School safety.
- Transportation.
- Teacher Salaries.

The committee members thanked the students for presenting, stating that they were impressed with their work.

**Discussion** topics included: the importance of funding student aid and supports; student awareness of safety best practices; and, an overview of CBAC’s mission, structure, and working process.

## III. STUDENT ENROLLMENT AND REDISTRICTING OVERVIEW

**Ms. Mensia-Joseph** and **Ms. Allen** presented an overview of enrollment data, as well as a look at the current redistricting proposal.

**Discussion** topics included: student enrollment data and forecasting methodology; the ways in which development and demographics turnover in mature neighborhoods could affect enrollment projections; and, redistricting.

## IV. TRANSPORTATION UPDATE

**Ms. Mensia-Joseph** and **Mr. Sloan** presented to the committee. Highlights included:

- An overview of recruitment and retention initiatives.
- A staffing analysis and regional comparison of vacancies and absences.
- Late arrival and departure data as compared to the 2017-18 school year.
- An update on the routing software’s implementation status.
- An overview of the benefits of implementing the Versatrans routing software.
- A summary of estimated costs of the proposed initiatives.
- A list of lessons learned from the start times change.
- A look at next steps.

**Discussion** topics included: driver turnover and morale; driver overtime; bus maintenance concerns; data-collection methodology; funding estimates for the proposed initiatives; and, a clarification of the need for a routing department.

## **V. NEXT CBAC MEETING - DEC. 6, 2018**

**Mr. Williams** announced that the next CBAC meeting would be held at 4 p.m. on Dec. 6 in the Central Office Board Room.

Potential topics included:

- A discussion with principals, teachers, and staff.
- A report regarding the School Safety Task Force.
- A discussion regarding staff morale and events.

## **VI. ADJOURNMENT**

**Mr. Williams** adjourned the meeting at 10:02 a.m.