

**CITIZENS BUDGET ADVISORY COMMITTEE MEETING**

**Jan. 10, 2019 at 8 a.m.**

**CCPS CENTRAL OFFICE BOARD ROOM**

**CITIZEN ATTENDEES**

Jeff 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  
Mervin B. Daugherty, Ed.D., Superintendent  
Christina Berta, Chief Financial Officer  
Susan Newton, Director of Management and Budget  
Mike Maher, Assistant Director of Management and Budget  
Dr. Thomas Taylor, Chief Academic Officer  
Dr. John Gordon, Chief of Schools  
Dr. Samantha Hollins, Director of Special Education  
Dr. Tameshia Grimes, Director of Equity and Student Support Services  
Tim Bullis, Executive Director of Communications and Community Engagement  
Brian Gabriel, Assistant Director of Engineering and Construction  
Brenda Russ, ESL Coordinator  
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 **Ms. Stewart**, the committee voted unanimously to approve as drafted the minutes from the Dec. 6, 2018 meeting.

**II. ESL UPDATE 2018-19**

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

**Dr. Gordon** and **Ms. Russ** presented to the committee. Highlights included:

- An overview of the English as a Second Language (“ESL”) program.
- ESL enrollment growth data and staffing considerations.
- A look at new services offered to ESL students and families.
- A look at the ESL program structure, as well as student progress and proficiency data.

**Discussion** topics included: a clarification of terminology; potential reasons for a student’s refusal of services; and, services offered to long-term learners.

### **III. SPECIAL EDUCATION UPDATE**

**Dr. Hollins** provided a review of special education (“SPED”) data to the committee.

**Discussion** topics included: statewide special education enrollment data; student identification; and, a clarification of terminology.

### **IV. PUPIL-TEACHER RATIO UPDATE**

**Dr. Taylor** and **Dr. Gordon** presented to the committee. Highlights included:

- A historical overview of pupil-teacher ratio (“PTR”) reduction.
- Current focus areas for PTR reduction.
- Current PTR data.

**Discussion** topics included: clarification of areas of focus; clarification of the number of full-time equivalent positions added in FY2019; FY2019 PTR funding; clarification of SPED and ESL impacts on PTR data; the cost-benefit analysis procedure for determining the need for new construction; the infrastructure impacts of additional staff; and, school capacity standards.

### **V. CELEBRATING TEAM CHESTERFIELD**

**Dr. Gordon** and **Mr. Bullis** presented to the committee. Highlights included:

- Employee retention data.
- The reasons for recognizing and celebrating employees.
- Recognition initiatives and associated costs.

**Discussion** topics included: clarification of event costs; an acknowledgement of the disparity between school-level recognitions; partnership solicitation practices; and, concerns regarding food expenditures.

**VI. MAJOR MAINTENANCE PATH TO STABILIZATION and IMPACT OF GOVERNOR'S INTRODUCED AMENDMENTS TO THE CURRENT 2018-2020 BUDGET**

**Mrs. Berta** briefly discussed these presentations.

**Mrs. Stewart** shared her concerns regarding the School Board budget meeting schedule.

**VII. ADJOURNMENT**

**Mr. Williams** adjourned the meeting at 10:07 a.m.